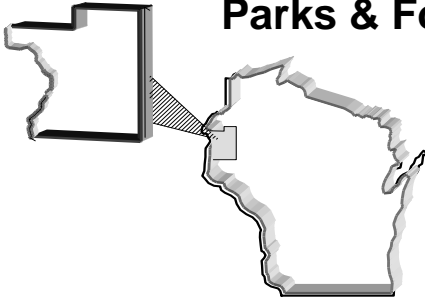


Polk County, Wisconsin

Parks & Forestry, Buildings and Solid Waste Department



100 Polk County Plaza, Ste 10, Balsam Lake, WI 54810
(715) 485-9294 Fax (715) 485-9110

Debra Peterson	Departmental Director
Tina Riley	Office Manager
Butch Korsan	Maintenance Technician
Mike Voltz	Recycling Center Foreman
Jeremy Koslowski	Forest Administrator / Parks Assistant

POLK COUNTY PROPERTY, FORESTRY AND RECREATION COMMITTEE

Monday, February 06, 2012

9:00 AM - COUNTY BOARD ROOM

*(Amended Agenda)****

- Call to Order
- Accept Agenda
- Approval of Minutes-December 05, 2011
- Public Comment

- FORESTRY
 - Activity Report
 - DNR Forester Report
 - Timber Sale Update
 - Silviculture runoff letter to the President
 - Department Goals for 2011

- REGISTER OF DEEDS
 - Office Update

- TREASURER
 - Tax Deed Properties
 - Request by taxpayer T Carstenbrock, PID #027-01300-1700 regarding payment plan request for - delinquent taxes. Action may be taken
 - Delinquent Taxes Update

- HIGHWAY

- RECYCLING
 - Hours
 - Recommendation of Oil furnace purchase

- PARKS

• COUNTY PROPERTY

- Timothy Hutton – Polk County Property
- ***- Discussion of developing a policy standard in leased office space

• BUILDINGS

- Action Resolution to modify Lease Agreement with Salvation Army (former polk cty jail)
- Update by Duana Bremer

• MUSEUM

- Introduction

• FAIRGROUNDS

• DIRECTOR'S REPORT

- Benchmarking
- Earth day

• OTHER

- Quarterly report
- Policy 10 discussion/action
- 2011 Goal discussion
- Future Agenda Items
- Committee Member Comments

• ADJOURNMENT

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. Requests are confidential.

Agenda items not necessarily presented in order.

Polk County Property, Forestry and Recreation Committee

Larry Jepsen

Neil L Johnson

William Johnson IV

Ken Sample

George Stroebel

Polk County Property, Forestry and Recreation Committee, February 6, 2012

Meeting was called to order by Chairman Larry Jepsen at 9:00 AM

The Polk County Property, Forestry and Recreation Committee met in the County Board Room of the Polk County Government Center.

Members present: William Johnson IV, Ken Sample, Larry Jepsen, George Stroebel
Absent: Neil Johnson

Others present: Debbie Peterson, Jeremy Koslowski, Paul Heimstead, Jeff Fuge, Amanda Nissen, Tina Riley, Laurie Anderson, Mike Voltz, Marlin Bailargeon, Kathy Kienholz, Tom Engel, & Paul Heimstead
Press: Greg Westigard

Accept Agenda: **Motion (W. Johnson/G. Stroebel) to approve the agenda. Motion carried by voice vote.**

Approval of Minutes: **Motion (G. Stroebel/W. Johnson) to approve the minutes from December 5, 2011. Motion carried by voice vote.**

Public Comment: None

Forestry

Forester Jeremy Koslowski handed out and discussed Activity report. He then gave a timber sale update on uncompleted jobs. DNR forester Paul Heimstead also discussed the uncompleted timber sales. Jeremy stated Park Falls hardwood job is doing well.

Jeremy handed out information titled The Silvicultural Rule and Forest Roads Exemption in Wisconsin, and a letter requesting support for S1369; titled "The Silviculture Regulatory Consistency Act". Jeremy is asking for approval from the committee to send the letter. **Motion by (K. Sample/W. Johnson) to state letter draft is approved as final. Motion carried by voice vote.**

Jeremy discussed his department goals made in 2011 as requested by administration.

Register of Deeds

Laurie Anderson updated the committee of the ongoing Real Estate book preservation project; and also distributed the quarterly report.

Treasurer

Treasurer Amanda Nissen introduced Tom & Carol Carstenbrock regarding the 2007 property taxes for parcel number 024-01300-1700. The Carstenbrock's got the property back thru default of a land contract in 2008. Nissen handed out the 2007 Real Estate Tax Summary of the property and stated that the Carstenbrock's had been working with her office and the committee in the past and that the Carstenbrock's had paid the taxes for

2008, 2009, 2010, and the first half of 2011. T Carstenbrock asked for the County to forgive part of the 2007 taxes and all of the interest. T Carstenbrock stated he would like to pay \$2,000 today if the County could waive the balance of taxes and interest. **Motion by (G. Stroebel/W. Johnson) for the Treasurer Nissen to work with the Carstenbrock's on a payment plan for the full amount of the taxes, \$2,867.10, and to waive the \$1,404.88 in interest if paid in full in 2012. Motion carried by voice vote.**

Nissen also discussed the status and progress of the tax deed properties.

Public Comment: None

County Property

Parks & Building Director Deb Peterson hands out a survey map and explains where the county owns 40 acres, and where an individual by the name of Timothy Hutton built a pole shed overlapping onto county property. Steve Geiger, county surveyor came in to address the issues. Deb recommends to go by fence line, and it would have to be resurveyed. Jeff Fuge states legal documents may need to be addressed to county board. **Motion by (K. Sample/G. Stroebel) land needs to be surveyed to find out exact acreage to figure a fair market value, and then forwarded to county board for approval to go forward with land sale. Motion carried by voice vote.**

Recycling

Deb discusses operation hours at recycling center. Hours are new guide lines due to budget cuts. Deb requests motion to approve Monday-Thursday 10 hour days from Labor Day to May, and in the summer back to regular hours. **Motion (W. Johnson/G. Stroebel) to approve recycling hours are from Monday-Thursday 10 hour days from Labor Day to May, and in the summer back to regular hours. Motion carried by voice vote.**

Marlin Bailargeon, Kathryn Kienholz, Gregg Westigard, & Tom Engel from Renewable Energy Committee and Mike Voltz, Foreman from the recycling center handed out document titled Waste Oil Furnace Project Polk County Recycling Center.

Tim Anderson from Land Information talked about a possible grant to fund the furnaces offered to energy efficient communities. **Motion by (K. Sample/G. Stroebel) for department and finance committee to investigate budgeting alternative funding of project and issues raised regarding air conditioner with oil supply and other concerns. Motion carried by voice vote.**

2nd Motion by (W. Johnson/K. Sample) for funding to apply for available grant to support purchases for this project. Motion carried by voice vote.

Parks - None

County Property

Discussion of developing policy standard in leased office space. Should we have a standardization agreement or create a model lease? Jeff Fuge states a request for standard terms of lease be made. **Motion (W. Johnson/G. Stroebel) to direct Corp. Counsel to develop model for lease agreement for future leases.**

Motion carried by voice vote.

Buildings

Discussion on Action Resolution to modify lease agreement with salvation army. **Motion (W. Johnson/G. Stroebel) to amend for resolution to extend lease for one year from 3/1/2012 to 12/21/2012 as stated by corp. counsel. Motion carried by voice vote.**

No update from Duana Bremer due to she was not able to attend.

Director's Report – Deb Peterson handed out Wisconsin Counties Energy Benchmarking Report comparing energy use for government buildings. Ken Sample proposes information be given to county board.

Earth Day will be April 20, 2012, and vendors will be getting dates in the mail.

Museum - No Report due to they were unable to attend to give an introduction.

Fair - No Report

Other:

Deb Peterson hands out and discusses quarterly report. Policy 10 discussion/action.

Motion (L. Jepsen/K. Sample) needs to be approved and passes to organizational.

Motion carried by voice vote.

Deb hands out and discusses 2011 goals for Solid Waste, Recycling, Parks and Buildings, and Forestry department.

Committee comments: Ken request something be done regarding book case on top floor.

Motion (K. Sample/L. Jepsen) for department head be directed to work with administrator to replace bookshelf in fish bowl room and a deflective shield be put on window. Motion carried by voice vote.

Future Agenda items:

- Update on oil furnace for recycling center.
- Update on Tim Hutton's property
- Develop policy standard for lease space.
- Museum introduction

Motion (Sample/W. Johnson) to adjourn 11:59 a.m.

Next meeting: March 5, 2012 1:30 pm County Board Room