

Meeting Notice
Polk County
Administrative Committee
Polk County Justice Center, 1005 West Main Street
Balsam Lake, Wisconsin
Sheriff's Department Video Conference Room
Tuesday, October 23, 2012 at 11:00 a.m.

(A quorum of the County Board may be present. Pursuant to Section 19.89, Supervisors of the Polk County Board who are not committee members may be present in the noticed closed session)

Order of Business
(Open Session)

Preliminary Matters:

1. Call to Order
2. Consider corrections to the noticed agenda
3. Consider corrections to the minutes of the September 26, 2012 meeting
4. Public Comment

Business Matters:

5. Discussion and recommendation restructuring of standing committees related to a future 15 member board, commencing 2014-16 term:
 - Distribution, review, and discussion of the previous Organization Committee information and new material relating to committee structures and assignment of board members;
 - Video Conference with members of St. Croix County Board of Supervisors regarding St. Croix County experience in reorganization of county board
 - Develop a work plan and timeline to develop recommendations on committee structure and assignments;
 - Discussion of potential assignment to specific committees;
6. Discussion of functional considerations of a smaller board: Boardroom location, size, arrangement; and technical considerations.
7. Consideration and discussion of requesting that "outside agency" budgets be assigned to the Administration Committee during the county budget process.
8. Recommendations for subsequent meetings of Committee of the Whole/ or a Planning and Information meeting

Closing Matters:

9. Committee Calendar
10. Adjourn

This meeting is open the public according to WI 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.

William Johnson Kristine Kremer-Hartung Dean Johansen George Stroebel Jay Luke

ADMINISTRATIVE COMMITTEE MEETING MINUTES 10.23.2012
POLK COUNTY JUSTICE CENTER VIDEO CLASSROOM
BALSAM LAKE, WI 54810

Chairman Johnson called the meeting to order at 11:05 a.m.

Members present: William Johnson, George Stroebel, Kristine Kremer-Hartung, Jay Luke

Member absent: Dean Johansen

Also present: Administrator Frey, Corp. Counsel Fuge, Bob Kazmierski, Supervisor Tom Engel, Steve Moe, Gregg Westigard

Present via video conference from the St. Croix County Government Center: Chairman Daryl Standafer, Supervisors Tim Hood, Roger Larson, and Dave Peterson, Administrator Thompson.

No public comment was offered

Motion by Mr. Stroebel, second by Mr. Luke, to accept the agenda as noticed. Carried unanimously.

Motion by Ms. Kremer-Hartung, second by Mr. Stroebel, to accept the minutes of the September 26, 2012 meeting as received. Carried unanimously.

The video conference was connected and questions were asked of the St. Croix County board members pertaining to: committee structure currently used as contrasted to previous practice, how committee structure was decided, the reimbursement rates and time commitment expected for board members, how the committees are included in the county budget process, and questions related to technical aspects of meetings.

The committee took a ten minute recess.

Bob Kazmierski distributed the results of a four county (Wood, Douglas, LaCrosse, and Ozaukee) survey he had created compiling the results of committee restructuring.

Administrator Frey distributed a copy of the 2013 proposed budget for the purpose of pointing out that expenditures generally follow 7 categories that may lend themselves to a framework for standing committees. Mr. Frey contrasted the committee involvement, as represented by Administrator Thompson in St. Croix County, to his philosophy of committees and budget creation.

The timeline and work plan to make a recommendation on committee to the county board are still pending.

The discussion of specific committee assignments will be part of the ongoing process.

Mr. Johnson reported that functional and technical considerations of updating a boardroom for a smaller board will be on future agendas of the Property Committee.

By consensus, Administrator Frey was asked to propose to the Land Information Committee that the responsibility of the "outside agency" budgets, with the possible exception of the WCWPRC budget, be transferred to the Administrative Committee.

No recommendations for future COW or Planning and Information meetings were offered at this time.

The next meeting date was set for November 27, 2012 at 11:00 a.m.

Motion by Ms. Kremer-Hartung, second by Mr. Luke to adjourn the meeting at 1:17 p.m. Motion carried unanimously.

William Johnson, acting secretary, corrections and acceptance pending