

**FINANCE COMMITTEE**  
**October 6, 2011**

**Call to Order.** Chair Mawhinney called the meeting of the Finance Committee to order at 7:30 A.M. on Thursday, October 6, 2011, in Conference Room N-1 Rock County Courthouse East.

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

**Committee Members Excused:** None.

**Staff Members Present.** Jeff Smith, Finance Director; Craig Knutson, County Administrator; Mickey Crittenden, Information Technology Director; Randy Terronez and Nick Osborne, Assistants to County Administrator; David Sudmeier, Controller, Rock Haven; Jodi Millis, Purchasing Manager; Sherry Oja, Senior Accountant/Assistant to the Finance Director; Michelle Schultz, Real Property Lister; Sue Zastoupil, Human Resources Secretary.

**Others Present:** None.

**Approval of Agenda.** Mr. Smith requested the addition of a transfer for the Council on Aging. Supervisor Podzilni moved approval of the agenda with this addition, second by Supervisor Diestler. ADOPTED.

**Committee Review and Approval of Per Meeting Allowances.** Supervisor Kraft moved approval of per meeting allowances in the amount of \$15,128.47, second by Supervisor Diestler. ADOPTED.

**Approval of Minutes – September 15, 2011 and September 22, 2011.** Supervisor Diestler moved to approve the minutes of September 15, 2011 and September 22, 2011 as presented, second by Supervisor Beaver. ADOPTED.

**Citizen Participation, Communications, Announcements, Information.** Mr. Smith requested the next agenda include setting a date for consideration of amendments to the 2012 Budget. Mr. Smith said the next bond rating calls with Ms. Wirth will be at 9:30 A.M. and 10 A.M. today.

**Transfers and Appropriations.**

**911 Communications Center**

**FROM**

<u>Account #</u>	<u>Amount</u>
23-2400-0000-62400	\$ 5,480
R&M Services	

**TO**

<u>Account #</u>	<u>Amount</u>
23-2400-0000-67172	\$ 5,480
Capital Assets \$500-\$999	

**Human Services Department**

**FROM**

<u>Account #</u>	<u>Amount</u>
36-3664-0000-62105	\$ 5,800
JDC Contracted Food Svc	

**TO**

<u>Account #</u>	<u>Amount</u>
36-3664-0000-62163	\$ 5,800
JDC Laundry Svc	

**Information Technology**

**FROM**

<u>Account #</u>	<u>Amount</u>
07-1430-0000-62400	\$ 1,350
R&M	

**TO**

<u>Account #</u>	<u>Amount</u>
07-1430-0000-67171	\$ 1,350
Capital Assets over \$1,000	

**Finance Director**

**FROM**

<u>Account #</u>	<u>Amount</u>
05-1500-0000-61510	\$ 6,386
Retirement	

**TO**

<u>Account #</u>	<u>Amount</u>
05-1500-0000-67171	\$ 6,386
Capital Assets \$1,000 +	

**Rock Haven**

**FROM**

<u>Account #</u>	<u>Amount</u>
32-7260-7400-62185	\$ 5,000
Occupational Therapy	
32-8000-9100-64105	3,000
Support Svc – Groceries	
32-8000-9300-63404	1,000
Support Svc – Janitorial	
32-8000-9300-63404	1,000
Support Svc – Janitorial	

**TO**

<u>Account #</u>	<u>Amount</u>
32-7260-7400-62171	\$ 5,000
Contract Svc – Ambulance	
32-8000-9100-63111	3,000
Support Svc – Paper Products	
32-8000-9300-63109	1,000
Support Svc – Other Supplies	
32-9000-9910-65103	1,000
GS Ins. Public Liability	

**Council on Aging**

**FROM**

<u>Account #</u>	<u>Amount</u>
30-3915-0000-62624	\$ 3,000
III-B SD	
30-3915-0000-64615	1,500
Client Related Costs	

**TO**

<u>Account #</u>	<u>Amount</u>
30-3915-0000-64200	\$ 4,500
Training	

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

**Bills and Encumbrances**

Finance Director	\$	212.82
County Clerk		60.00
Elections		30.56
County Treasurer		163.00
Tax Deed Expense		656.44

Register of Deeds	54.20
Employee Related	965.12
Land Records	38.09
Information Technology	10,378.09
Stray Dogs	150.00

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

**Bills Over \$10,000.**

Motorola Solutions Inc.	\$ 85,509.00
Wisconsin Department of Transportation	35,000.00

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

**Encumbrances Over \$10,000.**

Alliant Energy/WP&L	\$ 46,781.70
Professional Service Industries Inc.	31,936.00
REM Wisconsin III Inc.	194,894.00

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

**Pre-Approved Encumbrance Amendments.**

**General Services**

Tri-North Builders	\$ 134,235.88
Tri-North Builders	12,842.39

Supervisor Podzilni moved approval of the above Pre-Approved Encumbrance Amendments for the Finance Committee, second by Supervisor Diestler. ADOPTED.

**Approval of Bills for Other Departments.**

**County Board Staff**

County Board	\$ 764.35
Corporation Counsel	100.00
Human Resources	12,344.61
Risk Management	319.98
Employee Related	2,059.51
P&L Trust	4,636.00

Supervisor Kraft 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 2011 Land Conservation Department Budget to Provide Financial Assistance to the WLWCA**

**“NOW, THEREFORE, BE IT RESOLVED** that the Rock County Board of Supervisors duly assembled this \_\_\_\_ day of \_\_\_\_\_, 2011, amends the Land Conservation Department’s budget as follows:

...”

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

**Authorizing Acceptance of Edward Byrne Memorial Justice Assistance Grant and Amending 2011 Budget**

**“NOW, THEREFORE, BE IT RESOLVED,** that the Rock County Board of Supervisors duly assembled this \_\_\_\_ day of \_\_\_\_\_, 2011, does approve and authorize the acceptance of the Edward Byrne Memorial Justice Assistance Grant; and,

**BE IT FURTHER RESOLVED,** that the Chair of the Rock County Board of Supervisors is authorized to accept all funds on behalf of the County of Rock, the City of Beloit, and the City of Janesville; and,

**BE IT FURTHER RESOLVED,** that the Sheriff’s Office budget for 2011 be amended as follows:

...”

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

**Approving Lightning Protection Study for Health Care Center – Jail Complex**

**“NOW, THEREFORE, BE IT RESOLVED** that the Rock County Board of Supervisors duly assembled this \_\_\_\_ day of \_\_\_\_\_, 2011, does hereby approve contracting with the Academy Service Group to perform a lightning protection study for the Jail/HCC complex (excluding the Communications Center) in the amount of \$11,192 with funds to come from available Jail/Health Care Center Complex Capital Projects Account resources.”

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

**Awarding Contract for Construction Quality Assurance Testing and Inspection Services for the Rock Haven Replacement Project**

“NOW, THEREFORE, BE IT RESOLVED that the Rock County Board of Supervisors duly assembled this \_\_\_\_ day of \_\_\_\_\_, 2011, does hereby award a contract for construction quality assurance testing and inspection services to Professional Services Inc. of Pewaukee, Wisconsin in an amount not to exceed \$60,000.”

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

**Awarding Sheriff's Office/Jail Duct Work Cleaning Project Bid**

“NOW, THEREFORE, BE IT RESOLVED that the Rock County Board of Supervisors duly assembled this \_\_\_\_ day of \_\_\_\_\_, 2011, does hereby award the Sheriff's Office/Jail Duct Work Cleaning Project to Dirty Ducts Cleaning in the amount of \$107,785.00 and includes the base bids (#1 and #2) and Alternates #1 and #2 with funds to come from available Jail/Health Care Center Complex Capital Projects Account resources.”

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

**Awarding Bid for 2012 Calendars**

Supervisor Diestler moved Purchasing Procedural Endorsement of the above request, second by Supervisor Podzilni. ADOPTED.

**2011 Budget Amendment – Federal Aid Bridge Construction**

“NOW, THEREFORE, BE IT RESOLVED, by the Rock County Board of Supervisors duly assembled this \_\_\_\_ day of \_\_\_\_\_, 2011 that the 2011 Department of Public Works' budget is hereby amended to increase Department funding for federally aided construction as shown below.

...”

Supervisor Kraft moved Finance Committee Endorsement of the above resolution contingent on approval by the Public Works Committee, second by Supervisor Diestler. ADOPTED.

**Authorizing Purchase of Replacement Salt Shed Roofs and Amending the Department of Public Works' Budget**

**“NOW, THEREFORE, BE IT RESOLVED,** by the Rock County Board of Supervisors duly assembled this \_\_\_\_ day of \_\_\_\_\_, 2011, authorizes the award of two contracts of \$9,685 each (\$19,370 total) for replacing these roofs to the lowest responsible bidder, HC Anderson Roofing, Inc. of Rockton, Illinois; and,

**BE IT FURTHER RESOLVED,** that the DPW-Highway 2011 budget be amended to authorize funds for the use of assets to make these capital improvements as follows:

...”

Supervisor Diestler moved Finance Committee Endorsement and Purchasing Procedural Endorsement of the above resolution contingent on approval by the Public Works Committee, second by Supervisor Podzilni. ADOPTED.

**Approval for the Purchase of 2 Mobile Video Recorders for Sheriff’s Squad Cars.**

Supervisor Diestler moved approval for the purchase of 2 mobile video recorders for Sheriff’s squad cars, second by Supervisor Beaver. ADOPTED.

**Adjournment.** Supervisor Diestler moved adjournment at 8:04 A.M., second by Supervisor Beaver. ADOPTED.

Respectfully submitted,

Marilyn Bondehagen  
Confidential Administrative Assistant

**NOT OFFICIAL UNTIL APPROVED BY COMMITTEE.**