



**FINANCE COMMITTEE
THURSDAY, FEBRUARY 16, 2017 - 7:30 A.M.
CONFERENCE ROOM N-1 – FIFTH FLOOR
ROCK COUNTY COURTHOUSE-EAST**

AGENDA

1. Call to Order and Approval of Agenda
2. Citizen Participation, Communications and Announcements
3. Approval of Minutes – January 26, 2017
4. Committee Review of Per Meeting Allowances
5. Transfers and Appropriations
6. Review of Payments
7. Review of Payments Over \$10,000
8. Resolutions
 - A. Initial Resolution Authorizing General Obligation Bonds and/or Notes in an Amount Bid to Exceed \$3,050,000
 - B. Carryover of 2016 Budget Appropriations to 2017 (Will be provided at the meeting)
 - C. Authorizing Payment to the City of Janesville for Fiber Optic Cable Construction
9. Committee Approval
 - A. Amending the UW-Extension 2016 Budget and Purchase Supplies
10. Review of 4th Quarter Budget
11. Approval of Changes to Petty Cash Accounts
12. Write-off of Uncollectible Receivables - Rock Haven
13. Semi-Annual Report – Attendance at Conventions/Conferences
 - A. County Clerk
 - B. Finance
 - C. Information Technology
 - D. Land Records
 - E. Register of Deeds
 - F. Treasurer
14. Report on Cash Balances and Investments
15. Adjournment

COMMITTEE REVIEW REPORT
FOR THE MONTH OF DECEMBER 2016

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
00-0000-0001-17100	POSTAGE METER CH	P1600370	12/31/2016	UNITED MAILING SERVICES INC	581.29
GENERAL FUND PROG TOTAL					581.29

I have reviewed the preceding payments in the total \$581.29

Date:

Dept

Committee

COMMITTEE REVIEW REPORT
FOR THE MONTH OF DECEMBER 2016

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
05-1500-0000-63100	OFC SUPP & EXP	P1600009	12/31/2016	JP MORGAN CHASE BANK NA	154.00
		P1600997	12/21/2016	OFFICE PRO INC	(74.90)
05-1500-0000-63107	PUBL & LEGAL	P1600010	12/31/2016	JANESVILLE GAZETTE INC	62.84
05-1500-0000-64200	TRAINING EXP	P1603485	12/20/2016	HIGHLINE CORPORATION	150.00
05-1500-0000-68010	EXP.ALLOCATIONS	P1602325	12/31/2016	FINANCE DEPARTMENT PURCHASING	9.34
05-1500-0000-68013	COST ALLOCATIONS	P1600008	12/31/2016	JP MORGAN CHASE BANK NA	5,833.82
		FINANCE DIRECTOR PROG TOTAL			
<hr/>					
05-1520-0000-62119	OTHER SERVICES		12/15/2016	EMPLOYEE BENEFITS CORPORATION	770.50
SECTION 125 FLEXIBLE SPENDING PROG TOTAL					770.50
<hr/>					
05-1560-0000-62400	R & M SERV	P1602030	12/31/2016	KONICA MINOLTA BUSINESS SOLUTI	35.96
05-1560-0000-62420	MACH & EQUIP RM	P1602031	12/16/2016	MARK ANDY PRINT PRODUCTS	501.00
05-1560-0000-63104	PRNT & DUPLICATI	P1600009	12/31/2016	JP MORGAN CHASE BANK NA	298.80
		P1600997	12/22/2016	OFFICE PRO INC	78.00
CENTRAL DUPLICATING PROG TOTAL					913.76

COMMITTEE REVIEW REPORT
FOR THE MONTH OF DECEMBER 2016

<u>Account Number</u>	<u>Account Name</u>	<u>PO#</u>	<u>Inv Date</u>	<u>Vendor Name</u>	<u>Inv/Enc Amt</u>
-----------------------	---------------------	------------	-----------------	--------------------	--------------------

I have reviewed the preceding payments in the total \$7,819.36

Date: Dept _____
Committee _____

COMMITTEE REVIEW REPORT
FOR THE MONTH OF DECEMBER 2016

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
07-1430-0000-62119	OTHER SERVICES				
		P1600061	12/23/2016	CHARTER COMMUNICATIONS	959.84
		P1602957	12/31/2016	DIGGERS HOTLINE INC	34.80
		P1603394	12/31/2016	CARROLL ELECTRIC INC	1,949.00
07-1430-0000-62400	R & M SERV				
		P1600210	11/08/2016	CINTAS FIRE PROTECTION	1,733.50
07-1430-0000-62421	COMPUTER EQUIP				
		P1600216	12/21/2016	CDW GOVERNMENT INC	684.82
07-1430-0000-62491	SOFTWARE MAINT				
		P1600059	12/31/2016	JP MORGAN CHASE BANK NA	610.54
		P1603250	11/24/2016	ORACLE CORPORATION	2,710.90
07-1430-0000-63100	OFC SUPP & EXP				
		P1600215	10/26/2016	OFFICE PRO INC	50.68
07-1430-0000-63101	POSTAGE				
		P1600059	12/31/2016	JP MORGAN CHASE BANK NA	53.46
07-1430-0000-63102	PAPER & FORMS				
		P1600215	11/03/2016	OFFICE PRO INC	190.20
		P1603284	12/30/2016	EAGLE FLIGHT BUSINESS FORMS	359.02
		P1603446	12/17/2016	MAILCOM CONSULTING LLC	272.20
07-1430-0000-63407	COMPUTER SUPPL				
		P1600215	11/03/2016	OFFICE PRO INC	23.25
		P1600216	12/14/2016	CDW GOVERNMENT INC	729.08
		P1601037	12/23/2016	STAPLES BUSINESS ADVANTAGE	370.78
		P1603440	12/27/2016	CDW GOVERNMENT INC	125.73
07-1430-0000-64701	SOFTWARE PURCH				
		P1600059	12/31/2016	JP MORGAN CHASE BANK NA	99.00
07-1430-0000-67131	OTHER COMP HARDW				
		P1603374	12/22/2016	CDW GOVERNMENT INC	1,533.91
		P1603388	12/31/2016	CORE BTS INC	4,999.00
		P1603389	12/28/2016	CORE BTS INC	3,499.20
		P1603392	12/21/2016	CORE BTS INC	2,718.20
		P1603393	12/27/2016	CORE BTS INC	3,976.59
		P1603426	12/21/2016	CDW GOVERNMENT INC	4,601.73
				INFORMATION TECHNOLOGY PROG TOTAL	32,285.43
07-1435-0000-62210	TELEPHONE				
		P1603177	12/22/2016	ENTERPRISE SYSTEMS GROUP	308.25
				TELEPHONE OPERATIONS PROG TOTAL	308.25
07-1445-0000-67161	CA \$5,000/MORE				
		P1603209	12/20/2016	SPILLMAN TECHNOLOGIES INC	26,101.00
				LAW RECORDS MANAGEMENT SYSTEM PROG TOTAL	26,101.00
07-1450-0000-62491	SOFTWARE MAINT				
		P1600060	12/31/2016	FIDLAR COMPANIES	15,369.75
		P1601702	12/31/2016	AMERICAN DATA	2,686.77
		P1603271	12/12/2016	WATCHGUARD VIDEO	1,250.00

COMMITTEE REVIEW REPORT
FOR THE MONTH OF DECEMBER 2016

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
07-1450-0000-64701	SOFTWARE PURCH				
		P1603035	12/31/2016	NETSMART TECHNOLOGIES INC	10,000.00
07-1450-0000-67130	TERMINALS/PC'S				
		P1603400	12/16/2016	CDW GOVERNMENT INC	846.40
07-1450-0000-67143	IT CROSS CHARGES				
		P1603199	12/22/2016	ENTERPRISE SYSTEMS GROUP	936.75
		P1603366	12/31/2016	BAYCOM INC	2,458.00
		P1603373	12/22/2016	ENTERPRISE SYSTEMS GROUP	480.75
		P1603391	12/27/2016	CORE BTS INC	4,980.54
		P1603395	12/15/2016	CDW GOVERNMENT INC	22.08
		P1603407	12/21/2016	BAYCOM INC	198.00
		P1603423	12/21/2016	CDW GOVERNMENT INC	21.99
		P1603440	12/27/2016	CDW GOVERNMENT INC	1,656.17
		P1603441	12/27/2016	CDW GOVERNMENT INC	69.85
		P1603442	12/27/2016	CDW GOVERNMENT INC	99.39
IT-CROSS CHARGES PROG TOTAL					41,076.44

I have reviewed the preceding payments in the total **\$99,771.12**

Date: _____ Dept _____
Committee _____

COMMITTEE REVIEW REPORT
FOR THE MONTH OF DECEMBER 2016

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
14-1410-0000-44155	WORK PERMITS		12/31/2016	EQUAL RIGHTS DIVISION	322.50
14-1410-0000-63100	OFC SUPP & EXP	P1600875	12/10/2016	STAPLES BUSINESS ADVANTAGE	146.40
COUNTY CLERK PROG TOTAL					468.90
14-1411-0000-64604	PROGRAM EXPENSE	P1600875	12/06/2016	STAPLES BUSINESS ADVANTAGE	59.33
ELECTIONS PROG TOTAL					59.33

I have reviewed the preceding payments in the total **\$528.23**

Date: _____ Dept _____

Committee _____

COMMITTEE REVIEW REPORT
FOR THE MONTH OF DECEMBER 2016

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
15-1540-0000-63100	OFC SUPP & EXP				
		P1601202	12/16/2016	STAPLES BUSINESS ADVANTAGE	23.06
		P1603483	10/26/2016	OFFICE PRO INC	28.44
				COUNTY TREASURER PROG TOTAL	51.50

I have reviewed the preceding payments in the total \$51.50

Date: _____ Dept _____
Committee _____

COMMITTEE REVIEW REPORT
FOR THE MONTH OF DECEMBER 2016

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
17-1710-0000-63100	OFC SUPP & EXP	P1600733	12/22/2016	STAPLES BUSINESS ADVANTAGE	94.99
		P1600735	10/26/2016	OFFICE PRO INC	391.18
		P1600873	12/19/2016	WISCONSIN DEPARTMENT OF ADMINI	12.48
17-1710-0000-63106	PLAT BOOKS	P1600874	12/31/2016	MAPPING SOLUTIONS	375.00
		REGISTER OF DEEDS PROG TOTAL			
17-1715-0000-62119	OTHER SERVICES	P1600737	12/31/2016	FIDLAR COMPANIES	2,287.50
		ROD REDACTION PROJECT PROG TOTAL			

I have reviewed the preceding payments in the total \$3,161.15

Date: _____ Dept _____
 _____ Committee _____

COMMITTEE REVIEW REPORT
FOR THE MONTH OF DECEMBER 2016

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
19-1915-0000-62199	OTHER SERV		12/01/2016	COORDINATED CARE PROGRAMS LLC	3,966.65
				HEALTH INSURANCE PROG TOTAL	3,966.65
19-1933-0000-64904	SUNDRY EXPENSE				
		P1601777	12/31/2016	JP MORGAN CHASE BANK NA	50.00
				EMPLOYEE WELLNESS ACTIVITIES PROG TOTAL	50.00

I have reviewed the preceding payments in the total \$4,016.65

Date: _____ Dept _____
Committee _____

COMMITTEE REVIEW REPORT
FOR THE MONTH OF JANUARY 2017

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
05-1500-0000-63100	OFC SUPP & EXP	P1700685	01/06/2017	JP MORGAN CHASE BANK NA	65.00
FINANCE DIRECTOR PROG TOTAL					65.00
05-1560-0000-62400	R & M SERV	P1700004	01/01/2017	KONICA MINOLTA BUSINESS SOLUTI	939.72
05-1560-0000-67160	CA \$500-\$4,999	P1700003	01/04/2017	PRINT TECH LLC	6,695.00
CENTRAL DUPLICATING PROG TOTAL					7,634.72

I have reviewed the preceding payments in the total \$7,699.72

Date:

Dept

Committee

COMMITTEE REVIEW REPORT
FOR THE MONTH OF JANUARY 2017

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
07-1430-0000-62400	R & M SERV	P1700641	01/16/2017	AE BUSINESS SOLUTIONS	12,659.99
		P1700652	01/01/2017	EATON CORP	2,508.00
07-1430-0000-67130	TERMINALS/PC'S	P1700728	01/12/2017	CDW GOVERNMENT INC	381.84
		INFORMATION TECHNOLOGY PROG TOTAL			
07-1435-0000-62400	R & M SERV	P1700656	01/15/2017	ENTERPRISE SYSTEMS GROUP	39,719.50
		TELEPHONE OPERATIONS PROG TOTAL			
07-1438-0000-62491	SOFTWARE MAINT	P1700642	01/01/2017	MOTOROLA	147,789.88
		P1700655	01/01/2017	SPILLMAN TECHNOLOGIES INC	101,101.17
		LAW RECORDS PROG TOTAL			
07-1450-0000-62400	R & M SERV	P1700647	01/05/2017	PARADIGM IMAGING GROUP	1,845.00
		P1700654	01/01/2017	NAVIANT INC	10,410.00
		P1700656	01/15/2017	ENTERPRISE SYSTEMS GROUP	1,607.50
07-1450-0000-62491	SOFTWARE MAINT	P1700620	01/01/2017	AERCOR WIRELESS INC	2,190.00
		P1700642	01/01/2017	MOTOROLA	28,610.00
		P1700645	01/01/2017	LEADS ONLINE LLC	5,158.00
		P1700646	01/01/2017	GOVERNMENTJOBS.COM INC	12,472.20
		P1700648	01/01/2017	LEXIPOL LLC	10,593.00
		P1700649	01/01/2017	ORBIS CORP	8,840.00
		P1700651	01/06/2017	ESRI INC	42,100.00
		P1700653	01/06/2017	GEOCUE GROUP INC	699.00
07-1450-0000-67130	TERMINALS/PC'S	P1700655	01/01/2017	SPILLMAN TECHNOLOGIES INC	20,744.00
		P1700790	01/13/2017	CDW GOVERNMENT INC	1,192.00
07-1450-0000-67143	IT CROSS CHARGES	P1700620	01/01/2017	AERCOR WIRELESS INC	8,960.00
		P1700642	01/01/2017	MOTOROLA	20,412.00
		P1700696	01/17/2017	BAYCOM INC	198.00
		P1700712	01/10/2017	CDW GOVERNMENT INC	36.20
		P1700713	01/10/2017	CDW GOVERNMENT INC	19.16
		P1700800	01/17/2017	ENTERPRISE SYSTEMS GROUP	197.00
IT-CROSS CHARGES PROG TOTAL				176,283.06	

COMMITTEE REVIEW REPORT
FOR THE MONTH OF JANUARY 2017

<u>Account Number</u>	<u>Account Name</u>	<u>PO#</u>	<u>Inv Date</u>	<u>Vendor Name</u>	<u>Inv/Enc Amt</u>
-----------------------	---------------------	------------	-----------------	--------------------	--------------------

I have reviewed the preceding payments in the total \$480,443.44

Date: _____ Dept _____
Committee _____

COMMITTEE REVIEW REPORT
FOR THE MONTH OF JANUARY 2017

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
10-1721-0000-64200	TRAINING EXP	P1700586	01/05/2017	JP MORGAN CHASE BANK NA	332.00
LAND RECORDS PROG TOTAL					332.00

I have reviewed the preceding payments in the total \$332.00

Date: _____ Dept _____
Committee _____

COMMITTEE REVIEW REPORT
FOR THE MONTH OF JANUARY 2017

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
14-1410-0000-63200	PUBL/SUBCR/DUES				
		P1700832	01/19/2017	WISCONSIN COUNTY CLERKS ASSOCI	125.00
		P1700835	01/16/2017	WISCONSIN MUNICIPAL CLERKS ASS	65.00
				COUNTY CLERK PROG TOTAL	190.00

I have reviewed the preceding payments in the total **\$190.00**

Date: _____ Dept _____
Committee _____

COMMITTEE REVIEW REPORT
FOR THE MONTH OF JANUARY 2017

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
15-1540-0000-62119	OTHER SERVICES	P1700238	01/01/2017	PER MAR SECURITY SERVICES	431.28
15-1540-0000-63200	PUBL/SUBCR/DUES	P1700854	01/20/2017	WISCONSIN COUNTY TREASURERS	100.00
15-1540-0000-64926	BANK SERV.CHGS.	P1700853	01/01/2017	BRINKS INC	462.08
COUNTY TREASURER PROG TOTAL					993.36

I have reviewed the preceding payments in the total \$993.36

Date: _____ Dept _____
Committee _____

COMMITTEE REVIEW REPORT
FOR THE MONTH OF JANUARY 2017

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
17-1710-0000-63100	OFC SUPP & EXP	P1700706	01/13/2017	WISCONSIN DEPARTMENT OF ADMINI	12.48
17-1710-0000-63103	LEGAL FORMS	P1700789	01/09/2017	DEPARTMENT OF HEALTH SERVICES	2,094.40
17-1710-0000-63200	PUBL/SUBCR/DUES	P1700763	01/01/2017	WISCONSIN REGISTER OF DEEDS AS	100.00
17-1710-0000-64200	TRAINING EXP	P1700764	01/11/2017	WCCO	75.00
REGISTER OF DEEDS PROG TOTAL					2,281.88

I have reviewed the preceding payments in the total **\$2,281.88**

Date: _____ Dept _____
Committee _____

COMMITTEE REVIEW REPORT
FOR THE MONTH OF JANUARY 2017

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
19-1915-0000-62104	CONSULTING SERV	P1700545	01/01/2017	ASSOCIATED FINANCIAL GROUP LLC	3,250.00
19-1915-0000-62119	OTHER SERVICES		01/01/2017	PBA INC	22,243.25
19-1915-0000-62199	OTHER SERV		01/01/2017	COORDINATED CARE PROGRAMS LLC	29,290.40
		P1700547	01/01/2017	COMPSYCH	10,461.00
HEALTH INSURANCE PROG TOTAL					65,244.65

I have reviewed the preceding payments in the total \$65,244.65

Date: _____ Dept _____
Committee _____

Rock County

REPORT OF PAYMENTS OVER \$10,000

01/27/2017

<u>PO Number</u>	<u>Department Name</u>	<u>Program Name</u>	<u>Vendor Name</u>	<u>Amount Paid</u>
P1503713	FACILITIES	COURTHS FAC PROJ	BUTTERS FETTING CO INC	31,000.00
P1600060	INFORMATION TECH	IT-CROSS CHARGES	FIDLAR COMPANIES	15,369.75
P1600096	FACILITIES	ECLIPSE CENTER	DIVERSIFIED BUILDING MAINTENAN	21,025.95
P1600113	ROCK HAVEN	RH CONT SERV T18	MJ CARE INC	27,084.44
P1600480	NOT APPLICABLE	CORR.FACILITY	ADVANCED CORRECTIONAL HEALTHCA	28,605.35
P1600483	SHERIFF	CORR.FACILITY	ARAMARK CORRECTIONAL SERVICES	51,891.74
P1600487	SHERIFF	RECAP OPERATIONS	BLACKHAWK TECHNICAL COLLEGE	17,607.08
P1600824	FACILITIES	ECLIPSE CENTER	HENDRICKS COMMERCIAL PROPERTIE	4,762.18
P1601144	FACILITIES	YSC CAP.IMPROV.	STRUCTURAL RESEARCH INC	27,925.00
P1601946	SHERIFF	CORR.FACILITY	BI INC	12,678.22
P1601960	SHERIFF	SHERIFF	WRIGHT EXPRESS FSC	14,638.97
P1601971	FACILITIES	COURTHOUSE SECUR	SAMUELS GROUP,THE	17,420.00
P1602016	FACILITIES	U-ROCK EXPANSION	ROCK ROAD COMPANIES INC	28,391.57
P1602504	FACILITIES	HCC COMPLEX	MADIRELL EXCAVATING LLC	15,343.44
P1602506	FACILITIES	COURTHOUSE SECUR	MEAD AND HUNT INC	36,698.00
P1602830	FACILITIES	COURTHS FAC PROJ	AMERICAN DEMOLITION CORPORATIO	80,688.50
P1602831	FACILITIES	G.O.FACILITY OP	MC DERMAID ROOFING AND INSULAT	20,000.00
P1603047	SHERIFF	SHERIFF	EWALD AUTOMOTIVE GROUP	24,416.50
P1603209	INFORMATION TECH	LAW REC SYSTEM	SPILLMAN TECHNOLOGIES INC	26,101.00
P1603216	FACILITIES	JOB CENTER	VAN BROCKLIN ELECTRIC LLC	16,160.00
P1603220	FACILITIES	JOB CENTER	GLEN FERN CONSTRUCTION LLC	56,496.00
P1603487	FACILITIES	ECLIPSE CENTER	HENDRICKS COMMERCIAL PROPERTIE	6,385.82

Rock County
REPORT OF PAYMENTS OVER \$10,000

01/27/2017

CLAIMS IN THE AMOUNT \$580,689.51 HAVE BEEN PAID FOR THE MONTH OF DECEMBER 2016 .

PLEASE CONTACT THE FINANCE DIRECTOR WITH ANY QUESTIONS:

SHERRY OJA

608-757-5534

SHERRY.OJA@CO.ROCK.WI.US

Rock County

REPORT OF PAYMENTS OVER \$10,000

01/27/2017

<u>PO Number</u>	<u>Department Name</u>	<u>Program Name</u>	<u>Vendor Name</u>	<u>Amount Paid</u>
	ALL OTHER GEN	HEALTH INSURANCE	COORDINATED CARE PROGRAMS LLC	29,290.40
	ALL OTHER GEN	HEALTH INSURANCE	PBA INC	22,243.25
P1700259	911 COMM.	911 OPERATIONS	XYBIX SYSTEMS INC	10,587.50
P1700286	ROCK HAVEN	SUPP SERV ADMIN	WISCONSIN DEPARTMENT OF HEALTH	21,760.00
P1700542	FACILITIES	HCC BLDG.COMPLEX	OTIS ELEVATOR COMPANY	45,887.64
P1700544	COUNTY BOARD	COUNTY BOARD	WISCONSIN COUNTIES ASSOCIATION	18,098.00
P1700547	ALL OTHER GEN	HEALTH INSURANCE	COMPSYCH	10,461.00
P1700574	FACILITIES	FACILITIES	SIMPLEX GRINNELL LP	10,320.00
P1700589	FACILITIES	UW-ROCK COUNTY	JOHNSON CONTROLS INC	15,470.00
P1700620	INFORMATION TECH	IT-CROSS CHARGES	AERCOR WIRELESS INC	11,150.00
P1700641	INFORMATION TECH	INFORMATION TECH	AE BUSINESS SOLUTIONS	12,659.99
P1700642	INFORMATION TECH	IT-CROSS CHARGES	MOTOROLA	196,811.88
P1700646	INFORMATION TECH	IT-CROSS CHARGES	GOVERNMENTJOBS.COM INC	12,472.20
P1700648	INFORMATION TECH	IT-CROSS CHARGES	LEXIPOL LLC	10,593.00
P1700651	INFORMATION TECH	IT-CROSS CHARGES	ESRI INC	42,100.00
P1700655	INFORMATION TECH	IT-CROSS CHARGES	SPILLMAN TECHNOLOGIES INC	121,845.17
P1700656	INFORMATION TECH	IT-CROSS CHARGES	ENTERPRISE SYSTEMS GROUP	41,327.00
P1700676	UW EXTENSION	FARM-GEN.FUND	MID STATE EQUIPMENT JANESVILLE	12,000.00

CLAIMS IN THE AMOUNT \$645,077.03 HAVE BEEN PAID FOR THE MONTH OF JANUARY 2017 .

PLEASE CONTACT THE FINANCE DIRECTOR WITH ANY QUESTIONS:

SHERRY OJA

608-757-5534

SHERRY.OJA@CO.ROCK.WI.US

RESOLUTION NO. _____

AGENDA NO. _____

**RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS**

Finance Committee
INITIATED BY _____



Sherry Oja, Finance Director
DRAFTED BY

Finance Committee
SUBMITTED BY _____

February 6, 2017
DATE DRAFTED

**INITIAL RESOLUTION AUTHORIZING GENERAL OBLIGATION
BONDS AND/OR NOTES IN AN AMOUNT NOT TO EXCEED \$3,050,000**

- 1 **WHEREAS**, the 2017 Adopted Budget includes \$3,050,000 for Highway Road Construction Capital
2 Projects: and,
3
4 **WHEREAS**, these projects are included in the Budget with the anticipation that they would be funded
5 with the future issuance of debt; and,
6
7 **WHEREAS**, these projects will have long-term benefits and are most appropriately funded by debt
8 issuance.
9
10 **NOW, THEREFORE, BE IT RESOLVED**, by the Rock County Board of Supervisors duly
11 assembled this _____ day of _____, 2017, that there shall be issued, pursuant to Chapter 67,
12 Wisconsin Statutes, General Obligation Bonds and/or Notes in an amount not to exceed \$3,050,000
13 for highway construction and improvement projects.

Respectfully submitted,

FINANCE COMMITTEE

Mary Mawhinney, Chair

Sandra Kraft, Vice Chair

Mary Beaver

Brent Fox

J. Russell Podzilni

**INITIAL RESOLUTION AUTHORIZING GENERAL OBLIGATION
BONDS AND/OR NOTES IN AN AMOUNT NOT TO EXCEED \$3,050,000
PAGE 2**

FISCAL NOTE:

The purpose of this resolution is to authorize expenditures from the 2017 deferred finance budget appropriations prior to actual debt issuance. The 2017 budgeted capital projects are estimated to cost \$3,050,000 (plus issuance costs) for Highway Road Construction Capital Projects. If the County adopts this resolution, the project costs and issuance costs will be included in a subsequent resolution that authorizes the issuance of General Obligation Bonds and/or Notes.



Sherry Oja
Finance Director

LEGAL NOTE:

This is only an initial resolution. Pursuant to sec. 67.05(10), Stats., the County Board, before issuing any contemplated long-term debt, must adopt a resolution levying a direct, annual tax sufficient in an amount to pay for the express purpose of paying the interest on such bonds as it falls due, and also to pay and discharge the principal thereof at maturity. That will happen at a later date.

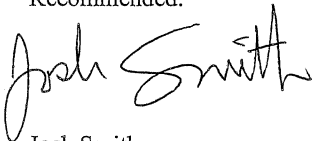
A majority vote is necessary to adopt this resolution. However, a three-fourths vote of the "members-elect" would avoid any potential issue relative to the debt levy rate limit.



Jeffrey S. Kuglitsch
Corporation Counsel

ADMINISTRATIVE NOTE:

Recommended.



Josh Smith
County Administrator

RESOLUTION NO. _____

AGENDA NO. _____

**RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS**

Mickey Crittenden, Director of IT
INITIATED BY



Mickey Crittenden, Director of IT
DRAFTED BY

Finance Committee
SUBMITTED BY

February 7, 2017
DATE DRAFTED

Authorizing Payment to the City of Janesville for Fiber Optic Cable Construction

- 1 **WHEREAS**, the installation of a fiber optic cable connection to the City of Janesville's network is an
- 2 Information Technology strategic initiative for 2017 and is included as part of the City's planned
- 3 metropolitan area network project; and,
- 4
- 5 **WHEREAS**, the connection of the County and City networks will improve current shared services,
- 6 enable additional future shared services, and provide for a better County to the Internet; and,
- 7
- 8 **WHEREAS**, the 2017 Information Technology budget (07-1444-0000-67131) did include funding for
- 9 the installation of this fiber optic connecting segment between the County and the City; and,
- 10
- 11 **WHEREAS**, the City of Janesville's bid process identified Underground Systems, Inc. of Eau Claire,
- 12 WI as the lowest cost and qualified contractor for the project; and,
- 13
- 14 **WHEREAS**, the City of Janesville is acting as the fiscal agent of the project for vendor payments.
- 15
- 16 **NOW, THEREFORE, BE IT RESOLVED** by the Rock County Board of Supervisors duly assembled
- 17 this _____ day of _____, 2017 that a payment be issued to the City of Janesville in the
- 18 amount of \$27,323.57.

Respectfully submitted,

FINANCE COMMITTEE

Mary Mawhinney, Chair

Sandra Kraft, Vice Chair

Mary Beaver

Brent Fox

J. Russell Podzilni

FISCAL NOTE:

Sufficient funds were included in the 2017 budget for this payment. The County's share of this project is being funded with sales tax revenue.

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.

ADMINISTRATIVE NOTE:

Recommended.

Josh Smith
County Administrator

Jeffrey S. Kuglitsch
Corporation Counsel

Executive Summary for Installation of a Fiber Optic Cable Connection to the City of Janesville

The installation of a fiber optic cable connection between the County and the City of Janesville is a budgeted Information Technology Strategic Initiative for 2017. This fiber optic cable connection of the County's network and the City's network will improve current shared systems services and enable additional future shared services. Additionally, this installation will result in an improved connection to the Internet.

The connecting points of this fiber optic cabling segment are the Courthouse and the City's Senior Center. The segment is included as part of the City's project for installing a fiber optic-based metropolitan area network, and as such, the City is that project's fiscal agent for vendor payments. The two cost components for the connecting segment between the Courthouse and the City's Senior Center are:

- Construction Management \$3,862.07, and
- Construction of the Fiber Optic segment \$23,461.50.

The City of Janesville, through their bid process identified Underground Systems, Inc. of Eau Claire, WI as the lowest cost qualified vendor for the metropolitan area network fiber optic installation project, including the network segment herein described. The total cost to the County for this segment is \$27,323.57, for which the City of Janesville is requesting payment.

Fig. 1

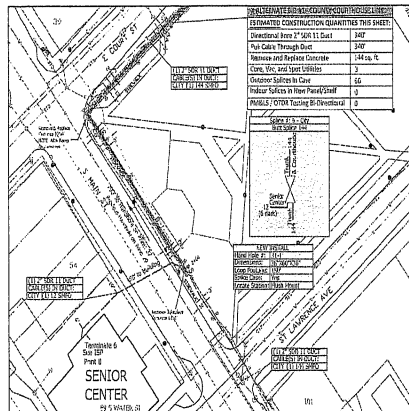
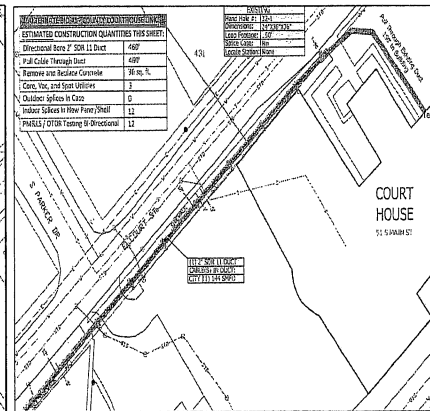


Fig. 2



RESOLUTION NO. _____

AGENDA NO. _____

**RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS**

UW-Extension Rock County
INITIATED BY



Donna Duerst
DRAFTED BY

Agriculture & Education
SUBMITTED BY

January 26, 2017
DATE DRAFTED

Amending the UW-Extension 2016 Budget and Purchase Supplies

1 **WHEREAS**, UW-Extension brings in funds from training events; and,
 2
 3 **WHEREAS**, UW-Extension brought in more money than was anticipated in the 2016 budget; and,
 4
 5 **WHEREAS**, UW-Extension also spends funds in support of the training events; and,
 6
 7 **WHEREAS**, transfer of funds is required to balance the 2016 budget.
 8
 9 **NOW, THEREFORE, BE IT RESOLVED** that the Rock County Board of Supervisors duly
 10 assembled this _____ day of _____, 2017 does hereby approve amending the UW-
 11 Extension's 2016 budget for the purchase of supplies required for programming as follows:

<u>ACCOUNT/DESCRIPTION</u>	<u>BUDGET</u>	<u>INCREASE/ (DECREASE)</u>	<u>AMENDED BUDGET</u>
<u>Source of Funds</u>	<u>1/1/2016</u>		
56-5605-0000-44100	\$25,000	\$5,593	\$30,593
Program Fees			
<u>Use of Funds:</u>			
56-5605-0000-64604	\$25,000	\$5,593	\$30,593
Program Expense			
<u>Source of Funds</u>	-0-	\$9,616	\$ 9,616
56-5600-0000-47000			
Transfer In			
<u>Use of Funds</u>			
56-5600-0000-62119	\$170,871	\$9,616	\$180,487
Contracted Services			

26

Respectfully submitted,

AGRICULTURE & EDUCATION COMMITTEE

FINANCE COMMITTEE ENDORSEMENT

Richard Bostwick
Richard Bostwick, Chair

Reviewed and approved on a vote of _____

Wes Davis
Wes Davis, Vice Chair

Mary Mawhinney Date

Brenton Driscoll
Brenton Driscoll

Absent
Kara Hawes

Alan Sweeney
Alan Sweeney

FISCAL NOTE:

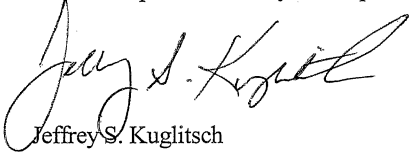
This resolution amends the 2016 budget to recognize additional unanticipated revenues and apply them to programs where expenses exceeded budgeted appropriations.



Sherry Oja
Finance Director

LEGAL NOTE:

As an amendment to the adopted 2016 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.



Josh Smith
County Administrator

EXECUTIVE SUMMARY

AMENDING THE UW-EXTENSION 2016 BUDGET

In 2016, it was estimated that the UW-Extension Education Fees and Program Expenses would both be \$25,000. Therefore the two funds would equal out each other.

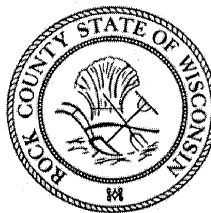
However, the income exceeded the proposed amount by over \$19,000. UW-Extension Education staff used funds to purchase programming materials and materials for the office. These purchases were greater than the \$25,000. Therefore, transfer of funds is required to cover the expenses.

In 2016 the projection of Educator's Support would be \$170,871. However, due to an error in computations, the amount was a deficit of \$9,616. Therefore, transfer of funds is required to cover the expense.

ROCK COUNTY, WISCONSIN

*Office of the Rock County Clerk
51 South Main Street
Janesville, WI 53545*

*Lisa Tollefson, Rock County Clerk
Lisa Mianecki, Deputy*



*Office (608) 757-5660
Fax (608) 757-5662
www.co.rock.wi.us
tollefson@co.rock.wi.us*

January 4, 2017

TO: Finance Committee Chair Mawhinney and Committee Members
Cc: Josh Smith, Administrator

Re: Semi-Annual Report Attendance at Conventions/Conferences

Dear Chair Mawhinney and Committee Members;

Per Resolution 06-9A-087 & 96-8A-050, I am required to submit semi-annually all instances of attendance at all training, conventions and conferences that exceed costs of \$1,000 per event, per employee.

July 1, 2016 - January 1, 2017


No training, convention, or conference attended exceeded \$1,000.

Respectfully Submitted,

A handwritten signature in cursive script, appearing to read "Lisa Tollefson".

Lisa Tollefson
Rock County Clerk

MEMORANDUM

DATE: January 9, 2017
TO: Finance Committee
FROM: Sherry Oja, Finance Director 
RE: Semi-Annual Report of Training Costs Exceeding
\$1,000 per Employee per Event

In accordance with Resolution 06-9A-087, adopted September 14, 2006, this is to advise you that no Financial Services staff incurred training costs exceeding \$1,000 per event for the period July 1, 2016 through December 31, 2016.

Please contact me if you have any questions on this matter.

cc: Josh Smith

[Out of State Training Report to Finance Committee]

Information Technology
Semi-Annual Report
Training/Conferences over \$1,000
07/01/2016 – 12/31/2016

Date	Staff	Class	Location	Mileage Food	Hotel	Air/Msc	HP9000 HP3000	Network	Misc.	Total
7/9/16-7/15/16	Dave	Cisco	Las Vegas, NV	\$191.62	\$1,027.04	\$563.20		\$1,200.00		\$2,981.86
8/16/16-8/18/16	Dave	Linux	Janesville, WI	N/A				\$2,250.00		\$2,250.00
8/16/16-8/18/16	Kathleen	Linux	Janesville, WI	N/A				\$2,250.00		\$2,250.00
9/18/16-9/21/16	Brian	Motorola	Denver, CO	*	*	\$170.96			\$995.00	\$1,165.96
9/26/16-9/29/16	Shelly	Spillman	Salt Lake, UT	\$91.02	\$671.08	\$344.20				\$1,106.30
10/19/16-10/21/16	Dave	Linux	Milwaukee, WI	\$86.40	\$278.00			\$2,250.00		\$2,614.40
12/6/16-12/8/16	Tim	Linux	Janesville, WI	N/A				\$2,250.00		\$2,250.00
Total				\$369.04	\$1,976.12	\$1,078.36		\$10,200.00	\$995.00	\$14,618.52

*911 Communication Center paid Hotel & Meals

N/A – On-line classes taken remotely

ROCK COUNTY, WISCONSIN



**Real Property
Description Department**
51 South Main Street
Janesville, WI 53545
(608) 757-5610

MEMORANDUM

DATE: January 4, 2017

TO: Finance Committee

FROM: Michelle Schultz, Real Property Lister/LIO *MS*

RE: Semi-Annual Report – Attendance at Conferences/Conventions

Land Records funds were used to send three members of the Land Records Committee to the 2016 International ESRI Conference in San Diego, California June 27th – July 1st 2016. This cost exceeded \$1,000.00 per individual. Please see attached report for actual amounts.

Cc: Josh Smith

Semi-Annual Report on Travel cost's which exceed \$1,000

For July - December 2016

Land Records

ESRI International User Conference June 27 - July 1, 2016 San Diego, CA

	Other				Other Air				Conference	
	Mileage	Transportation	Parking	Baggage	Fees	Airfare	Lodging	Meals	Registration	Total
Norm Tadt - Land Conservation		\$75.00		\$50.00		\$482.20	\$1,076.25	\$79.12	n/c	\$1,762.57
Jennifer Borlick - Planning	\$45.58	\$28.30	\$48.00	\$25.00		\$648.25	\$862.55	\$259.95	n/c	\$1,917.63
									n/c	\$0.00



MEMORANDUM

DATE: 01/19/2017
TO: Mary Mawhinney, Finance Committee Chair
CC: Josh Smith, County Administrator
FROM: Sandy Disrud
RE: Semi-Annual Report - Attendance at Conventions/Conferences

For the period July 1, 2016 - December 31, 2016, the Register of Deeds office did not have any training, conventions, or conferences that exceeded the total cost of \$1000 per event/peremployee.

Michelle L Roettger
County Treasurer

Stephanie L Kleinheinz
Deputy Treasurer



Office of County Treasurer
51 South Main Street
P. O. Box 1508
Janesville, Wisconsin 53547-1508
Office: 608/757-5670
Fax: 608/757-5577

ROCK COUNTY, WISCONSIN

MEMO

To: Finance Committee

From: Michelle Roettger, Rock County Treasurer

Date: January 26, 2017

Re: Semi-Annual Report – Attendance at Conferences/Conventions

No staff member in the Treasurer's Office attended any training, conference, or convention that exceeded the cost of \$1,000 per event, per employee over the past six months.

CC: Josh Smith