



**FINANCE COMMITTEE
THURSDAY, FEBRUARY 16, 2012 - 7:30 A.M.
CONFERENCE ROOM N-1 – FIFTH FLOOR
ROCK COUNTY COURTHOUSE-EAST**

Agenda

1. Call to Order and Approval of Agenda
2. Approval of Minutes – February 2, 2012
3. Citizen Participation, Communications and Announcements
4. Transfers and Appropriations
5.
 - A. Bills
 - B. Bills Over \$10,000
 - C. Encumbrances Over \$10,000
 - D. Pre-Approved Encumbrance Amendments
 - E. Approval of Bills for Other Departments
 - 1) County Board Staff
6. Resolution
 - A. Carryover of 2011 Budget Appropriations to 2012
7. Review of Resolution
 - A. Amending the Sheriff's 2012 Budget to Use Equitably Shared Funds
 - B. Accepting Pipeline Safety Education Grant from Enbridge Inc. and Amending the 2012 Rock County Communications Center Budget
8. Purchasing Procedural Endorsement
 - A. Authorizing Purchase of Motorcycles from Kutter Harley-Davidson, Janesville, WI for the Rock County Sheriff's Office
 - B. Awarding a Contract for Installation of an Electrical Service and Reallocating Funds within the Public Works Department Budget
9. Write-Off Uncollectible Receivables
10. Report on Cash Balances and Investments
11. Adjournment

Account Number	Name	Yearly Prct Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
071430000-62119	OTHER SERVICES P1104163-PO# 12/31/11 -VN#051577	69,134.00 27.2%	-68.66 EDCI	18,886.00	50,316.66	848.66	
			CLOSING BALANCE		49,468.00		848.66
071430000-62491	SOFTWARE MAINT P1101979-PO# 12/31/11 -VN#039900	607,189.00 41.9%	232,976.56 ORACLE CORPORATION	21,869.45	352,342.99	5,491.78	
			CLOSING BALANCE		346,851.21		5,491.78
071430000-64200	TRAINING EXP P1104151-PO# 12/31/11 -VN#049360	47,500.00 55.7%	-25.00 E REPUBLIC INC	26,500.00	21,025.00	25.00	
			CLOSING BALANCE		21,000.00		25.00
071430000-67143	IT DEPT.CR-CHGS. P1103828-PO# 12/31/11 -VN#047151 P1104094-PO# 12/31/11 -VN#047151 P1104162-PO# 12/31/11 -VN#047155	50,000.00 8.4%	-9,711.01 AVI SYSTEMS INC AVI SYSTEMS INC ROUTEMATCH SOFTWARE INC	5,485.27	54,225.74	12,911.00 409.15 1,334.77	
			CLOSING BALANCE		39,570.82		14,654.92
	INFORMATION TECH PROG-TOTAL-PO					21,020.36	

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$21,020.36 INCURRED BY INFORMATION TECHNOLOGY. CLAIMS COVERING THE ITEMS ARE PROPER AND HAVE BEEN PREVIOUSLY FUNDED. THESE ITEMS ARE TO BE TREATED AS FOLLOWS
 A. BILLS AND ENCUMBRANCES OVER \$10,000 REFERRED TO THE COUNTY BOARD.
 B. BILLS UNDER \$10,000 TO BE PAID,
 C. ENCUMBRANCES UNDER \$10,000 TO BE PAID UPON ACCEPTANCE BY THE DEPARTMENT HEAD.
 FINANCE COMMITTEE APPROVES THE ABOVE. COM-APPROVAL _____

DEPT-HEAD

FEB 16 2012

DATE _____

CHAIR

Account Number	Name	Yearly Prcnt Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
0714400000-62119	OTHER SERVICES	0.00 100.0%	-1,520.00	0.00	1,520.00		
	P1103217-PO# 12/31/11 -VN#011296			SUNGARD BI TECH INC		1,520.00	
			CLOSING BALANCE		0.00		1,520.00
	IT GL UPGRADE		PROG-TOTAL-PO			1,520.00	

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$1,520.00 INCURRED BY IT GENERAL LEDGER UPGRADE, CLAIMS COVERING THE ITEMS ARE PROPER AND HAVE BEEN PREVIOUSLY FUNDED. THESE ITEMS ARE TO BE TREATED AS FOLLOWS:

- A. BILLS AND ENCUMBRANCES OVER \$10,000 REFERRED TO THE COUNTY BOARD.
- B. BILLS UNDER \$10,000 TO BE PAID.
- C. ENCUMBRANCES UNDER \$10,000 TO BE PAID UPON ACCEPTANCE BY THE DEPARTMENT HEAD.

FINANCE COMMITTEE APPROVES THE ABOVE. COM-APPROVAL _____ DEPT-HEAD

FEB 16 2012

DATE _____ CHAIR

2011..

Rock County - Production

02/08/12

COMMITTEE APPROVAL REPORT

Account Number	Name	Yearly Prct Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
0714440000-67171	C.A. -\$1000/MORE P1103835-PO# 12/31/11 -VN#049019	60,000.00	25.0% -15,000.00	0.00	75,000.00	15,000.00	
							CORE BTS INC
							CLOSING BALANCE
					60,000.00		15,000.00
	IT CAPITAL PROJ					15,000.00	PROG-TOTAL-PO

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$15,000.00 INCURRED BY IT CAPITAL PROJECTS. CLAIMS COVERING THE ITEMS ARE PROPER

AND HAVE BEEN PREVIOUSLY FUNDED. THESE ITEMS ARE TO BE TREATED AS FOLLOWS:

A. BILLS AND ENCUMBRANCES OVER \$10,000 REFERRED TO THE COUNTY BOARD.

B. BILLS UNDER \$10,000 TO BE PAID.

C. ENCUMBRANCES UNDER \$10,000 TO BE PAID UPON ACCEPTANCE BY THE DEPARTMENT HEAD.

FINANCE

COMMITTEE APPROVES THE ABOVE COM-APPROVAL

DEPT-HEAD

FEB 16 2012

DATE

CHAIR

Account Number	Name	Yearly Prnt Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
0515000000-68010	EXP.ALLOCATIONS	0.00 100.0%	985.90	0.00	-985.90		
	P1200146-PO# 02/07/12 -VN#037901					690.00	
ENC	R1201045-PO# 01/31/12 -VN#046302					51.09	
ENC	R1201065-PO# 02/01/12 -VN#044943					700.00	
ENC	R1201077-PO# 02/02/12 -VN#046302					75.00	
ENC	R1201142-PO# 02/08/12 -VN#046302					400.00	
CLOSING BALANCE					-2,901.99		1,916.09
FINANCE DIRECTOR						PROG-TOTAL-PO	
						1,916.09	

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$1,916.09 INCURRED BY FINANCE DIRECTOR. CLAIMS COVERING THE ITEMS ARE PROPER AND HAVE BEEN PREVIOUSLY FUNDED. THESE ITEMS ARE TO BE TREATED AS FOLLOWS

- A. BILLS AND ENCUMBRANCES OVER \$10,000 REFERRED TO THE COUNTY BOARD.
- B. BILLS UNDER \$10,000 TO BE PAID.
- C. ENCUMBRANCES UNDER \$10,000 TO BE PAID UPON ACCEPTANCE BY THE DEPARTMENT HEAD.

FINANCE COMMITTEE APPROVES THE ABOVE. COM-APPROVAL _____ DEPT-HEAD _____
FEB 16 2012 DATE _____ CHAIR _____

Account Number	Name	Yearly Prnt Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
1414100000-63100	OFC SUPP & EXP	2,300.00	0.0%	0.00	0.00	2,300.00	
		02/07/12 -VN#046469		STOTTLER, LORI		220.64	
		P1200921-PO# 02/07/12 -VN#051752		CFS PRODUCTS INC		264.00	
				CLOSING BALANCE		1,815.36	484.64
	COUNTY CLERK			PROG-TOTAL-PO			484.64

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$484.64

~~INCURRED BY COUNTY CLERK CLAIMS COVERING THE ITEMS ARE PROPER~~

AND HAVE BEEN PREVIOUSLY FUNDED. THESE ITEMS ARE TO BE TREATED AS FOLLOWS

A. BILLS AND ENCUMBRANCES OVER \$10,000 REFERRED TO THE COUNTY BOARD,

B. BILLS UNDER \$10,000 TO BE PAID,

C. ENCUMBRANCES UNDER \$10,000 TO BE PAID UPON ACCEPTANCE BY THE DEPARTMENT HEAD.

FINANCE

COMMITTEE APPROVES THE ABOVE. COM-APPROVAL _____

DEPT-HEAD

FEB 16 2012

DATE _____

CHAIR

Account Number	Name	Yearly Prct Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
0714300000-62400	R & M SERV	210,888.00 32.7%	36,348.77	32,795.52	141,743.71		
	P1200873-PO# 02/07/12 -VN#023904			HEWLETT PACKARD		18,089.94	
				CLOSING BALANCE	123,653.77		18,089.94
0714300000-62421	COMPUTER EQUIP	9,000.00 2.5%	102.00	126.57	8,771.43		
	P1200144-PO# 02/07/12 -VN#036454			PARTS NOW		857.00	
	P1200829-PO# 02/07/12 -VN#033353			CDW GOVERNMENT INC		114.80	
				CLOSING BALANCE	7,799.63		971.80
0714300000-62491	SOFTWARE MAINT	607,189.00 42.7%	237,518.34	21,869.45	347,801.21		
	P1200893-PO# 02/07/12 -VN#023968			CURSOR CONTROL INC		950.00	
				CLOSING BALANCE	346,851.21		950.00
0714300000-63100	OFC SUPP & EXP	4,774.00 29.5%	0.00	1,410.00	3,364.00		
	P1200861-PO# 02/07/12 -VN#051513			GRAYBAR INC		94.77	
	P1200869-PO# 02/07/12 -VN#033353			CDW GOVERNMENT INC		231.49	
				CLOSING BALANCE	3,037.74		326.26
0714300000-64701	SOFTWARE PURCH	103,186.00 1.4%	0.00	1,534.79	101,651.21		
	P1200710-PO# 02/07/12 -VN#033353			CDW GOVERNMENT INC		382.40	
	P1200892-PO# 02/07/12 -VN#051744			DOUGLAS AND ASSOCIATES INC		3,875.00	
				CLOSING BALANCE	97,393.81		4,257.40
0714300000-67130	TERMINALS/PC'S	95,989.00 4.1%	0.00	3,996.00	91,993.00		
	P1200834-PO# 02/07/12 -VN#033353			CDW GOVERNMENT INC		2,127.74	
				CLOSING BALANCE	89,865.26		2,127.74
0714300000-67143	IT DEPT.CR-CHGS.	50,000.00 19.0%	4,036.02	5,485.27	40,478.71		
	P1200736-PO# 02/07/12 -VN#033353			CDW GOVERNMENT INC		54.80	
	P1200831-PO# 02/07/12 -VN#033353			CDW GOVERNMENT INC		120.25	
	P1200832-PO# 02/07/12 -VN#033353			CDW GOVERNMENT INC		574.00	
	P1200860-PO# 02/07/12 -VN#033353			CDW GOVERNMENT INC		120.31	
	P1200870-PO# 02/07/12 -VN#033353			CDW GOVERNMENT INC		38.53	
				CLOSING BALANCE	39,570.82		907.89

Rock County - Production

02/08/12

COMMITTEE APPROVAL REPORT

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Account Number	Name	Yearly Prcnt Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
	INFORMATION TECH		PROG-TOTAL-PO			27,631.03	

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$27,631.03 INCURRED BY INFORMATION TECHNOLOGY. CLAIMS COVERING THE ITEMS ARE PROPER AND HAVE BEEN PREVIOUSLY FUNDED. THESE ITEMS ARE TO BE TREATED AS FOLLOWS

A. BILLS AND ENCUMBRANCES OVER \$10,000 REFERRED TO THE COUNTY BOARD.

B. BILLS UNDER \$10,000 TO BE PAID.

C. ENCUMBRANCES UNDER \$10,000 TO BE PAID UPON ACCEPTANCE BY THE DEPARTMENT HEAD.

FINANCE COMMITTEE APPROVES THE ABOVE. COM-APPROVAL DEPT-HEAD

FEB 16 2012

DATE

CHAIR

2012.

Rock County - Production

02/08/12

COMMITTEE APPROVAL REPORT

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Account Number	Name	Yearly Prct Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
0000000071-29265	DLF-BD,STRAY DOG	0.00 100.0%	-100.00	0.00	100.00		
	P1200915-PO# 02/07/12 -VN#029514					50.00	
				CLOSING BALANCE	50.00		50.00
		BAL.SHEET A/C	PROG-TOTAL-PO			50.00	

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$50.00
INCURRED BY BALANCE SHEET ACCOUNT. CLAIMS COVERING THE ITEMS ARE PROPER

~~AND HAVE BEEN PREVIOUSLY FUNDED. THESE ITEMS ARE TO BE TREATED AS FOLLOWS:~~

A. BILLS AND ENCUMBRANCES OVER \$10,000 REFERRED TO THE COUNTY BOARD.

B. BILLS UNDER \$10,000 TO BE PAID.

C. ENCUMBRANCES UNDER \$10,000 TO BE PAID UPON ACCEPTANCE BY THE DEPARTMENT HEAD.

FINANCE

COMMITTEE APPROVES THE ABOVE. COM-APPROVAL _____

DEPT-HEAD

FEB 16 2012

DATE _____

CHAIR

Account Number	Name	Yearly Prent Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
0113200000-63200	PUBL/SUBCR/DUES	2,850.00	0.0%	0.00	0.00	2,850.00	
	P1200792-PO# 02/02/12 -VN#013607						JANESVILLE GAZETTE INC
							234.00
							CLOSING BALANCE
							2,616.00
							234.00
							COUNTY ADMINISTR PROG-TOTAL-PO
							234.00

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$234.00 INCURRED BY COUNTY ADMINISTRATOR. CLAIMS COVERING THE ITEMS ARE PROPER AND HAVE BEEN PREVIOUSLY FUNDED, THESE ITEMS ARE TO BE TREATED AS FOLLOWS

- A. BILLS AND ENCUMBRANCES OVER \$10,000 REFERRED TO THE COUNTY BOARD.
- B. BILLS UNDER \$10,000 TO BE PAID.
- C. ENCUMBRANCES UNDER \$10,000 TO BE PAID UPON ACCEPTANCE BY THE DEPARTMENT HEAD.

COUNTY BOARD STAFF COMMITTEE APPROVES THE ABOVE. COM-APPROVAL _____

DEPT-HEAD

FEB 14 2012

DATE _____ CHAIR

Account Number	Name	Yearly Prct Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
0311100000-63107	PUBL & LEGAL	18,000.00	0.0%	0.00	0.00	18,000.00	
	P1200711-PO# 02/02/12 -VN#013607			JANESVILLE GAZETTE INC		2,562.83	
				CLOSING BALANCE	15,437.17		2,562.83
0311100000-64904	SUNDRY EXPENSE	1,400.00	0.0%	0.00	0.01	1,399.99	
	P1200793-PO# 02/02/12 -VN#016055			SENTRY FOODS INC STORE #375		23.99	
	P1200798-PO# 02/02/12 -VN#011199			BELOIT FLORAL COMPANY		50.00	
	P1200799-PO# 02/02/12 -VN#013601			JANESVILLE FLORAL COMPANY		77.00	
				CLOSING BALANCE	1,249.00		150.99
	COUNTY BOARD			PROG-TOTAL-PO		2,713.82	

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$2,713.82 INCURRED BY COUNTY BOARD. CLAIMS COVERING THE ITEMS ARE PROPER AND HAVE BEEN PREVIOUSLY FUNDED. THESE ITEMS ARE TO BE TREATED AS FOLLOWS

- A. BILLS AND ENCUMBRANCES OVER \$10,000 REFERRED TO THE COUNTY BOARD.
- B. BILLS UNDER \$10,000 TO BE PAID.
- C. ENCUMBRANCES UNDER \$10,000 TO BE PAID UPON ACCEPTANCE BY THE DEPARTMENT HEAD.

COUNTY BOARD STAFF

COMMITTEE APPROVES THE ABOVE. COM-APPROVAL _____

DEPT-HEAD

FEB 14 2012

DATE _____

CHAIR

2012

Rock County - Production

02/08/12

COMMITTEE APPROVAL REPORT

Page 3

Account Number	Name	Yearly Prct Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
081420000-63200	PUBL/SUBCR/DUES	10,050.00	1.7%	0.00	180.00	9,870.00	
	P1200747-PO# 02/02/12 -VN#039923						
	WISCONSIN ASSOCIATION OF COUNT					25.00	
	CLOSING BALANCE				9,845.00		25.00
	HUMAN RESOURCES		PROG-TOTAL-PO			25.00	

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$25.00 INCURRED BY HUMAN RESOURCES, CLAIMS COVERING THE ITEMS ARE PROPER AND HAVE BEEN PREVIOUSLY FUNDED. THESE ITEMS ARE TO BE TREATED AS FOLLOWS

A. BILLS AND ENCUMBRANCES OVER \$10,000 REFERRED TO THE COUNTY BOARD.

B. BILLS UNDER \$10,000 TO BE PAID.

C. ENCUMBRANCES UNDER \$10,000 TO BE PAID UPON ACCEPTANCE BY THE DEPARTMENT HEAD, COUNTY BOARD STAFF

COMMITTEE APPROVES THE ABOVE. COM-APPROVAL _____ DEPT-HEAD

FEB 14 2012

DATE _____ CHAIR

**RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS**

Finance Committee
INITIATED BY



Sherry Oja, Finance Director
DRAFTED BY

Finance Committee
SUBMITTED BY

February 8, 2012
DATE DRAFTED

CARRYOVER OF 2011 BUDGET APPROPRIATIONS TO 2012

1 **WHEREAS**, obligations were made in 2011 for the purchase of specific goods or services which
2 were not received or will not be completed until 2012; and,
3

4 **WHEREAS**, under generally accepted accounting principles, it is necessary to carry over funds
5 from 2011 budget appropriations to 2012 to provide funding for these obligations.
6

7 **NOW, THEREFORE, BE IT RESOLVED**, by the Rock County Board of Supervisors duly
8 assembled this _____ day of _____, 2012 that the 2012 Budget be amended as
9 follows:

<u>DEPARTMENT</u>	<u>BUDGET AT 1/1/12</u>	<u>AMOUNT OF INCREASE</u>	<u>AMENDED BUDGET</u>
<u>Finance Department</u>			
05-1500-0000-64200	10,337	3,600	13,937
Training Expense			
05-1500-0000-47013	-0-	3,600	3,600
Supp. Appr. From Pr. Yr. C/O			
<u>Corporation Counsel</u>			
06-1620-0000-62119	4,000	4,000	8,000
Other Contracted Services			
06-1620-0000-47013	-0-	4,000	4,000
Supp. Appr. From Pr. Yr. C/O			
<u>Information Technology</u>			
07-1430-0000-67130	95,989	31,060	127,049
Terminals and PCs			
07-1430-0000-68105	(787,140)	(31,060)	(818,200)
Allocated Acquisition Cost			
07-1430-0000-67131	93,400	1,496	94,896
Other Computer Hardware			
07-1430-0000-47013	-0-	1,496	1,496
Supp. Appr. From Pr. Yr. C/O			
07-1438-0000-67131	30,000	30,000	60,000
Other Computer Hardware			
07-1438-0000-47013	-0-	30,000	30,000
Supp. Appr. From Pr. Yr. C/O			
<u>County Clerk - Elections</u>			
14-1411-0000-63100	3,500	1,377	4,877
Office Supplies & Expenses			
14-1411-0000-63101	150	134	284
Postage			
14-1411-0000-63103	68,000	2,515	70,515
Legal Forms			
14-1411-0000-63107	8,500	472	8,972
Public & Legal Notices			
14-1411-0000-47013	-0-	4,498	4,498
Supp. Appr. From Pr. Yr. C/O			

Carryover of 2011 Budget Appropriations to 2012

Page 2

	<u>BUDGET AT</u>	<u>AMOUNT OF</u>	<u>AMENDED</u>
	<u>1/1/12</u>	<u>INCREASE</u>	<u>BUDGET</u>
51	<u>DEPARTMENT</u>		
52	<u>Employee Recognition Program</u>		
53	19-1932-0000-64904	6,780	8,780
54	Sundry Expense		
55	19-1932-0000-47013	-0-	2,000
56	Supp. Appr. From Pr. Yr. C/O		
57			
58	<u>General Services</u>		
59	18-1810-0000-67171	13,000	22,275
60	Capital Assets-\$1,000/More		
61	18-1810-0000-47013	-0-	9,275
62	Supp. Appr. From Pr. Yr. C/O		
63			
64	18-1837-0000-67200	120,000	200,491
65	Capital Improvements		
66	18-1837-0000-47013	-0-	80,491
67	Supp. Appr. From Pr. Yr. C/O		
68			
69	<u>OWI Programming</u>		
70	19-1992-0000-64904	-0-	100,000
71	Sundry Expense		
72	19-1992-0000-47013	-0-	100,000
73	Supp. Appr. From Pr. Yr. C/O		
74			
75	<u>Clerk of Circuit Court</u>		
76	22-1209-0000-64200	3,200	4,550
77	Training		
78	22-1209-0000-47013	-0-	1,350
79	Supp. Appr. From Pr. Yr. C/O		
80			
81	<u>Communications Center</u>		
82	23-2400-0000-67131	47,300	52,300
83	Other Computer Hardware		
84	23-2400-0000-67171	112,992	135,292
85	Capital Assets-\$1,000/More		
86	23-2400-0000-47013	-0-	27,300
87	Supp. Appr. From Pr. Yr. C/O		
88			
89	<u>Public Health Dept.</u>		
90	31-3000-0000-64904	2,500	3,146
91	Sundry Expense		
92	31-3000-0000-47013	-0-	646
93	Supp. Appr. From Pr. Yr. C/O		
94			
95	31-3002-0000-64900	7,000	12,988
96	Other Supplies & Expense		
97	31-3002-0000-47013	-0-	5,988
98	Supp. Appr. From Pr. Yr. C/O		
99			
100	<u>Human Services-Overhead</u>		
101	36-3602-0000-62491	49,303	55,559
102	Software Maintenance		
103	36-3602-0000-63100	78,583	83,238
104	Office Supplies & Expenses		
105	36-3602-0000-67130	-0-	1,850
106	Terminals and PCs		
107	36-3602-0000-67160	-0-	3,000
108	Human Services Equip Under \$5,000		
109	36-3602-0000-67200	-0-	14,000
110	Capital Improvements		
111	36-3602-0000-47013	-0-	29,761
112	Supp. Appr. From Pr. Yr. C/O		

Carryover of 2011 Budget Appropriations to 2012
Page 3

	<u>BUDGET AT</u>	<u>AMOUNT OF</u>	<u>AMENDED</u>
	<u>1/1/12</u>	<u>INCREASE</u>	<u>BUDGET</u>
113			
114			
115	7,000	1,680	8,680
116			
117	-0-	8,172	8,172
118			
119	-0-	9,852	9,852
120			
121			
122			
123	843	10,000	10,843
124			
125	-0-	9,810	9,810
126			
127	-0-	19,810	19,810
128			
129			
130			
131	-0-	9,600	9,600
132			
133	-0-	9,600	9,600
134			
135			
136			
137	-0-	20,001	20,001
138			
139	-0-	20,001	20,001
140			
141			
142			
143	-0-	3,200	3,200
144			
145	-0-	3,200	3,200
146			
147			
148			
149	-0-	4,800	4,800
150			
151	-0-	875	875
152			
153	-0-	5,675	5,675
154			
155			
156			
157	-0-	1,625	1,625
158			
159	-0-	1,625	1,625
160			
161			
162			
163			
164	70,000	26,305	96,305
165			
166	-0-	26,305	26,305
167			
168			
169			
170	51,000	33,651	84,651
171			
172	765	556	1,321
173			

Carryover of 2011 Budget Appropriations to 2012

Page 4

	<u>BUDGET AT</u>	<u>AMOUNT OF</u>	<u>AMENDED</u>
	<u>1/1/12</u>	<u>INCREASE</u>	<u>BUDGET</u>
174			
	<u>DEPARTMENT</u>		
175			
	<u>Crack Sealing (Cont.)</u>		
176	41-4300-4323-64900	28,400	22,110
177	Other Supplies & Expense		50,510
178	41-4300-4323-65341	14,200	8,194
179	Machinery Lease		22,394
180	41-4300-4323-47013	-0-	64,511
181	Supp. Appr. From Pr. Yr. C/O		64,511
182			
183	<u>County Highway Shouldering</u>		
184	41-4300-4327-61171	48,000	19,778
185	Field Wages		67,778
186	41-4300-4327-63602	576	335
187	Consumable Tools		911
188	41-4300-4327-63701	45,750	5,851
189	Crushed Stone & Gravel		51,601
190	41-4300-4327-65341	55,000	49,346
191	Machinery Lease		104,346
192	41-4300-4327-47013	-0-	75,310
193	Supp. Appr. From Pr. Yr. C/O		75,310
194			
195	<u>Road Construction</u>		
196	41-4300-4328-62150	77,356	23,158
197	Engineering Fees		100,514
198	41-4300-4328-62119	252,366	100,000
199	Other Contracted Services		352,366
200	41-4300-4328-63705	1,963,583	1,188,000
201	Asphalt		3,151,583
202	41-4300-4328-47013	-0-	1,311,158
203	Supp. Appr. From Pr. Yr. C/O		1,311,158
204			
205	<u>Buildings & Grounds Cost Pool</u>		
206	41-4350-4270-67171	100,000	163,762
207	Capital Assets-\$1,000/More		263,762
208	41-4350-4270-68109	(100,000)	(163,762)
209	Allocated Capital Assets		(263,762)
210			
211	<u>Acquisition of Capital Assets</u>		
212	41-4350-4280-67110	1,450,000	279,713
213	Capital Equipment		1,729,713
214	41-4350-4280-68109	(1,450,000)	(279,713)
215	Allocated Capital Equipment		(1,729,713)
216			
217	<u>Motorpool</u>		
218	41-4290-4290-67105	95,500	8,000
219	Motor Vehicles		103,500
220	41-4290-4290-68109	(95,500)	(8,000)
221	Allocated Motor Vehicles		(103,500)
222			
223	<u>Public Works-Parks Administration</u>		
224	41-4551-4110-62104	-0-	9,249
225	Consulting Services		9,249
226	41-4551-4110-47013	-0-	9,249
227	Supp. Appr. From Pr. Yr. C/O		9,249
228			
229	<u>Public Works-Airport</u>		
230	41-4453-4110-64918	-0-	10,676
231	Advertising		10,676
232	41-4453-4110-47013	-0-	10,676
233	Supp. Appr. From Pr. Yr. C/O		10,676

Carryover of 2011 Budget Appropriations to 2012

Page 5

Respectfully submitted,

FINANCE COMMITTEE

Mary Mawhinney, Chair

David Diestler

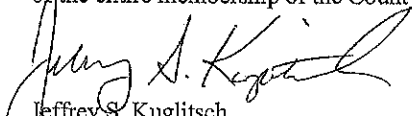
Sandra Kraft, Vice Chair

J. Russell Podzilni

Mary Beaver

LEGAL NOTE:

As an amendment to the 2012 Adopted County Budget, this resolution requires a two-thirds vote of the entire membership of the County Board, pursuant to Sec. 65.90(5)(a), Wis. Stats.


Jeffrey S. Kuglitsch
Corporation Counsel

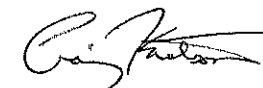
FISCAL NOTE:

In accordance with general accepted accounting principles, carryovers are increases to budget appropriations and, therefore, a County Board resolution is required. Fiscal impact is shown in the body of the resolution.


Sherry Oja
Finance Director

ADMINISTRATIVE NOTE:

Recommended.


Craig Knutson
County Administrator

EXECUTIVE SUMMARY CARRYOVER 2011 BUDGET APPROPRIATIONS TO 2012

Finance: As detailed in the Administrator's 2012 Budget Comments, this is the carryover of unspent 2011 funds-\$3,600.

Corporation Counsel: Carryover of funding for Codification of Ordinances-\$4,000.

Information Technology: Budget authority (offset with allocation account) to purchase equipment for Human Services-\$31,060; projector back ordered until 2012-\$496; delayed network switch installations until 2012-\$1,000; two network servers for public safety systems-\$30,000.

County Clerk-Elections: Delayed purchase of various election items until 2012 to ensure availability of GAB approved materials and funding for recall elections: Office supplies-\$1,377; Postage-\$134; Legal Forms-\$2,515; Public & Legal Notices-\$472.

Employee Recognition Program: As detailed in the Administrator's 2012 Budget Comments, this is the carryover of unspent 2011 funds - \$2,000.

General Services: Delivery of skid steer attachments delayed to 2012-\$9,275. Delay of Pinehurst roof replacement and Jail pod painting - \$80,491.

OWI Programming: Delay in start of program - \$100,000.

Clerk of Circuit Court: As detailed in the Administrator's 2012 Budget Comments, this is the carryover of unspent 2011 funds - \$1,350.

Communications Center: Delay in purchase of Radius Server for wireless LAN/Encryption Security-\$5,000. Delay in purchase of Encryption Equipment - \$22,300.

Public Health: Carryover of unspent contributions received from the Kiwanis Noon Club and Walmart - \$646. Expansion of Pharmaceutical Collection Program. This is funded by a transfer of ATC fees from Land Conservation as authorized by Resolution 10-9A-124-\$5,988.

Human Services: Purchase of various information technology items delayed to 2012 - \$48,368; Replacement of existing non-functioning and dilapidated furniture and office equipment-\$18,655; Capital improvements to the shelter side of the Youth Services Center-\$20,001; On-going capital improvement costs for the Mental Health and Community Support Program offices on Franklin St.-\$2,500; Continuation of consulting contract for Child Protective Services-\$10,000.

Public Works-Highway Division: Carryover of County Aid for Road Construction-\$26,305; seal coating projects for County Trunk Highways N, J and C delayed to 2012-\$64,511; shouldering projects delayed to 2012 for County Trunk Highways A and X-\$75,310; road construction projects for County Trunk Highway M delayed to 2012-\$1,311,158 (partially funded by 2011 debt issue proceeds); Purchase and installation of flexible welding system and exhaust fans authorized by Resolution 11-12A-534-\$62,749; Roof replacement at the Department of Public Works office authorized by Resolution 11-11C-515-\$57,166; purchase and installation of overhead roll-up door for the salt shed authorized by Resolution 12-1A-551-\$14,347; Extend electric to sheds-\$14,500; radio repeater-\$15,000; Truck tandem bodies and plows ordered in 2011 and not received until 2012-\$279,713.

Public Works-Motor Pool: Set-up not completed until 2012 for vehicles purchased in 2011-\$8,000.

Public Works-Parks Division: Consulting contract for Carver Roehl and Magnolia Bluff Parks' Plan Update [Resolution 10-12A-219]-\$9,249. This project is funded by ATC fees.

Public Works-Airport: As detailed in the Administrator's 2012 Budget Comments, this is the carryover of unspent 2011 advertising funds - \$10,676.

RESOLUTION NO. _____

AGENDA NO. _____

**RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS**

Robert D. Spoden, Sheriff
INITIATED BY



Diane Michaelis
DRAFTED BY

Public Safety and Justice Committee
SUBMITTED BY

February 7, 2012
DATE DRAFTED

Amending the Sheriff's 2012 Budget to Use Equitably Shared Funds

- 1 **WHEREAS**, federal law authorizes the Attorney General to share federally forfeited property with
2 participating state and local law enforcement agencies through the Department of Justice Asset Forfeiture
3 Program; and,
4
5 **WHEREAS**, equitably shared funds are required to be used by law enforcement agencies for law
6 enforcement purposes only; and,
7
8 **WHEREAS**, the intent of the transfer is to enhance law enforcement, and it must increase, not supplant
9 the recipient's appropriated operating budget; and,
10
11 **WHEREAS**, the Sheriff's Office plans to use the funds to purchase air cards, office, computer, and
12 policing supplies, personal computers, and capital assets.
13
14 **NOW, THEREFORE, BE IT RESOLVED** by the Rock County Board of Supervisors duly assembled
15 this _____ day of _____, 2012 that the 2012 budget be amended as follows:
16
17

Account/Description	Budget 01/01/12	Increase (Decrease)	Amended Budget
Source of Funds			
21-2100-0000-47000 Transfer In	\$0.00	\$28,876.00	\$28,876.00
Use of Funds			
21-2100-0000-62210 Telephone	\$48,500.00	\$7,480.00	\$55,980.00
21-2100-0000-63100 Office Supplies	\$7,000.00	\$1,300.00	\$8,300.00
21-2100-0000-63407 Computer Supplies	\$17,500.00	\$185.00	\$17,685.00
21-2100-0000-63904 Policing/ 1 st Aid Supplies	\$15,565.00	\$1,529.00	\$17,094.00
21-2100-0000-67130 Terminals and PCs	\$38,100.00	\$16,238.00	\$54,338.00
21-2100-0000-67171 Capital Assets-\$1,000/More	\$5,287.00	\$1,500.00	\$6,787.00
21-2100-0000-67172 Capital Assets \$500-\$999	\$1,380.00	\$644.00	\$2,024.00

Amending the Sheriff's 2012 Budget to Use Equitably Shared Funds
Page 2

Respectfully submitted,

Public Safety and Justice Committee

Ivan Collins, Chair

Larry Wiedenfeld, Vice Chair

Mary Beaver

Henry Brill


Brian Knudson

Finance Committee Endorsement
Reviewed and approved on a vote of

Mary Mawhinney, Chair

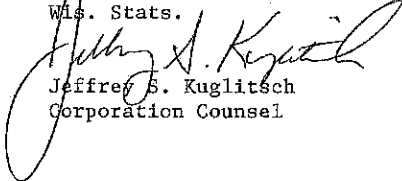
FISCAL NOTE:

This resolution authorizes a transfer in from the Sheriff's Trust Account, FBI Forfeitures, A/C 00-0000-0070-29637, which has a balance of \$30,582.


Sherry Oja
Finance Director

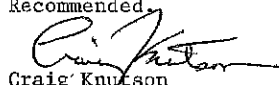
LEGAL NOTE:

As an amendment to the adopted 2012 County Budget, this Resolution requires a 2/3 vote of the entire membership of the County Board pursuant to sec. 65.90(5)(a), Wis. Stats.


Jeffrey S. Kuglitsch
Corporation Counsel

ADMINISTRATIVE NOTE:

Recommended.


Craig Knudson
County Administrator

Executive Summary

Amending the Sheriff's 2012 Budget to Use Equitably Shared Funds

The Department of Justice Asset Forfeiture Program is a nationwide law enforcement initiative that removes the tools of crime from criminal organizations and deprives wrongdoers of the proceeds of their crimes. Federal law authorizes the Attorney General to share federally forfeited property with participating state and local law enforcement agencies.

Equitably shared funds are required to be used by law enforcement agencies for law enforcement purposes only. The intent of the transfer is to enhance law enforcement. It must increase, not supplant the recipient's appropriated operating budget.

For their participation in the program, the Sheriff's Office received funds in the amount of \$28,876. The Sheriff's Office plans to use \$28,876 of equitably shared funds to purchase the items listed below.

<u>Acc't</u>	<u>Description</u>	<u>Amt</u>
62210	Air cards (17)	\$7,480
63100	Digital recorders (deputies - 7)	\$700
63100	Digital transponders (support staff - 4)	\$600
63407	Memory upgrades (6)	\$185
63904	Wall maps (4)	\$1,529
67130	CD/DVD, Mem upgrade LES notebook	\$438
67130	Laptop Computer (DB)	\$3,200
67130	Monitor (DB)	\$200
67130	Monitor/ software for SMART board	\$1,800
67130	PC - Level 2 for dispatch software	\$4,600
67130	Laptop, printer, accessories (motorcycle)	\$6,000
67171	Copier (South Station)	\$1,500
67172	EOTech Weapon Sights (SWAT)	<u>\$644</u>
	Total	\$28,876

RESOLUTION NO. _____

AGENDA NO. _____

**RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS**

Public Safety & Justice
INITIATED BY



Tara Hanley, Support Specialist
DRAFTED BY

Public Safety & Justice
SUBMITTED BY

January 19, 2012
DATE DRAFTED

**ACCEPTING PIPELINE SAFETY EDUCATION GRANT FROM ENBRIDGE INC. AND
AMENDING THE 2012 ROCK COUNTY COMMUNICATIONS CENTER BUDGET**

1 **WHEREAS**, the Rock County Communications Center applied for and was awarded a \$1,000 Pipeline
2 Safety Education grant from Enbridge Inc.; and,
3

4 **WHEREAS**, the purpose of this grant from Enbridge Inc. is to incorporate pipeline safety education into
5 the Communications Center's public education billboard ad program.
6

7 **NOW, THEREFORE, BE IT RESOLVED** by the Rock County Board of Supervisors duly assembled
8 this _____ day of _____, 2012 does hereby authorize the Rock County Communications
9 Center to accept the \$1,000 Pipeline Safety Education grant from Enbridge Inc., and amend the 2012
10 Rock County Communications Center Budget as follows:
11

<u>Account/Description</u>	<u>Budget</u>	<u>Increase</u>	<u>Amended</u>
<u>Source of Funds</u>	<u>1/19/12</u>	<u>(Decrease)</u>	<u>Budget</u>
23-2400-0000-46000			
16 Communications Center Contributions	\$0	\$1,000	\$1,000
18 <u>Use of Funds</u>			
23-2400-0000-63108			
20 Communications Center Public Education	\$5,500	\$1,000	\$6,500

Respectfully submitted,

Public Safety and Justice Committee

Ivan Collins
Ivan Collins, Chair

Larry Wiedenfeld
Larry Wiedenfeld, Vice Chair

Mary Beayer
Mary Beayer

Henry Brill
Henry Brill

Brian Knudson
Brian Knudson

FINANCE COMMITTEE ENDORSEMENT

Reviewed and approved on a vote of

Mary Mawhinney, Chair

**ACCEPTING PIPELINE SAFETY EDUCATION GRANT FROM ENBRIDGE INC AND
AMENDING THE 2012 ROCK COUNTY COMMUNICATIONS CENTER BUDGET**
Page 2

FISCAL NOTE:

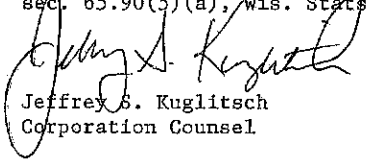
This resolution authorizes the acceptance and expenditure of a \$1,000 contribution from Enbridge Inc. to the Communications Center for Pipeline Safety Education. No County matching funds are required.



Sherry Oja
Finance Director

LEGAL NOTE:

The County Board is authorized to accept grant funds pursuant to sec. 59.52(19), Wis. Stats. As an amendment to the adopted 2012 County Budget, this Resolution requires a 2/3 vote of the entire membership of the County Board pursuant to sec. 65.90(5)(a), Wis. Stats.



Jeffrey S. Kuglitsch
Corporation Counsel

ADMINISTRATIVE NOTE:

Recommended.



Randolph D. Terronez
Acting County Administrator

**ACCEPTING PIPELINE SAFETY EDUCATION GRANT FROM ENBRIDGE INC
AND AMENDING THE 2012 ROCK COUNTY COMMUNICATIONS CENTER
BUDGET**

EXECUTIVE SUMMARY

The Rock County Communications Center has applied for and been awarded a \$1,000 Pipeline Safety Education grant from Enbridge, Inc.

In 2011, the Rock County Communications Center began a billboard ad campaign to increase public education regarding utilizing 911 services. The main goal of this program is to inform the public of some of the things to expect when calling 9-1-1.

The \$1,000 Pipeline Safety Education grant from Enbridge, Inc. will allow the Communications Center to incorporate pipeline safety education into the billboard ad program.

RESOLUTION NO. _____

AGENDA NO. _____

RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS

Sheriff Robert Spoden
INITIATED BY

Diane Michaelis
DRAFTED BY



Public Safety and Justice
Committee
SUBMITTED BY

February 7, 2012
DATE DRAFTED

AUTHORIZING PURCHASE OF MOTORCYCLES FROM KUTTER HARLEY-
DAVIDSON, JANESVILLE, WI FOR THE ROCK COUNTY SHERIFF'S OFFICE

- 1 WHEREAS, to better serve the citizens of Rock County, motorcycles will be utilized to help offset
- 2 rising fuel costs and to help reduce carbon emissions; and,
- 3
- 4 WHEREAS, funds are included in the 2012 budget for the purchase of two motorcycles to be used
- 5 by the Rock County Sheriff's Office; and,
- 6
- 7 WHEREAS, bids were solicited, with two dealers responding (summary attached); and,
- 8
- 9 WHEREAS, the Sheriff's Office and Purchasing staff did review both bids received and
- 10 recommend purchasing two FLHTP Electra Glide Police Motorcycles from the low bidder,
- 11 Kutter Harley-Davidson.
- 12
- 13 NOW, THEREFORE, BE IT RESOLVED by the Rock County Board of Supervisors duly
- 14 assembled this _____ day of _____, 2012 that a Purchase Order is issued as follows:
- 15
- 16 \$28,000.00 to Kutter Harley-Davidson for two FLHTP Electra Glide Police Motorcycles
- 17
- 18 BE IT FURTHER RESOLVED that payment be made to the vendor upon receipt and
- 19 acceptance by the Rock County Sheriff.

RESPECTFULLY SUBMITTED

Public Safety & Justice Committee

Purchasing Procedural Endorsement

Ivan Collins, Chair

Mary Mawhinney, Chair

Larry Wiedenfeld, Vice Chair

Vote

Date

Mary Beaver

Henry Brill

Brian Knudson

**Authorizing Purchase of Motorcycles from Kutter Harley-Davidson, Janesville, WI for the
Rock County Sheriff's Office**

Page 2

FISCAL NOTE:

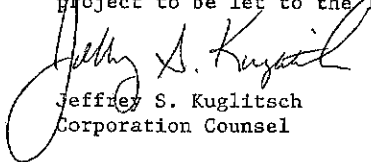
Sufficient funding is available in the Sheriff's Motor Vehicle Account, A/C 21-2190-0000-67105,
for the purchase of these motorcycles.



Sherry Oja
Finance Director

LEGAL NOTE:

The County Board is authorized to take this action pursuant to secs. 59.01
and 59.51, Wis. Stats. In addition, sec. 59.52(29), Wis. Stats. requires the
project to be let to the lowest responsible bidder.



Jeffrey S. Kuglitsch
Corporation Counsel

ADMINISTRATIVE NOTE:

Recommended.



Craig Knutson
County Administrator

EXECUTIVE SUMMARY

Funds are included in the 2012 budget for the purchase of two motorcycles to be used by the Rock County Sheriff's Office. Bids were solicited, and two dealers responded. Kutter Harley-Davidson of Janesville, Wisconsin was awarded the bid.

To better serve the citizens of Rock County, motorcycles will be utilized to help offset rising fuel costs and to help reduce carbon emissions. The use of motorcycles allows patrol deputies to easily maneuver through traffic and to respond to calls for service.

From May through October of 2011, three deputies, who were highly trained and certified in the use of police motorcycles, operated leased motorcycles during their patrol assignments. In addition to patrol assignments of calls for service and traffic enforcement efforts, the deputies rode the motorcycles during numerous parades, funerals, and community sponsored events.

In 2012 the Sheriff's Office plans to have five trained deputies for the motorcycle patrol.

The Sheriff's Office and Purchasing staff have reviewed Kutter Harley-Davidson's bid specifications and recommend purchasing two FLHTP Electra Glide Police Motorcycles. The total cost for two motorcycles is \$28,000.

ROCK COUNTY, WISCONSIN
FINANCE DIRECTOR

PURCHASING DIVISION
FAX (608) 757-5539
PHONE (608) 757-5515



PROJECT#: 2012-16
PROJECT: 2012 HARLEY-DAVIDSON MOTORCYCLES
BID DUE DATE: JANUARY 25, 2012 - 1:30 P.M.
DEPARTMENT: SHERIFF'S OFFICE

	KUTTER HARLEY-DAVIDSON JANESVILLE WI	WISCONSIN HARLEY-DAVIDSON OCONOMOWOC WI
MOTORCYCLE	\$ 14,000.00	\$ 14,833.00
DELIVERY CHARGE	\$ 0.00	\$ 75.00
BASE BID TOTAL 2 - MOTORCYCLES	\$28,000.00	\$ 29,816.00
WARRANTY	2 YEARS	2 YEARS
DELIVERY DATE	30 - 120 DAYS	NO LATER THAN 4/30/12

This project was advertised in the Janesville Gazette and on the Internet at www.co.rock.wi.us.

Thirteen (13) additional vendors were solicited that did not respond.

Prepared By: ALAN DRANSFIELD
Senior Buyer

Department Head Recommendation: Kutter Harley
Sheriff Robert Spoden 02-08-12
Signature Date

Governing Committee Approval: _____
Chair Vote Date

Purchasing Procedural Endorsement:

Chair Vote Date

RESOLUTION NO. _____

AGENDA NO. _____

RESOLUTION

ROCK COUNTY BOARD OF SUPERVISORS

Public Works Committee
INITIATED BY _____



Ben Coopman, Director of Public Works
DRAFTED BY _____

Public Works Committee
SUBMITTED BY _____

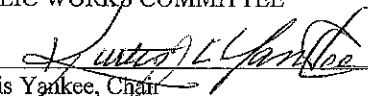
January 31, 2012
DATE DRAFTED _____


AWARDING A CONTRACT FOR INSTALLATION OF AN ELECTRICAL SERVICE AND REALLOCATING FUNDS WITHIN THE PUBLIC WORKS DEPARTMENT BUDGET


- 1 **WHEREAS**, the Department of Public Works (DPW) intends to install a second electrical service
2 and add lights and electrical outlets to an existing dry storage building and a salt shed at the DPW
3 Headquarters on Newville Road; and,
4
5 **WHEREAS**, DPW staff prepared specifications and the county Purchasing Division solicited bids
6 for this work.
7
8 **NOW, THEREFORE, BE IT RESOLVED**, that the Public Works Department is hereby authorized
9 by the Rock County Board of Supervisors convened this ____ day of _____, 2012 to award
10 the bid for the installation of these items to the lowest responsible bidder, Agsun Corporation of
11 Janesville, WI in the amount of \$23,950; and,
12
13 **BE IT FURTHER RESOLVED**, that the Department of Public Works is authorized to revise, defer
14 or reallocate other DPW building projects in 2012 to undertake this project.

Respectfully submitted,

PUBLIC WORKS COMMITTEE


Kurtis Yankee, Chair


Betty Jo Bussie, Vice Chair


Eva M. Arnold


David Diestler

Abse nT
Brent Fox

FINANCE COMMITTEE

Purchasing Procedural Endorsement

Mary Mawhinney, Chair

Vote _____

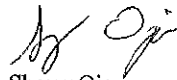
Date _____

**AWARDING A CONTRACT FOR INSTALLATION OF AN ELECTRICAL SERVICE AND
REALLOCATING FUNDS WITHIN THE PUBLIC WORKS DEPARTMENT BUDGET**

Page 2

FISCAL NOTE:

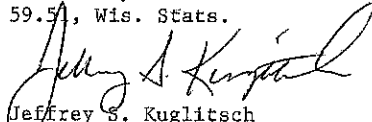
Pending approval by the County Board of the "Carryover of 2011 Budget Appropriations to 2012" resolution, sufficient funding will be available in the Department of Public Works' 2012 budget for this capital project.



Sherry Oja
Finance Director

LEGAL NOTE:

The County Board is authorized to take this action pursuant to secs. 59.01 and 59.51, Wis. Stats.



Jeffrey S. Kuglitsch
Corporation Counsel

ADMINISTRATIVE NOTE:

Recommended.



Craig Knutson
County Administrator

- Executive Summary -

The Department of Public Works (DPW) included adding a new electrical service and lights and electrical receptacles in a dry storage building and salt dome at the main DPW shop in its 2011 approved budget. There is no longer enough electrical capacity to power these additions from the current electrical service to the main shop and garage. Therefore a second service has to be run in.

Besides lighting the two buildings, the Department intends to install electrical outlets to be used to maintain batteries and engine block heaters for certain winter equipment. This equipment then can be relocated from inside the main garage to make room for other, more frequently used winter equipment that is crowding the garages.

The Department, in conjunction with the county Purchasing Division, solicited bids to make these additions. Staff is recommending the award of a contract to Agsun Corporation of Janesville, WI in the amount of \$23,950 for the total project. They were the lowest responsible bidder on the project.

Funding and authorization for the project was carried forward from 2011 to 2012 in the customary resolution approved by the County Board earlier. It is proposed to reallocate these funds or defer projects within the Department's Buildings & Grounds capital projects in 2012 to fund this project.



PROJECT NUMBER 2012-19
 PROJECT NAME SALT DOME/STORAGE SHED ELECTRICAL
 BID DUE DATE JANUARY 30, 2012 - 1:30 P.M.
 DEPARTMENT PUBLIC WORKS

	AGSUN CORP JANESVILLE WI	WESTPHAL ELECTRIC MADISON WI	FOLEY ELECTRIC BELOIT WI	PIEPER ELECTRIC MADISON WI	RICHTER ELECTRIC JANESVILLE WI
BASE BID	\$ 23,950.00	\$ 33,576.00 (105.00)	\$ 35,000.00 (1,000.00)	\$ 37,530.00 (1,100.00)	\$ 38,888.00
ALTERNATE-DEDUCT					
ADDENDA RECEIVED	YES	YES	NO	YES	YES
START DATE	3/1/12	4/1/12	MID MARCH	4/2/12	3/12/12
COMPLETION DATE	3/30/12	5/15/12	MID APRIL	4/30/12	4/18/12

**Deductive Alternate: Install PVC Schedule 80 conduit and expansion fittings in lieu of IMC/GRC and expose expansion fittings at the CT cabinet.

Invitation to Bid was advertised in the Janesville Gazette and on the Internet. Twelve additional vendors were solicited that did not respond.

PREPARED BY: JODI MILLIS, PURCHASING MANAGER

DEPARTMENT HEAD RECOMMENDATION: AgSun Corp \$ 23,950.00

SIGNATURE *Benjamin J. Anderson Jr.* DATE 1-31-12

GOVERNING COMMITTEE APPROVAL: CHAIR *Walter L. Yantze* VOTE 4-0 DATE 2-9-12

PURCHASING PROCEDURAL ENDORSEMENT: CHAIR _____ VOTE _____ DATE _____

ROCK COUNTY
WRITE-OFF DELINQUENT ACCOUNTS RECEIVABLE

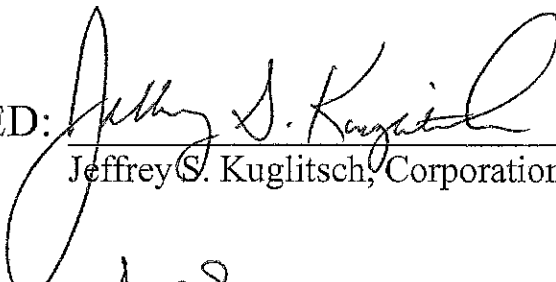
As detailed on the attached correspondence, the identified delinquent accounts receivable are hereby written off:


DEPARTMENT Rock Haven

AMOUNT \$71,515.95

ACCOUNT NAME Allowance for Collectibles

ACCOUNT NUMBER Various

RECOMMENDED:  2/8/12
Jeffrey S. Kuglitsch, Corporation Counsel Date

 2-8-12
Sherry Oja, Finance Director Date

APPROVED: _____
Mary Mawhinney, Chair Date

Rock Haven Nursing Home Summary			
2011 Writeoffs			
Private Pay		\$5,690.00	
Collection of Previous Writeoffs		(\$4,819.77)	
	Total	\$870.23	
Medicare		\$5,483.00	
Collection of Previous Writeoffs		(\$3,433.50)	
	Total	\$2,049.50	
Income To Apply		\$3,908.30	
Collection of Previous Writeoffs		\$0.00	
	Total	\$3,908.30	
Medical Assistance		\$64,687.92	
Collection of Previous Writeoffs		\$0.00	
	Total	\$64,687.92	
Hospice		\$0.00	
Collection of Previous Writeoffs		\$0.00	
	Total	\$0.00	
2011 Rock Haven Nursing Home Writeoffs		\$79,769.22	
2011 Collections of Previous Writeoffs		(\$8,253.27)	
Total 2011 Writeoffs		\$71,515.95	

2011 Private Pay Writeoff		
ID#	Amount	Explanation
97236	\$5,690.00	Expired No Money
Total	\$5,690.00	
2011 Income to Apply Writeoffs		
ID#	Amount	Explanation
100113	\$1,191.00	Expired No Money
1724	\$2,717.30	Refuses to Pay
Total	\$3,908.30	
2011 Medical Assistance Writeoffs		
ID#	Amount	Explanation
77469	\$160.52	ITA Adjusted Expired
94466	\$476.78	ITA Adjusted Expired
94068	\$1,086.25	ITA Adjusted Expired
17210	\$7,968.33	Medicaid Denied
94108	\$8,136.16	Medicaid Denied
15152	\$166.00	ITA Adjusted
7273	\$128.00	ITA Adjusted Expired
32672	\$345.00	ITA Adjusted
39158	\$2,066.82	Medicaid Denied
49886	\$3,454.45	Primary Insurance - No Response
91308	\$8,431.12	Medicaid Denied
91374	\$3,315.69	Medicaid Denied
41948	\$347.83	Adjustment not Processed
49629	\$4,045.88	Medicaid Denied
79901	\$18,045.76	Primary Insurance - No Response
88716	\$6,192.29	Medicaid Denied
97953	\$321.04	ITA Adjusted Expired
Total	\$64,687.92	
2011 Medicare Writeoffs		
ID#	Amount	Explanation
91200	\$550.00	Insurance Denied
97846	\$2,612.50	Expired No Money
86786	\$764.00	Small Claims No Money
2687	\$1,556.50	Insurance Denied
Total	\$5,483.00	
2010 Hospice Writeoffs		
ID#	Amount	Explanation
Total	\$0.00	

2010 Collections of Previous Income to Apply Writeoffs			
ID#	Amount		Explanation
Total	\$0.00		
2010 Collections of Previous Private Pay Writeoffs			
ID#	Amount		Explanation
41948	(\$4,819.77)		Collection
Total	(\$4,819.77)		
2010 Collections of Previous Medical Assistance Writeoffs			
ID#	Amount		Explanation
Total	\$0.00		
2010 Collections of Previous Medicare Writeoffs			
ID#	Amount		Explanation
84246	(\$3,300.00)		Collection
94528	(\$133.50)		Collection
Total	(\$3,433.50)		

ROCK COUNTY
WRITE-OFF DELINQUENT ACCOUNTS RECEIVABLE

As detailed on the attached correspondence, the identified delinquent accounts receivable are hereby written off:

DEPARTMENT DPW-Airport

AMOUNT \$122.66

ACCOUNT NAME Allowance for Collectibles

ACCOUNT NUMBER 41-4453-4110-64905

RECOMMENDED: Jeffrey S. Kuglitsch 2/8/12
Jeffrey S. Kuglitsch, Corporation Counsel Date

Sherry Oja 2-8-12
Sherry Oja, Finance Director Date

APPROVED: _____
Mary Mawhinney, Chair Date

COUNTY OF ROCK
Public Works
Department
Airport Division



4004 S. Oakhill Avenue
Janesville, WI 53546
Telephone: 608-757-5768
Fax : 608-758-3060

Memorandum

TO: Sherry Oja, Finance Director
FROM: Ronald D. Burdick, Airport Director
DATE: February 8, 2012
RE: Airport Uncollectible

Following is a list of accounts that may be eligible to be written off. Let me know how you would like to handle this.

Account ID	Name	Amount	Reason	Status
042924	AVN Air, LLC	26.78	Inv. Dated 6/5/09, company does not acknowledge or pay.	Sent to Associated Collectors, but no money received.
048516	CJI Inc.	20.13	Inv. Dated 7/17/09, company does not acknowledge or pay.	Sent to Associated Collectors, but no money received..
029610	Camden Aviation	57.75	Inv. Dated 6/20/08, company does not acknowledge or pay.	Sent to Associated Collectors, but no money received.
048590	Flying Partners	18.00	Inv. Dated 8/7/09, company does not acknowledge or pay.	Sent to Associated Collectors, but no money received.
	Total Write Off Amount	122.66		

cc: Gordon Beyerlein, Accounting Supervisor