

**Organizational Committee Agenda**  
County Board Room, Polk County Government Center  
100 Polk County Plaza  
Thursday July 8, 2010, 1:30 PM

Open Session

Call to Order

Approval of Agenda

Approval of May 25, 2010 Minutes

Public Comments

Report by County Administrator on County Organizational Options

Set future meeting date

Adjournment

This meeting is open to the public according to Wis. Stat. Sec. 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.

## Minutes of Meeting

Polk County Organizational Committee  
Thursday, July 8, 2010, 1:30 p.m.  
Board Room, Government Center  
100 Polk County Plaza, Balsam Lake, WI

Members present: Herschel Brown, Wendy Rattel, Russell Arcand, Patricia Schmidt, William Johnson, Harry Johansen

Guest presenter: Dana Frey, County Administrator

The meeting was called to order by Herschel Brown, Chair, at 1:30 p.m.

Schmidt/Arcand moved the approval of the agenda. The motion carried.

Johnson/Ratell moved the approval of the minutes of the committee's meeting on May 25. The motion carried.

There were no comments made by the public.

County Administrator Dana Frey made a presentation entitled "County Organizational Options and Issues." The presentation included background information about the advent of the government administrator, state law regarding the office, and the responsibilities and accountability of it. Frey then presented his ideas on the challenges facing the county during the transitional period, possible restructuring, and directions we might consider.

Frey's immediate concerns are preparing the next budget. He provided the committee with a calendar of deadlines for the process. He also provided documents he will submit to the Personnel Committee to bring policies in accordance with state law regarding employee performance reviews and the selection of new employees.

Following the presentation, the committee and Frey discussed the committee's role in the transitional period prompting discussion on several topics:

- Rules of Order and changes that might be necessary
- Duties of the County Board Chair
- Size of the county board
- Committee structure
- Administrator input for county board meeting agendas
- Administrator preview of resolutions to go to the county board

By mutual consent, the committee determined its resolutions should be forwarded to the Administration Committee.

An Arcand/Schmidt motion to ask Corporate Council to prepare resolutions to be acted upon at the next committee meeting to advocate for:

1. A formal review of all vacant staff positions before they are filled.
2. Cooperation between the County Administrator and Board Chair in creating agendas for county board meetings.
3. A preview by the County Administrator of all resolutions to come before the board.

The motion carried.

Brief discussions of other topics followed.

The Chair will invite Bob Kazmierski to the next meeting to offer ideas about how to approach the discussion of the topic of the size of the county board.

Corporate Council will provide data about the annual costs to the county to sustain the work of the county board since 1992 at the next committee meeting.

Frey and Johnson will confer about any necessary changes in the Rules of Order.

The next meeting will be held on August 12 starting at 2:00 p.m.

A motion to adjourn by Johnson/Johansen carried.

The meeting adjourned at 4:00 p.m.

Submitted by Harry Johansen, Secretary