

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

Agenda

Polk County Property, Forestry and Recreation Committee

Monday, May 7, 2012 1:30 PM
County Board Room

Purpose:

- Familiarization of committee members with current activities in preparation for budget submission
- Obtaining policy advice and direction from the committee as appropriate

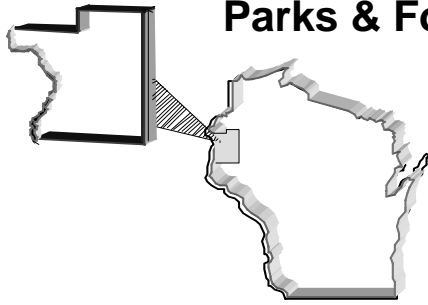
Meeting Documents

Annual Report
Earth Day Results
Lakeland Communication
Endeavors Lease Agreement

Item	Item	Lead person	Est. Time
1	Call meeting to order	William Johnson	
2	Introduction of new members	William Johnson	5 minutes
3	Election of officers	William Johnson	15 minutes
4	Organizational Matters <ul style="list-style-type: none"> • Designation of Public Records Custodian • Duties and Responsibilities of Committee • Committee Calendar and Meeting Time 	William Johnson	10 minutes
5	Approval of agenda	(elected chair)	
6	Approval of minutes	(elected chair)	
7	Public Comment		3 minutes
8	Department report and discussion <ul style="list-style-type: none"> • Annual Report 	Debbie Peterson	5 minutes
9	Action Items		
	Forestry <ul style="list-style-type: none"> • Tree Planting • Scarification • Timber Sales • Activity Report 	<ul style="list-style-type: none"> • Annual Report • DNR Report • Forest Tour Dates - Jeremy Koslowski - Paul Heimstead	15 minutes

Polk County Property, Forestry and Recreation Committee

Tom Engel
Larry Jepsen
Harry Johansen
William Johnson IV
Warren Nelson



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	Register of Deeds <ul style="list-style-type: none"> • 2011 Register of Deeds Annual Report 	Laurie Anderson	5 minutes
	Treasurer <ul style="list-style-type: none"> • Update on Tax Deed Status • Bottelfson Property 	Amanda Nissen	15 minutes
	Highway (<i>none</i>)		
	Recycling <ul style="list-style-type: none"> • Earth Day Report 	Tina Riley	2 minutes
	Parks (<i>none</i>)		
	County Property <ul style="list-style-type: none"> • Review Proposal of Sullivan Property 	Debbie Peterson	15 minutes
	Buildings <ul style="list-style-type: none"> • Consider Offer of Endeavors Adult Development Center to Modify Lease Agreement for 2012 Term and Recommendation on Same. 	Jeff Fuge	15 minutes
	Museum (<i>none</i>)		
	Fairgrounds <ul style="list-style-type: none"> • Recommendation on Resolution to Approve Easement to Lakeland Communications across Polk County Fairgrounds. 	Debbie Peterson Jeff Fuge	2 minutes
10	Agenda items for next meeting		
11	Committee members comments		5 minutes
12	Set next meeting date		
13	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. Requests are confidential.

Agenda items not necessarily presented in order.

Polk County Property, Forestry and Recreation Committee

Tom Engel	Larry Jepsen	Harry Johansen	William Johnson IV Warren Nelson
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Polk County Property, Forestry and Recreation Committee – May 7, 2012

Meeting was called to order at 1:30 p.m. by County Board Chairman William Johnson IV.

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

Members present: Larry Jepsen, William Johnson IV, Harry Johansen, Warren Nelson, and Tom Engel

Others present: Debbie Peterson, Jeremy Koslowski, Paul Heimstead, Jeff Fuge, Amanda Nissen, Tina Riley, & Laurie Anderson. Press: Greg Westigard, & Greg Marsten

INTRODUCTION OF OFFICERS

ELECTION OF OFFICERS

Motion (Johnson/Nelson) to appoint Debbie Peterson as Legal Custodian of Records. Motion carried by voice vote.

Chairman Johnson opened nominations for Chair. Supervisor Johansen nominated Supervisor Larry Jepsen. **Motion (Engel/Nelson) to close nominations for Chairman and cast a unanimous vote for Supervisor Jepsen for Chair. Motion carried by voice vote.**

Chairman Jepsen opened nominations for Vice-Chair. Supervisor Johnson nominated Supervisor Warren Nelson. **Motion (Johansen/Johnson) to close nominations for Vice-Chair and cast a unanimous vote for Supervisor Nelson for Vice-Chair. Motion carried by voice vote.**

Chairman Jepsen requested nominations for Secretary. Supervisor Johansen nominated Supervisor Tom Engel. **Motion (Johnson/Nelson) to close nominations for Secretary and cast a unanimous vote for Supervisor Engel for Secretary. Motion carried by voice vote.**

Motion (Johnson/Nelson) to approve the regular meeting schedule as the first Monday of the month at 1:30 p.m. except for the June meeting will be held the third Monday of the month on June 18th at 1:30 p.m. Motion carried by voice vote.

Duties and Responsibilities of Governing Committees and General Committee Calendar, Polk County Governing Committees Based on Revised Policy 10 distributed.

Motion (Johnson/Engel) to approve the agenda. Motion carried by voice vote.

Motion (Johnson/Jepsen) to approve the minutes from the March 5, 2012 meeting. Motion carried by voice vote.

PUBLIC COMMENT - None

DEPARTMENT REPORT

Parks, Forestry, Buildings & Solid Waste Director Debbie Peterson distributed and reviewed the Annual report. **Motion (Engel/Johnson) to approve the 2011 Buildings, Parks and Forestry & Solid Waste annual report and pass it on to the full county board. Motion carried by voice vote.**

FORESTER

Forester Jeremy Koslowski distributed and reviewed the Property, Forestry & Recreational Annual Report. **Motion (Engel/Johnson) to approve and forward on to the full county board the Property, Forestry & Recreational 2011 Annual Report. Motion carried by voice vote.**

Koslowski distributed and reviewed activity report March 5 – May 4. He also reported on tree planting activities and handed out maps of timber sales. A forest tour date was set for June 18th at 8:30 a.m.

DNR REPORT – None

REGISTER OF DEEDS

Register of Deeds Laurie Anderson distributed and reviewed the ROD 2011 Annual Report. **Motion (Johansen/Nelson) to approve and forward on to the full county board the ROD 2011 Annual Report. Motion carried by voice vote.**

TREASURER

Treasurer Amanda Nissen gave an update on tax deed properties, and property seized by county.

RECYCLING

Office Manager Tina Riley distributed and gave an update on Earth Day at the Recycling Center.

COUNTY PROPERTY

Peterson reviewed and distributed a survey map of the Hutton Property.

BUILDINGS

Resolution of Endeavors ADC lease distributed. Corporation Counsel Department Head Jeff Fuge asked for a recommendation from the committee on the resolution of Endeavors ADC to modify lease agreement for 2012 term. Administrator Dana Frey discusses and distributes Background information detailing amount Endeavors currently owes the county. **Motion (Nelson/Johnson) to postpone discussion until joint meeting between property committee and Endeavors ADC board. Motion carried by voice vote.** Also, stated that Peterson will facilitate the meeting.

FAIRGROUNDS

Resolution to Authorize Grant of Easement to Lakeland Telecommunications across Polk County Fairgrounds handed out. Fuge and Peterson discuss where the fiber optic line will go. **Motion (Engel/Johansen) to authorize resolution to move to county board for approval with wording changes by Jeff Fuge stating a time line of how long it will be provided. Motion carried by voice vote.**

Committee Comments: Supervisor Harry Johansen requested explanation of why Highway was included on agenda. Supervisor Larry Jepsen requested Peterson report on progress at Golden Age Manor and to schedule a future tour.

Future Agenda Items: None

Motion (Nelson/Johnson) to adjourn 3:45 p.m.

Next meeting date set for Monday, June 18, 2012 at 1:30 p.m. in the County Board Room following a forestry tour at 8:30 a.m.