



**FINANCE COMMITTEE
THURSDAY, OCTOBER 21, 2010 - 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 – September 16, 2010
3. Citizen Participation, Communications and Announcements
4. Transfers and Appropriations
 - A. Council on Aging
 - B. Public Works
 - C. General Services
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
6. Resolution
 - A. Recognizing Joyce Steiner for Service to Rock County
7. Review of Resolutions
 - A. Amending the 2010 County Contributions Budget
 - B. Amending the 2010 Council on Aging Budget to Accept Nutrition Program Registration Fees
 - C. Authorizing the Purchase of Automated Vehicle Locating Equipment and Amending the Public Works Department budget
8. Department Budget Review
 - A. Finance Director
 - B. Register of Deeds
 - C. Treasurer
 - D. County Clerk
 - E. Information Technology
 - F. Other
9. Report on Cash Balances and Investments
10. Adjournment

ROCK COUNTY

SUPPLEMENTAL APPROPRIATIONS - TRANSFERS

10-42

Transfer No.

Requested by Council on Aging

Joyce Lubben

Department

Department Head

Date

10/8/10

FROM

TO

| ACCOUNT # | DESCRIPTION | AMOUNT |
|--------------|---------------------|--------|
| 30-3908-0000 | 62614 Purchased Svc | 2,000 |

| ACCOUNT # | DESCRIPTION | AMOUNT |
|--------------|--------------------|--------|
| 30-3908-0000 | 62625 Outreach Svc | 2,000 |

FISCAL NOTE:

Sufficient funds are available in the above object code for the requested transfer.

ADMINISTRATIVE NOTE:

Recommended.



REQUIRED APPROVAL:

- Governing Committee
- Finance Committee

DATE

COMMITTEE CHAIR

File

ROCK COUNTY TRANSFER REQUESTS

FINANCE DIRECTOR
RECEIVED
10-42
OCT 8 2010

TO: FINANCE DIRECTOR

REQUESTED BY: Council on Aging

DEPARTMENT


DEPARTMENT HEAD SIGNATURE

DATE: October 8, 2010

| FROM: | AMOUNT |
|--|---------|
| ACCOUNT #: 30-3908-0000-62614 DESCRIPTION: III-D/Purchased Services | \$2,000 |
| CURRENT BALANCE: \$ 2,500 <i>200</i> PROVIDED BY THE FINANCE DIRECTOR <i>10/19/10</i> | |
| ACCOUNT #: DESCRIPTION: | |
| CURRENT BALANCE: \$ PROVIDED BY THE FINANCE DIRECTOR | |
| ACCOUNT #: DESCRIPTION: | |
| CURRENT BALANCE: \$ PROVIDED BY THE FINANCE DIRECTOR | |

| TO: | AMOUNT |
|---|---------|
| ACCOUNT #: 30-3908-0000-62625 DESCRIPTION: III-D/Outreach Services | \$2,000 |
| ACCOUNT #: DESCRIPTION: | |
| ACCOUNT #: DESCRIPTION: | |

REASON FOR TRANSFER - **BE SPECIFIC:** The funds allocated for Purchased Services will not be used this year. This request will transfer funds to Outreach Services to cover costs associated with senior fairs and the County Senior Statesmanship Program.

ROCK COUNTY

SUPPLEMENTAL APPROPRIATIONS - TRANSFERS

10-41
Transfer No.

Requested by Public Works

Benjamin Goopman Jr.

Department

Department Head

Date 10/4/10

FROM

TO

| ACCOUNT # | DESCRIPTION | AMOUNT |
|--------------|-------------------|--------|
| 41-4350-4270 | 62203 Natural Gas | 7,200 |

| ACCOUNT # | DESCRIPTION | AMOUNT |
|--------------|------------------------|--------|
| 41-4350-4270 | 62150 Engineering Fees | 7,200 |

FISCAL NOTE:

Sufficient funds are available in the above object code for the requested transfer.

ADMINISTRATIVE NOTE:

Recommended.



REQUIRED APPROVAL:

Governing Committee

Finance Committee

DATE

10-14-2010

COMMITTEE CHAIR

Kurtis C. Gardner

File _____

ROCK COUNTY TRANSFER REQUESTS

FINANCE DIRECTOR
RECEIVED
#10-41
OCT 7 2010

TO: FINANCE DIRECTOR

REQUESTED BY: PUBLIC WORKS

Department

Bonnie A. Johnson
Department Head Signature

DATE: OCTOBER 4, 2010

| FROM: | AMOUNT | TO: | AMOUNT |
|---|--------|--|--------|
| 1) ACCOUNT #: 41-4350-4270-62203 DESCRIPTION: NATURAL GAS CURRENT BALANCE: \$ 41,037.89 PROVIDED BY THE FINANCE DIRECTOR | 7,200 | ACCOUNT #: 41-4350-4270-62150 DESCRIPTION: ENGINEERING FEES | 7,200 |
| 2) ACCOUNT #: DESCRIPTION: CURRENT BALANCE: \$ PROVIDED BY THE FINANCE DIRECTOR | | ACCOUNT #: DESCRIPTION: | |
| 3) ACCOUNT #: DESCRIPTION: CURRENT BALANCE: \$ PROVIDED BY THE FINANCE DIRECTOR | | ACCOUNT #: DESCRIPTION: | |
| 4) ACCOUNT #: DESCRIPTION: CURRENT BALANCE: \$ PROVIDED BY THE FINANCE DIRECTOR | | ACCOUNT #: DESCRIPTION: | |

REASON FOR TRANSFER - BE SPECIFIC: 1. FUNDS AVAILABLE BECAUSE NATURAL GAS EXPENSE FOR FIRST NINE MONTHS OF 2010 IS \$13,600 BELOW PRIOR YEAR NINE MONTHS ACTUAL AND 2010 ESTIMATE IS \$29,800 BELOW CURRENT REVISED BUDGET. PROPOSED USE IS FOR LIGHTING DESIGN REQUIRED TO SUBMIT GRANT APPLICATION TOWARDS LIGHTING IMPROVEMENTS.

ROCK COUNTY

SUPPLEMENTAL APPROPRIATIONS - TRANSFERS

10-39
Transfer No.

Requested by HCC Maintenance

Robert Leu

Department

Department Head

9/30/10
Date

FROM

TO

| ACCOUNT # | DESCRIPTION | AMOUNT |
|--------------|---------------------|----------|
| 00-0000-0001 | 46205 Ins. Proceeds | 9,371.32 |

| ACCOUNT # | DESCRIPTION | AMOUNT |
|--------------|-------------------------|----------|
| 18-1815-9200 | 62463 Fire Alarm System | 9,371.32 |

FISCAL NOTE:

Sufficient funds are available in the above object code for the requested transfer.

ADMINISTRATIVE NOTE:

Recommended.



REQUIRED APPROVAL:

- Governing Committee
- Finance Committee

DATE

COMMITTEE CHAIR

File

ROCK COUNTY TRANSFER REQUESTS

FINANCE DIRECTOR
RECEIVED

10-39
OCT 5 2010

TO: FINANCE DIRECTOR
REQUESTED BY: Brent Sakherband
Department: HCC Maintenance

[Signature]
Department Head Signature

DATE: September 30, 2010

| FROM: | AMOUNT |
|---|------------|
| 1) ACCOUNT #: 00 0000 0001 46205 DESCRIPTION: Insurance Proceeds CURRENT BALANCE: \$ <u>9,371.32</u> PROVIDED BY THE FINANCE DIRECTOR <i>[Signature]</i> ACCOUNT #: <u>Haven's Receipt 510015611</u> DESCRIPTION: CURRENT BALANCE: \$ PROVIDED BY THE FINANCE DIRECTOR | \$9,371.32 |
| 2) ACCOUNT #: DESCRIPTION: CURRENT BALANCE: \$ PROVIDED BY THE FINANCE DIRECTOR | |
| 3) ACCOUNT #: DESCRIPTION: CURRENT BALANCE: \$ PROVIDED BY THE FINANCE DIRECTOR | |
| 4) ACCOUNT #: DESCRIPTION: CURRENT BALANCE: \$ PROVIDED BY THE FINANCE DIRECTOR | |

| TO: | AMOUNT |
|---|------------|
| ACCOUNT #: 18 1815 9200 62463 DESCRIPTION: Fire Alarm System | \$9,371.32 |
| ACCOUNT #: DESCRIPTION: CURRENT BALANCE: \$ PROVIDED BY THE FINANCE DIRECTOR | |
| ACCOUNT #: DESCRIPTION: CURRENT BALANCE: \$ PROVIDED BY THE FINANCE DIRECTOR | |

REASON FOR TRANSFER - BE SPECIFIC:

The purpose of this transfer is to reimburse the fire alarm system/paging system account with funds recouped from IGPFI-State of Wisconsin for an insurance claim relating to a lightning strike near the Rock Haven building on May 25, 2010. The nurse call system, paging system, and telephone system were damaged. \$9,371.32 is the amount that was spent to repair the nurse call system and paging system, less our portion of the deductible.

| Account Number | Name | Yearly Prcnt Appropriation Spent | YTD Expenditure | Encumb Amount | Unencumb Balance | Inv/Enc Amount | Total |
|------------------|----------------------------------|-------------------------------------|--------------------|-----------------------------|---------------------|-------------------|--------|
| 0515000000-63107 | PUBL & LEGAL | 2,275.00 | 31.8% | 724.58 | 0.00 | 1,550.42 | |
| | P1000390-PO# 10/13/10 -VN#013607 | | | JANESVILLE GAZETTE INC | | 77.61 | |
| | | | | CLOSING BALANCE | 1,472.81 | | 77.61 |
| 0515000000-68010 | EXP.ALLOCATIONS | 0.00 | 100.0% | 9,112.33 | 0.00 | -9,112.33 | |
| | P1000392-PO# 10/13/10 -VN#045400 | | | STATELINE COPY PRODUCTS INC | | 76.91 | |
| | P1002849-PO# 10/13/10 -VN#049923 | | | FRAME USA INC | | 193.78 | |
| ENC | R1003749-PO# 10/01/10 -VN#044943 | | | CARDMEMBER SERVICES | | 149.33 | |
| | | | | CLOSING BALANCE | -9,532.35 | | 420.02 |
| | FINANCE DIRECTOR | | PROG-TOTAL-PO | | | 497.63 | |

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$497.63 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

OCT 21 2010 DATE _____ CHAIR

| Account Number | Name | Yearly Prct Appropriation Spent | YTD Expenditure | Encumb Amount | Unencumb Balance | Inv/Enc Amount | Total |
|-------------------|----------------------------------|------------------------------------|--------------------|------------------------|---------------------|-------------------|----------|
| 1414110000-62114 | TAB/CANVASING | 1,300.00 | 89.0% | 1,157.54 | 0.00 | 142.46 | |
| | P1000627-PO# 10/13/10 -VN#025104 | | | BREIDENSTEIN,BILL | | 197.88 | |
| | P1001092-PO# 10/13/10 -VN#044915 | | | DYKE,DONALD | | 197.88 | |
| | P1003356-PO# 10/13/10 -VN#050181 | | | FELDT,SCOTT | | 150.76 | |
| *** OVERDRAFT *** | TRANSFER REQUIRED | | | CLOSING BALANCE | -404.06 | | 546.52 |
| 1414110000-63103 | LEGAL FORMS | 53,000.00 | 41.4% | 21,987.93 | 0.00 | 31,012.07 | |
| | P1000632-PO# 10/13/10 -VN#041689 | | | ILLINOIS OFFICE SUPPLY | | 1,440.15 | |
| | | | | CLOSING BALANCE | 29,571.92 | | 1,440.15 |
| | ELECTIONS | | | PROG-TOTAL-PO | | 1,986.67 | |

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$1,986.67 INCURRED BY ELECTIONS. 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

OCT 21 2010

DATE _____ CHAIR

| Account Number | Name | Yearly Prcnt Appropriation Spent | YTD Expenditure | Encumb Amount | Unencumb Balance | Inv/Enc Amount | Total |
|------------------|----------------------------------|-------------------------------------|--------------------|------------------------|---------------------|-------------------|--------|
| 1515410000-64901 | TAX DEED EXP | 8,000.00 | 72.9% | 5,837.19 | 0.00 | 2,162.81 | |
| | P1003412-PO# 10/13/10 -VN#013607 | | | JANESVILLE GAZETTE INC | | 127.95 | |
| | | | | CLOSING BALANCE | 2,034.86 | | 127.95 |
| | | | | TAX DEED EXPENSE | | 127.95 | |
| | | | | PROG-TOTAL-PO | | | |

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$127.95 INCURRED BY TAX DEED EXPENSE. 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

OCT 21 2010

DATE _____ CHAIR

| Account Number | Name | Yearly Prcnt Appropriation Spent | YTD Expenditure | Encumb Amount | Unencumb Balance | Inv/Enc Amount | Total |
|------------------|----------------------------------|-------------------------------------|--------------------|------------------|---------------------|-------------------|----------|
| 1017210000-64200 | TRAINING EXP | 15,400.00 | 44.8% 6,911.29 | 0.00 | 8,488.71 | | |
| | P1003318-PO# 10/13/10 -VN#041862 | | EWUG | | | 2,075.00 | |
| | | | CLOSING BALANCE | | 6,413.71 | | 2,075.00 |
| | LAND RECORDS | | PROG-TOTAL-PO | | | 2,075.00 | |

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$2,075.00 INCURRED BY LAND RECORDS. 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

OCT 21 2010 DATE _____ CHAIR

| Account Number | Name | Yearly Prct Appropriation Spent | YTD Expenditure | Encumb Amount | Unencumb Balance | Inv/Enc Amount | Total |
|------------------|--|------------------------------------|--------------------|--------------------------------|---------------------|-------------------|----------|
| 0714300000-62119 | OTHER SERVICES | 61,700.00 67.5% | 29,936.74 | 11,735.26 | 20,028.00 | | |
| | P1003363-PO# 10/13/10 -VN#050184 | | | LIVEWIRE LOCATING SERVICES | | 437.50 | |
| | | | | CLOSING BALANCE | 19,590.50 | | 437.50 |
| 0714300000-62400 | R & M SERV | 260,471.25 66.7% | 161,209.16 | 12,676.26 | 86,585.83 | | |
| | P1000911-PO# 10/13/10 -VN#044658 | | | CINTAS FIRE PROTECTION | | 896.70 | |
| | P1002735-PO# 10/13/10 -VN#047329 | | | TELECO SYSTEMS INC | | 450.00 | |
| | | | | CLOSING BALANCE | 85,239.13 | | 1,346.70 |
| 0714300000-62421 | COMPUTER EQUIP | 9,000.00 45.8% | 4,122.99 | 0.00 | 4,877.01 | | |
| | P1000938-PO# 10/13/10 -VN#036454 | | | PARTS NOW | | 252.60 | |
| | P1000975-PO# 10/13/10 -VN#011949 | | | COMPUTER BUSINESS SERVICES | | 175.00 | |
| | | | | CLOSING BALANCE | 4,449.41 | | 427.60 |
| 0714300000-62491 | SOFTWARE MAINT | 564,042.00 81.7% | 390,801.18 | 70,038.63 | 103,202.19 | | |
| | P1003315-PO# 10/13/10 -VN#012026 | | | CORPORATE COMPUTER SYSTEMS INC | | 460.00 | |
| | | | | CLOSING BALANCE | 102,742.19 | | 460.00 |
| 0714300000-63100 | OFC SUPP & EXP | 2,025.00 77.0% | 1,559.98 | 0.00 | 465.02 | | |
| | P1003280-PO# 10/13/10 -VN#033353 | | | CDW GOVERNMENT INC | | 571.29 | |
| | | | | CLOSING BALANCE | -106.27 | | 571.29 |
| | *** OVERDRAFT *** TRANSFER REQUIRED | | | | | | |
| 0714300000-63407 | COMPUTER SUPPL | 15,496.00 37.0% | 4,900.39 | 846.76 | 9,748.85 | | |
| | P1003207-PO# 10/13/10 -VN#033353 | | | CDW GOVERNMENT INC | | 31.79 | |
| | P1003268-PO# 10/13/10 -VN#033353 | | | CDW GOVERNMENT INC | | 387.15 | |
| | | | | CLOSING BALANCE | 9,329.91 | | 418.94 |
| 0714300000-67130 | TERMINALS/PC'S | 148,713.00 49.3% | 71,816.63 | 1,607.18 | 75,289.19 | | |
| | P1003280-PO# 10/13/10 -VN#033353 | | | CDW GOVERNMENT INC | | 1,997.03 | |
| | | | | CLOSING BALANCE | 73,292.16 | | 1,997.03 |
| 0714300000-67143 | IT DEPT. CR-CHGS. | 50,000.00 5.8% | -1,594.47 | 4,522.40 | 47,072.07 | | |
| | P1001206-PO# 10/13/10 -VN#047684 | | | MOTOROLA | | 1,600.00 | |
| | | | | CLOSING BALANCE | 45,472.07 | | 1,600.00 |

| Account Number | Name | Yearly Prct Appropriation Spent | YTD Expenditure | Encumb Amount | Unencumb Balance | Inv/Enc Amount | Total |
|----------------|------|------------------------------------|--------------------|------------------|---------------------|-------------------|-------|
| | | | INFORMATION TECH | PROG-TOTAL-PO | | 7,259.06 | |

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$7,259.06 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

OCT 21 2010 DATE _____ CHAIR

| Account Number | Name | Yearly Prcnt Appropriation Spent | YTD Expenditure | Encumb Amount | Unencumb Balance | Inv/Enc Amount | Total |
|------------------|----------------------------------|-------------------------------------|--------------------|------------------|---------------------|-------------------|--------|
| 0000000071-29265 | DLF-BD.STRAY DOG | 0.00 100.0% | -2,533.89 | 0.00 | 2,533.89 | | |
| | P1000630-PO# 10/13/10 -VN#029514 | | | | | 610.00 | |
| | | | | CLOSING BALANCE | 1,923.89 | | 610.00 |
| | | | BAL SHEET A/C | PROG-TOTAL-PO | | 610.00 | |

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$610.00
 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

OCT 21 2010

DATE _____ CHAIR

| Account Number | Name | Yearly Prcnt Appropriation Spent | YTD Expenditure | Encumb Amount | Unencumb Balance | Inv/Enc Amount | Total |
|------------------|----------------------------------|-------------------------------------|--------------------|-------------------------------|---------------------|-------------------|-----------|
| 2324000000-62210 | TELEPHONE | 142,807.00 | 69.1% | 98,329.87 | 366.00 | 44,111.13 | |
| | P1003468-PO# 10/14/10 -VN#050214 | | | PARTNER TELECOM SOLUTIONS LLC | | | 13,542.20 |
| | | | | CLOSING BALANCE | | 30,568.93 | 13,542.20 |
| | 911 PROJ OPER. | | | PROG-TOTAL-PO | | | 13,542.20 |

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$13,542.20 INCURRED BY 911 PROJECT OPERATION. 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

OCT 21 2010

DATE _____ CHAIR

RESOLUTION NO. _____

AGENDA NO. _____

RESOLUTION

ROCK COUNTY BOARD OF SUPERVISORS

Jeffrey A. Smith
Finance Director

INITIATED BY



Jeffrey A. Smith
Finance Director

DRAFTED BY

Finance Committee

SUBMITTED BY

October 6, 2010

DATE DRAFTED

Recognizing Joyce Steiner for Service to Rock County

1 WHEREAS, Joyce Steiner has served the citizens of Rock County for the past 32 years and 4 months as
2 a dedicated and valued employee; and,
3

4 WHEREAS, Joyce began her career with Rock County as Clerk Typist II in the Register of Deeds
5 Office on June 19, 1978 and was reclassified to Duplicating Equipment Operator on April 9, 1979; and,
6

7 WHEREAS, Joyce was promoted to Account Clerk II in the Register of Deeds Office on January 5,
8 1981; and,
9

10 WHEREAS, on April 28, 1986 Joyce transferred to Financial Services as an Account Clerk II and
11 reclassified as an Account Clerk III on February 15, 1993; and,
12

13 WHEREAS, on February 20, 2004 Joyce was reclassified to a Union Accountant in Financial Services
14 until her retirement on November 1, 2010.
15

16 NOW, THEREFORE, BE IT RESOLVED that the Rock County Board of Supervisors duly
17 assembled this ____ day of _____, 2010, does hereby commend Joyce Steiner for her 32 years
18 and 4 months of service to the citizens of Rock County and extends its best wishes to her in her future
19 endeavors.
20

21 BE IT FURTHER RESOLVED, that the County Clerk be authorized and directed to furnish a copy of
22 this resolution to Joyce Steiner.

Respectfully submitted,

FINANCE COMMITTEE

Mary Mawhinney, Chair

Sandra Kraft, Vice-Chair

Mary Beaver

David Diestler

J. Russell Podzilni

Recognizing Joyce Steiner for Service to Rock County
Page 2

COUNTY BOARD STAFF COMMITTEE

J. Russell Podznilni, Chair

Sandra Kraft, Vice Chair

Eva Arnold

Henry Brill

Betty Jo Bussie

Ivan Collins

Marilynn Jensen

Louis Peer

Kurtis Yankee

RESOLUTION NO. _____

AGENDA NO _____

**RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS**

Education, Veterans & Aging
Services
INITIATED BY



Joyce Lubben
DRAFTED BY

Education, Veterans & Aging
Services
SUBMITTED BY

October 8, 2010
DATE DRAFTED

Amending the 2010 County Contributions Budget

1 **WHEREAS**, the Rock County Board of Supervisors allocated \$24,317 in contributions to Senior
2 Services of Rock County from the 2010 adopted budget to provide respite care through its Senior
3 Companion Program; and,
4

5 **WHEREAS**, in June 2010, the agreement between Senior Services of Rock County and the Corporation
6 for Nation and Community Service to operate a non-Corporation funded Senior Companion Program was
7 terminated, leaving a gap in services for frail, vulnerable older adults in Rock County; and,
8

9 **WHEREAS**, the Retired and Senior Volunteer Program (RSVP) is prepared to address this gap in
10 services by developing a "Seniors Helping Seniors" program that will assist with transportation, respite
11 relief, friendly visitation and phone assurance; and,
12

13 **WHEREAS**, there is \$12,158 remaining unspent from the allocation to Senior Services of Rock County.
14

15 **NOW, THEREFORE, BE IT RESOLVED** by the Rock County Board of Supervisors duly assembled
16 this day of _____ day of _____, 2010 that \$8,000 of the unspent contributions allocated to
17 Senior Services of Rock County for the Senior Companion Program be transferred to RSVP and the
18 budget be amended as follows:
19

| <u>Account/Description</u> | <u>Budget at 10/01/2010</u> | <u>Increase (Decrease)</u> | <u>Amended Budget</u> |
|---------------------------------------|---------------------------------|--------------------------------|---------------------------|
| Senior Services of Rock County | | | |
| 59-3907-0000-69500 Contributions | 24,317 | (8,000) | 16,317 |
| RSVP | | | |
| 59-3906-0000-69500 Contributions | 25,582 | 8,000 | 33,582 |

Respectfully submitted,

**Education, Veterans & Aging Services
Committee**

Finance Committee Endorsement

Reviewed and approved on a vote of

Terry Thomas, Chair

Marvin Wopat, Vice Chair

Mary Mawhinney, Chair

Wayne Gustina

David Innis

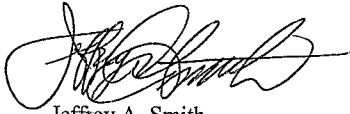
Vacant

Amending the 2010 County Contributions Budget

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FISCAL NOTE:

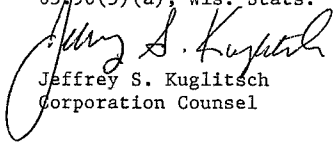
This resolution authorizes a transfer of \$8,000 from the County's Contribution to Senior Services of Rock County to RSVP. No additional County funds are required.



Jeffrey A. Smith
Finance Director

LEGAL NOTE:

As an amendment to the adopted 2010 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 Knutson
County Administrator

Executive Summary

Rock County has historically provided a contribution in support of the Senior Companion Program that was administered by Senior Services of Rock County. In June 2010, the agreement between Senior Services and the Corporation for National and Community Service to operate a non-Corporation funded Senior Companion Program was terminated, leaving many older adults without assisted transportation, respite care and peer-to-peer support.

A committee, comprised of the funders of the Senior Companion Program and other interested parties, determined that a distinct gap now exists in the County without these services. As a result, the Retired and Senior Volunteer Program offered to fill some of this gap with a new program, "Seniors Helping Seniors." The program will be administered using the RSVP model, e.g. tapping into the talents of volunteers who are 55 years of age or older or who are retired. These volunteers will assist those older, frail adults who are trying to remain as independent as possible within their own communities.

This new program will provide transportation "door through door" meaning not only from the home to the destination, but assisting the older person while at the destination. Most transportation providers operating within Rock County only provide "door-to door" service. Additionally, as the program grows, RSVP is looking at providing respite relief, friendly visitation, phone assurance, and other services yet to be identified.

The budget amendment transfers \$8,000 of the remaining funds from the Senior Services of Rock County account to the Retired and Senior Volunteer Program account.

No additional county funds are required.

RESOLUTION NO. _____

AGENDA NO. _____

**RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS**

Education, Veterans & Aging
Services
INITIATED BY



Joyce Lubben
DRAFTED BY

Education, Veterans & Aging
Services
SUBMITTED BY

October 8, 2010
DATE DRAFTED

**Amending the 2010 Council on Aging Budget to Accept Nutrition Program
Registration Fees**

1 **WHEREAS**, the Rock County Council on Aging is hosting the 2010 regional Nutrition Program site
2 managers training; and,
3
4 **WHEREAS**, the Council on Aging has been designated the fiscal agent for this training; and,
5
6 **WHEREAS**, the Council on Aging has received registration fees that will be used to offset costs for this
7 training.
8
9 **NOW, THEREFORE BE IT RESOLVED** by the Rock County Board of Supervisors duly assembled
10 this day of _____ day of _____, 2010 that the Council on Aging budget be amended as
11 follows:
12

| <u>Account/Description</u> | <u>Budget at 10/01/2010</u> | <u>Increase (Decrease)</u> | <u>Amended Budget</u> |
|--|---------------------------------|--------------------------------|---------------------------|
| <u>Title III-C-1, Nutrition Program</u> | | | |
| <u>Source of Funds</u> | | | |
| 30-3903-0000-44100 Fees | -0- | 1,500 | 1,500 |
| <u>Use of Funds</u> | | | |
| 30-3903-0000-64202 Conference Expense | -0- | 1,500 | 1,500 |

Respectfully submitted,

**Education, Veterans & Aging Services
Committee**

Finance Committee Endorsement

Reviewed and approved on a vote of _____

Terry Thomas, Chair

Mary Mawhinney, Chair

Marvin Wopat, Vice Chair


Wayne Gustina

David Innis

Vacant

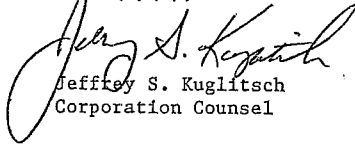
FISCAL NOTE:

This resolution authorizes the acceptance and expenditure of \$1,500 in fees for the regional Nutrition Program training. No County funds are required.


Jeffrey A. Smith
Finance Director


LEGAL NOTE:

As an amendment to the adopted 2010 County Budget, this Resolution requires a 2/3 vote of the entire membership of the County Board pursuant to sec. 65490(5)(a), Wis. Stats.


Jeffrey S. Kuglitsch
Corporation Counsel

ADMINISTRATIVE NOTE:

Recommended,


Craig Knutson
County Administrator

Executive Summary

Each year, staff persons from Wisconsin nutrition programs funded by the Older Americans Act are required to participate in training. This training is held regionally, bringing together at least five counties. This year, Rock County is hosting a regional training and has taken the lead for the planning committee. As such, the Rock County Council on Aging was designated as the fiscal agent for the event. Each county pays a registration fee for their staff. The Council on Aging has received these fees, which will be used to offset the costs of the training. If the registration fees do not cover the total cost, the Wisconsin Bureau on Aging and Disability Resources will refund the difference.

No county tax levy is required.

RESOLUTION

ROCK COUNTY BOARD OF SUPERVISORS

Public Works Committee
INITIATED BY _____



Ben Coopman, Public Works Director
DRAFTED BY _____

Public Works Committee
SUBMITTED BY _____

October 6, 2010
DATE DRAFTED _____

AUTHORIZING THE PURCHASE OF AUTOMATED VEHICLE LOCATING EQUIPMENT
AND AMENDING THE PUBLIC WORKS DEPARTMENT BUDGET

1 WHEREAS, the Wisconsin Department of Transportation has requested that Rock County
2 Department of Public Works install Automated Vehicle Locating (AVL) Equipment on the
3 County's snow plow equipment assigned to winter maintenance on State Highways throughout
4 Rock County; and,
5

6 WHEREAS, installing AVL equipment on other county snow plowing and maintenance
7 equipment is desirable at the same time to take advantage of volume purchasing; and,
8

9 WHEREAS, the cost of installing AVL equipment is recovered by reductions in operational costs
10 such as reduced salt usage, efficient assignment and routing of equipment and reduced overtime;
11 and,
12

13 WHEREAS, installing AVL equipment on Public Works vehicles and equipment will assist in
14 locating a Public Works' Employee who may need prompt emergency assistance; and,
15

16 WHEREAS, AVL equipment on Public Works vehicles will be a helpful management tool in
17 tracking and deploying our vehicles, especially during winter snow storms; and,
18

19 WHEREAS, the Wisconsin Department of Transportation through a one-time federal grant will
20 reimburse Rock County for one hundred percent (100%) of the purchase and installation costs and
21 the first year's operating costs for equipment assigned to state routes.
22

23 NOW, THEREFORE, BE IT RESOLVED, that the Public Works Department is hereby
24 authorized by the Rock County Board of Supervisors convened this ____ day of _____,
25 2010, to undertake the first phase of a project to purchase and install up to eighty (80) AVL units on
26 its snowplow trucks and equipment at an estimated capital cost of \$92,000, an estimated annual
27 operational cost of \$20,000 in 2010 and a one-time reimbursement from the Wisconsin Department
28 of Transportation of \$59,600; and,
29

30 BE IT FURTHER RESOLVED, that the Department of Public Works Budget be amended as
31 shown below:
32

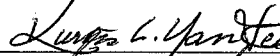
| 33 | Account No. | Budget | Increase/ | Amended |
|----|---------------------------------------|-----------|------------|-----------|
| 34 | Description | 2010 | (Decrease) | Budget |
| 35 | | | | |
| 36 | Source of Funds: | | | |
| 37 | 41-4300-4192-42200 | -0- | 5,000 | 5,000 |
| 38 | State Aid | | | |
| 39 | 41-4350-4280-42200 | -0- | 54,600 | 54,600 |
| 40 | State Aid | | | |
| 41 | 41-4350-4280-68109 | (816,380) | (37,400) | (853,780) |
| 42 | Capitalization of Equipment Purchased | | | |
| 43 | 41-4300-4192-46400 | -0- | 15,000 | 15,000 |
| 44 | Funds Forward | | | |


AUTHORIZING THE PURCHASE OF AUTOMATED VEHICLE LOCATING EQUIPMENT AND
AMENDING THE PUBLIC WORKS DEPARTMENT BUDGET

Page 2

| | | | | |
|----|----------------------------|-----------|--------|-----------|
| 45 | Use of Funds: | | | |
| 46 | 41-4350-4280-67110 | 1,816,380 | 92,000 | 1,908,380 |
| 47 | Capital Equipment | | | |
| 48 | 41-4300-4192-62210 | -0- | 8,000 | 8,000 |
| 49 | Telephone | | | |
| 50 | 41-4300-4192-62422 | 15,751 | 12,000 | 27,751 |
| 51 | Radio Repair & Maintenance | | | |

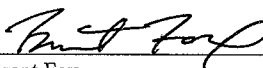
Respectfully submitted,
PUBLIC WORKS COMMITTEE


Kurtis Yankee, Chair


Betty Jo Bussle, Vice-Chair


Eva M. Arnold

ABSENT
David Diestler


Brent Fox

FINANCE COMMITTEE ENDORSEMENT

Reviewed and approved on a vote of _____

Mary Mawhinney, Chair

ADMINISTRATIVE NOTE:

Recommended


Craig Knutson
County Administrator

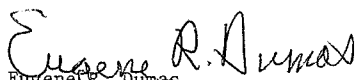
FISCAL NOTE:

This resolution amends the DPW – Highway’s 2010 budget including \$59,600 in State Aid and a \$15,000 use of the Department’s Net Assets for the purchase and installation of up to 80 Automated Vehicle Locating equipment units. The balance of this project offsetting the equipment cost is from capitalizing the equipment purchases. The audited Net Assets for DPW - Highway at January 1, 2010 was \$7,767,598.


Jeffrey A. Smith
Finance Director

LEGAL NOTE:

The County Board is authorized to take this action by Wisconsin Statutes sections 59.51(2) and 59.52(19). As an amendment to the adopted 2010 County Budget, passage of this Resolution requires a 2/3 vote of the entire membership of the County Board, pursuant to sec. 65.90(5)(a).


Eugene R. Dumas
Deputy Corporation Counsel

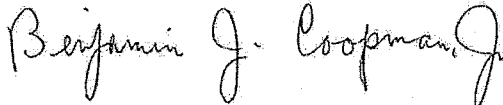
EXECUTIVE SUMMARY
FOR
AUTHORIZING THE PURCHASE OF AUTOMATED VEHICLE LOCATING EQUIPMENT
AND AMENDING THE PUBLIC WORKS DEPARTMENT BUDGET

The Wisconsin Department of Transportation (WisDOT) has received a federal grant for a pilot project to install Automated Vehicle Locating (AVL) equipment on snowplow equipment on state roads. Purpose of the pilot project is to verify that this equipment can reduce winter maintenance costs. Combining data gathered by the AVL equipment with weather prediction models has been shown in other states to reduce costs. These savings pay for the equipment in a very short period of time (estimated at two years or less) and continue to generate savings in future years.

WisDOT has requested that Rock County install AVL equipment on twenty trucks assigned to state routes in the county. The request is to install similar equipment on another sixty county snowplow trucks and equipment as an initial phase. Cost savings are anticipated to occur as the result of using less road salt, reducing hours of overtime and more effectively assigning personnel and equipment during emergencies.

Besides the winter maintenance implications, this AVL technology has an additional safety benefit to the DPW employees, as they can be located quickly and lent assistance should there be an emergency situation. The equipment will enhance management's ability to monitor and effectively dispatch equipment throughout the year, not just in winter. Documentation captured and stored from the system will also assist the County in reducing its liability risks.

Respectfully submitted,



Benjamin J. Coopman, Jr., P.E.
Director of Public Works

BJC/dal