

FINANCE COMMITTEE
Minutes – June 6, 2013

Call to Order. Chair Mawhinney called the meeting of the Finance Committee to order at 7:31 A.M. on Thursday, June 6, 2013, in Conference Room N-1 Rock County Courthouse East.

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

Committee Members Excused: None.

Staff Members Present. Sue Balog, Senior Accountant/Assistant to Finance Director; Craig Knutson, County Administrator; Randy Terronez and Nick Osborne, Assistants to County Administrator; Mickey Crittenden, Information Technology Director; Jodi Millis, Purchasing Manager; Kathy Sukus, 911 Communications Center Director.

Others Present: None.

Approval of Agenda. Chair Mawhinney said item 8.D. should be deleted. Supervisor Podzilni moved approval of the agenda with this deletion, 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 \$13,511.18, second by Supervisor Podzilni. ADOPTED.

Approval of Minutes – May 9, 2013, May 16, 2013 and May 23, 2013. Supervisor Fox moved approval of the minutes of May 9, 2013, May 16, 2013 and May 23, 2013 as presented, second by Supervisor Kraft. ADOPTED.

Citizen Participation, Communications and Announcements. Mr. Knutson said Wednesday and Friday mornings worked best last year for the pre-budget meetings and asked if the Committee wanted to stay with these days. The Committee agreed these were still good days, except for August 9th.

Chair Mawhinney asked the Committee to think about what day would work to meet in place of the July 4th meeting date.

Transfers and Appropriations.

Sheriff's Office

FROM

Account #

21-2100-0000-62400

Repair & Maint Svc - LES

Amount

\$ 9,360

TO

Account #

21-2100-0000-63900

Ammunition & Range Supplies

Amount

\$ 9,360

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

Bills and Encumbrances

Finance Director	\$	103.41
County Clerk		250.80
Employee Related		274.80
ROD Redaction		4,053.00
Information Technology		7,074.79
Employee Related		1,075.50

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

Bills Over \$10,000

Carlson, Mary	\$	144,720.00
Phelps, Candace		235,170.00
Department of Military Affairs		19,300.00
Midland Health Testing, Inc.		47,384.25
Warner and Warner, Inc.		16,000.00

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

Encumbrances Over \$10,000

Halverson Carper Center Ltd.	\$	21,515.00
Intrado Inc.		519,563.54
US Security Associates Inc.		135,331.28

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

Pre-Approved Encumbrance Amendments. None.

Approval of Bills for Other Departments. None.

Purchasing Procedural Endorsement.

Awarding Bid for Viper 911 Telephone System Upgrade

“NOW, THEREFORE, BE IT RESOLVED that the Rock County Board of Supervisors duly assembled this _____ day of _____, 2013 issue a purchase order to Intrado, Inc. of Longmont, CO, the most responsive and lowest bidder, in the amount of \$494,563.54 to purchase and install the equipment.

BE IT FURTHER RESOLVED that a contingency fund, not to exceed \$25,000, also be included for unforeseen incidentals during project implementation.”

Ms. Sukus said this system will also allow for text, video, On-Star, etc. when the cell phone companies make changes on their end.

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

Review of Resolution.

Approving Additional Funding for the County Complex Parking Lot Improvement Project and Amending the 2013 Budget

“NOW, THEREFORE, BE IT RESOLVED by the Rock County Board of Supervisors duly assembled this _____ day of _____, 2013, that the budget for the Complex Parking Lot Improvement Project be increased by \$59,000, to cover the additional work, and close out the project; and,

BE IT FURTHER RESOLVED, that the funds come from the Jail/HCC Complex Project account, amending the 2013 budget as follows:

...”

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

Amending the Sheriff’s 2013 Budget to Use Equitably Shared Funds to Purchase Desks

“NOW, THEREFORE, BE IT RESOLVED by the Rock County Board of Supervisors duly assembled this _____ day of _____, 2013, that the 2013 budget be amended as follows:

...

BE IT FURTHER RESOLVED that a purchase order be issued to Henricksen of Itasca, IL in the amount of \$4,682.”

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

Accepting Additional Preparedness Grant Funding and Amending the 2013 Rock County Health Department Budget

“NOW, THEREFORE, BE IT RESOLVED, that the Rock County Board of Supervisors duly assembled on this _____ day of _____, 2013 does hereby authorize the Rock County Health Department to accept this additional Preparedness Grant funding in the amount of \$2,350 from the State of Wisconsin, and amend the 2013 Rock County Health Department Budget as follows:

...”

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

Resolution.

Recognizing Maureen K. Johnson for Her Service to Rock County

“NOW, THEREFORE, BE IT RESOLVED that the Rock County Board of Supervisors duly assembled this _____ day of _____, 2013 does hereby recognize Maureen Johnson for her 34 years and 6 months of faithful service and extends their sincere appreciation for her work and commitment to the office of the County Clerk and citizens of Rock County; and,

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

Supervisor Kraft moved approval of the above resolution, second by Chair Mawhinney.
ADOPTED.

Adjournment. The Committee agreed to meet on July 3, 2013 at 9:30 AM in conference room N-1.

Supervisor Beaver moved adjournment at 7:58 A.M., second by Supervisor Podzilni.
ADOPTED.

Respectfully submitted,

Marilyn Bondehagen
Confidential Administrative Assistant

NOT OFFICIAL UNTIL APPROVED BY COMMITTEE.