



DEPARTMENT OF ADMINISTRATION FINANCE COMMITTEE MEETING

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

December 14th, 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 **November 15th, 2011** Minutes

Public Comments

Committee Calendar/Agenda/s: Next Finance meeting December 28th, 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.

Clerk of Courts- Lois Hoff
Reimbursement for Retirement

Corporate Counsel- Jeff Fuge
Resolution to Accept and to Allocate Donation from Balsam Branch Ski Partnership for Cross Country Trail Grooming Equipment

County Administrator- Dana Frey
Gopher Bounty
Policies, Purchasing, Investment..
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 December 14th, 2011 Meeting

Chairman Gary Bergstrom called the meeting to order at 2:05 p.m.

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

Absent: William Johnson

Also present: Dana Frey, county administrator
 Maggie Wickre, finance director
 Jeff Fuge, corporate counsel

Motion by Kienholz / Masters to approve the agenda; carried by voice vote.

Motion by Masters / N Johnson to approve the minutes of November 9 and 15th, 2011 meetings; carried by voice vote.

Public comment.

None

Committee calendar / agenda(s).

Next finance meeting will be January 18th, 2012 at 2:00 pm.

Clerk of Courts.

Clerk of Courts Lois Hoff submitted a letter discussing reimbursement for retirement for elected officials to make them whole, as was done for other county employees. Fuge stated that the statutes are quite clear that any changes to compensation for elected officials becomes available to them during their next term. No action will be taken at this time. It was noted that other counties have taken various routes to address this issue. There is currently a court case pending on the matter in another county; the committee felt its best course was to await the outcome of that case.

Corporate Counsel.

Fuge discussed the Resolution to Accept and to Allocate Donation from Balsam Branch Ski Partnership for Cross Country Trail Grooming Equipment. He stated that this resolution must go to county board for approval as this donation goes directly to us for the purchase of a groomer.

Motion by Masters / Kienholz to approve this resolution and forward it to county board, carried by vote.

December 14th, 2011

County Administrator.

Mr. Frey stated that he had started researching the lowest priority programs according to the county board. The first program he evaluated was gopher bounties. His research showed that the legislation on gopher bounty was repealed on 2000. Under Home Rule, towns and villages have the option to continue this bounty if they choose to do so; counties must have specific legislation, which Polk County lacks, to do so. For the year 2011, we are committed to reimburse the towns and villages for the gopher bounties they have already paid, but we will not do so in the future.

Mr. Frey handed out and discussed a draft of the revised purchasing policy. He will also pass this policy out to the County Board Supervisors in December for their review. **Motion by N Johnson / Kienholz to forward the purchasing policy with possible amendments to the County Board in January, 2012 for approval.**

Mr. Frey handed out and explained a draft of the revised investment policy. **Motion by Kienholz / Masters to move the investment policy onto the county board for approval in January, 2012.**

Mr. Frey explained the resolution on December county board agenda which amends Polk County Personnel Policy 390. This resolution authorizes the county administrator to withhold a step increase for employees until after Carlson Consulting completes its compensation analysis.

Motion by N Johnson / Kienholz to approve vouchers numbered 285573 – 286715 and dated 12/13/11; carried by voice vote.

Motion by Masters/Kienholz to adjourn; carried by voice vote.

Adjourned at 3:30 PM.