

FINANCE COMMITTEE
November 3, 2011

Call to Order. Chair Mawhinney called the meeting of the Finance Committee to order at 7:30 A.M. on Thursday, November 3, 2011, in Conference Room N-1 on the fifth floor of the Rock County Courthouse-East.

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

Committee Members Excused: None.

Staff Members Present. Jeff Smith, Finance Director; Craig Knutson, County Administrator; Randy Terronez and Nick Osborne, Assistants to County Administrator; Mickey Crittenden, Information Technology Director; Sherry Oja, Senior Accountant/Assistant to the Finance Director; Sara Mooren, Human Services, Administrative Services Division Manager; Diane Michaelis, Finance Office Manager, Sheriff's Office; Captain Gary Groelle; John Hanewall, Developmental Disabilities Director; Ben Coopman, Public Works Director; Vicki Brown, County Treasurer; Michelle Schultz, Real Property Lister.

Others Present: Supervisors Marilyn Jensen and Kurt Yankee; Larry Harding, Town of Plymouth Chair.

Approval of Agenda. Mr. Smith requested item #9E be deleted and the addition of item 5.C. Transfer for Public Health. Supervisor Podzilni moved approval of the agenda with these changes, second by Supervisor Diestler. ADOPTED as amended.

Committee Review and Approval of Per Meeting Allowances. Supervisor Podzilni moved approval of Per Meeting Allowances in the amount of \$16,851.90, second by Supervisor Diestler. ADOPTED.

Approval of Minutes. Supervisor Beaver moved approval of the minutes of October 20, 2011 as presented, second by Supervisor Kraft. ADOPTED.

Citizen Participation, Communications, Announcements, Information. None.

Transfers and Appropriations.

Information Technology

FROM

<u>Account #</u>	<u>Amount</u>
07-1430-0000-63407	\$ 5,000
Computer Supplies	

TO

<u>Account #</u>	<u>Amount</u>
07-1430-0000-63102	\$ 5,000
Paper & Forms	

Emergency Management

FROM

<u>Account #</u>	<u>Amount</u>
26-2500-0000-61510	\$ 1,090
Retirement	

TO

<u>Account #</u>	<u>Amount</u>
26-2500-0000-63500	\$ 3,645
R&M Sirens	

19-1922-0000-64904 2,555
Contingency Fund

Public Health

FROM

Account # **Amount**
31-3008-0000-63110 \$ 1,608
Consortium Funds

TO

Account # **Amount**
31-3008-0000-67172 \$ 1,608
Cap Assets \$500-\$1,000

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

Bills/Encumbrances

Finance Director	\$	42.63
Elections		62.48
Tax Deed Expense		357.71
Employee Related		343.44
Land Records		3,120.00
Information Technology		833.32
IT Capital Projects		73,294.00

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

Bills Over \$10,000. None

Encumbrances Over \$10,000. None.

Pre-Approved Encumbrance Amendments.

DD Board

Lutheran Social Services \$ 16,546.00

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

General Services

Tri-North Builders \$ 15,340.65

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

Approval of Bills for Other Departments. None.

Discussion and Possible Reduction of Prices on Foreclosed Properties Ms. Brown handed out a list of 10 properties left for sale and asked if the Committee would like to reduce a couple of the prices.

Supervisor Podzilni moved to lower the price of three of the properties: 1333 Wisconsin Ave., Beloit, WI to \$50; 1617 Wisconsin Ave., Beloit, WI to \$1,000; and 2799 E. Ridge Rd., Beloit, WI to \$1,000, second by Supervisor Beaver. ADOPTED.

Resolutions

Authorizing Purchase of Network Infrastructure Equipment

“NOW, THEREFORE, BE IT RESOLVED that the Rock County Board of Supervisors duly assembled this ____ day of _____, 2011 that a Purchase Order for network infrastructure equipment be issued to Core BTS in the amount of \$99,628.64.”

Supervisor Diestler moved approval of the above resolution as well as the Purchasing Procedural Endorsement, second by Supervisor Kraft. ADOPTED.

Cancellation of Checks Over Two Years Old

“NOW, THEREFORE, BE IT RESOLVED, by the Rock County Board of Supervisors duly assembled this 15th day of November, 2011, that the following checks that are over two years old be cancelled and credited back to the proper accounts.

...”

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

Review of Resolutions

Amending the 2011 Rock County Human Services Department Budget to Accept Additional Funding for the Provision of Economic Support Services

“NOW, THEREFORE, BE IT RESOLVED by the Rock County Board of Supervisors duly assembled this ____ day of _____, 2011, does accept \$170,962 in additional funds and amends the 2011 Rock County Human Services Department budget as follows:

...”

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

Awarding Contract for Weapons Screening Services at the Rock County Courthouse for 2012-2014

“NOW, THEREFORE, BE IT RESOLVED by the Rock County Board of Supervisors duly assembled this ____ day of _____, 2011, that a contract for weapons screening at the Courthouse be awarded to the low bidder, Watson Security

Services Inc. of Rockton IL based on the terms and conditions set forth in the Contract and Invitation to Bid.”

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

Authorizing Acceptance of 2012 Highway Safety Project Grants

“NOW, THEREFORE, BE IT RESOLVED by the Rock County Board of Supervisors assembled this ____ day of _____, 2011, that the Rock County Sheriff is authorized to accept funds under the Highway Safety Project Grants; and,

BE IT FURTHER RESOLVED, that the 2011 budget be amended as follows:

...”

Supervisor Kraft moved Finance Committee Endorsement and Purchasing Procedural Endorsement of the above resolution pending Public Safety & Justice Committee approval, second by Supervisor Diestler. ADOPTED.

Amending Local Emergency Planning Committee Budget to Accept Additional EPCRA Planning Grant Funds

“NOW, THEREFORE, BE IT RESOLVED by the Rock County Board of Supervisors duly assembled this ____ day of _____, 2011, does approve and authorize the increase of \$69 in State Aid and amends the 2011 Local Emergency Planning Committee Budget as follows:

...”

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

Amending the Sheriff's Office Budget for Snowmobile Purchase

“NOW, THEREFORE, BE IT RESOLVED by the Rock County Board of Supervisors duly assembled this ____ day of _____, 2011 that the Sheriff's Office budget for 2011 be amended as follows:

...”

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

Door Replacement at Juvenile Detention Center

Supervisor Diestler moved Purchasing Procedural Endorsement for the Door Replacement at the Juvenile Detention Center, second by Supervisor Podzilni. ADOPTED.

Electronic Monitoring Equipment & Services for Human Services

Supervisor Beaver moved Purchasing Procedural Endorsement for the Electronic Monitoring Equipment & Services for Human Services, second by Supervisor Kraft. ADOPTED.

Review, Discussion and Recommended Revision to the 2012 Recommended Budget.

Developmental Disabilities Supervisor Jensen said the Developmental Disabilities Board requested the Finance Committee to review the deletion of \$30,000 in tax levy funds from the Developmental Disabilities budget. This actually amounts to \$75,216 with matching federal and state grants. Also, the DD Board is worried that the deleted money will be taken out of the services area and not out of the emergency fund area.

Mr. Knutson said the Department request was for a tax levy increase of \$228,973 and he recommended a \$198,973 increase. This is equal to one third of the total tax levy increase for operations for 2012. We are under severe fiscal constraints and the tax levy increase is at the limit. The Development Disabilities budget is already recommended at \$630,000 over the previous year.

Public Works Supervisor Yankee said the road maintenance contracts were discussed with the towns and the Public Works Committee is requesting the Finance Committee find \$116,495 to allow lowering the winter maintenance charges for these towns. This might be replaced with funds from sales tax, retirement, or whatever funds may be available.

Mr. Harding said, as a representative from the Rock County Towns Association, there are concerns that there are a lot of towns who are on the brink of buying their own vehicles and taking care of their own roads and doing routine maintenance. He requested the County grant a \$185 per mile reduction in cost to be paid for with sales tax funds. He said the towns need to see some relief or they are going to have to go on their own for maintenance and plowing.

Chair Mawhinney asked for a list of what each town pays for winter maintenance.

Mr. Knutson said Mr. Coopman and he both are aware of fiscal restraints on the towns as well as the County and therefore left the winter maintenance charge at the same level as 2011. As for reducing the cost to \$700 per centerline mile, property taxes cannot be raised, sales tax is fully committed, so the only way to do this would be to take funds from the road construction budget. He said he did not recommend using funds from the General Fund because this could affect the bond rating. The General Fund is at an adequate level, but not at an excessive level.

Supervisor Kraft asked what it would mean if the \$116,495 came out of road construction. Mr. Coopman said this would equate to about ¼ mile of pulverizing and black topping.

Mr. Harding said if they get hit with increases they would have to discontinue the cutting of grass by the roadside and then the County would not get these funds.

Chair Mawhinney said these would go to the November 10th Finance meeting at 7:30 A.M. for a decision.

Other Mr. Smith handed out changes to the Countywide accounts and said \$22 million in bonds sold on October 27, 2011 resulting in additional interest of \$41,592 and an additional

\$23,361 in bond discounts with a net increase in tax levy of \$18,231. The tax levy for principal and interest on debt is not subject to the state imposed tax levy limits. The County received additional State funds for the Community RECAP / TAD Grant of \$11,093 and these funds could be used to help offset the reduction in State aid from exempt business computers of \$11,832.

Mr. Knutson said the County Board would meet on Monday, November 7th at 9 A.M. when he will review the 2012 Budget; Wednesday, November 9th at 6 P.M. will be the public hearing on the 2012 Budget; and Thursday, November 10th at 7:30 A.M. will be a Finance Committee meeting.

Mr. Smith said he and Ms. Oja will be at a GFOA conference in Green Bay on December 1st and 2nd and asked if the Committee had an alternate date for the Finance Committee meeting on December 1st. The Committee agreed to meet on Monday, December 5th at 7:30 A.M.

Adjournment. Supervisor Beaver moved adjournment at 9:28 A.M., second by Supervisor Kraft. ADOPTED.

Respectfully submitted,

Marilyn Bondehagen
Confidential Administrative Assistant

NOT OFFICIAL UNTIL APPROVED BY COMMITTEE.