

FINANCE COMMITTEE AGENDA
***AMENDED (September 27, 2010)**

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

September 29th, 2010 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 Minutes of the Previous Meeting
Public Comments
Committee Calendar/Agenda/s

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.

International Trade, Business and Economic Development Council (ITBEC) - Larry Jepsen
2011 Funding
*West Cap

Economic Development Center- Steve Healy
Economic Development

A/V Equipment- Larry Voelker
Audio video equipment

Adult Development Center (ADC) - Dianna Manning
2011 Lease payment

Highway – Steve Warndahl, Jeff Fuge, Dana Frey
**Purchase Approvals
Purchase Tractor and Schulte Mowers
***Purchase of Salt brine tank

Information Technology- Todd Demers
Office Update and Budget Approval
****Contract to Wipe “Leased” Copier / Printer Drives

County Administrator- Dana Frey
2011 Budget
Department Update/Status
What comes next?
What is needed?

Finance – Maggie Wickre
Office Update
Bills and Vouchers
Status of Departmental Operations

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 September 29th, 2010 Meeting

Chairman Gary Bergstrom called the meeting to order at 2:16 p.m.

Present for finance committee: Gary Bergstrom
Neil Johnson
William Johnson
Brian Masters
Kathy Kienholz

Also present: Dana Frey, county administrator
Todd Demers, IT director
Jeff Fuge, corporation counsel
Members of the press
Maggie Wickre, interim finance director
Deb Peterson, director of parks & buildings
Steve Warndahl, highway commissioner

Motion by W Johnson / Masters to accept the agenda after moving County Administrator Dana Frey to the top of agenda to discuss process of budgets; carried by voice vote.

Motion by Masters / Kienholz to approve the minutes of September 15th, 2010 meeting after noting Kienholz was on teleconference and abstained from voting; carried by voice vote.

Public comment None.

Committee calendar / agenda(s). Next finance committee meeting is October 6th, 2010 at 2:00 p.m. An additional finance meeting will be held Monday, October 11th at 2:00 p.m. Finance meeting for October 13th has been canceled. County board meeting is October 12th, 2010 at 6:00 p.m.

County Administrator.

County Administrator Dana Frey presented a binder of 2011 budgets that contained:

- Detailed budgets for the county clerk's office, the treasurer's office, the department of administration, and the IT department (the departments governed by the finance committee).
- A copy of his budget memo and summary as presented to the county board on September 21.
- A summary budget for the county, plus a summary budget for each county department.
- Requests for additional levy submitted by several departments.
- An analysis of nine possible options to reduce the total levy, including the effect of each.
- A draft of the budget to be published after the county board meeting on October 12.

Mr. Frey handed out and discussed factors impacting the levy in 2011 and 2012, plus options for balancing those budgets and the consequences of each option.

Budget appeals.

Trudy Popenhagen, Xcel Energy and chair of the County's Economic Development Corporation (EDC), and Steve Healy, EDC executive director, spoke on the history and purpose of economic development.

Ms. Popenhagen handed out the EDC's 2010 and 2011 budgets and goals and requested that Polk County contribute \$35,000 toward the EDC for 2011, the same amount that was requested for 2010. Actual county contribution for 2010 was \$25,000.

Supervisor Larry Voelker requested funding not to exceed \$60,000 to equip the county board room with audio video equipment. This would include microphones, cameras, digital servers, control units, and amplifiers. In December 2009 Tierney Brothers gave bid of \$49,050 per Information Technology Director Todd Demers.

Dianna Manning, director of the Polk County Adult Development Center (ADC) requested a temporary reduction in their lease payments for the next two years. The ADC currently pays \$3,300/month, or \$39,600/year. They are requesting that their rent be \$1,000/month for each January – June and \$4,000/month for each July – December period, for a total of \$30,000/year.

Chairman Gary Bergstrom stated that the finance committee would discuss the appeals at its next meeting.

Highway purchases.

Highway commissioner Steve Warndahl handed out a bid summary for purchases of a salt brine tank and snow blades. Burke Truck & Equipment Inc. won the bid of \$42,959.50 for blades. Varitech Industries Inc. won bid of \$39,000 for salt brine tank.

Corporate counsel Jeff Fuge stated the purchasing policy for purchases over \$12,000.

Motion by W Johnson / Masters to recognize the purchases made by Highway Commissioner Steve Warndahl; carried by voice vote.

Departmental reports.

Information technology director Todd Demers handed out and discussed summaries of the IT department's status and its expenditures. The expenditures report dated September 8th totaled \$8,089.35; September 15th report totaled \$16,866.40; and September 29th report totaled \$42.21.

Motion by N Johnson/ Masters to approve contract with EO Johnson for \$175.00 to purchase hard drives on leases copier and printers; carried by voice vote.

Finance director Maggie Wickre stated that the county will sign a two-year contract with Hildi, Inc., who will do the Other Post-Employment Benefits (OPEB) audit as required by law.

Motion by Masters /Kienholz to approve vouchers numbered 272491- 273015 and dated 9/29/10; carried by voice vote.

Motion by W Johnson / Kienholz to move the resolution to hold a public hearing on the proposed 2011 budget of Polk County on to the County Board; carried by voice vote.

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

Adjourned at 5:42 pm.