

Polk County Board of Supervisors
Polk County Government Center
100 Polk County Plaza
Balsam Lake, WI
County Board Room
January 19, 2010 (6:00 PM)
*Amended Agenda

- I. Call to Order
- II. Evidence of Proper Notice
- III. Roll Call
- IV. Prayer: Supervisor Dueholm
- V. Pledge of Allegiance
- VI. Approval of Agenda
- VII. Approval of December 15, 2009 Minutes
- VIII. Public comments—3 minutes per person—not to exceed 30 minutes total
- IX. Presentations:
 - Position Papers and Discussion regarding Merger of Highway and Lime
On Resolution for Polk County L/W Resource Management Plan by Tim Ritten
- X. Finance Director's Report
- XI. Resolutions:
 - A. Resolution to Merge Lime Quarry Department into the Highway
Department
 - B. Approving the Polk County Land and Water Resource Management
Plan
 - C. To Ratify Bremer Grant Application and Award to the Polk County
Criminal Justice Collaborating Council
 - D. Water Safety Patrol
 - E. Purchase of Conference Room/Training Equipment
 - F. Gopher Bounty
 - *G. To Authorize a Professional Service Contract for the Recruitment and
Selection of County Administrator
 - *H. Participation in 2010-2011 Wisconsin Regional Orthophotography
Consortium
- XII. Standing Committees/Boards Report
 - a. Highway: Supervisor Caspersen
 - b. Finance: Supervisor Bergstrom
 - c. Personnel: Supervisor Arcand
 - d. Property, Forestry and Recreation: Supervisor Larsen
 - e. Extension, Land and Water Resources, Lime Quarry: Supervisor Jepsen
 - f. Public Protection: Supervisor Luke
 - g. Land Information: Supervisor O'Connell
 - h. Human Services Board: Supervisor Stoneking
 - i. Board of Health: Supervisor Johnson
 - j. Golden Age Manor Board: Supervisor Dueholm

XIII. Appointments:

CommitteeMember	CommitteeName	TermStart	TermEnd	Term Lgth
David Stelter	Veterans Service Com.	1/19/2010	Jan-13	3 years
John Bonneprise	Library Board	1/19/2010	Jan-13	3 years
Nancy Mansergh	Library Board	1/19/2010	Jan-13	3 years
Eugene Lindholm	Housing Auth.	1/19/2010	December-14	5 years
John Yungmann	Veterans Service Com.	1/19/2010	Jan-13	3 years

XIV. Supervisor Reports

XV. Chairman's/Administrative Coordinator's Report

XVI. Adjourn

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A

RESOLUTION _____-09

Resolution to Merge Lime Quarry Department into the Highway Department

WHEREAS, in May 2009 the Polk County Board of Supervisors had considered the merger of and the Lime Quarry into the Highway Department and referred the proposition of the merger to the Highway Committee and Lime Quarry Committee; and

WHEREAS, the Highway Committee has adopted a recommendation to merge the Lime quarry Department with the Highway Committee.

NOW, BE IT THEREFORE RESOLVED that the Polk County Board of Supervisors merges the Highway Department and the Lime Quarry into the Highway Department.

BE IT FURTHER RESOLVED that the Polk County Board of Supervisors creates a committee consisting of the County Board Chairperson/Administrative Coordinator and the respective Chairpersons or designees of the Chairs of the Highway Commission; the Lime Committee; Finance Committee and Personnel Committee to make the necessary approvals and to oversee development and implementation of this merger.

BE IT FURTHER RESOLVED that the Polk County Board of Supervisors suspends, for purposes of this merger, the specific provision in Policy 881 concerning Reorganization, Absorption for Merger of County Departments.

Funding Amount: N/A
Finance Committee Advised: N/A

Funding Source: N/A
Finance Committee Recommendation: N/A

Approved as to form:



Jeffrey B. Fuge, Corporation Counsel


Date Submitted to County Board:


January 19, 2010


Effective Date:

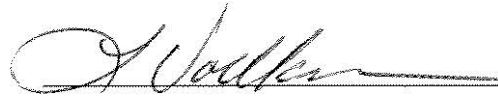
Upon passage

Submitted and Sponsored By:









County Board Action: _____

B

RESOLUTION

APPROVING THE POLK COUNTY LAND AND WATER RESOURCE MANAGEMENT PLAN

WHEREAS, Chapter 92.10 of the Wisconsin Statutes requires that all counties in the State of Wisconsin must develop a Land and Water Resource Management Plan; and

WHEREAS, the purposes of the land and water resource management planning program are to conserve long-term soil productivity, protect the quality of related natural resources, enhance water quality and focus on severe soil erosion problems.

WHEREAS, the Land Conservation Committee has approved the Polk County Land and Water Resource Management Plan; and

WHEREAS, the Wisconsin State Land & Water Conservation Board, in concert with the Wisconsin State Department of Agriculture, Trade and Consumer Protection, has approved the Polk County Land and Water Resource Management Plan; and

WHEREAS, the Plan identifies water quality goals and objectives for the next five years; and

WHEREAS, the Plan outlines a strategy to improve and protect the water resources of Polk County.

NOW, THEREFORE, BE IT RESOLVED, the Board of Supervisors of Polk County does approve the Polk County Land and Water Resource Management Plan to begin January 1, 2010, which is attached and made part of this Resolution.

Funding Amount N/A Funding Source N/A Date Finance Committee Advised N/A

Effective Date: January 1, 2010

Approved as to form:

Jeffrey B. Fuge
Jeffrey B. Fuge, Corporation Counsel

Submitted to County Board: December 15th, 2009

County Board Action: _____

Submitted by: The Polk County Land Conservation Committee

Larry Jepsen
Larry Jepsen, Chair

Diane Stoneking
Diane Stoneking, Vice-Chair

Kathryn Kienholz
Kathryn Kienholz, Secretary

Dean Johansen
Dean Johansen

Ted Johnson
Ted Johnson, FSA Representative

Adopted this _____ day of December, 2009.

I, Carole T. Wondra, County Clerk for Polk County, do hereby certify that Resolution No. _____ was adopted by the Polk County Board of Supervisors on the _____ day of December, 2009.

By a vote of: _____ in favor _____ against _____ abstain or Voice Vote

Carole T. Wondra, Polk County Clerk

Dated: December _____, 2009

C

RESOLUTION _____

TO RATIFY BREMER GRANT APPLICATION AND AWARD TO THE POLK COUNTY CRIMINAL JUSTICE COLLABORATING COUNCIL

WHEREAS, the Polk County Criminal Justice Collaborating Council (CJCC) was established in 2007 as a steering mechanism for the Polk County justice system; and

WHEREAS through the CJCC, the Polk County justice system has developed a Restorative Justice Program and a Drug Court; and

WHEREAS, the CJCC has applied for and been awarded a financial grant from the Otto Bremer Foundation in the amount of \$53,155.00 and has received a \$5,000.00 personal donation for the provision of professional services within the Restorative Justice Program and the Drug Court; and

WHEREAS, the CJCC has not presently completed the organizational and filing requirements of a non-profit as recognized by Section 501(c)(3) of the Internal Revenue Services (IRS); and

NOW, THEREFORE, BE IT RESOLVED that the Polk County Board of Supervisors ratifies the Otto Bremer Grant application and award to the CJCC.

BE IT FURTHER RESOLVED that Polk County Board of Supervisors accepts on behalf of Polk County the personal donation of \$5,000.00 received by the CJCC.

BE IT FURTHER RESOLVED that Polk County Board of Supervisors authorizes the CJCC to enter into contracts for the provision of professional services to the Restorative Justice Program and Drug Court; and to expend grant funds and noted donations for purposes of the Restorative Justice Program and Drug Court, consistent with the Otto Bremer Foundation grant application.

BE IT FURTHER RESOLVED that the Polk County Human Services Department will act as the Fiscal Agent in handling of financial transactions for the CJCC; and

BE IT FURTHER RESOLVED that the Polk County Board of Supervises appoints and authorizes the Juvenile Justice/Family Services Supervisor to execute, administer and oversee to those professional service contracts that the CJCC may enter into.

BE IT FURTHER RESOLVED that the grant funds and any related contracts will transfer to the CJCC once it is established sufficiently with Section 501(c)(3) status.

Funding Amount (\$58,155.00)

Funding Source (Grants and Donations)

Date Finance Committee Advised: N/A

Effective Date: upon passage

Approved as to form:



Jeff Puge, Corporation Counsel

Date Submitted to County Board _____ **County Board Action** _____

CI

SUBMITTED BY: Human Services Board

Diane Stoneking
Diane Stoneking, Chair

David Markert
David Markert, Ph.D., Vice Chair

Kenn Sample
Kenneth Sample, Secretary

William Alleva
William Alleva

Marvin Caspersen
Marvin Caspersen

James Edgell
James Edgell

John Gyllen
John Gyllen

Craig Moriak
Craig Moriak

Tim Strobusch
Timothy Strobusch

D

RESOLUTION _____

WATER SAFETY PATROL

WHEREAS, Polk County created a Water Safety Patrol for the enforcement of water safety regulations on the large number of lakes in Polk County,

WHEREAS, 75% of the total cost of such a program is funded through funds provided by the State, and

WHEREAS, money for the Water Safety Patrol has been included in the Polk County Sheriff's Department budget for 2010,

NOW THEREFORE BE IT RESOLVED that the Water Safety Patrol be continued for the calendar year 2010.

Funding Amount: Unknown at this time.

Funding Source: Dept. of Natural Resources (Approx. 75%)
Law Enforcement Budget (Approx. 25%)

Date Finance Committee Advised: _____

Effective Date: Upon passage.

Approved as to Form: _____

Jeff Fuge, Corporation Counsel

Date Submitted to County Board: _____ **County Board Action :** _____

SUBMITTED BY:

SBM/ch

1/06/10

E

RESOLUTION _____

PURCHASE OF CONFERENCE ROOM/TRAINING EQUIPMENT

WHEREAS, continuing education is vital to the retention of state licensure for the professional staff of the Polk County Human Services Department, as well as other county agencies; and

WHEREAS, pursuant to the AFSCME contract under which these professional staff are covered, the Polk County Human Services Department is responsible for assuring financial resources are available for this continuing education; and

WHEREAS, there would be benefit to other Polk County Human Services Department employees, as well as other county agency employees, from participating in such continuing education programs if such programs could be brought onsite and provided to groups of employees; and

WHEREAS, bringing such training programs onsite would provide a significant cost savings to the county, it is projected that the county will realize a cost savings in an amount equal to or exceeding the cost of the equipment within two years; and

WHEREAS, the Polk County Human Services Department is realizing a budget surplus for the year 2009, which would cover the projected costs of equipment necessary to upgrade the onsite conference rooms into training rooms;

NOW, THEREFORE, BE IT RESOLVED that the Polk County Board of Supervisors approves the purchase of the necessary equipment to upgrade the East, West, and the Lower Level Conference Rooms, as well as the County Board Room, to provide adequate facilities for onsite trainings and meetings; thus providing annual cost savings to county agencies and Polk County; and

BE IT FURTHER RESOLVED that Polk County Board of Supervisors approves the expenditures from the Polk County Human Services Department budget for the proposed conference room updates.

Funding Amount (not to exceed \$200,000.00)

Funding Source (2009 Human Services Department Budget)

Date Finance Committee Advised: N/A

Effective Date: upon passage

Approved as to form:


Jeff Fuge, Corporation Counsel

Date Submitted to County Board _____ County Board Action _____

SUBMITTED BY: Human Services Board

Diane Stoneking
Diane Stoneking, Chair

David Markert
David Markert, Ph.D., Vice Chair

Kenneth Sample
Kenneth Sample, Secretary

William Alleva
William Alleva

Marvin Caspersen
Marvin Caspersen

James Edgell
James Edgell

John Gyllen
John Gyllen

Craig Moriak
Craig Moriak

Timothy Strobusch
Timothy Strobusch

F

Resolution _____

Gopher Bounty

WHEREAS, Polk County agrees to reimburse Polk County municipalities for each pocket gopher and each striped gopher trapped; and

WHEREAS, Polk County Resolution 26-97 establishes the rate at which municipalities shall be reimbursed for pocket gophers and striped gophers.

NOW, THEREFORE, BE IT RESOLVED, that the County Clerk shall pay the municipalities listed below at the amount specified herein.

<u>MUNICIPALITY</u>	<u>POCKET</u>	<u>@</u>	<u>STRIPED</u>	<u>@</u>	<u>TOTAL</u>
T. of Alden	666	1.50	85	0.50	\$1,041.50
T. of Black Brook	750	1.50	71	0.50	1160.50
T. of Eureka	1709	1.50	114	0.50	2620.50
T. Farmington	1060	1.50	40	0.50	1610.00
T. of Garfield	308	1.50	29	0.50	476.50
T. of Laketown	1628	1.50	16	0.50	2450.00
T. of Milltown	558	1.50	71	0.50	872.50
T. of Osceola	1206	1.50	71	0.50	1844.50
T. of St. Croix Falls	1252	1.50	31	0.50	1893.50
T. of Sterling	673	1.50	3	0.50	1011.00
V. of Centuria	18	1.50	0	0.50	<u>27.00</u>
	9828		531		
			TOTAL		\$15,007.50

Submitted at the request of the Finance Committee.

Funding Amount: \$15,007.50

Funding Source: Bounty Budget

Date Finance advised:

Effective date: Upon passage.

Approved as to form:


Jeffrey Fuge, Corporate Counsel

County Board Action: _____


Submitted by:

Gary Bergstrom

Mick Larsen

Kathryn Kjenholz

Brian Masters

 12/21/09
Bryan Beseler

G

RESOLUTION No. _____

To Authorize a Professional Service Contract for the Recruitment and Selection of County Administrator.

WHEREAS, the County Administrator Selection Committee is charged with the development and implementation of a process for the recruitment and selection of the County Administrator; and

WHEREAS, it is in the interest of the County to have an expedited process for the recruitment of the County Administrator;

WHEREAS, the County Administrator Selection Committee recommends that the Polk County Board of Supervisors authorize a professional services contract for the recruitment and selection of the County Administrator as proposed by Public Administration Associates, LLC.

NOW, THEREFORE, BE IT RESOLVED that the Polk County Board of Supervisors authorizes and adopt a professional services contract with Public Administration Associates, LLC., consistent with the proposal, which is attached hereto and incorporated herein.

BE IT FURTHER RESOLVED that the Polk County Department of Employee Relations shall administer and manage the professional services contract on behalf of Polk County.

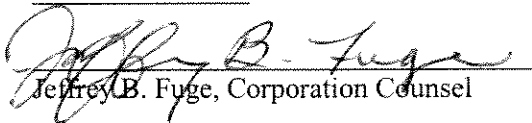
BE IT FURTHER RESOLVED that the Polk County Board of Supervisors transfers \$15,000.00 from the contingency fund to the Department of Employee Relations for the purpose of expenditures related to the professional services contract.

Funding Amount: Not to exceed \$15,000.00 Funding Resource: Contingency Fund

Finance Committee Advised: _____

Finance Committee Recommendations: _____

Approved as to Form:

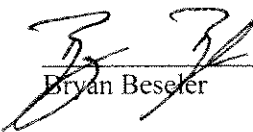

Jeffrey B. Fuge, Corporation Counsel

Date Submitted to County Board: January 19, 2010

Effective Date: Upon passage

Action by County Board: _____

Submitted upon Recommendation of the County Administrator Selection Committee by:

 1/13/10
Bryan Beseler

GI

PAA

Public Administration Associates, LLC

*P.O. Box 282
Oshkosh WI 54903
Phone: 920-235-0279
Fax: 801-659-8673
Email: paassoc@northnet.net
www.public-administration.com*

January 12, 2010

Mr. Bob Kazmierski
UW-Extension Office
100 Polk County Plaza, Ste:210
Balsam Lake WI 54810

Dear Mr. Kazmierski:

Thank you for your recent phone call regarding the possibility of our company assisting Polk County in the recruitment of a County Administrator. What follows is information about our company and the assistance that we would bring to the county if desired. Please feel free to visit our website at www.public-administration.com.

Public Administration Associates is dedicated to encouraging municipal professional administration and to assist local governments in that endeavor. Dr. Stephen Hintz, Denise Frueh and I formed Public Administration Associates in 1998. I am enclosing an explanation of our company and the benefits it has to offer governmental entities as Attachment "A".

I am also enclosing a list showing the municipalities we have assisted in their executive searches, Attachment "B". Together, we have assisted over 170 communities and counties in their searches for new Administrators. As a result of that extensive experience, we have over 600 detailed reference files of potential candidates. We also have relationships with six universities of Public Administration to assist us in the executive search.

The partners have many years of leadership experience in the International City/County Management Association. We personally **know** many of the potential candidates and that ability will give you access to a wide range of prospects to fill the position with the best possible person.

Also enclosed is a listing of the firms that have advertised for City Administrators and/or Managers since 2002, Attachment "D". As you can see, our firm has placed, nationally speaking, the third most positions.

Public Administration Associates, LLC, operates with two teams in the recruitment of Manager/Administrator positions. The individuals who make up the team that will manage the project in this proposal will be Partners Denise A. Frueh and William D. Frueh. They will be assisted, as needed, by PAA Partner Stephen E. Hintz. No other persons or subcontractors will be used in the process.

G-2

A listing of the projects that the team of Denise and William Frueh has assisted in the recruitment for governmental entities since 2000 is included as Attachment "D". This attachment lists additional information concerning the Chief Elected Official of the entity. You are invited to contact those entities and/or the Chief Elected Official regarding their opinion as to the results and the level of service that was provided.

A specific list of references we would offer is:

1. City of Wauwatosa, WI Contact Mayor Theresa M. Estness, Phone 414-479-8915
2. City of Monona, WI, Contact Mayor Robb Kahl, Phone 608-222-2525
3. City of Platteville, WI, Contact Council President Ed White, Phone 608-348-9741
4. City of Jefferson, WI, Contact Mayor Gary Myers, Phone 920-674-7700

Many studies have shown that those municipalities that utilize executive search firms select a person who more closely fits the needs of the community and thus, they are more satisfied with their choice. We say "their choice" because our philosophy is that you make the selection. We provide comprehensive and objective information to assist you in the selection process. We also handle all the paperwork of notifications, negotiations, etc... thus saving your staff the additional burden and clerical work in this regard. We facilitate the process in a very effective and efficient manner.

At no additional cost to the city, our firm uses a video interview process along with reference checks to assist the County Board/Selection Committee in making the selection of the finalists for the position.

Several times we have been asked why our fees are so reasonable. We purposely keep our fees affordable because we are dedicated to promoting the "best" in public administration. As we have told clients, "please don't hire us because we are the lowest cost, hire us because we provide the best service." I believe that if you contact the officials of any of the cities, villages, counties and towns that we have served, they will agree with that assessment of our services.

Our services do not end when you hire your County Administrator. At no cost, we stay in touch with you and the person you hire throughout their tenure to offer whatever assistance and advice may be needed. We take a personal interest in making your choice as successful as possible and we feel our lengthy experiences may be of assistance to your new County Administrator.

I am enclosing a proposal that outlines the nature and extent of our services. We will be glad to explain our process further if needed.

Please call if I can answer any questions or concerns you may have regarding this proposal.

Thank you for your consideration.

Sincerely,

William D. Frueh
Partner, Public Administration Associates, LLC

**A PROPOSAL SUBMITTED TO POLK COUNTY, WISCONSIN
FOR THE RECRUITMENT OF THE POSITION OF
COUNTY ADMINISTRATOR**

This proposal describes the activities to be performed by Public Administration Associates, acting as a consultant for Polk County in the recruitment and selection of a County Administrator. It also lists the cost of these services and suggests time frame schedules for the process.

The recruitment process outlined below has been designed to recruit the most qualified candidates for consideration for appointment as the County Administrator.

- 1. Develop the Candidate Profile in consultation with county officials (or Selection Committee).**
- 2. Assist the county in the preparation and placement of advertisements for the position; (Typically, we place advertisements on the internet, the Wisconsin Counties monthly magazine, the League of Municipalities monthly magazine, the International City/County Management Association, the Wisconsin City/County Management Association, six institutions of higher learning that offer Master Degrees in Public Administration and locally, if desired by the county)**
- 3. Review applications, prepare mini-resumes on each candidate, acknowledge receipt of applications and sort into appropriate categories;**
- 4. Review applications with the County Board (or Selection Committee) for selection of semi-finalists (probably 8 to 10);**
- 5. Contact semi-finalists, secure a 6-minute video tape interview and conduct background reference checks on each semifinalist;**
- 6. Review reference summaries and video tape interviews of semi-finalists with the County Board (or Selection Committee) for selection of candidates to be interviewed (probably 3 to 5);**
- 7. Work with the County Board (or Selection Committee), county staff, and candidates to arrange interviews;**
- 8. Assist in the interview process, including arranging the schedule, coordinating plans with candidates, providing sample interview questions, observing the interviews, facilitating the selection of the first choice, and generally seeing that the interviews run smoothly;**
- 9. Review and make recommendations on an Employment Agreement and provide negotiation assistance by conveying terms to and from the candidate selected until agreement is reached;**
- 10. Prepare letters thanking all applicants and notifying them of the final result.**

G4

Cost

The project costs for professional services will be \$11,000 plus reimbursement of actual out-of-pocket expenses such as postage, copying, long distance phone calls, mileage, and other miscellaneous items, which are estimated to be in the range of \$1,500 to \$2,000, exclusive of any advertising costs.

PAA is sensitive to the pressures faced by local governments to contain costs. As such, we will work with you to ensure that the recruitment is conducted in a cost-effective manner.

Time Schedule

The process can proceed at a pace approved by the county or Selection Committee. However, once it has been started it is important to proceed in an expeditious manner.

<u>Timeline</u>	<u>Action</u>
Week 1	Meet with Selection Committee to review procedures and develop the Candidate Profile
Week 2	Prepare and Place Advertisements with International City Management Association, Wisconsin Counties Association, Wisconsin League of Municipalities, on the Internet and other forms of advertisement.
Week 6	Closing Date for applicants.
Week 7	Meet with the County Board, (or Selection Committee) , to review applicants and select semi-finalists.
Week 9	Meet with the County Board, (or Selection Committee), to review semi-finalists and select finalists.
Week 11	Interview finalists, select first choice, and authorize consultant to negotiate terms with designee.
Week 12	Make offer and adopt employment agreement in open session (knowing that it will be accepted).
Week 16	New Administrator arrives (assuming that the Administrator must give approximately one month's notice in present position).

In the unlikely event that none of the finalist candidates are chosen, we will continue the search on your behalf at no added cost beyond direct expenses. There will be no charge for professional services.

Signed: William D. Frueh
Partner, Public Administration Associates

Dated: 1/12/10

Accepted: _____
Polk County

Dated: _____

ATTACHMENT "A"**What is Public Administration Associates, LLC?**

Public Administration Associates, LLC, is a consulting firm specializing in local government recruitment and management studies. William Frueh, Denise Frueh, and Stephen Hintz, who are the partners, formed this company in April 1998. Its headquarters are located in Oshkosh, Wisconsin.

What expertise do the partners have in local government?

Denise Frueh served in the Finance Department for the City of Oshkosh for seven years. Her experiences include being the Deputy and Acting City Assessor. She received her Master of Business Administration from the University of Wisconsin Oshkosh. She has been actively consulting since 1996.

Dr. Stephen Hintz served on the faculty of the University of Wisconsin Oshkosh from 1972 until 2002, where he taught personnel, budgeting, and municipal management in the Master of Public Administration program. For twenty years, he served as executive secretary of the Wisconsin City/County Management Association. Hintz holds a Ph.D. in political science from Yale University. He has been consulting with municipalities on recruitment and management issues since 1980. In 1998, Hintz was elected to the Oshkosh Common Council and is a former Mayor of Oshkosh, (2002-2004). In 2001, he received the prestigious Sweeney Academic Award from the International City/County Management Association for his lifelong work in promoting public administration.

William Frueh has 50 years of experience in local and state governments as a City Manager in Council Bluffs, Iowa; Newton, New Jersey; Shawnee, Oklahoma and Oshkosh, Wisconsin where he retired after 20 years as its city manager. He also served as the Director of Economic and Community Affairs for the State of Oklahoma. In January 2000, Oshkosh Citizens and the *Oshkosh Northwestern* newspaper named Frueh as one of the ten people in Oshkosh who most influenced the development of Oshkosh during the twentieth century. Frueh received his bachelor's degree in Civil Engineering from Iowa State University and has experience as a City Engineer and Public Works Director. He has been actively consulting since 1996 and is a Life Member of both the International City/County Management Association and WCMA.

What is the range of activity of Public Administration Associates, LLC?

Public Administration Associates, LLC, concentrates exclusively on local government activities. Its partners are experts in municipal government and have a wide network of contacts in local government throughout the United States.

During the past 15 years, the partners have been responsible for the recruitment of more than 160 Managers, Administrators and Department or Division Heads, more than any other firm in the State of Wisconsin. The partners also conduct many studies on municipal organization, management, public safety, personnel and budgeting.

Why is the cost of services performed by Public Administration Associates, LLC, likely to be less than the cost of services from other consulting firms?

The partners do all work on the projects. It does not maintain separate office facilities or employ staff. In addition, although Public Administration Associates, LLC, believes that its partners are fairly compensated, it is committed to fostering effective and efficient local government and sensitive to the fact that public officials must be prudent in spending public money.

ATTACHMENT "B"

Manager/Administrator Searches Conducted by Partners
Public Administration Associates, LLC
State of Wisconsin (unless otherwise noted)

Note: The number beside the municipality name is the number of times PAA has assisted the municipality.

Updated: 1/12/10

Cities

Adams (2)
 Antigo (2)
 Ashland
 Baraboo (2)
 Berlin
 Brillion
 Chippewa Falls (2)
 Clintonville
 Crystal River, Florida
 Delavan (2)
 DePere (3)
 El Paso, Illinois
 Elroy (3)
 Evansville (3)
 Fond du Lac
 Fox Lake (2)
 Hartford
 Hillsboro (2)
 Hudson
 Independence, Iowa
 Jefferson (2)
 Lancaster (3)
 Marquette, Iowa
 Marshfield (2)
 Mauston
 Mequon
 Merrill
 Milton
 Monona (2)
 Monroe
 New Lisbon
 New London (2)
 Niagara
 Oak Park Heights, MN
 Oconto
 Pine Island, MN

Platteville (4)
 Prairie du Chien (2)
 Princeton
 Reedsburg (2)
 Rhinelander
 Rice Lake
 Richland Center
 St. Croix Falls
 Sturgeon Bay (3)
 Tomah
 Verona (3)
 Washburn (2)
 Waterford
 Waukesha
 Waupaca
 Wauwatosa (2)
 Weyauwega
 Whitewater

Villages

Bayside (4)
 Bellevue
 Clinton (2)
 Elm Grove
 Fox Point (2)
 Grafton
 Greendale (2)
 Hartland
 Howard (2)
 Johnson Creek (2)
 Kewaskum
 Little Chute (2)
 Maple Bluff
 New Glarus (2)
 North Fond du Lac (3)
 Oregon
 Osceola
 Paddock Lake

Palmyra
 Pardeeville
 Prairie du Sac
 Pulaski
 Sherwood
 Slinger (2)
 Spring Green
 Sussex
 Thiensville (2)
 Turtle Lake
 Twin Lakes
 Union Grove
 Waunakee
 W. Milwaukee (3)
 Winneconne (2)
 Whitefish Bay
 Wrightstown (2)

Towns

Buchanan (2)
 Cedarburg
 Clayton
 Grand Chute
 Greenville
 La Pointe
 Menasha (4)
 Rib Mountain
 Richfield (2)
 Weston

Counties

Chippewa (2)
 Iowa
 Shawano
 Wabasha, MN (2)
 Monroe

G7

ATTACHMENT "D"

POSITIONS FILLED BY DENISE & WILLIAM FRUEH OF PUBLIC ADMINISTRATION ASSOCIATES, LLC (Since 2000)

Position	City	Chief Elected Official			Adv. Date ICMA	No. of Applic.	Salary Range	Appointee	Salary	Start Date
		Pop.	Name	Title						
Administrator	Ashland	8,800	Edward Monroe	Mayor	6/22/2009	44	68-78k	Peter Mann	70k	9/8/2009
Administrator	Minonk, IL	2,000	William Koos	Mayor	4/27/2009	43	65-75k	Douglas Eider	70k	7/6/2009
Administrator	Lancaster	4,100	Jerry Wehrle	Mayor	3/16/2009	48	60-80k	Stephen Crane	74k	7/1/2009
Administrator	Johnson Creek	2,100	Vicki Zick	Vil. Pres.	2/2/2009	56	60-80k	Mark Johnsrud	73.5k	5/4/2009
Engineer/PWD	Jefferson	7,700	Tim Freitag	Admin.		13	61,266-82,037k	Jill Zalar	74k	3/2/2009
Administrator	Winneconne	2,520	John Rogers	Vil. Pres.	9/14/2008	20	55-70k	Steven Volkert	64k	1/5/2009
Administrator	Ephraim	353	John Cox	Vil. Pres.	9/29/2008	30	50-70k	Charity Forsch	50k	1/19/2009
Administrator	Wauwaukee	11,000	John Laubmeier	Vil. Pres.	9/29/2008	45	88-105k	William Barlow	97.9k	1/19/2009
Administrator	Darien	1,600	Robert Metzner	Vil. Pres.	8/15/2008	22	50-65k	Mark Dennison	50k	12/1/2008
Administrator	Sturgeon Bay	9,763	Thomas Vogele	Mayor	4/14/2008	48	60-90k	Steven McNeil	83k	9/22/2008
Administrator	Eagle River	1,512	Jeffery Hyslip	Mayor	4/28/2018	16	58k+	Joseph Laux	58k	6/15/2008
Administrator	Paddock Lake	3,200	David Buehn	Vil. Pres.	2/19/2008	37	60-75k	John Burg	63k	5/10/2008
Administrator	Wabasha Co., MN	25,000	Eugene McCallum	Chairman	10/15/2007	25	63,426-82,75k	David B. Johnson	78k	2/4/2008
Administrator	Elroy	1,600	Donald Baldwin	Mayor	9/17/2007	16	50-60k	Adam Hammatt	57.5k	1/2/2008
Administrator	Prairie du Chein	6,000	Cheryl Mader	Mayor	9/17/2007	22	65-75k	James Gitz	75k	1/2/2008
Manager	Greendale	14,100	John Hermes	Vil. Pres.	8/20/2007	31	80-95k	Todd Michaels	85k	10/16/2007
Administrator	Monona	8,100	Robb Kahl	Mayor	7/23/2007	34	80-90k	Patrick Marsh	82.5k	10/2/2007
Administrator	Clinton	2,200	Mary Jensen	Vil. Pres.	4/16/2007	21	50-70k	Phillip Rath	60k	8/13/2007
Administrator	Iowa County	24,700	Mark Masters	Brd. Chm.	4/16/2007	26	65-80k	Randy Terronez	75k	8/20/2007
Administrator	W. Milwaukee	4,200	Ronald Hayward	Vil. Pres.	3/19/2007	32	82.5k +/-	Partick Casey	88k	8/6/2007
Manager	Platteville	10,100	Ed White	Co. Presid.	2/19/2007	33	80k-90k	David Berner	85k	6/1/2007
Administrator	Jefferson	7,700	Gary Myers	Mayor	12/25/2006	32	63k-78k	Timothy Freitag	78k	4/23/2007
Administrator	North Fond du Lac	4,800	James Moon	Vil. Pres.	12/25/2006	21	67k-72k	Alfred Vacanti	68,346k	4/9/2007
Administrator	Town/Menasha	17,200	Arden Tews	Chairman	10/30/2006	28	69.6-78.3k	Jeffrey Sturgell	69,606k	1/22/2007
Administrator	Wauwatosa	50,000	Teresa Estness	Mayor	7/24/2006	24	100k+	Jim Archambo	103k	11/15/2006
Administrator	New Glarus	2,100	Thomas Myers	Vil. Pres.	7/10/2006	28	50-65k	Nicholas Owen	55k	10/2/2006
Administrator	Kewaskum	3,700	Mathew Heiser	Vil. Pres.	4/17/2006	25	64.7-74.3k	Jay Shambeau	69,535k	8/1/2006
Administrator	Hillsboro	1,400	Alan Picha	Mayor	3/20/2006	21	50-50+k	Mark Lynch	50k	7/10/2006
Manager	Crystal River, FL	3,700	Ron Kitchen	Mayor	3/20/2006	62	70-80k	Andrew Houston	75k	6/26/2006
Administrator	Slinger	4,200	Russell Brandt	Vil. Pres.	2/20/2006	31	65-72k	Maureen Murphy	68k	6/5/2006
Administrator	Marquette, IA	500	John Ries	Mayor	1/23/2006	24	DOQ	Michael Puksich	52k	5/1/2006
Administrator	Merrill	10,150	Doug Williams	Mayor	12/26/2005	36	62-83k	Tony Chladek	74,788k	4/17/2006
Administrator	Monroe	11,000	William Ross	Mayor	12/26/2005	34	65-80k	Mark Vanising	77k	5/13/2006
Administrator	Weyauwega	1,900	Howard Quimby	Mayor	10/3/2005	26	48-58k	Cheryl Scheuerman	51,921k	1/3/2006
Administrator	Prairie du Chein	6,000	Cheryl Mader	Mayor	8/22/2005	32	58-73k	Gordon Gallagher	70k	11/28/2005
Pub. Wrks Dir	Princeton	1,500	Stacy Siedl	Mayor		17	42.5-54k	Robert Szrot	49.5k	10/10/2005
Pub. Wrks. Sup	Weyauwega	1,900	Howard Quimby	Mayor		11	39.95-47k	Glen Simonson	44k	12/5/2005
Administrator	Town/Clayton	3,300	Arden Schroeder	Chairman	2/7/2005	31	45-60k	Craig Clark	52k	6/1/2005
Administrator	Sussex	9,500	Michael Knapp	Vil. Pres.	11/15/2004	44	62.5-78k	Evan Teich	70k	3/1/2005
Planner	Richfield	10,579	Toby Cotter	Admin.		24	47-54k	Leo Bethge	49k	10/13/2004
Administrator	Princeton	1,500	Stacy Siedl	Mayor	8/23/2004	26	50-65k	Phillip Rath	50k	12/1/2004
Manager	Whitewater	14,000	James Allen	Co. Presid.	6/28/2004	44	65/78k	Kevin Brunner	78k	10/10/2004
Administrator	Fox Lake	1,500	Richard Klomsten	Mayor	5/31/2004	48	DOQ	William Petrocek	50k	9/13/2004
Administrator	Clinton	2,200	Dennis Neilson	Vil. Pres.	5/17/2004	30	45-65k	Scott Kliver	50k	9/1/2004
Administrator	Lancaster	4,400	Jerry Wehrle	Mayor	2/9/2004	41	50-65k	Scot Simpson	56k	6/15/2004
Utility Supr.	Horicon	3,800	Lloyd Wagner	Mayor		13	DOQ	David Magnussen	48k	5/12/2004
Administrator	Wabasha Co., MN	25,000	Pete Reister	Chairman	2/9/2004	36	58.3-67.6k	Peter Boyce	65,62k	5/24/2004
Engineer	Wabasha Co., MN	25,000	Pete Reister	Chairman		5	55.22-64.02k	David Shanahan	55,224k	4/15/2004
Fire Chief	Town/Grand Chute	19,500	Mark Roloff	Admin.	11/26/2003	49	DOQ	Todd Farley	82,795k	4/26/2004
Administrator	Paddock Lake	3,200	David Buehn	Vil. Pres.	10/20/2003	51	50-65k	Ernest Mooney	60k	4/5/2004
Manager	Platteville	10,100	Dorothy Genthe	Mayor	4/21/2003	48	60-65k	Lon Pluckhahn	64k	8/8/2003
Administrator	Winneconne	2,500	John Rogers	Vil. Pres.	3/24/2003	29	45-55k	Steve McNeil	55k	6/25/2003
Administrator	Bellevue	13,000	Robert Slaugue	Vil. Pres.	12/30/2002	55	65-75k	Randall Friday	65k	4/14/2003
Administrator	Oak Park Heights	4,000	David Beaudet	Mayor	12/2/2002	77	70k +or-	Eric Johnson	71.3k	4/15/2003
Administrator	Hillsboro	1,400	Greg Kubarski	Mayor	8/26/2002	20	40-50+k	Larry Bierke	43k	11/18/2002
Administrator	Town/Rib Mt.	7,500	Ray Heiser	Town Chm.	8/26/2002	49	50-62k	Gayleen Nash	52k	12/2/2002
Administrator	Adams	1,900	Ken Rommel	Mayor	7/29/2002	26	42-52k	Robert Ellisor	48k	10/1/2002
Administrator	Slinger	4,000	Sharon Grudzinski	Vil. Pres.	6/2/2002	40	55-65k	Patrick DeGrave	62k	8/1/2002
Administrator	St. Croix Falls	1,900	Lee Urhammer	Mayor	5/20/2002	41	50-62k	Ed Emerson	62k	9/15/2002
Administrator	Town/Menasha	15,000	Arden Tews	Town Chm.	5/6/2002	64	63-72k	James Archambo	63,862k	9/1/2002
Administrator	Osceola	2,400	Charles Jensen	Vil. Pres.	1/28/2002	39	50-65k	Neil J. Soltis	62k	5/8/2002
Administrator	Johnson Creek	1,600	John Maegli	Vil. Pres.	12/17/2001	33	to 60k	Paul Modericki	57k	3/2/2002
Administrator	Ashland	8,700	Lowell Miller	Mayor	10/8/2001	19	55-65k	David W. Frasher	68k	1/15/2002
Administrator	Washburn	2,300	Ruth Ameran	Mayor	7/16/2001	32	45-60k	Peter C. Mann	57k	11/1/2001
Administrator	Hudson	8,875	John Breaud	Mayor	5/21/2001	37	-----	Devin Willi	68k	9/7/2001
Administrator	New Glarus	2,039	Mark Eisenmann	Vil. Pres.	2/12/2001	39	45-60k	James Mielke	52k	7/1/2001
Administrator	Wauwatosa	50,000	Teresa Estness	Mayor	7/31/2000	25	85k+	Thomas Wontorek	95k	12/1/2000
Manager	Whitefish Bay	14,000	James Gormley	Vil. Pres.	6/19/2000	39	72-82k	James Thomas	77k	10/2/2000
Administrator	Town/Menasha	14,000	Arden Tews	Town Chm.	4/24/2000	24	63-74k	Patrick DeGrave	73k	7/17/2000
Administrator	Elroy	1,623	James Sartori	Mayor	5/22/2000	14	40-45k	Alan Wildman	42.5k	8/7/2000
Administrator	Johnson Creek	1,600	John Maegli	Vil. Pres.	2/14/2000	38	45-55k	Rian Gamble	49k	5/1/2000

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RESOLUTION _____

Participation in 2010 – 2011 Wisconsin Regional Orthophotography Consortium

WHEREAS, through the Wisconsin Land Information Program (WLIP) Polk County has acquired countywide orthophotography for use in the Polk County Land Information System; and,

WHEREAS, previous Polk County orthophotography coverage was flown in 1996, 2001 and 2006; and,

WHEREAS, because of the growth occurring throughout the county, one of the long term goals of the Polk County Land Records Modernization Plan stated that Polk County will endeavor to have orthophotography updated every 5 years; and,

WHEREAS, the Polk County Land Records Modernization Plan also calls for an update of orthophotography in 2011 at an estimated cost of \$85,000 in order to maintain a 5- year cycle of updates; and,

WHEREAS, a number of counties, regional planning commissions, and federal agencies have been investigating a project to obtain orthophotography over a wide geographic area of Wisconsin and has formed the Wisconsin Regional Orthophotography Consortium (WROC), a Regional Partnership for Progress (Consortium), to fly orthophotography in the spring of 2010; and,

WHEREAS, the Consortium has stated that Polk County can participate in the project for a cost not to exceed \$65,000, which may be reduced depending upon the degree of federal agency participation; and,

WHEREAS, the Consortium vendor will allow the project to be paid over two fiscal years; and

NOW, THEREFORE, BE IT RESOLVED, that the Polk County Board of Supervisors authorizes the Land Information Department to enter into a contract with the Consortium vendor to obtain updated orthophotography flown in the spring of 2010, in an amount not to exceed \$65,000; and,

Funding Amount: \$30,000 in 2010
Funding Sources: Contingency Fund
Date Finance Committee Advised: January 13, 2010
Effective Date: Upon passage and publication
Approved as to form: _____
Jeffrey Fuge, Corporation Counsel

Date Submitted to County Board: January 19, 2010 **County Board Action** _____

SUBMITTED BY: Polk County Land Information Committee



Ken Sample - representing

POLK COUNTY BOARD OF SUPERVISORS
Minutes from Tuesday, January 19,, 2010
Polk County Government Center – County Board Room
Balsam Lake, WI 54810

Chairman Beseler called the meeting of the Polk County Board of Supervisors to order at 6:00 PM.

County Clerk informed the chair that notice of the agenda was posted in three public buildings, published in the county's legal paper, the Tri County and Indianhead Advertisers and posted on the county's website the week of January 10th and the amended agenda on January 14, 2010. Corporation Counsel verified that sufficient notice of the meeting was given.

Roll call was taken by the Clerk, with 19 members present. Supr. Masters, Stoneking and Bergstrom were absent for roll call along with the vacancy for Dist. 8. Prayer was offered by Supr. Dueholm.

Chairman Beseler led the Pledge of Allegiance.

Chairman Beseler requested a suspension of the rules in order to accept the amended agenda which requires a 10 day notice. **Motion (Jepsen/Larsen) to suspend the rules. Motion carried** by unanimous voice vote. **Motion (Schmidt/Dueholm) to approve the amended agenda carried** by unanimous voice vote.

Chairman Beseler noted an error in the December 15, 2009 minutes. Noting Resolution 90-09 showed 3 Supervisors Voting No on the Resolution. It should say voting yes.

Motion (Arcand/Peterson) to accept the corrected minutes from the December 15, 2009 board meeting. Motion to approve minutes, carried by unanimous voice vote.

Public Comments were given.

Presentations were given. Highway Commissioner, Steve Warndahl and Supervisor Dean Johansen presented their position papers and spoke to the Resolution to Merge Lime and Highway. Time was given for discussion on the merger following their presentation. A second presentation was given by Tim Ritten, Land and Water Resource Director on the Land and Water Resource Management Plan 2009.

Finance Director's Report was given by Interim Finance Director, Maggie Wickre.

Res. 01-10 to Ratify Bremer Grant Application and Award to the Polk County Criminal Justice Collaborating Council. Motion (O'Connell/Jepsen) to approve. Anne Cartman, from the Dept. of Corrections, addressed the resolution. **Motion (Beseler/O'Connell) to amend Resolution 01-10, changing the \$5,000.00 figure in the 3rd Whereas clause to \$4619.40 and that same change in the 1st Be It Further Resolved clause. The Funding Amount would change to \$57,774.40. Motion to amend Resolution 01-10 carried** by unanimous voice vote. **Motion (Brown/Edgell) to amend, the amended Resolution 01-10 by adding an additional BE IT FUTHER RESOLVED clause. "BE IT FURTHER RESOLVED the Polk County Board of Supervisors require the CJCC to obtain county board approval on any grant application that it intends to submit in the future before submitting such application."** Motion to amend, the amended Resolution 01-10 carried by unanimous voice vote. **Motion to adopt amended Resolution 01-10, carried** by unanimous voice vote.

Chair called for 10 minute break. Session resumed.

Res. 02-10 Resolution to Merge Lime Quarry Department into the Highway Department. Motion (Caspersen/Peterson) to approve. Motion (Voelker/Sample) to table Resolution 02-10. Motion to Table Resolution carried by roll call vote. 13 Yes, 6 No. (Voting yes: Supr. Dueholm, Peterson, Johansen, Schmidt, Kienholz, Edgell, Sample, Larsen, Jepsen, O'Connell, Johnson, Voelker and Newville. Voting no: Supr. Brown, Caspersen, Moriak, Arcand, Luke, and Beseler)

Res. 03-10 Approving the Polk County Land and Water Resource Management Plan. Motion (Brown/Kienholz) to approve. Motion to adopt Resolution 03-10 carried by unanimous voice vote.

Res. 04-10 Water Safety Patrol. Motion (Luke/O'Connell) to approve. Motion to adopt Resolution 04-10 carried by unanimous voice vote.

Res. 05-10 Participation in 2010-2011 Wisconsin Regional Orthophotography Consortium. Motion (O'Connell/Sample) to approve. Polk County Land Information Director, Sara McCurdy addressed the resolution. Motion to adopt Resolution 05-10, carried by roll call vote, requiring 2/3 majority. 18 Yes, 1 No. (Voting no: Supr. Arcand.)

Res. 06-10 Gopher Bount. Motion (Johnson/Voelker) to approve. Motion to adopt Resolution 06-10 carried by unanimous voice vote.

Chair requested a suspension of the rules to allow action on Resolution G as the Finance committee had not advised. **Motion (Larsen/Newville) to Suspend the Rules. Motion carried** by unanimous voice vote.

Supervisor Bergstrom joined the meeting at 8:50 pm.

Res.07-10 To Authorize a Professional Service Contract for the Recruitment and Selection of County Administrator. Motion (Brown/Sample) to approve. Chairman/Administrative Coordinator, Beseler addressed the Resolution. Motion to adopt Resolution 07-10 carried by unanimous roll call vote.

Res. 08-10 Purchase of Conference Room/Training Equipment. Motion (Schmidt/Edgell) to approve. Motion (Newville/Sample) to amend Resolution 08-10 by changing the Funding Source from 2009 Human Services Department Budget to Undesignated Fund Balance. Motion to amend Resolution 08-10 carried by voice vote. Motion (Arcand/Sample) to amend, amended Resolution 08-10, striking the last WHEREAS clause and the BE IT FURTHER RESOLVED clause. Motion to amend, amended Resolution 08-10 carried by unanimous voice vote. Motion (Dueholm/Sample) to amend, amended Resolution 08-10 by changing the Funding Amount from "not to exceed \$200,000.00" to "not to exceed \$140,000.00". Motion to amend, amended Resolution 08-10 carried by voice vote.

Motion (Dueholm/Jepsen) to further amend, amended Resolution 08-10 adding "BE IT FUTHER RESOLVED that Polk County Board of Supervisors require record keeping to track the money saved until such time that the money spent on training equipment has been recovered." Motion to amend, amended resolution, failed by roll call vote 6 yes, 14 no. (Voting yes: Supr. Dueholm, Kienholz, Moriak, Arcand, Jepsen, and O'Connell. Voting no: Supr. Peterson, Johansen, Schmidt, Brown, Caspersen, Edgell, Sample, Larsen, Luke, Bergstrom, Johnson, Voelker Newville and Beseler) Motion to approve the amended agenda failed by a tie roll call vote of 10 yes, 10 no. (voting yes: Supr. Dueholm, Schmidt, Keinholz, Caspersen, Edgell, Sample, Moriak, Arcand, Jepsen and Johnson. Voting no: Supr. Peterson, Johansen, Brown, Larsen, Luke, O'Connell, Bergstrom, Voelker Newville and Beseler)

Standing Committee/Boards reports were given.

Appointments:

Committee Member	Committee Name	Term Start	Term End	Term Lgth
David Stelter	Veterans Service Com.	1/19/2010	Jan-13	3 years
John Bonneprise	Library Board	1/19/2010	Jan-13	3 years
Nancy Mansergh	Library Board	1/19/2010	Jan-13	3 years
Eugene Lindholm	Housing Auth.	1/19/2010	December-14	5 years
John Yungmann	Veterans Service Com.	1/19/2010	Jan-13	3 years

Chairman Beseler requested a motion for the approval of the appointments. Motion (Jepsen/Larsen) to approve appointments. Motion to approve carried by unanimous voice vote.

Chairman's Report and Administrative Coordinator's Report were given. Chairman Beseler introduced Wendy Rattel to the board, noting that he was appointing her as the District 8 Supervisor, effective January 20, 2010. Chairman Beseler assigned the Personnel Committee with the task of overseeing all applicable policies due to the implementation of hiring of a County Administrator. Chairman Beseler also assigned to Personnel, the task of reviewing and proposing possible revisions to the County Board Rules of Order at the April 2010 County Board meeting.

Motion (Peterson/Edgell) to adjourn. Motion carried. Meeting adjourned 10:10 PM.