

FINANCE COMMITTEE
January 5, 2012

Call to Order. Chair Mawhinney called the meeting of the Finance Committee to order at 7:30 A.M. on Monday, January 5, 2012, in Conference Room N-1 Rock County Courthouse East.

Committee Members Present. Supervisors Mawhinney, Kraft, Beaver, Diestler and Podzilni.

Committee Members Excused: None.

Staff Members Present. Jeff Smith, Finance Director; Craig Knutson, County Administrator; Randy Terronez and Nick Osborne, Assistants to County Administrator; Sherry Oja, Senior Accountant/Assistant to the Finance Director; Jodi Millis, Purchasing Manager; Mickey Crittenden, Information Technology Director; Dave Sudmeier, Controller, Rock Haven; Vicki Brown, Treasurer; Lori Stottler, County Clerk; Michelle Schultz, Real Property Lister; Ben Coopman, Public Works Director.

Others Present: None.

Approval of Agenda. Chair Mawhinney said there is a request to add a Transfer for the Circuit Courts. Supervisor Diestler moved approval of the agenda with this addition, second by Supervisor Beaver. ADOPTED.

Committee Review and Approval of Per Meeting Allowances. Supervisor Beaver moved approval of per meeting allowances in the amount of \$8,852.05, second by Supervisor Podzilni. ADOPTED.

Approval of Minutes – December 15, 2011. Supervisor Kraft moved approval of the minutes of December 15, 2011 as presented, second by Supervisor Podzilni. ADOPTED.

Citizen Participation, Communications, Announcements, Information. Ms. Brown expressed her thanks to Mr. Smith for all the many things he has done and helped with over the years as well as the excellent working relationship she and others have had with him. She told Mr. Smith he will be greatly missed.

Mr. Smith handed out copies of the County Sales Tax Receipts through December 2011.

Transfers and Appropriations.

911 Communications Center

FROM

<u>Account #</u>	<u>Amount</u>
23-2400-0000-64200	\$ 1,500
Training Expense	

TO

<u>Account #</u>	<u>Amount</u>
23-2400-0000-67131	\$ 1,500
Computer Hardware	

Sheriff's Office

FROM

<u>Account #</u>	<u>Amount</u>
00-0000-0001-46205	\$1,303.03
Compensation – Loss of Fixed Assets	

TO

<u>Account #</u>	<u>Amount</u>
21-2100-0000-62410	\$1,303.03
R&M Vehicles	

Circuit Courts

FROM

<u>Account #</u>	<u>Amount</u>
22-1200-0000-63901	\$ 3,500
Jury Meals	

TO

<u>Account #</u>	<u>Amount</u>
22-1200-0000-63202	\$ 3,500
Law Books	

Supervisor Diestler moved approval of the above Transfers for the Finance Committee, second by Supervisor Kraft. ADOPTED.

2011 Bills and Encumbrances

Finance Director	\$	1,130.17
Elections		208.00
County Treasurer		120.00
Land Records		64.00
Information Technology		68,729.25
Stray Dogs		100.00

2012 Bills and Encumbrances

Finance Director	\$	2,050.00
County Clerk		65.00
Information Technology		57,379.02
Law Records		141,867.00

Supervisor Podzilni moved approval of the above Bills and Encumbrances for the Finance Committee, second by Supervisor Kraft. ADOPTED.

Bills Over \$10,000.

Advanced Correctional Healthcare	\$	61,494.48
Atlas Bus Sales Inc.		29,010.00
General Communications Inc.		167,631.50
Gilbank Construction Inc.		13,800.00
Beloit Police Department		18,900.00
Blackhawk Technical College		19,476.85
Dell		39,356.63
Janesville Police Department		18,800.00
Midland Health Testing Inc.		38,883.00
Otis Elevator Company		54,984.50

Supervisor Diestler moved approval of the above Bills Over \$10,000 for the Finance Committee, second by Supervisor Beaver. ADOPTED.

Encumbrances Over \$10,000.

Ikon Office Solutions	\$	36,548.04
Midland Paper		25,000.00
Motorola Solutions Inc.		193,632.00
Office Pro		95,000.00
Sgts Inc.		17,510.00
Siemens Industry Inc.		11,352.00
Trane Company		12,955.00
Watson Security Service Inc.		67,000.00
Johnson Controls Inc.		26,485.00
Otis Elevator Company		32,969.64
Rhyme Business Products		15,000.00
Staples Advantage		125,000.00
Bower City Door Inc.		14,347.00

Supervisor Kraft moved approval of the above Encumbrances Over \$10,000 for the Finance Committee, second by Supervisor Beaver. ADOPTED.

Pre-Approved Encumbrance Amendments.

Rock Haven

Aramark Uniform Services	\$	100,000.00
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Supervisor Podzilni moved approval of the above Pre-Approved Encumbrance Amendment for the Finance Committee, second by Supervisor Diestler. ADOPTED.

Approval of Bills for Other Departments.

County Board Staff

Human Resources	\$	3,449.92
Risk Management		100.90
Employee Related		60.28
Health Insurance Trust		38,883.00
P&L Insurance		19,744.32
Workers Compensation		30,000.00
Health Insurance Trust		21,703.68

Supervisor Podzilni moved approval of the above Bills for Other Departments – County Board Staff Committee for the Finance Committee, second by Supervisor Diestler. ADOPTED.

Review of Resolutions.

Amending the 2012 Land Conservation Department Budget and Approval of Conveyance Agreement and Escrow Instructions for the Purchase of Agricultural Conservation Easements Program

“NOW, THEREFORE, BE IT RESOLVED, the Rock County Board of Supervisors duly assembled this ____ day of _____, 2012, do by enactment of this Resolution approve a Rock County – Conveyance Agreement and Escrow Instructions – Agricultural Resources conservation Easement for each Property, authorizing the LCD to undertake activities identified therein and obligate all necessary funds to complete said activities,

BE IT FURTHER RESOLVED, that the Rock County Board of Supervisors amends the Land Conservation Department’s PDR/PACE Program budget as follows:

...”

Mr. Sweeney said they are asking for, with this Resolution, an escrow account, to secure a minimum \$15,000 for title insurance, and for money for appraisals of the properties.

Supervisor Beaver moved Finance Committee Endorsement of the above resolution, second by Supervisor Podzilni. ADOPTED.

Awarding a Contract for Installation of Salt Shed Door and Reallocating Funds within the Public Works Department Budget

“NOW, THEREFORE, BE IT RESOLVED, that the Public Works Department is hereby authorized by the Rock County Board of Supervisors convened this ____ day of _____, 2012 to award the bid for the purchase and installation of the replacement salt shed door from the lowest responsible bidder, Bower City Door of Janesville, WI in the amount of \$14,347; and,

BE IT FURTHER RESOLVED, that the Department of Public Works is authorized to reallocate \$7,547 of savings on other DPW building projects and \$6,800 of insurance recover to the DPW Salt Shed Door Replacement project.”

Supervisor Diestler moved Finance Committee Endorsement of the above resolution, second by Supervisor Kraft. ADOPTED.

Resolution.

Recognizing Jeff Smith for His Service to Rock County

“NOW, THEREFORE, BE IT RESOLVED that the Rock County Board of Supervisors duly assembled this ____ day of _____, 2012 does hereby recognize Jeff Smith for his 25 years, 9 months, and 13 days of service to the citizens of Rock County and extends its best wishes to him in his future endeavors.

BE IT FURTHER RESOLVED that the County Clerk be authorized and directed to furnish a copy of this resolution to Jeff Smith.”

Supervisor Beaver moved approval of the above resolution, second by Supervisor Podzilni. ADOPTED.

Adjournment. Supervisor Podzilni moved adjournment at 8:09 A.M., second by Supervisor Diestler. ADOPTED.

Respectfully submitted,

Marilyn Bondehagen
Confidential Administrative Assistant

NOT OFFICIAL UNTIL APPROVED BY COMMITTEE.