

ROCK COUNTY, WISCONSIN

NOTE: This is a Teleconference



**FINANCE COMMITTEE
THURSDAY – MARCH 25, 2021 - 5:00 P.M.
CALL: 1-312-626-6799
MEETING ID: 850 6869 3966
PASSCODE: 250079**

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If you are interested in providing public comments on items on this agenda, you must submit your comments by noon on Thursday, March 25, 2021. To submit a public comment use the following email: countyadmin@co.rock.wi.us.

Join from a telephone:

- On your phone, dial the phone number provided above
- Enter the meeting ID number when prompted, using your dial-pad.
- Please note that long-distance charges may apply. This is not a toll-free number.

- Supervisors: Please identify yourself by name
- **Please mute your phone when you are not speaking to minimize background noises**
- We are new at holding meetings this way, so please be patient

Instructions for the hearing impaired –

<https://support.zoom.us/hc/en-us/articles/207279736-Getting-started-with-closed-captioning>

FINANCE COMMITTEE
THURSDAY – MARCH 25, 2021 - 5:00 P.M.

AGENDA

1. Call to Order
2. Approval of Agenda
3. Citizen Participation, Communications and Announcements
4. Approval of Minutes – March 11, 2021
5. Transfers and Appropriations
6. Resolutions and Committee Endorsements
 - A. Awarding Bid – Alumacraft Dominator Boat Package (Boat, Motor, And Trailer) For Rock County Sheriff's Office
 - B. Authorizing Acceptance of 2021 SSM Health Mini Grant & Amending the 2021 Sheriff's Office Budget
 - C. Approving the Purchase of Parts for Repair to Airport Equipment and Amending the Southern Wisconsin Regional Airport Board Budget
 - D. Carryover of 2020 Budget Appropriations to 2021
7. Update, Discussion and Possible Action
8. Adjournment

The County of Rock will provide reasonable accommodations to people with disabilities. Please contact us at 608-757-5510 or e-mail countyadmin@co.rock.wi.us at least 48 hours prior to a public meeting to discuss any accommodations that may be necessary.



**FINANCE COMMITTEE
Minutes – March 11, 2021**

Call to Order. Chair Mawhinney called the meeting of the Finance Committee to order at 5:00 P.M. on Thursday, March 11, 2021, via teleconference.

Committee Members Present. Supervisors Mawhinney, Aegerter, Fox, Richard Bostwick and Davis.

Committee Members Excused: None.

Staff Members Present. Sherry Oja, Finance Director; Josh Smith, County Administrator; Randy Terronez, Assistant to County Administrator; Richard Greenlee, Corporation Counsel; Lisa Tollefson, County Clerk; Michelle Roettger, County Treasurer; Brent Sutherland, Facilities Management Director; Dara Mosley, IT Deputy Director; Michelle Wilson, Sheriff's Office Financial Office Manager; James Sandvig, Director of IT; Bridget Laurent, Deputy Corporation Counsel

Others Present: None.

Approval of Agenda. Supervisor Davis moved approval of the agenda, second by Supervisor Bostwick. ADOPTED.

Citizen Participation, Communications and Announcements. Haley Hoffman, new Office Coordinator in the County Administrator's Office was introduced.

Approval of Minutes – February 25, 2021. Supervisor Davis moved approval of the minutes of February 25, 2021, second by Supervisor Bostwick. ADOPTED.

Transfers and Appropriations. None.

Review of Payments. The committee accepted the reports.

Review of Payments Over \$10,000. The committee accepted the report.

Committee Review and Approval of Per Meeting Allowances. Supervisor Aegerter moved to approve the per meeting allowances of \$10,285.11, second by Supervisor Bostwick. ADOPTED on the following vote: AYES-Supervisors Aegerter, Bostwick, Davis and Mawhinney. NO-Supervisor Fox.

Resolutions and Committee Endorsements.

Accepting Wisconsin Lead-Safe Homes Program Grant and Amending the 2021 Rock County Public Health Department Budget

“NOW, THEREFORE, BE IT RESOLVED that the Rock County Board of Supervisors duly assembled this _____ day of _____, 2021 does hereby authorize the Rock County Public Health Department to accept this Lead-Safe Homes Program Grant in the amount of \$22,595, and amend the 2021 Rock County Public Health Department Budget as follows:

.....”

Supervisor Davis moved approval of the above resolution, second by Supervisor Fox. ADOPTED.

Authorizing Purchase of Additional Citrix Virtual Apps & Desktops

“NOW, Therefore, BE IT RESOLVED that the Rock County Board of Supervisors duly assembled this _____ day of _____, 2021 to authorize the purchase agreement proposal #006385 for an amount not to exceed \$34,500 for the purchase of Citrix Licenses from EDCi.

.....”

Supervisor Fox moved approval of the above resolution, second by Supervisor Davis. ADOPTED. Discussion was had regarding the funding source of this project. The cost of the additional Citrix virtual apps and desktops would be covered by the offset of savings from other areas.

Update, Discussion and Possible Action.

Request for Authorization to Purchase Document Scanners

Supervisor Bostwick moved approval of the request for authorization to purchase document scanners, second by Supervisor Aegerter. ADOPTED.

2021 Foreclosure Action

Supervisor Fox moved to postpone foreclosure action until 2022, second by Supervisor Davis. ADOPTED.

Adjournment. Supervisor Fox moved adjournment at 5:14 P.M., second by Supervisor Davis. ADOPTED.

Respectfully submitted,

Haley Hoffman
Office Coordinator

NOT OFFICIAL UNTIL APPROVED BY COMMITTEE.

**RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS**

Sheriff Troy J. Knudson
INITIATED BY



Sgt. Christopher Krahn
DRAFTED BY

Public Safety and Justice Committee
SUBMITTED BY

March 11, 2021
DATE DRAFTED

**AWARDING BID – ALUMACRAFT DOMINATOR BOAT PACKAGE (BOAT,
MOTOR, AND TRAILER) FOR ROCK COUNTY SHERIFF’S OFFICE**

- 1 **WHEREAS**, to better serve the citizens of Rock County, this boat will be utilized for, but not limited to
- 2 the enforcement of state and local laws, search and rescue, recovery; and,
- 3
- 4 **WHEREAS**, the current Rock County Sheriff’s Office Patrol Boat was purchased in 2007, and is
- 5 scheduled for replacement; and,
- 6
- 7 **WHEREAS**, Rock County Purchasing Department did advertise and solicit bids from qualified vendors
- 8 for the 2020 Alumacraft T-Pro Patrol Boat package (Boat, Motor, and Trailer); and,
- 9
- 10 **WHEREAS**, the bids received were reviewed by the Rock County Sheriff’s Office and the Rock County
- 11 Purchasing Manager with the recommendation that a contract be awarded to the lowest, most responsive
- 12 and responsible bidder, Rock River Marina; and,
- 13
- 14 **WHEREAS**, the funding necessary for the 2020 Alumacraft T-Pro Patrol Boat package is currently
- 15 available in the Rock County Sheriff’s Office 2021 budget.
- 16
- 17 **NOW, THEREFORE, BE IT RESOLVED** by the Rock County Board of Supervisors duly assembled
- 18 this _____ day of _____, 2021 that the bid for the Alumacraft Dominator Boat Package be
- 19 awarded to Rock River Marina of Edgerton, Wisconsin in the amount of \$29,663.00.

Respectfully submitted,

Public Safety and Justice Committee

Finance Committee Endorsement
Reviewed and approved on a vote of

Mary Beaver, Chair

Brian Knudson, Vice Chair

Mary Mawhinney, Chair

Jacob Taylor

Ron Bomkamp

Danette Rynes

AWARDING BID – ALUMACRAFT T-PRO BOAT PACKAGE (BOAT, MOTOR, AND TRAILER)
FOR ROCK COUNTY SHERIFF’S OFFICE

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FISCAL NOTE:

Sufficient funds were included in the 2021 budget for this purchase. This purchase is being funded with sales tax revenue.

/s/Sherry Oja

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.

s/Richard Greenlee

Richard Greenlee
Corporation Counsel

ADMINISTRATIVE NOTE:

Recommended.

/s/Josh Smith

Josh Smith
County Administrator

AWARDING BID – ALUMACRAFT T-PRO BOAT PACKAGE (BOAT, MOTOR, AND TRAILER)
FOR ROCK COUNTY SHERIFF’S OFFICE

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Executive Summary

Funds are included in the 2021 budget for the purchase of one patrol boat to be used by the Rock County Sheriff’s Office. Bids were solicited, and one dealer responded. Rock River Marina of Edgerton, Wisconsin was awarded the bid.

To better serve the citizens of Rock County, this boat will be used for, but not limited to enforcement of state and local laws, search and rescue, and recovery of person(s). To accomplish this public service, the Sheriff’s Office relies on specially equipped patrol boats to be ready in a moments notice.

The Alumacraft T-Pro boat package will be largely reimbursed through the Wisconsin Department of Natural Resources patrol grant program over the next five years.

The current Patrol boat was purchased in 2007, and is due for replacement. The current 2007 Boston Whaler patrol boat will be traded towards the new Alumacraft T-Pro Boat package. Trade in allowance as bid by Rock River Marina; \$20,000.00.

An Invitation to Bid was issued for the needed Alumacraft T-Pro Patrol Boat Package, with one bid received. The Rock County Sheriff’s Office and the Purchasing Manager reviewed the bid and is recommending Rock River Marina of Edgerton, Wisconsin as the lowest, qualified bidder at \$29,663.00.

Funds for this purchase were approved in the 2021 Law Enforcement Services budget line 21-2100-0000-67125 Capital Assets \$25,000 or More (Non-IT).

**RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS**

Sheriff Troy J. Knudson
INITIATED BY



Michelle Wilson
DRAFTED BY

**Public Safety and Justice
Committee**
SUBMITTED BY

March 09, 2021
DATE DRAFTED

**Authorizing Acceptance of 2021 SSM Health Mini Grant
& Amending the 2021 Sheriff's Office Budget**

1 **WHEREAS**, the SSM Health St. Mary's Hospital, makes Mini-grant funds available to local non-profit
2 organizations looking to address a Community Health Need Priority in the area of SSM Health St. Mary's
3 Hospital of Janesville; and,
4

5 **WHEREAS**, these funds are earmarked to address Obesity, Tobacco Use, Substance Abuse and/or a
6 Social Determinant of Health, such as hunger and lack of access to healthy food choices; and,
7

8 **WHEREAS**, the Rock County Sheriff's Office RECAP Program is eligible to receive a mini grant of up
9 to \$5,000 to implement the RECAP Garden's new Gardens to Go Program; and,
10

11 **WHEREAS**, grant funds will be used for materials and supplies for the RECAP participants to build
12 approximately sixty Gardens to Go planter boxes, seed and soil, which will be distributed to individuals
13 interested in growing their own healthy food; and,
14

15 **WHEREAS**, the grant requires no matching of funds; and,
16

17 **WHEREAS**, the grant funds will benefit the RECAP Programs Participants, by giving them a way to
18 give back to their community, as well as assist the members of the community that are in need of a way
19 to produce their own food, and learn new gardening skills.
20

21 **NOW, THEREFORE BE IT RESOLVED** by the Rock County Board of Supervisors assembled this
22 _____ day of _____ 2020, that the Rock County Sheriff is authorized to accept funds under the
23 2021 SSM Health Mini Grant and,
24

25 **BE IT FURTHER RESOLVED**, that the 2021 budget be amended as follows:
26

<u>Account Description</u> <u>Account Number</u>	<u>Budget at</u> <u>03/09/2021</u>	<u>Amount</u> <u>Incr (Decr)</u>	<u>Amended</u> <u>Budget</u>
<u>Source of Funds</u>			
Other Grants			
21-2167-1000-46002	\$0	\$5,000	\$5,000
<u>Use of Funds</u>			
Sundry Expense			
21-2167-1000-64904	\$0	\$5,000	\$5,000

Authorizing Acceptance of 2021 SSM Health Mini Grant & Amending the 2021 Sheriff's Office Budget
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Respectfully submitted,

Public Safety and Justice Committee

Finance Committee

Reviewed and approved on a vote of

Mary Beaver, Chair

Brian Knudson, Vice Chair

Mary Mawhinney, Chair

Jacob Tayler

Ron Bomkamp

Danette Rynes

FISCAL NOTE:

This resolution accepts \$5,000 in funds from SSM Health for the RECAP garden program. No County funds are required.

/s/Sherry Oja

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 2021 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.

s/Richard Greenlee

Richard Greenlee
Corporation Counsel

ADMINISTRATIVE NOTE:

Recommended.

/s/Josh Smith

Josh Smith
County Administrator

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Authorizing Acceptance of the 2021 SSM Health Mini Grant & Amending the 2021 Sheriff's Office Budget

Executive Summary

SSM Health St. Mary's Hospital has made funding available for non-profit organizations who are addressing a Community Health Need Priority in the Janesville area. (Obesity, Tobacco Use, Substance Abuse and/or a Social Determinant of Health).

The Rock County Sheriff's Office RECAP Program has applied for up to \$5,000 in funding to initiate the Gardens to Go Program. This program is designed to help the community to fight hunger during these difficult times, as well as provide a way for the RECAP participants to give back to their community. Gardens to Go will provide a self-sufficient way for willing participants to receive the means to grow their own healthy food.

The Gardens to Go planter box kits would consist of a completely constructed planter box, soil, and a variety of seeds that are easy to grow. Gardens to Go would like to offer ten gardens to each of the local food pantries they donate to within Rock County. These organizations would have the responsibility of gathering interested clients who would benefit the most. The RECAP Program Site Supervisor would deliver the raised planters to the clients, if needed, or have a designated pick-up time at the RECAP garden. The Gardens to Grow Program would also like to reach out to schools, homeless shelters, assisted living facilities, church youth groups, etc.

By providing Gardens to Go to those in need, we want to create healthy food choices for the participants, as well as a sense of accomplishment of maintaining their own garden, and the ability to produce essential food sources. Participants would learn valuable gardening skills that they can pass on to others. The educational benefit of this program would be available to the RECAP participants as well, as they will be learning useful life skills, and giving back to their communities.

The SSM Health Mini Grant funds will be used for the purchase of materials and supplies needed to construct the Gardens to Go planter boxes, including soil and seeds.

RESOLUTION

ROCK COUNTY BOARD OF SUPERVISORS

Southern Wisconsin Regional Airport Board
INITIATED BY



Gregory A. Cullen, C.M. Airport Director
DRAFTED BY

Sothern Wisconsin Regional Airport Board
SUBMITTED BY

March 1, 2021
DATE DRAFTED

APPROVING THE PURCHASE OF PARTS FOR REPAIR TO AIRPORT EQUIPMENT AND AMENDING THE SOUTHERN WISCONSIN REGIONAL AIRPORT BOARD BUDGET

1 **WHEREAS**, Rock County owns an airport known as the Southern Wisconsin Regional
2 Airport; and,
3

4 **WHEREAS**, in April 2011 the airport took delivery of a 2011 SnoGo blower unit purchased
5 from Wausau Equipment Company in conjunction with a 2010 Caterpillar Wheel Loader and
6 bucket at a contract cost of \$384,350; and
7

8 **WHEREAS**, this piece of equipment is critical to the airport's efficient snow removal
9 operation as required by the Airport's FAA approved Snow and Ice Control Plan; and,
10

11 **WHEREAS**, on February 12, 2021 the SnoGo blower attachment became inoperable due to
12 the failure of the lower gear box assembly. Wausau Equipment Company, Inc. is the
13 manufacturer of this equipment and has provided a statement that they are the sole provider of
14 the parts needed to repair it. Parts for this repair have been quoted at a cost of \$31,696.08, and
15 airport staff will perform the repair; and,
16

17 **WHEREAS**, a contingency fund of \$500 is requested to cover freight and other possible
18 incidental expenses related to the repair of the snow blower.
19

20 **NOW THEREFORE, BE IT RESOLVED**, that the Rock County Board of Supervisors
21 duly assembled this _____ day of _____, 2021, does hereby approve
22 a purchase order to Wausau Equipment Company in the amount of \$31,696.08 for the parts
23 needed to repair the Airport's 2011 SnoGo snow blower unit and a contingency fund of
24 \$500 be added to the airport's Machinery and Equipment Parts account for shipping and
25 incidental expenses.
26

27 **BE IT FURTHER RESOLVED** that the Airport's 2021 budget be amended as follows:
28

ACCOUNT/DESCRIPTION	BUDGET 3/1/21	INCREASE/ (DECREASE)	AMENDED BUDGET
<u>Source of Funds:</u>			
43-4453-4453-46400 Fund Balance	\$7,750	\$32,196	\$39,946
<u>Use of Funds:</u>			
43-4453-4453-63503 Machinery and Equipment Parts	\$15,000	\$32,196	\$47,196

Respectfully Submitted:

SOUTHERN WISCONSIN REGIONAL
AIRPORT BOARD

Brent Fox, Chair

Rick Richard, Vice Chair

Dave Homan

Eric Baker

Dick Cope

Greg Johnson

Joe Quint

Katie Reese

Vacant

FINANCE COMMITTEE ENDORSEMENT
Reviewed and approved on a vote of

Mary Mawhinney, Chair

ADMINISTRATIVE NOTE:

Recommended.

/s/Josh Smith

Josh Smith
County Administrator

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. Wausau Equipment Company, Inc., is the sole source provider of the Wausau parts for repair. As an amendment to the adopted 2021 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.

s/Richard Greenlee

Richard Greenlee
Corporation Counsel

FISCAL NOTE:

This resolution authorizes the use of up to \$32,196 of the Airport's approximately \$500,000 in fund balance for the purchase of repair parts.

/s/Sherry Oja

Sherry Oja
Finance Director

EXECUTIVE SUMMARY

APPROVING THE PURCHASE OF PARTS FOR REPAIR TO AIRPORT EQUIPMENT AND AMENDING THE SOUTHERN WISCONSIN REGIONAL AIRPORT BOARD BUDGET

In 2011 the airport took delivery of a 2010 Caterpillar Loader with a 2011 SnoGo blower attachment at a contract cost of \$384,350. This piece of equipment is critical to the Airport's snow removal process and is used to blow piles of plowed snow off the pavement and out of Airport's movement and non-movement areas.

On February 12, 2021 during snow removal operations the lower gear box assembly became inoperable and caused a catastrophic failure of the machine. Wausau Equipment Company, Inc. located in New Berlin is the manufacturer of this piece of equipment and based on the letter dated February 25, 2021 from Christine Shepherd, Customer Service Manager for Wausau Equipment Company, Inc., is the sole provider of parts that can be used to repair it. The quote for the parts for this repair is \$31,696.08 and does not include freight.

Shipping costs are unknown at this time and the airport is requesting an additional \$500 in contingency to go towards shipping costs and any other incidental expenses incurred during the repair of this equipment. Airport staff can perform the repair saving the cost of labor.