

ROCK COUNTY, WISCONSIN



Board of Supervisors
51 South Main Street
Janesville, WI 53545
(608)757-5510
Fax (608)757-5511

**PUBLIC SAFETY & JUSTICE COMMITTEE
MONDAY – JULY 1, 2013 - 4:00 P.M.
CONFERENCE ROOM N-1 - FIFTH FLOOR
ROCK COUNTY COURTHOUSE-EAST**

Agenda

1. Call to Order
2. Adoption of Agenda
3. Adoption of Minutes – June 17, 2013 and June 24, 2013
4. Citizen Participation, Communications, Announcements, Information
5. Consent Calendar
 - A. Transfers and Appropriations
 - 1) Sheriff's Office
 - B. Bills
 - C. Encumbrances
 - D. Pre-Approved Encumbrance Amendment
 - 1) Sheriff's Office
6. Committee Requests and Motions
 - A. Committee Tours
7. Adjournment

Rock County Transfer Request - Over \$500

TO: FINANCE DIRECTOR Date 06/25/13 Transfer No. 13-19
 Requested By Sheriff's Office Department Sheriff Robert Spoden Department Head

FROM:	AMOUNT	TO:	AMOUNT
Account #: 21-2100-0000-64701 Description: Software Purchase - LES Current Balance: \$7,582	\$4,367.00	Account #: 21-2100-0000-67130 Description: Terminals and PCs - LES	\$1,250.00
Account #: Description: Current Balance:		Account #: 21-2100-000067171 Description: Capital Assets-\$1,000/More	\$3,117.00
Account #: Description: Current Balance:		Account #: Description:	
Account #: Description: Current Balance:		Account #: Description:	

REASON FUNDS ARE AVAILABLE FOR TRANSFER - BE SPECIFIC

The 2013 budget contains funds for the Spillman Evidence module under the Software account. These funds are not needed for software.

REASON TRANSFER IS NECESSARY - BE SPECIFIC

The Bureau of Identification needs additional equipment to record evidence in the Spillman program. Equipment: \$1,250 for Level I PC, \$2,000 for two desktop scanners, and \$1,117 for barcode scanner.

FISCAL NOTE:

Sufficient funds are available for transfer. *6/25/13*

ADMINISTRATIVE NOTE:

Recommended. *[Signature]* 6-25-13

REQUIRED APPROVAL

DATE

COMMITTEE CHAIR

Governing Committee _____

Finance Committee _____

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
21-2100-0000-62410	R & M-VEHICLES				
			06/03/2013	MEISTER,BRIAN	52.75
		P1300260	04/23/2013	CARQUEST AUTO PARTS	214.15
		P1300269	05/28/2013	FRANK BOUCHER CHRYSLER DODGE	445.60
		P1300285	06/04/2013	MENARDS	21.21
		P1300407	05/31/2013	SIGN A RAMA USA	990.00
	Budget		YTD Exp	YTD Enc	Pending
	131,426.04		63,288.93	33,963.96	1,723.71
					Closing Balance
					32,449.44
21-2100-0000-63100	OFC SUPP & EXP				
	ENC	R1302420	06/13/2013	AMAZON.COM	171.26
	ENC	R1302449	06/17/2013	AMAZON.COM	94.98
		P1301666	04/30/2013	HENRICKSEN	506.89
		P1302245	06/14/2013	BEST BUY	103.92
	Budget		YTD Exp	YTD Enc	Pending
	8,260.00		3,959.67	76.20	877.05
					Closing Balance
					3,347.08
21-2100-0000-63101	POSTAGE				
		P1300412	05/31/2013	UPS STORE,THE	47.08
	Budget		YTD Exp	YTD Enc	Pending
	13,000.00		7,894.84	2,047.08	47.08
					Closing Balance
					3,011.00
21-2100-0000-63200	PUBL/SUBCR/DUES				
		P1302154	06/12/2013	OCONTO COUNTY SHERIFF DEPARTM	10.00
	Budget		YTD Exp	YTD Enc	Pending
	5,726.00		2,009.65	0.00	10.00
					Closing Balance
					3,706.35
21-2100-0000-63405	SECURITY SUPPL				
		P1301510	04/25/2013	MIDWEST DEFENSE SOLUTIONS	5,707.00
	Budget		YTD Exp	YTD Enc	Pending
	21,093.00		14,468.47	7,701.96	5,707.00
					Closing Balance
					(6,784.43)
21-2100-0000-63406	CLOTHING/UNIFORM				
			05/27/2013	MARQUARDT,KEN	105.50
			06/05/2013	SPODEN,ROBERT D	16.88
			05/30/2013	REED,ANDY	52.75
		P1300270	06/04/2013	GALLS INC	220.44
		P1300282	06/05/2013	LARK UNIFORMS	418.52
		P1300283	06/13/2013	LOADMASTER TACTICAL	178.24
		P1300391	05/31/2013	MMPR	458.50
	Budget		YTD Exp	YTD Enc	Pending
	57,375.00		30,251.49	1,275.70	1,450.83
					Closing Balance
					24,396.98
21-2100-0000-63409	CRIME SCENE SUPP				
		P1300249	03/11/2013	ADORAMA	181.75
		P1300408	05/23/2013	SIRCHIE FINGER PRINT LABORATOR	114.00

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	6,500.00	3,288.59	445.75	295.75	2,469.91
21-2100-0000-63900	AMMO/RANGE SUPPL				
		P1300414	05/20/2013	UNIFORM DEN EAST	300.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	32,391.00	6,969.42	4,758.27	300.00	20,363.31
21-2100-0000-63904	POLICING/1ST AID				
		P1300270	05/20/2013	GALLS INC	246.00
		P1300943	06/12/2013	THRONSDEN LETTERING INC	685.00
		P1301601	06/07/2013	CABELAS	129.99
		P1301777	06/06/2013	STREICHERS INC	4,514.99
		P1302235	06/14/2013	ALCOPRO	204.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	15,565.00	8,040.70	2,528.91	5,779.98	(784.59)
21-2100-0000-64200	TRAINING EXP				
			05/03/2013	KNUDSON,TROY	160.00
		P1302236	01/10/2013	WCPPA	150.00
		P1302238	06/04/2013	MADISON AREA TECHNICAL COLLEGE	27.38
		P1302241	05/29/2013	WAUKESHA COUNTY TECHNICAL COL	295.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	37,000.00	14,615.94	3,811.16	632.38	17,940.52
21-2100-0000-64205	STAFF EDUC				
			06/04/2013	SELBY,STEVE	1,355.75
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	38,000.00	17,105.27	0.00	1,355.75	19,538.98
				SHERIFF PROG TOTAL	18,179.53
21-2140-2013-65331	EQUIP LEASE				
		P1300273	06/12/2013	GORDIE BOUCHER FORD LINCOLN ME	5,400.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	0.00	0.00	5,399.99	5,400.00	(10,799.99)
				HIDTA GRANT PROG TOTAL	5,400.00
21-2142-0000-63110	ADMIN.EXPENSE				
		P1302155	06/06/2013	PROJECT LIFESAVER INC	82.19
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	500.00	612.38	0.00	82.19	(194.57)
				PROJECT LIFESAVER PROG TOTAL	82.19

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
21-2167-0000-46000	CONTRIBUTIONS	P1302237	05/21/2013	VIERCK,HOPE	250.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	5,000.00	250.00	0.00	250.00	4,500.00
RECAP OPERATIONS PROG TOTAL				250.00	
21-2190-0000-67105	MOTOR VEHICLES	P1301248	05/20/2013	BANDT COMMUNICATIONS INC	22,553.25
		P1302076	05/15/2013	JEFFERSON FIRE AND SAFETY INC	612.38
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	311,000.00	269,162.23	1,915.00	23,165.63	16,757.14
SHERIFF'S VEHICLES PROG TOTAL				23,165.63	
21-2195-0000-67105	MOTOR VEHICLES	P1302077	05/21/2013	JEFFERSON FIRE AND SAFETY INC	612.38
		P1302156	05/09/2013	GRAINGER	60.17
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	50,000.00	5,064.94	23,317.42	672.55	20,945.09
EQUITABLY SHARED FUNDS PROG TOTAL				672.55	
21-2200-0000-62161	HOUSEHOLD SERV	P1300284	05/28/2013	MEDICAL SHIPMENT LLC	554.85
		P1300285	05/29/2013	MENARDS	31.50
		P1300415	05/29/2013	UNISOURCE WORLDWIDE INC	201.90
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	38,535.00	25,659.42	13,613.73	788.25	(1,526.40)
21-2200-0000-62170	PHYSICIAN/OTHER	P1300252	06/01/2013	ADVANCED CORRECTIONAL HEALTHC	86.30
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	792,514.00	450,282.37	295,481.14	86.30	46,664.19
21-2200-0000-63406	CLOTHING/UNIFORM		05/30/2013	AUBREY,BRIAN	105.49
			06/10/2013	KEEN,DANIEL	63.30
		P1300270	05/31/2013	GALLS INC	217.50
		P1300282	05/22/2013	LARK UNIFORMS	1,821.81
		P1300391	05/31/2013	MMPR	283.90
		P1300414	05/30/2013	UNIFORM DEN EAST	794.50
		P1300943	06/04/2013	THRONSDEN LETTERING INC	138.90
		P1301509	05/31/2013	RED THE UNIFORM TAILOR INC	52.72

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	51,915.00	24,437.69	26,205.09	3,478.12	(2,205.90)
21-2200-0000-64200	TRAINING EXP				
		P1300257	06/14/2013	BLACKHAWK TECHNICAL COLLEGE	5,640.00
		P1302241	05/29/2013	WAUKESHA COUNTY TECHNICAL COL	285.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	32,690.00	10,996.15	8,402.63	5,925.00	7,366.22
21-2200-0000-64904	SUNDRY EXPENSE				
ENC		R1302493	06/24/2013	AMAZON.COM	426.80
		P1300254	05/15/2013	BANDT COMMUNICATIONS INC	421.00
		P1300257	06/03/2013	BLACKHAWK TECHNICAL COLLEGE	104.00
		P1300270	06/11/2013	GALLS INC	421.00
		P1300285	05/21/2013	MENARDS	1,491.12
		P1302150	06/11/2013	5 ALARM FIRE AND SAFETY EQUIPM	29.00
		P1302153	06/13/2013	PHAMATECH INC	2,230.00
		P1302159	06/06/2013	RIPP RESTRAINTS INC	317.70
		P1302161	06/06/2013	TIMEKEEPING SYSTEMS INC	3,879.89
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	135,000.00	33,537.74	26,288.52	9,320.51	65,853.23
CORRECTIONAL FACILITY PROG TOTAL				19,598.18	

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
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I have examined the preceding bills and encumbrances in the total amount of **\$67,348.08**
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 Finance Committee and County Board.
B. Bills under \$10,000 to be paid.
C. Encumbrances under \$10,000 to be paid upon acceptance by the Department Head.

Date: **JUL 01 2013**

Dept Head _____

Committee Chair _____

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
22-1200-0000-62122	ATTORNEY FEES				
		P1300325	06/06/2013	KOLPIEN,ATTY THOMAS	197.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	200,000.00	87,560.36	107,584.00	197.00	4,658.64
22-1200-0000-62125	INDIGENT FEES				
		P1300327	06/07/2013	SCHULTZ ATTY,LISA	287.00
		P1300331	06/17/2013	FRANK,ATTY MATTHEW	210.00
		P1300338	06/13/2013	WAGNER,ATTY JANE P	202.44
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	125,000.00	38,123.63	699.44	699.44	85,477.49
22-1200-0000-62170	PHYSICIAN/OTHER				
		P1300340	05/29/2013	PSYCHOLOGY CLINIC INC,THE	275.00
		P1300341	05/29/2013	FELGUS MD,MATTHEW	1,827.50
		P1300346	06/08/2013	WARNER PHD,DAVID E	500.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	140,000.00	42,995.34	2,602.50	2,602.50	91,799.66
22-1200-0000-62176	LABORATORY				
		P1300320	06/05/2013	DNA DIAGNOSTICS CENTER	102.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	1,500.00	206.87	102.00	102.00	1,089.13
22-1200-0000-62501	REPORTER FEES				
		P1300347	06/07/2013	BARKLEY,MICAL	105.00
		P1300351	06/14/2013	KANE,KRISTINE	10.00
		P1300354	06/19/2013	SELF RPR CSR,MALISSA J	22.00
		P1300916	06/13/2013	PINS,JENNIFER LYNN	44.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	15,000.00	3,513.50	181.00	181.00	11,124.50
22-1200-0000-62503	INTERPRETER FEES				
		P1300358	05/02/2013	GONZALEZ,VICTOR M	1,025.00
		P1300361	06/12/2013	SWITS LTD	485.00
		P1300362	06/06/2013	FILIPIAK,FAY-MARIE	181.82
		P1300917	06/06/2013	SVENSSON,FRED	165.90
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	65,000.00	19,046.35	20,854.00	1,857.72	23,241.93
22-1200-0000-63100	OFC SUPP & EXP				
			05/20/2013	WESLEY,AMANDA	79.08
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	13,100.00	3,211.37	913.18	79.08	8,896.37
22-1200-0000-63200	PUBL/SUBCR/DUES				

COMMITTEE APPROVAL REPORT

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
		P1301983	06/20/2013	STATE BAR OF WISCONSIN	484.25
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	9,000.00	3,455.64	2,698.48	484.25	2,361.63
				CIRCUIT COURTS PROG TOTAL	6,202.99
22-1201-0000-63100	OFC SUPP & EXP				
		P1302126	06/12/2013	STORAGE SYSTEMS MIDWEST INC	50.49
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	600.00	62.11	0.00	50.49	487.40
				MEDIATION/FAMILY COURT SERVICE PROG TOTAL	50.49
22-1209-0000-62400	R & M SERV				
		P1300339	06/06/2013	CLOCK MASTER	128.75
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	1,200.00	124.66	128.74	128.75	817.85
				CLERK OF COURTS PROG TOTAL	128.75

I have examined the preceding bills and encumbrances in the total amount of **\$6,382.23**
 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 Finance Committee and County Board.
 B. Bills under \$10,000 to be paid.
 C. Encumbrances under \$10,000 to be paid upon acceptance by the Department Head.

Date: **JUL 01 2013**

Dept Head _____

Committee Chair _____

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
23-2400-0000-62119	OTHER SERVICES				
		P1300768	05/31/2013	OCCUPATIONAL HEALTH AND WELLNI	1,510.40
		P1300770	06/04/2013	PAPER RECOVERY SERVICE CORPOR	59.65
		P1302249	06/10/2013	MARKLEY INVESTIGATIONS INC	495.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	14,087.00	6,719.15	2,070.05	2,065.05	3,232.75
23-2400-0000-62420	MACH & EQUIP RM				
		P1300769	05/30/2013	GENERAL COMMUNICATIONS INC	3,180.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	21,800.00	8,051.34	3,179.99	3,180.00	7,388.67
23-2400-0000-65321	BLDG/OFC LEASE				
		P1302234	06/05/2013	REBOUT AND SONS FARMS,ROGER	5,914.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	149,466.00	57,412.19	4,530.06	5,914.00	81,609.75
911 PROJECT OPERATIONS PROG TOTAL				11,159.05	

I have examined the preceding bills and encumbrances in the total amount of **\$11,159.05**
 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 Finance Committee and County Board.
 B. Bills under \$10,000 to be paid.
 C. Encumbrances under \$10,000 to be paid upon acceptance by the Department Head.

Date: **JUL 01 2013**

Dept Head _____

Committee Chair _____

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
28-2600-0000-62170	PHYSICIAN/OTHER				
		P1300620	05/31/2013	AIT LABORATORIES	1,620.00
		P1300622	06/12/2013	DANE COUNTY CORONERS OFFICE	1,525.00
		P1300624	06/04/2013	MERCY HEALTH SYSTEM	2,471.50
		P1300629	06/04/2013	MED TECH RESOURCE INC	711.33
		P1300631	05/30/2013	BP POLO	390.94
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	135,500.00	37,361.61	2,549.28	6,718.77	88,870.34
CORONER PROG TOTAL				6,718.77	

I have examined the preceding bills and encumbrances in the total amount of **\$6,718.77**
 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 Finance Committee and County Board.
 B. Bills under \$10,000 to be paid.
 C. Encumbrances under \$10,000 to be paid upon acceptance by the Department Head.

Date: **JUL 01 2013**

Dept Head _____

Committee Chair _____

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
34-3850-0000-62126	OFFICER FEES				
		P1300385	06/07/2013	GREGG INVESTIGATIONS INC	100.00
		P1302253	06/06/2013	GREEN COUNTY SHERIFFS DEPARTM	75.00
		P1302254	06/07/2013	SAUK COUNTY SHERIFFS DEPT	30.00
		P1302276	06/17/2013	MARQUETTE COUNTY SHERIFF	60.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	22,600.00	6,643.40	240.00	265.00	15,451.60
34-3850-0000-62210	TELEPHONE				
		P1300383	05/31/2013	LANGUAGE LINE SERVICES	112.18
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	11,000.00	4,549.67	112.18	112.18	6,225.97
34-3850-0000-62503	INTERPRETER FEES				
		P1302172	06/05/2013	STEVENOSKI,SHAWNA	50.00
		P1302173	06/05/2013	STEVENOSKI,SHAWNA	50.00
		P1302174	06/05/2013	STEVENOSKI,SHAWNA	40.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	2,000.00	690.00	0.00	140.00	1,170.00
CHILD SUPPORT PROG TOTAL				517.18	

I have examined the preceding bills and encumbrances in the total amount of **\$517.18**
 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 Finance Committee and County Board.
 B. Bills under \$10,000 to be paid.
 C. Encumbrances under \$10,000 to be paid upon acceptance by the Department Head.

Date: **JUL 01 2013**

Dept Head _____

Committee Chair _____

PURCHASE ORDER NUMBER P1300039 PEID 010897

PRE-APPROVED ENCUMBRANCE AMENDMENT FORM

This form must be used when adding funds to or changing an account number of a previously approved encumbrance. Please complete this form and e-mail to Susan Balog in Accounting (balog@co.rock.wi.us), Cheryl Mikrut in Accounting (mikrut@co.rock.wi.us) **and** Jodi Millis in Purchasing (jodi@co.rock.wi.us). Susan or Cheryl will forward on to your governing committee for approval. The Encumbrance and Purchase Order will be updated upon approval of all necessary committees and County Board (if amendment is over \$10,000).

DATE 06/25/13

DEPARTMENT Sheriff

COMMITTEE PS & J

VENDOR NAME BP Products of North America Inc

ACCOUNT NUMBER 21-2100-0000-63501

FUNDS DESCRIPTION Gasoline - LES

AMOUNT OF INCREASE \$ 400.00

INCREASE FROM \$ 600.00 TO \$ 1,000.00

ACCOUNT BALANCE AVAILABLE \$ 25,182.48 CM 06/25/13

REASON FOR AMENDMENT Officers are filling up at BP while they are out of state at training.

APPROVALS

GOVERNING COMMITTEE _____
Chair Date

FINANCE COMMITTEE _____
(If over \$10,000) Chair Date

COUNTY BOARD _____
(If over \$10,000) Resolution # Adoption Date