



DEPARTMENT OF ADMINISTRATION FINANCE COMMITTEE MEETING

Polk County Government Center
Second Floor East Conference Room
100 Polk County Plaza
Balsam Lake, WI 54810

***Amended**

August 10th, 2011 2:00 p.m.

Open Session

(A quorum of the County Board or Governing Committees may be present.)

Call to order

Accept Agenda

Approval of **July 27th, 2011** Minutes

Public Comments

Committee Calendar/Agenda/s: Next Finance meeting August 24th, 2011, County Board meeting is August 16th.

The Committee may take up any matter on this agenda at any time during the meeting regardless of the location of such item on the agenda.

County Administrator- Dana Frey

2012 budget process

2011 budget execution

Resolution: WRS contribution update

Department update/status

*Vice Finance Chairman- Brian Masters

Debt Policy

Finance – Maggie Wickre

Office Update

Vouchers

Committee Observations

Adjournment (Agenda not necessarily presented in this order.)

Copies to: County Clerk

This meeting is open to the public according to Wisconsin State Statute 19.83. Persons with disabilities wishing to attend and/or participate are asked to notify the County Clerk's office (715/485-9226) at least 24 hours in advance of the scheduled meeting time so all reasonable accommodations can be made. Requests are confidential.

Polk County Finance Committee
Polk County Government Center, 2nd Floor East Conference Room
100 Polk County Plaza, Balsam Lake, Wisconsin 54810
Minutes of August 10th, 2011 Meeting

Vice Chairman Brian Masters called the meeting to order at 2:00 p.m.

Present for finance committee: Brian Masters Neil Johnson
William Johnson Kathy Kienholz (arrived at
2:18p.m.)

Absent Gary Bergstrom

Motion by W Johnson / N Johnson to approve the agenda; carried by voice vote.

Motion by Masters / W Johnson to approve the minutes of July 27th, 2011 meeting; carried by voice vote.

Public comment.

None.

Committee calendar / agenda(s).

Next finance committee meeting is September 7th, 2011, County Board is August 16th.

County Administrator.

County Administrator Dana Frey discussed budget process to date. The budget submissions are being entered into our financial software as received. Two-thirds of the committees have been dealt with.

Frey handed out a summary of 2011 budget legislation and discussed the levy and county tax rate limit.

Frey discussed the contribution to the Wisconsin Retirement System. He will present this information to the county board at its September meeting.

Frey told the committee about a new software package, called Financial Edge, that would replace out current general ledger accounting software. The cost is approximately \$20,000, significantly less than had previously been planned for in the five-year capital improvement plan. The purchase would be funded from the contingency account initially; that fund would be replenished as the cost was billed out on a percentage basis to departments.

Finance Manager

Finance Manager Maggie Wickre discussed new website being looked into for advertising our RFP's.

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Motion by Kienholz / W Johnson to approve vouchers numbered 282541- 282657 and dated 8/10/11; carried by voice vote.

Motion by Kienholz / W Johnson to adjourn; carried by voice vote.

Adjourned at 3:25 PM