

FINANCE COMMITTEE
December 15, 2011

Call to Order. Chair Mawhinney called the meeting of the Finance Committee to order at 7:30 A.M. on Thursday, December 15, 2011, in Conference Room N-1 Rock County Courthouse East.

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

Committee Members Excused: Supervisor Diestler.

Staff Members Present. Jeff Smith, Finance Director; Craig Knutson, County Administrator; Sherry Oja, Senior Accountant/Assistant to the Finance Director; Mickey Crittenden, Information Technology Director; Randy Terronez, Assistant to County Administrator; Jodi Millis, Purchasing Manager; Captain Gary Groelle; David Sleeter, 911 Communications Center Director; David Sudmeier, Controller, Rock Haven; Timothy Zuehlke, Controller, Human Services; Ben Coopman, Public Works Director.

Others Present: None.

Approval of Agenda. Supervisor Podzilni moved approval of the agenda as presented, second by Supervisor Beaver. ADOPTED.

Approval of Minutes. Supervisor Kraft moved approval of the minutes of December 5, 2011 as presented, second by Supervisor Podzilni. ADOPTED.

Citizen Participation, Communications, Announcements, Information. None.

Transfers and Appropriations.

Circuit Courts

<u>FROM</u>		<u>TO</u>	
<u>Account #</u>	<u>Amount</u>	<u>Account #</u>	<u>Amount</u>
22-1200-0000-63901	\$ 4,000	22-1200-0000-63202	\$ 4,000
Juror's Meals		Law Books	

General Services

<u>FROM</u>		<u>TO</u>	
<u>Account #</u>	<u>Amount</u>	<u>Account #</u>	<u>Amount</u>
18-1812-0000-62160	\$ 3,160	18-1812-0000-62205	\$ 160
Cleaning Contracts (JDC)		Fuel Oil (JDC)	
18-1812-0000-62400	3,000	18-1812-0000-63500	8,000
R&M Services (JDC)		R&M Supplies (JDC)	
18-1812-0000-67200	2,000		
Capital Improvements (JDC)			
00-0000-0001-46205	1,703.78	18-1815-9200-63109	1,703.78

Insurance Proceeds (HCC Maint)

Other Supplies (HCC Maint)

Sheriff's Office

FROM

<u>Account #</u>	<u>Amount</u>
21-2200-0000-63906	\$ 564
Uniform Cleaning	
21-2100-0000-67171	3,810
Capital Assets \$1000+	
21-2100-0000-62400	3,500
R&M Services	
21-2100-0000-62491	10,000
Software Maintenance	

Public Works

FROM

<u>Account #</u>	<u>Amount</u>
00-0000-0001-46205	\$ 6,800
Comp for Loss of Fixed Assets	

Public Health

FROM

<u>Account #</u>	<u>Amount</u>
31-3000-0000-62119	\$ 1,200
Other Services	

Human Services

FROM

<u>Account #</u>	<u>Amount</u>
36-3604-0000-62119	\$ 4,491
ESS Other Contracted Services	

TO

<u>Account #</u>	<u>Amount</u>
21-2200-0000-65103	\$ 564
Public Liability	
21-2100-0000-63904	2,061
First Aid Supplies	
21-2100-0000-67130	1,749
Terminals & PCs	
21-2100-0000-63904	3,500
First Aid Supplies	
21-2100-0000-63100	1,000
Office Supplies	
21-2100-0000-63406	4,000
Clothing & Uniforms	
21-2100-0000-63501	5,000
Gasoline & Other Fuel	

TO

<u>Account #</u>	<u>Amount</u>
41-4350-4270-46205	\$ 6,800
Comp for Loss of Fixed Assets	

TO

<u>Account #</u>	<u>Amount</u>
31-3000-0000-64010	\$ 1,200
Lab Supplies	

TO

<u>Account #</u>	<u>Amount</u>
36-3604-0000-67160	\$ 1,491
HSD Equipment Under	5,000
36-3604-0000-64604	3,000
ESS Program Expense	

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

Bills/Encumbrances - 2011

Prepaid Budget	\$	195.00
Finance Director		1,106.23
Elections		605.17
Tax Deed Expense		57.64

Employee Related	47.97
Information Technology	20,173.67
Stray Dogs	70.00
Information Technology	118.80

Bills/Encumbrances - 2012

Information Technology	\$	40,268.35
Information Technology		79,197.45
Finance Director		150.00
Indirect Cost Reimbursement		7,700.00
Auditing, Etc.		81,000.00
Alternate Resources Programs		12,750.00
Community Services		60,755.00
Heritage Rock County		22,323.00
RSVP		25,582.00
RSVP Assisted Transportation		24,317.00
Information Technology		70,617.65
Health Insurance Trust		304,791.00
Register of Deeds		2,962.76
County Treasurer		4,800.00
Information Technology		80,607.00
Information Technology		12,439.00
Information Technology		30,550.00

Mr. Smith handed out a few more 2012 Encumbrances. Supervisor Podzilni moved approval of the above Bills and Encumbrances for the Finance Committee, second by Supervisor Beaver. ADOPTED.

Bills Over \$10,000.

Blackhawk Technical College	\$	13,351.83
CESA 2		15,807.84

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

Encumbrances Over \$10,000.

RouteMatch Software, Inc.	\$ 30,550.00
Bradley Sheet Metal Works Inc.	62,749.00
Alliant Energy	83,772.00
Aramark Correctional Services Inc.	70,080.00
Aramark Uniform Services Inc.	14,673.00
Diamond Detective Agency	170,940.00
MPI Janesville Inc	311,372.00
Pitney Bowes Inc.	59,953.00
Pro Tech Monitoring Inc.	45,443.00
Energy Services Inc.	408,782.00
Sara Investment Real Estate LLC	85,749.00
Tellurian Ucan Inc.	516,018.00
Aercor Wireless Inc.	10,600.00
Aramark Uniform Services Inc.	11,000.00
Cardmember Services	33,500.00
Charter Communications	11,000.00
Core BTS Inc.	14,157.77
Country Quality Dairy	38,000.00
Oracle Corporation	12,279.00
Tropic Juices Inc.	13,000.00
Medline Industries Inc.	11,800.00
Professional Medical Inc.	58,750.00
Reinhart Foodservice Inc	116,500.00
Sysco Foods of Baraboo LLC	119,000.00
Wisconsin Health Care Liability	35,000.00
Amsan LLC	10,250.00
Centrad Healthcare Inc.	33,500.00
Kalamber MD, Robert L.	40,000.00
M J Care Inc.	225,000.00
Pinnacle Pharmacy	117,000.00
Sherman Sanitation Services LLC	12,400.00
West MD, William	30,000.00
Wisconsin Dept of Health & Social Services	265,200.00
Gregg Investigations Inc.	36,504.00
Orchid Cellmark	35,150.00
Haakenson, Atty Michael A.	44,419.68
Jays Big Rolls Inc.	15,000.00
Joos, Atty Melissa Brooke	44,419.68
Kolpien, Atty Thomas	44,419.68
Madison United Healthcare Linen	94,000.00
Paul, Dr. Howard S.	16,000.00
Pitney Bowes Inc.	10,600.00
Pomp's Tire Service Inc.	40,000.00
Schultz, Atty Lisa	44,419.68
Advanced Correctional Healthcare	760,000.00
Alcocare Inc.	16,000.00

Aramark Correctional Services Inc	520,700.00
ATTIC Correctional Services Inc	304,000.00
BI Inc	391,200.00
Elan Financial Services	21,950.00
ESRI Inc.	38,192.35
Fleet Services	297,000.00
Gordie Boucher Ford Lincoln Mercury	30,000.00
Gordie Boucher Ford Lincoln Mercury	3,600.00
Hendricks Commercial Properties LLC	134,119.74
Peterson Cleaning Inc	194,187.60
Abilities Inc.	429,217.00
Alpha Homes of WI Inc.	695,718.00
Brotoloc South Inc.	142,617.00
Catholic Charities Inc.	1,965,649.00
CESA 2	732,196.00
CESA 2 VOA	417,100.00
Creative Community Living Services Inc	2,181,748.00
Dungarvin Wisconsin LLC	954,149.00
Epilepsy Foundation of Southern Wisconsin	170,750.00
Good Hope Manor Milwaukee LLC	113,736.00
Group Living Home Inc.	151,943.00
Homes for Independent Living of Wisconsin	418,161.00
Improved Living Services LLC	126,896.00
Independent Disability Service	885,603.00
Infinite Ability Inc.	110,010.00
Kandu Industries Inc.	2,192,693.00
Lutheran Social Services	1,089,807.00
Nutrition and Health Associates Inc.	10,200.00
Productive Living Systems Inc.	558,436.00
REM Wisconsin II Inc.	4,508,983.00
REM Wisconsin III Inc.	451,678.00
REM Wisconsin Inc.	373,147.00
Riverfront Inc.	2,924,402.00
Secured Living	483,013.00
Silha LLC, Dan	11,424.96
WILLIS of Wisconsin Inc.	50,400.00
Beloit Meals on Wheels Inc.	37,000.00
Best Events	208,656.00
Budget Truck and Auto Body Inc.	20,000.00
Fagan Truck and Trailer	20,000.00
Fleet Services	78,284.00
Manpower Inc.	321,408.00
Nutrition and Health Associates Inc.	14,040.00
Retired Senior Volunteer Program	10,654.00
Senior Services of Rock County Inc.	24,152.00
Baker Tilly Virchow Krause LLP	81,000.00

Interact Public Safety Systems	29,441.85
Retired Senior Volunteer Program	49,899.00
Rock County Historical Society	22,323.00
Rock Valley Community Programs Inc.	73,505.00
WILLIS Milwaukee	40,500.00
WMMIC	264,291.00
ESRI Inc.	38,192.35
Alliant Energy/WP&L	112,276.08
Enterprise Systems Group	71,907.00
United States Postal Service	180,000.00
JT Packard and Associates Inc.	12,439.00
Gulf South Medical Supply	124,800.00
Manpower	21,000.00

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

Pre-Approved Encumbrance Amendments. None.

Approval of Bills for Other Departments.

Health Services -Rock Haven

HS-Rock Haven \$ 124,800.00

Supervisor Podzilni moved approval of the above Bills for Other Departments – Health Services Committee for the Finance Committee, second by Supervisor Beaver. ADOPTED.

Resolution.

Initial Resolution Authorizing General Obligation Bonds and/or Notes in an Amount Not to Exceed \$2,410,000

“NOW, THEREFORE, BE IT RESOLVED by the Rock County Board of Supervisors duly assembled this ____ day of _____, 2011, that there shall be issued, pursuant to Chapter 67, Wisconsin Statutes, General Obligation Bonds and/or Notes in an amount not to exceed \$2,410,000 for constructing, renovating, remodeling, improving and equipping the County’s facilities.”

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

Review of Resolutions.

Authorizing Contract with ATTIC Correctional Services, Inc. for the Operation of Community RECAP

“NOW, THEREFORE, BE IT RESOLVED that the Rock County Board of Supervisors duly assembled this ____ day of _____, 2011 does hereby authorize a contract with ATTIC Correctional Services under terms and conditions per the Request for Qualifications and any subsequent contract in an amount not to exceed \$304,000 to provide case management, counseling, and treatment services for offenders participating in Community RECAP.”

Supervisor Kraft moved Purchasing Procedural Endorsement of the above resolution, second by Supervisor Podzilni. ADOPTED.

Cooperative Agreement Between City of Janesville, City of Beloit, and County of Rock

“NOW, THEREFORE, BE IT RESOLVED by the Rock County Board of Supervisors duly assembled this ____ day of _____, 2011 that the Rock County Board Chair be authorized to execute the Cooperative Agreement Between City of Janesville, City of Beloit and County of Rock.”

Supervisor Beaver moved Purchasing Procedural Endorsement of the above resolution, second by Supervisor Kraft. ADOPTED.

Authorizing Purchase of Vehicles per State of Wisconsin Contract for the Rock County Sheriff's Office

“NOW, THEREFORE, BE IT RESOLVED by the Rock County Board duly assembled this ____ day of _____, 2011, that a Purchase Order be issued as follows:

- \$20,018.50 to Ewald Automotive for 1 Chevrolet Impala
- \$23,739.50 to Ewald Automotive for 1 Chevrolet Express Van
- \$58,413.00 to Ewald Automotive for 2 Chevrolet Tahoes
- \$98,210.00 to Ewald Automotive for 4 Dodge Chargers
- \$52,588.00 to Ewald Automotive for 2 Ford Taurus'

BE IT FURTHER RESOLVED that payment be made to the vendor upon receipt and acceptance by the Rock County Sheriff.”

Supervisor Podzilni moved Purchasing Procedural Endorsement of the above resolution, second by Supervisor Beaver. ADOPTED.

Awarding a Contract for Installation of Welding Exhaust Equipment at the Public Works Department

“NOW, THEREFORE, BE IT RESOLVED, that the Public Works Department is hereby authorized by the Rock County Board of Supervisors convened this ____ day of _____, 2011, to award the base bid and optional bid for the purchase and installation of the ventilating and related heating equipment to the lowest responsible bidder, Bradley Sheet Metal of Janesville, Wisconsin in the amount of \$62,749.”

Supervisor Kraft moved Purchasing Procedural Endorsement of the above resolution, second by Supervisor Beaver. ADOPTED.

Authorizing Acceptance of the Family Foundation Comprehensive Home Visitation Grant and Amending the 2011 Human Services Department Budget

“NOW, THEREFORE, BE IT RESOLVED that the Rock County Board of Supervisors duly assembled this ____ day of _____, 2011, does hereby authorize the acceptance of the Family Foundations Comprehensive Home Visitation Program grant; and,

BE IT FURTHER RESOLVED, the Rock County Human Services Director is authorized to sign all Family Foundations Comprehensive Home Visitation Program grant documents on behalf of Rock County; and,

BE IT FURTHER RESOLVED, that the Human Services Department budget for 2011 be amended as follows:

...”

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

Purchasing Procedural Endorsement for Pre-Sort Mail Services – General Services. Mr. Smith explained the process and results of the bidding process for the pre-sort mail. Ms. Millis added that this is a three year contract with options for two additional years.

Supervisor Beaver moved approval of the pre-sort mail services contract with United Mailing, Brookfield, WI, second by Supervisor Kraft. ADOPTED.

Purchasing Procedural Endorsement for 2012 Ski-Doo Snowmobile for Sheriff’s Office.

Supervisor Beaver moved approval for the purchase of a 2012 Ski-Doo Snowmobile for the Sheriff’s Office contingent on Public Safety and Justice Committee approval, second by Supervisor Podzilni. ADOPTED.

Selection of Specific Pricing Model for Care Coordination Through Quantum Health. Mr. Smith handed out the County of Rock Proposed Performance Guarantees from Quantum Health and went over it. He said the County had accepted Option 3 in 2010 and 2011. Staff and Willis recommend going with Option 3 again in 2012.

Supervisor Podzilni moved approval to accept Option 3 with Quantum Health for 2012, second by Supervisor Kraft. ADOPTED.

Report on Cash Balances and Investments. Mr. Smith updated the Committee on cash balances and investments as of November 30, 2011.

Adjournment. Supervisor Beaver moved adjournment at 8:27 A.M., second by Supervisor Podzilni. ADOPTED.

Respectfully submitted,

Marilyn Bondehagen
Confidential Administrative Assistant

NOT OFFICIAL UNTIL APPROVED BY COMMITTEE.