



DEPARTMENT OF ADMINISTRATION FINANCE COMMITTEE MEETING

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

October 5th, 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 **September 21st, 2011** Minutes

Public Comments

Committee Calendar/Agenda/s: Next Finance meeting October 17th, 2011.

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.

Parks and Buildings- Deb Peterson
Recycling Driveway

Treasurer- Amanda Nissen
Resolution to Void Tax Certificate
RFP Bank Services

County Administrator- Dana Frey
2012 budget, including amendments proposed and action by governing committees, discussion and act.
Department update/status

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 October 5th, 2011 Meeting**

Chairman Gary Bergstrom called the meeting to order at 2:00 p.m.

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

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

Motion by Brian Masters / W Johnson to approve the minutes of September 21st, 2011 meeting; carried by voice vote.

Public comment: Ken Sample requested to speak later in meeting.

Committee calendar / agenda(s). Next Finance meeting October 17th, 2011. Joint Finance and Property Meeting will be at Noon with Finance meeting scheduled for after joint meeting.

County Administrator

County Administrator Dana Frey presented the budget amendments that Administration has so far to the Committee.

Mr. Frey stated the 2012 budget amendments are to be in by October 13th.

Motion made by Neil Johnson to change the existing rent in the 2012 budget for Endeavors Adult Center from \$30,000 to \$60,000. Brian seconded. Motion passed with 3 yes votes and 1 no vote.

Motion by William Johnson to keep the 2012 funding for Economic Development Corporation at \$34,635. Gary seconded. Motion passed with 3 yes votes and 1 no vote.

County Administrator Dana Frey discussed and handed out 2012 budget for Department of Administration, County Clerk, Treasurer, and IT which are governed by the Finance Committee. Mr. Frey also handed out 2012 Budget Committee reports that have been approved so far this month.

Mr. Frey spoke on Contingency fund transfer approval which has to be published within 10 days. A form was made by Maggie and will be available at next meeting.

Parks and Buildings – Deb Peterson

Director Deb Peterson requested Finance to approve the payment for the new driveway at the Recycling Center that Highway constructed. In 2010, Polk County received \$70,000 from the Wisconsin DOT for a land purchase on highway 8 by the Recycling Center. This land purchase eliminated the Recycling driveway and at that time it was discussed that this money be used to construct a new driveway. However, in committee reports or the resolution to County Board, this reserve of the revenue for the land purchase was not stated. Therefore, the money in 2010 was not reserved.

Motion by William Johnson/ Neil Johnson to approve the use of general fund balance in 2011 to cover the cost of the driveway and to approve Buildings to pay Highway for their work at \$16,000. carried by voice vote.

Treasurer's office

Treasurer Amanda Nissen handed out the resolution for the Void Tax Certificate.

Banking Bids were given to the Committee with a comparison of each bank's proposal. The decision on which bank to select has been postponed until the October 17th meeting.

Motion by W Johnson / N Johnson to approve vouchers numbered 284308-284644 and dated 10/5/11; carried by voice vote.

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

Adjourned at 4:22PM