

Notice of Special Meeting  
Date and Time of Notice: March 1, 2010; 10:45 a.m.  
Polk County Human Services Board  
Polk County Government Center, Lower Level Conference Room  
100 Polk County Plaza, Balsam Lake, Wisconsin  
Tuesday, March 2, 2010 at 1:00 P.M.

A Quorum of the Polk County Board of Supervisors may be present.

OPEN SESSION

(The Human Services Board may take up any matter noticed herein, regardless of its location on this notice)

Items of Business:

Call To Order

Approval of Agenda

Discussion of Purchase of Office Equipment for Government Center Conference Rooms, including recommendation for proposed resolution for purchase of Office Equipment through County Building Improvement fund, and transfer of Human Services Department funds for the same.

- Closed Session: The Human Services Board may convene in closed session pursuant to Section 19.85(1)(f), Wisconsin Statutes, for the purpose of giving preliminary consideration to specific personnel problems, which, if discussed in public, would be likely to have a substantial adverse effect upon the reputation of any person referred to involved in such problems.

Following said closed session, the Human Services Board will reconvene in open session to consider or act upon any matter noticed herein, including those matters noticed for consideration in closed session.

**Adjourn**

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.

***Polk County Human Services Department  
Board Meeting Minutes  
March 2, 2010***

***Present:*** Marvin Caspersen David Markert  
James Edgell Kenneth Sample  
John Gyllen Diane Stoneking  
Craig Moriak Timothy Strohbusch

***Absent:*** William Alleva

***Also:*** Phyl Brown Andrea Jerrick  
Todd Demers Brian Masters  
Jeff Fuge Maggie Wickre  
Sherry Gjonnes

***Press:*** Gregg Westigard

Chairperson Stoneking called the meeting to order at 1:00 p.m.

***Approval of Agenda***

Motion to approve the agenda made by Mr. Caspersen, seconded by Mr. Edgell. Discussion ensued between Mr. Sample and Mr. Fuge on the statutory reference listed under the “Closed Session” of the agenda, i.e., 19.85(1)(f) vs. 19.85(1)(c).

Motion to strike the “Closed Session” from the agenda made by Mr. Sample, seconded by Mr. Edgell. It was noted that the Closed Session was added to the agenda to allow the Governing Board *to* exercise its discretion, if they choose to do so. A roll call vote was taken: David Markert, no; John Gyllen, no; James Edgell, no; Craig Moriak, no; Diane Stoneking, no; Marvin Caspersen, no; Timothy Strohbusch, no; Kenneth Sample, yes. Motion failed.

Mr. Masters was recognized by the Chairperson and requested that public comments be allowed. Upon consideration and a unanimous roll call vote, Limited Public Comments was added to the agenda. Original motion to approve the agenda was carried.

***Public Comments***

Mr. Masters apprised the Human Services Board of information about the purchase of tables and chairs by the Human Services Department. Ms. Wickre verified that the timeline and information presented by Mr. Masters was correct and that the information was received from Ms. Wickre.

***Discussion of Purchase of Office Equipment for Government Center Conference Rooms....***

Mr. Fuge reported that upon review of the incident, it appears that at least four sections of the Purchasing Policy was not followed by the Human Services Department in purchasing tables and chairs for the conference rooms in the Government Center. Mr. Fuge advised the Human Services Board that the issue of the invalid purchase needs to be solved. It was noted that this purchase was considered a custom order and, therefore,

cannot be returned to the vendor. Discussion ensued on the options for the Human Services Board.

Motion to request the Corporation Counsel to prepare a resolution describing the options available for the invalid purchase with whereas clauses and request the Polk County Board of Supervisors approve the expenditure with a "Be it Therefore Resolved" clause. Motion made by Mr. Sample, seconded by Mr. Caspersen. Discussion ensued on the content of the resolution, which is to include the routing of the funds, that the purchase would be authorized as a county building improvement purchase, with the funds being transferred from the Human Services Department to the Parks, Buildings, and Solid Waste Department, that the 2009 purchase entries would be reversed and applied to the county levy portion of the 2010 Human Services Department budget. Upon a unanimous roll call vote, the motion was carried.

Mr. Demers was asked to provide information relative to the technology portion of the original equipment resolution.

Ms. Gjonnes clarified the intent of a statement made at a January Finance Committee. In addition, Ms. Gjonnes reported that at the request of the Employee Relations Department, a statement on the incident from the Human Services Department had been prepared (copies were distributed).

A brief discussion and polling of the board indicated there was a consensus not to go into closed session at this time.

Mr. Sample requested the chair to include a possible closed session under 19.85(1)(c) be included on the agenda for the next regularly scheduled Human Services Meeting in March.

**Adjournment**

Motion to adjourn the meeting at 2:49 p.m. made by Mr. Strohbusch, seconded by Mr. Sample. All in favor. Motion carried.

Respectfully submitted,

Kenneth Sample  
Secretary