

Meeting Notice
Polk County
Administrative Committee
Polk County Government Center, 100 Polk County Plaza, County Board Room
Balsam Lake, Wisconsin
Tuesday, December 18, 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 October 23, 2012 meeting
4. Public Comment

Business Matters:

5. Discuss and Develop Recommendations Regarding Modifications to County Board Standing Committee/Administrative Board Organization, Structure and Composition
 - a. Review Work To Date
 - b. Receive, Discuss and Review Recent Information Relating to Initiative
 - c. Exercise on Committee Structure, facilitated by Bob Kazmierski, UW-Extension
 - d. Consider Next Steps, including, but not limited to, Finalization of Recommendations.

Closing Matters:

6. Committee Calendar
7. 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

Dec. 18, 2012 Polk County Government Center, Board Room

Chairman Johnson called the meeting to order at 11:00 A.M.

Members present: Wm. Johnson, Kristine Kremer-Hartung, Jay Luke & George Stroebel

Members absent: Dean Johansen

Also present: Corp. Counsel Jeff Fuge, Bob Kazmierski, Clerk Carole Wondra, Suprs. Schmidt & Brown and the press.

Motion (Luke/Hartung) to approve the agenda. Motion carried by unanimous voice vote.

Motion (Stroebel/Luke) to approve the minutes of the October 23, 2012 meeting. Motion carried by unanimous voice vote.

Chairman asked for any public comment, none offered.

Business Matters: Bob Kazmierski from the Extension office facilitated discussion on possible committee structures to use as part of restructuring for a 15 member county board. 3 options were presented for discussion.

Motion (Luke/Stroebel) to focus on and move forward with the proposed Committee structure of 5 Standing Committees. Motion carried by unanimous voice vote.

- See Current Committee Structure and Functional Organizational Committee Chart attached
- Note--two committees have 7 members and each of the 15 Supervisors would be expected to serve on two standing committees

Assignments were given out as follows:

Jeff Fuge to work on functionality, size and compositions of the proposed committees.

William to discuss the details with Admin. Frey and Department heads. Noting it would be important seek their input.

Note that there are 15 lake districts which might work to have one board member assigned to each Lake district.

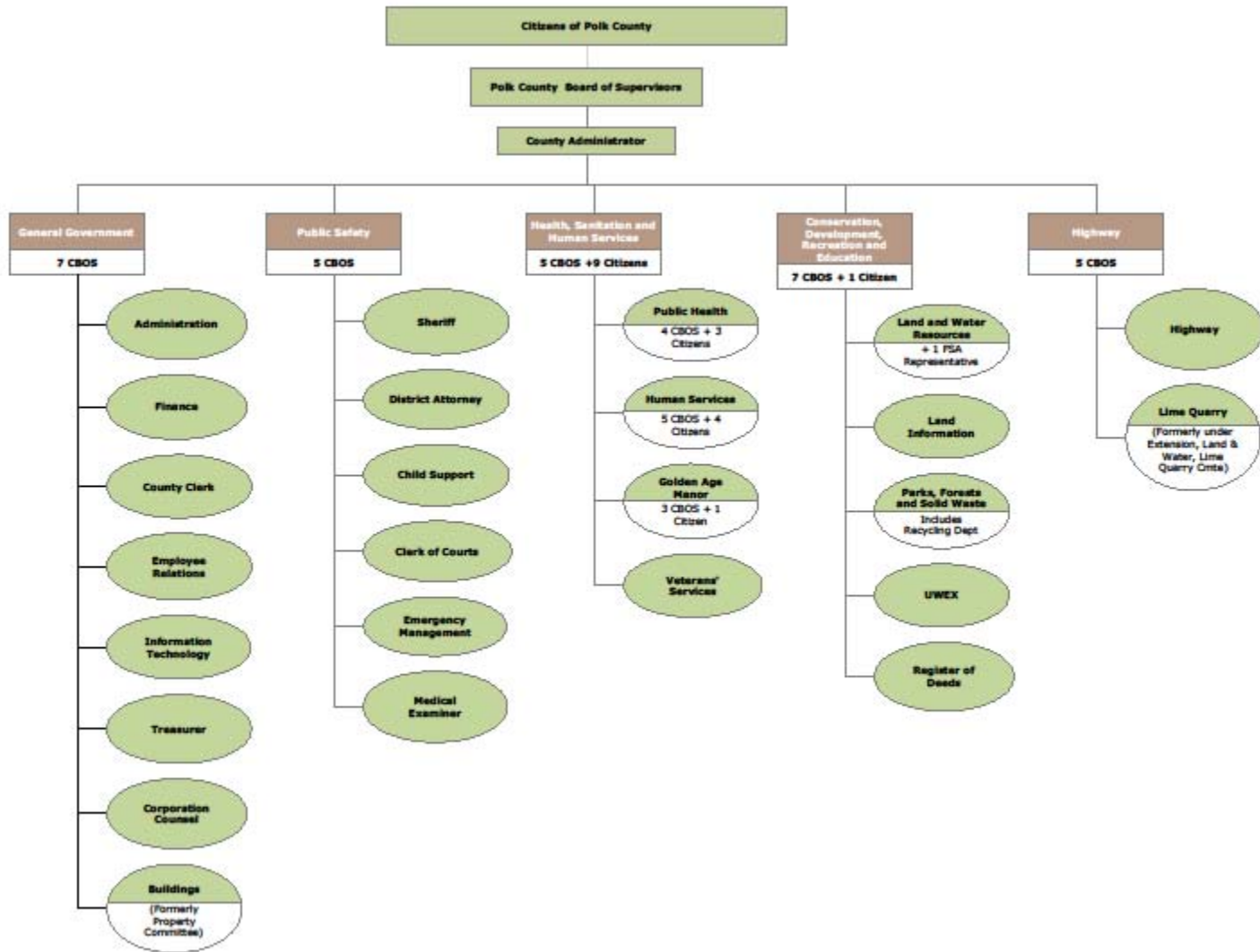
Have presentation ready for Committee of the whole or January county Board meeting.

Items to be discussed at the next Administrative meeting: Job descriptions for County Board Supervisors and discuss the special/appointed committees.

Motion (Luke/Stroebel) to adjourn. Meeting adjourned 12:05 P.M.

CURRENT COMMITTEE STRUCTURE

Finance (5 CBOS)	Personnel (5)	Highway (5)	Land Info (5)
Administration Treasurer Clerk I.T.	Employee Relations Corp. Counsel	Highway	Land Info
Land & Water Extension(5+1) Lime Quarry	Human Services Board (5+4)	ADRC (Special Committee) (5+4)	Board of Health (4+3)
Land & Water UWEX Lime Quarry	Human Services V.A.	Aging	Public Health
Public Protection & Judicial CMTE (5)	Golden Age Manor (3+1)	Parks, Forestry And Recreation (5)	Administrative CMTE (5)
Sheriff, Clerk of Courts D.A. Medical Examiner Child Support Emergency Mgmt	GAM	Property, Forestry Parks, Recycling Register of Deeds	



Citizens of Polk County

Polk County Board of Supervisors

County Administrator

General Government
7 CBOS

- Administration
- Finance
- County Clerk
- Employee Relations
- Information Technology
- Treasurer
- Corporation Council
- Buildings
(Formerly Property Committee)

Public Safety
5 CBOS

- Sheriff
- District Attorney
- Child Support
- Clark of Courts
- Emergency Management
- Medical Examiner

Health, Sanitation and Human Services
5 CBOS + 9 Citizens

- Public Health
4 CBOS + 3 Citizens
- Human Services
5 CBOS + 4 Citizens
- Golden Age Manor
3 CBOS + 1 Citizen
- Veterans' Services

Conservation, Development, Recreation and Education
7 CBOS + 1 Citizen

- Land and Water Resources
+ 1 PSA Representative
- Land Information
- Parks, Forests and Solid Waste
Includes Recycling Dept
- UWEX
- Register of Deeds

Highway
5 CBOS

- Highway
- Lime Quarry
(Formerly under Extension, Land & Water, Lime Quarry Comts)