

ROCK COUNTY, WISCONSIN



**FINANCE COMMITTEE
THURSDAY – SEPTEMBER 5, 2019 - 7:30 A.M.
CONFERENCE ROOM N-1 - FIFTH FLOOR
ROCK COUNTY COURTHOUSE-EAST**

AGENDA

1. Call to Order
2. Approval of Agenda
3. Review and Comments on the 2018 Certified Audit – Baker Tilly Virchow Krause, LLP
4. Approval of Minutes – August 15, 2019 and August 27, 2019
5. Citizen Participation, Communications and Announcements
6. Transfers and Appropriations
7. Review of Payments
8. Review of Payments Over \$10,000
9. Committee Review and Approval of Per Meeting Allowances
10. Resolutions and Committee Endorsement
 - A. Initial Resolution Authorizing General Obligation Bonds and / or Notes in an Amount not to Exceed \$3,455,000 (Will be provided at the meeting)
 - B. Initial Resolution Authorizing General Obligation Bonds and / or Notes in an Amount not to Exceed \$3,000,000 (Will be provided at the meeting)
 - C. Authorizing Overlap of Payroll Manager Position and Amending the 2019 Financial Services Budget
 - D. Authorizing Purchase of Replacement Motor Pool Vehicle and Amending the 2019 Budget
 - E. Contracting for Public Works Welding Shop Ventilation Upgrade and Amending 2019 Facilities Management Capital Budget

- F. Increasing Contingency Funds for Rock County Courthouse Phase 2 & 3 Security Upgrades, Parking Ramp & Renovations and Amend 2019 Facilities Management Capital Budget
 - G. Authorizing Acceptance of Edward Byrne Memorial Justice Assistance Grant and Amending 2019 Budget
 - H. Accepting the USDA-NRCS Staffing Grant and Amending the 2019 Land Conservation Budget to Add a New 1.0 FTE Senior Conservation Specialist Position
 - I. Authorizing Additional Funds for Property Purchase, Removing Ground Lease and Amending 2019 Facilities Management Capital Budget for a New Public Works Garage in Town of Turtle
11. Updates, Discussion and Possible Action
- A. Discussion and Possible Action on Opening Bid Prices of the Foreclosed Tax Lien Properties and Auction Date/Time
 - B. Discussion and Possible Action on Contracting for Workers Compensation Third Party Administrative (TPA) Services
12. 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 – August 15, 2019

Call to Order. Chair Mawhinney called the meeting of the Finance Committee to order at 7:30 A.M. on Thursday, August 15, 2019, in Conference Room N-1, Fifth Floor, Courthouse-East.

Committee Members Present. Supervisors Mawhinney, Beaver, Fox and Podzilni.

Committee Members Excused: Supervisor Yeomans.

Staff Members Present. Sherry Oja, Finance Director; Josh Smith, County Administrator; Randy Terronez, Assistant to the County Administrator; Brent Sutherland, Facilities Management Director; Jim Sandvig, Information Technology Director; Michelle Roettger, County Treasurer; Bridget Laurent, Deputy Corporation Counsel; Stephanie Kleinheinz, Deputy County Treasurer; Kate Luster, Human Services Director; Sandy Disrud, Register of Deeds; Diana Arneson, Assistant to Information Technology Director.

Others Present: Carol Wirth, President, Wisconsin Public Finance Professionals, LLC.

Approval of Agenda. Supervisor Fox moved approval of the agenda as presented, second by Supervisor Beaver. ADOPTED.

Approval of Minutes – August 1, 2019 and Joint Meeting with County Board Staff Committee from July 29, 2019. Supervisor Podzilni moved approval of the minutes of August 1, 2019 and July 29, 2019 as presented, second by Supervisor Fox. ADOPTED.

Review of 2019 Capital Improvement Debt Issue - Carol Wirth, President, Wisconsin Public Finance Professionals, LLC. Chair Mawhinney introduced Carol Wirth. Ms. Wirth provided handouts of her presentation – *Report on 2019 Financing, \$11,655,000 G.O. Promissory Notes and Method of Sale*. Ms. Wirth reviewed the handouts with the committee. Ms. Wirth explained, in the January 24, 2019 County Board minutes, Resolution #19-1B-178 Initial Resolution Authorizing General Obligation Bonds and/or Notes in an Amount not to Exceed \$3,455,000, did not reflect the roll call vote so it will need to go back to the Finance Committee on September 5, 2019 and County Board of September 12, 2019 for action. Ms. Wirth said at the February 8, 2018 County Board meeting there were only 19 members present so Resolution #18-2A-447, Initial Resolution Authorizing General Obligation Bonds and / or Notes in an amount not to Exceed \$3,000,000, needed to have a $\frac{3}{4}$ vote so this resolution will also need to go back to the Finance Committee on September 5, 2019 and the County Board on September 12, 2019. Ms. Wirth explained that this time would be non-bank qualified as the amount will be over \$10 Million.

Supervisor Fox left at 7:49 A.M.

Citizen Participation, Communications and Announcements. None.

Transfers and Appropriations. None.

Resolutions and Committee Endorsements.

Authorizing Purchase of Cisco Access Points

“NOW, THEREFORE, BE IT RESOLVED that the Rock County Board of Supervisors duly assembled on this _____ day of _____, 2019 authorize the purchase agreement with CoreBTS, Inc. for an amount not to exceed \$45,531.50 for the purchase of 43 Cisco Access Points and licenses.”

Supervisor Beaver moved approval of the above resolution, second by Supervisor Podzilni. ADOPTED.

Amending the 2019 Human Services Department Budget to Accept 2018 ADRC Carry-Over Funding

“NOW, THEREFORE, BE IT RESOLVED by the Rock County Board of Supervisors duly assembled on this _____ day of _____, 2019, does hereby authorize the acceptance of the 2018 ADRC Dementia Care Specialist carry-over funding.

BE IT FURTHER RESOLVED, that the Human Services Department budget for 2019 be amended as follows:

...”

Supervisor Podzilni moved Committee Endorsement of the above resolution, second by Supervisor Beaver. ADOPTED.

Request for Authorization to Contract with eDCI for VMWare Installation and Configuration Supervisor Beaver moved approval of the contract with eDCI to purchase VMWare software for a cost not to exceed \$13,080, second by Supervisor Podzilni. ADOPTED.

Updates Discussion and Possible Action.

Greenway Properties Opening Bids – Michelle Roettger Ms. Oja handed out a spreadsheet with the 12 properties listed. Ms. Roettger explained the costs on the spreadsheet and said the suggested bid amounts would cover the County’s taxes, fees, etc.

The Committee discussed how the funds collected from a sale are distributed; the suggested opening bid prices; and putting the 12 properties on the auction website to see what sells.

Supervisor Podzilni moved to set the opening bid price on 241 0127400001 at \$20,000, second by Chair Mawhinney. ADOPTED.

Supervisor Beaver moved to put the 12 properties on the auction website for the revised suggested opening bid prices for one time and for Ms. Roettger to report back on how they did, second by Supervisor Podzilni. ADOPTED.

Update, Review and Possible Action on In Rem Foreclosure Booklet, Procedures and Pending Litigation Ms. Kleinheinz informed the Committee that there are 41 properties to view at this time, most are in Beloit, 7 are in Janesville, and the furthest is in Footville.

Mr. Terronez reminded the Committee that they will meet at Public Works on August 27th.

Adjournment. Supervisor Beaver moved adjournment at 8:47 A.M., second by Supervisor Podzilni. ADOPTED.

Respectfully submitted,

Marilyn Bondchagen
Office Coordinator

NOT OFFICIAL UNTIL APPROVED BY COMMITTEE.

Proposal for online auction of Greenway Point properties

Fore-closure Year		241	Delinquent Taxes*	Fore-closure Fee^	Suggested Opening Bid~	Minimum to be collected upon sale
2019	House	0127400001	4,290.34	500.00	40,000.00	44,790.34
2012	Full lot	0127400029	25,894.03	300.00	2,500.00	28,694.03
2012	Full lot	0127400015	24,446.30	300.00	3,200.00	27,946.30
2012	1	0127400053	121.38			
2019	1	0127400006	1,635.44	500.00	15,000.00	17,256.82
2012	2	0127400032	28,292.20			
2019	2	0127400050	644.07	500.00	11,000.00	40,436.27
2012	3	0127400031	21,788.97			
2019	3	0127400049	320.53	500.00	8,000.00	30,609.50
2012	4	0127400030	21,819.73			
2019	4	0127400048	116.83	500.00	8,000.00	30,436.56
2012	5	0127400027	26,562.07			
2019	5	0127400047	344.50	500.00	8,000.00	35,406.57
2012	6	0127400046	40.46			
2019	6	0127400026	1,617.47	500.00	15,000.00	17,157.93
2012	7	0127400016	39,182.98			
2019	7	0127400045	8.98	500.00	4,000.00	43,691.96
2013	8	0127400044	2,368.51			
2019	8	0127400022	1,225.03	500.00	13,000.00	17,093.54
2012	9	0127400043	510.86			
2019	9	0127400023	1,455.70	500.00	14,000.00	16,466.56
			202,686.38	5,600.00	141,700.00	349,986.38

Canceled taxes & specials	Penalty on canceled taxes & specials	Total for canceled taxes, interest and penalty
59,166.15	67,175.37	126,341.52
23,651.84	7,674.50	31,326.34
22,391.57	7,246.65	29,638.22
224.18	84.83	
38,966.24	47,280.67	86,555.92
25,501.10	8,190.01	
5,048.24	4,404.12	43,143.47
20,332.68	6,609.98	
2,514.70	2,177.66	31,635.02
20,019.70	6,518.18	
864.39	767.18	28,169.45
24,080.48	7,768.86	
2,693.94	2,337.87	36,881.15
76.44	29.25	
41,781.71	50,661.70	92,549.10
34,947.92	11,203.90	
66.32	59.40	46,277.54
2,235.42	808.13	
41,382.54	51,435.26	95,861.35
937.22	353.47	
36,038.01	44,042.07	81,370.77
402,920.79	326,829.06	729,749.85

Notes:

* Delinquent taxes are those taxes accrued after the County took the property. The purchaser of the property will be required to pay these taxes upon sale. The County has not made the muni's 'whole' for the specials, so once collected they will be dispersed to the various taxing districts.

^ Foreclosure Fee to be kept by County. The purchaser will be required to pay the fee upon sale.

~ The final bid price will first be used to make the County whole by paying off the 'Total for canceled taxes and interest and penalty'. Once the County is made whole, remaining funds (if any) are used to pay the muni for specials, then interest, then penalty to county. If there are still remaining funds, those are kept by the County.



**FINANCE COMMITTEE
Minutes – August 27, 2019**

Call to Order. Chair Mawhinney called the meeting of the Finance Committee to order at 9:30 A.M. on Tuesday, August 27, 2019, at Public Works.

Committee Members Present. Supervisors Mawhinney, Beaver, Fox, Podzilni and Yeomans.

Committee Members Excused: None.

Staff Members Present. Michelle Roettger, Treasurer; Stephanie Kleinheinz, Deputy Treasurer.

Others Present: Zack Beaver.

Approval of Agenda. Supervisor Yeomans moved approval of the agenda as presented, second by Supervisor Podzilni. ADOPTED.

Tour of Tax Delinquent Properties. Toured properties from 9:30 A.M. through 3:30 P.M.

Adjournment. Supervisor Podzilni moved adjournment at 3:30 P.M., second by Supervisor Yeomans. ADOPTED.

Respectfully submitted,

Mary Mawhinney
Finance Committee Chair

NOT OFFICIAL UNTIL APPROVED BY COMMITTEE.

RESOLUTION NO. _____

AGENDA NO. _____

**RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS**

Finance Committee
INITIATED BY



Sherry Oja
DRAFTED BY

Finance Committee
SUBMITTED BY

August 27, 2019
DATE DRAFTED

**Authorizing Overlap of Payroll Manager Position and
Amending the 2019 Financial Services Budget**

1 **WHEREAS**, Janet Trautsch, Payroll Manager, announced her intention to retire on December 13, 2019
2 after 31 years with the County; and,
3

4 **WHEREAS**, the duties of this position are highly specialized and complex; and,
5

6 **WHEREAS**, this position is critical to County operations; and,
7

8 **WHEREAS**, temporarily overlapping the Payroll Manager position for orientation and training will help
9 to insure accurate countywide payroll processing and reporting; and,
10

11 **WHEREAS**, the Department will need a transfer in from the Contingency Fund in order to fund the
12 overlap; and,
13

14 **NOW, THEREFORE, BE IT RESOLVED** that the Rock County Board of Supervisors duly assembled
15 this _____ day of _____, 2019 does hereby authorize temporarily overlapping the Payroll
16 Manager position, not to exceed two months, and amends the Financial Services budget as follows:
17

18	19 Account No.	Budget at	Increase	Amended
20	Description	9/1/19	(Decrease)	Budget
21	<u>Source of Funds:</u>			
22	19-1921-0000-47010/			
23	Supp. Appr. From General Fund	54,391	(13,009)	41,382
24				
25	<u>Use of Funds:</u>			
26	05-1500-0000-61100/			
27	Regular Wages	679,655	8,951	827,871
28	05-1500-0000-61400/			
29	FICA	52,682	685	63,431
30	05-1500-0000-61510/			
31	Retirement	44,878	586	87,893
32	05-1500-0000-61610/			
33	Health Insurance	194,404	2,787	245,316

Authorizing Overlap of Payroll Manager Position and Amending the 2019 Financial Services Budget
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Respectfully Submitted,

FINANCE COMMITTEE

COUNTY BOARD STAFF COMMITTEE

Mary Mawhinney, Chair

J. Russell Podzilni, Chair

Mary Beaver, Vice Chair

Mary Mawhinney, Vice Chair

Brent Fox

Richard Bostwick

J. Russell Podzilni

Henry Brill

Bob Yeomans

Betty Jo Bussie

Louis Peer

Alan Sweeney

Terry Thomas

Bob Yeomans

FISCAL NOTE:

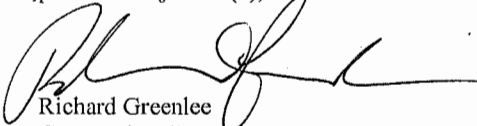
This resolution authorizes the overlap of the Payroll Manager position for up to 2 months to be funded by a transfer from the Contingency Fund. The Contingency Fund balance at September 1, 2019 is \$54,391.



Sherry Oja
Finance Director

LEGAL NOTE:

The County Board is authorized to take this action pursuant to § 59.22(2), Wis. Stats.



Richard Greenlee
Corporation Counsel

ADMINISTRATIVE NOTE:

Recommended



Josh Smith
County Administrator

RESOLUTION NO. _____

AGENDA NO. _____

RESOLUTION ROCK COUNTY BOARD OF SUPERVISORS

Public Works Committee
INITIATED BY



Duane Jorgenson, Public Works Director
DRAFTED BY

Public Works Committee
SUBMITTED BY

August 19, 2019
DATE DRAFTED

AUTHORIZING PURCHASE OF REPLACEMENT MOTOR POOL VEHICLE AND AMENDING THE 2019 BUDGET

1 **WHEREAS**, the Department of Public Works maintains a pool of vehicles used by various Rock
2 County departments; and,
3

4 **WHEREAS**, motor pool vehicle #86 has been rendered unusable due to condition; and,
5

6 **WHEREAS**, Ewald Automotive Group, Hartford, WI is authorized to sell Ford, Chevrolet and Dodge
7 vehicles under State of Wisconsin Contract #505ENT-M19-2019VEHICS-03 for passenger vehicles;
8 and, Monroe Truck Equipment, Monroe, WI is authorized to sell Boss snow plows under
9 Sourcewell purchasing cooperative contract #080117-MTE.
10

11 **WHEREAS** Purchasing and Public Works did review the State of Wisconsin bid specifications
12 for compliance and recommends purchasing one (1) 2020 Ford F-250 Super-Duty truck equipped
13 with a Boss 8'2" plow.
14

15 **NOW, THEREFORE, BE IT RESOLVED** by the Rock County Board duly assembled this
16 _____ day of _____, 2019 that a Purchase Order be issued to Ewald
17 Automotive Group of Hartford, Wisconsin for \$29,741.00 for the purchase of one (1) 2020 Ford
18 F-250 Super Duty truck; and, that a Purchase Order be issued Monroe Truck Equipment of
19 Monroe, Wisconsin for \$9,378.00 for the purchase of one (1) Boss 8'2" plow, Luverne running
20 boards and safety rack.
21

22
23 **BE IT FURTHER RESOLVED**, that the Motor Pool 2019 budget be amended to authorize
24 funds for the purchase as follows:
25

<u>Account/Description</u>	<u>Budget at 8/20/2019</u>	<u>Change</u>	<u>Amended Budget</u>
<u>Source of Funds:</u>			
41-4290-4290-68109 Capital Asset Allocation	(\$487,252)	(\$39,119)	(\$526,371)
<u>Use of Funds:</u>			
41-4290-4290-67105 Motor Vehicle Purchase	\$487,252	\$39,119	\$526,371

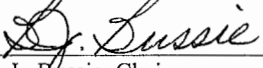
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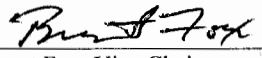
AUTHORIZING PURCHASE OF REPLACEMENT MOTOR POOL VEHICLE AND AMENDING
THE 2019 BUDGET

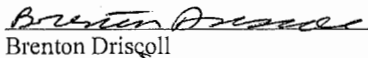
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Respectfully Submitted,


PUBLIC WORKS COMMITTEE


Betty Jo Bussie, Chair


Brent Fox, Vice Chair


Brenton Driscoll


Rick Richard


Jeremy Zajac

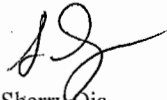
FINANCE COMMITTEE ENDORSEMENT

Reviewed and approved on a vote of _____

Mary Mawhinney, Chair Date


FISCAL NOTE:

This resolution amends the motor pool budget to replace a vehicle that is unreliable and has had high repair and maintenance costs.


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. As an amendment to the adopted 2019 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.


Richard Greenlee
Corporation Counsel

ADMINISTRATIVE NOTE:

Recommended.


Josh Smith
County Administrator

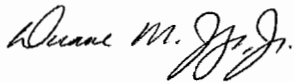
-EXECUTIVE SUMMARY-

AUTHORIZING PURCHASE OF MOTOR POOL VEHICLES
FOR THE ROCK COUNTY DEPARTMENT OF PUBLIC WORKS

The purpose of this resolution is to authorize the purchase of one (1) 2020 Ford F-250 Super Duty truck equipped with a plow to be utilized by the Rock County Facilities Management Department for maintenance and the plowing of parking lots. This vehicle will be a replacement for MP 86 which has been rendered unusable due to poor condition. MP 86 was acquired 6/5/2008 at a cost of \$39,984.68 and currently has a mileage of 83,123 miles. While the vehicle has low miles it has incurred a maintenance and repair costs of \$50,885.31. The current NADA value for this vehicle is \$14,225.00. Currently it is in need of at least of \$5,000.00 of additional repair. The repairs needed include replacement of the pinion seal, exhaust (broken off after converter), rear differential limited slip is locked up, right front brake caliper is sticking, right front u joints are bad, right front axle shaft loose (possible problem in wheel hub), right front tire is at the wear bars, steering gear box pitman arm and joint have play and the box cross-member is rotted through. This vehicle was recommended to be replaced in the 2020 budget, however, in its current condition we recommend that this vehicle be removed from service and replaced as soon as possible.

Therefore, it is recommended that one (1) 2020 Ford F-250 Super Duty truck be acquired from the current best bid on the State Vehicle bid program, through Ewald Automotive Group of Hartford, Wisconsin and one (1) Boss 8'2" plow, running boards and safety rack be acquired from the current Sourcewell purchasing cooperative contract through Monroe Truck Equipment, Monroe, Wisconsin.

Respectfully submitted,



Duane M. Jorgenson Jr., P.E.
Director of Public Works

**RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS**

General Services Committee
INITIATED BY



Brent Sutherland- Director of
Facilities Management
DRAFTED BY

General Services Committee
SUBMITTED BY

August 13, 2019
DATE DRAFTED

Contracting for Public Works Welding Shop Ventilation Upgrade and Amending 2019 Facilities Management Capital Budget

1 **WHEREAS**, the welding shop ventilation system is not performing as needed, therefore the welding
 2 fumes are not being properly exhausted; and,
 3
 4 **WHEREAS**, a mechanical engineer with Angus Young and Associates was hired to evaluate the current
 5 system; and,
 6
 7 **WHEREAS**, the mechanical engineer determined the system is needing a complete replacement, so
 8 specifications were written and sent out for bid; and,
 9
 10 **WHEREAS**, (3) three mechanical contractors submitted bids with the lowest, most responsive and
 11 responsible bidder, being Tri-Cor Mechanical a division of Total Mechanical of Janesville in the amount
 12 of \$44,500.

13
 14 **NOW, THEREFORE, BE IT RESOLVED** by the Rock County Board of Supervisors duly assembled
 15 this _____ day of _____, 2019, authorizes contracting with Tri-Cor Mechanical a division
 16 of Total Mechanical of Janesville WI in the amount of \$44,500.

17
 18 **BE IT FURTHER RESOLVED**, that a contingency in the amount of \$4,500 also be approved to
 19 cover any unforeseen items.

20
 21 **BE IT FURTHER RESOLVED**, that the Facilities Management 2019 budget be amended as follows:

<u>ACCOUNT/DESCRIPTION</u>	<u>BUDGET</u> <u>10/8/18</u>	<u>INCREASE/</u> <u>(DECREASE)</u>	<u>AMENDED</u> <u>BUDGET</u>
<u>Source of Funds</u>			
18-1824-0000-68002 Building Expense allocation	\$(270,451)	(\$55,060)	(\$325,511)
<u>Use of Funds</u>			
18-1824-0000-67250 Building/Ground R&M Projects	\$19,000	\$55,060	\$74,060

Respectfully submitted,

GENERAL SERVICES COMMITTEE

FINANCE COMMITTEE ENDORSEMENT

Hank Brill
Hank Brill, Chair

Reviewed and approved on a vote of _____

Jeremy Zanic
Jeremy Zanic, Vice Chair

Mary Mawhinney, Chair

Tom Brien
Tom Brien

Robert Potter
Robert Potter

Absent
Yuri Rashkin

FISCAL NOTE:

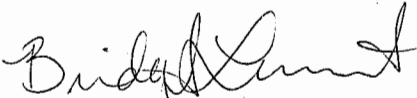
Funds are available for the cost of this project.



Sherry Oja
Finance Director

LEGAL NOTE:

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



Bridget Laurent
Deputy Corporation Counsel

ADMINISTRATIVE NOTE:

Recommended.



Josh Smith
County Administrator

Executive Summary

Contracting for Public Works Welding Shop Ventilation Upgrade and Amending 2019 Facilities Management Capital Budget

The resolution before you is contracting with Tri-Cor Mechanical a Division of Total Mechanical of Janesville for upgrading the Welding shop ventilation system and amending the 2019 Facilities Management budget. It was brought to Facilities Management Director attention the welding shop ventilation was not properly exhausting the welding fumes. Angus Young and Associates was hired to evaluate the needed repairs and they determined the entire system needed to be replaced. Specifications were written and the project went out for bid. Tricor was the lowest most responsive and responsible bidder at \$44,500.

The resolution is also amending the 2019 Facilities Management budget to include \$6,060 for engineering, \$44,500 for contractor to install and \$4,500 for contingency funds for a total amendment of \$55,060. This is a safety concern for employee health.



BID SUMMARY FORM

BID NUMBER 2019-27
 BID NAME VENTILATION UPGRADES – DEPARTMENT OF PUBLIC WORKS
 BID DUE DATE AUGUST 12, 2019 – 1:30 P.M.
 DEPARTMENT FACILITIES MANAGEMENT

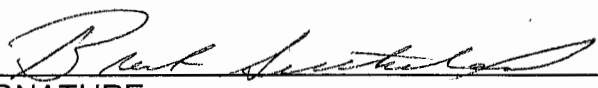
	TRI-COR JANESVILLE WI	ILLINGWORTH-KILGUST WEST ALLIS WI	BUTTERS-FETTING JANESVILLE WI
BASE BID	\$ 44,500.00	\$ 49,223.00	\$ 89,500.00
ALTERNATE A	\$ 4,375.00	\$ 10,098.00	\$ 10,700.00
START DATE	45 DAYS AFTER AWARD	9/13/19	11/30/19
COMPLETION	30 DAYS	11/30/19	12/30/19

Alternate A – Replace two additional fans

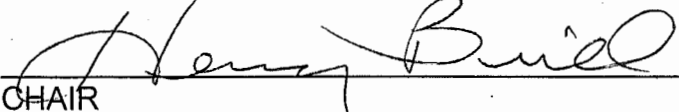
Invitation to Bid was advertised in the Beloit Daily News and on the Internet. Ten additional vendors were solicited that did not respond.

PREPARED BY: JODI MILLIS, PURCHASING MANAGER

DEPARTMENT HEAD RECOMMENDATION: Tricor Base bid

 8-13-19
 SIGNATURE DATE

GOVERNING COMMITTEE APPROVAL:

 4-0-1 8/20/19
 CHAIR VOTE DATE

RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS

General Services Committee
INITIATED BY



Brent Sutherland- Director of
Facilities Management
DRAFTED BY

General Services Committee
SUBMITTED BY

August 13, 2019
DATE DRAFTED

Increasing Contingency Funds for Rock County Courthouse Phase 2 & 3 Security Upgrades,
Parking Ramp & Renovations and Amend 2019 Facilities Management Capital Budget

- 1. **WHEREAS**, JP Cullen was contracted for the work on Courthouse Security Phases 2 and 3 in the
- 2. amount of \$5,195,470 with a 10% contingency funds in the amount of \$519,470; and,
- 3.
- 4. **WHEREAS**, additional repairs are needed on the front parking ramp due to the poor condition of the
- 5. double T steel rods that were exposed after the sealant was removed; and,
- 6.
- 7. **WHEREAS**, the front west parking structure will also need the same 4" top coat of concrete that has
- 8. been added to the east parking structure, for an additional cost of \$506,000, and would also increase the
- 9. engineering costs and reimbursables by \$28,150; and,
- 10.
- 11. **WHEREAS**, the change orders required for this additional work will use up all the original contingency
- 12. funds; and,
- 13.
- 14. **WHEREAS**, an additional change order in the amount of \$134,974 is also needed to add double elevator
- 15. door openings off the front lobby; and,
- 16.
- 17. **WHEREAS**, this resolution authorizes increasing the Courthouse Security Phase 2 & 3 contingency by
- 18. \$196,124.
- 19.
- 20. **NOW, THEREFORE, BE IT RESOLVED** by the Rock County Board of Supervisors duly assembled
- 21. this _____ day of _____, 2019, authorizes increasing the contingency from \$519,547 to
- 22. \$687,521 and amend the Facilities Management 2019 budget as follows:

<u>ACCOUNT/DESCRIPTION</u>	<u>BUDGET</u> <u>10/8/18</u>	<u>INCREASE/</u> <u>(DECREASE)</u>	<u>AMENDED</u> <u>BUDGET</u>
<u>Source of Funds</u>			
18-1855-0000-47500	\$4,245,764	\$196,124	\$4,441,888
Prior Year Sales Tax			
<u>Use of Funds</u>			
18-1842-0000-67200	\$5,815,017	\$196,124	\$6,011,141
Capital Improvements			

Respectfully submitted,

GENERAL SERVICES COMMITTEE

FINANCE COMMITTEE ENDORSEMENT

Henry Brill, Chair

Reviewed and approved on a vote of _____

Jeremy Zajac, Vice Chair

Mary Mawhinney, Chair

Tom Brien

Robert Potter

Yuri Rashkin

FISCAL NOTE:

This resolution authorizes a transfer in of \$196,214 from prior year sales tax for additional costs related to the Courthouse security project. Sufficient funds remain in the sales tax fund balance for this transfer.



Sherry Oja
Finance Director

LEGAL NOTE:

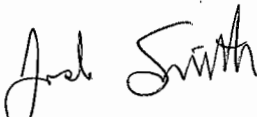
The County Board is authorized to take this action pursuant to secs. 59.01 and 59.51, Wis. Stats. As an amendment to the adopted 2019 County Budget, this Resolution requires a 2/3 vote of the entire membership of the County Board pursuant to sec. 65.90(5)(a), Wis. Stats.



Bridget Laurent
Deputy Corporation Counsel

ADMINISTRATIVE NOTE:

Recommended.



Josh Smith
County Administrator

Executive Summary

Increasing Contingency Funds for Rock County Courthouse Phase 2 & 3 Security Upgrades, Parking Ramp & Renovations and Amending the 2019 Facilities Management Capital Budget

The resolution before you authorizes increasing the Courthouse Security Phases 2 & 3 contingency funds from \$519,547 to \$687,521 which is an increase of \$167,974.

This is due to two large change orders needed:

1. Once the sealant was removed from the front west parking deck, it exposed the breaks in the double T steel supports. The front parking deck will require a 4" top coat of concrete, the same as required for the back east parking deck, for an additional cost of \$506,000, and would also increase engineering cost and reimbursables by \$28,150.
2. The specifications did not call for the double elevator door openings to be installed on the lobby side of the front entrance on 1st floor. This causes safety concerns when transporting prisoners. This will cost an additional \$134,974.

RESOLUTION NO. _____

AGENDA NO. _____

**RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS**

Sheriff Troy Knudson
INITIATED BY



Diane Michaelis
DRAFTED BY

Public Safety and Justice Committee
SUBMITTED BY

August 13, 2019
DATE DRAFTED

**AUTHORIZING ACCEPTANCE OF EDWARD BYRNE
MEMORIAL JUSTICE ASSISTANCE GRANT AND AMENDING 2019 BUDGET**

1 **WHEREAS**, the Rock County Sheriff's Office, the Beloit Police Department, and the Janesville Police
2 Department have been jointly awarded an Edward Byrne Memorial Justice Assistance Grant, by the
3 Office of Justice Programs, at the United States Department of Justice, in the amount of \$32,594; and,
4

5 **WHEREAS**, the three agencies have a written agreement that specifies the distribution of funds (Rock
6 County Sheriff's Office-\$6,494, Beloit Police Department-\$13,700, Janesville Police Department-
7 \$12,400); and,
8

9 **WHEREAS**, the written agreement designates the Rock County Sheriff's Office the fiscal agent; and,
10

11 **WHEREAS**, the funds will be used in accordance with the grant application to purchase equipment and
12 to support activities to prevent and control crime; and,
13

14 **NOW, THEREFORE, BE IT RESOLVED**, that the Rock County Board of Supervisors duly
15 assembled this _____ day of _____, 2019, does approve and authorize the acceptance of
16 the Edward Byrne Memorial Justice Assistance Grant; and,
17

18 **BE IT FURTHER RESOLVED**, that the Chair of the Rock County Board of Supervisors is authorized
19 to accept all funds on behalf of the County of Rock, the City of Beloit, and the City of Janesville; and,
20

21 **BE IT FURTHER RESOLVED**, that the Sheriff's Office's budget for 2019 be amended as follows:
22
23

Account/ Description	Budget 07/01/18	Increase (Decrease)	Amended Budget
<u>Source of Funds</u>			
21-2160-2018-42100 Federal Aid	\$0	\$32,594	\$32,594
<u>Use of Funds</u>			
21-2160-2018-67120 Cap Assets \$2,000 TO \$25,000	\$0	\$6,494	\$6,494
21-2160-2018-69501 Aid to Localities	\$0	\$26,100	\$26,100

AUTHORIZING ACCEPTANCE OF EDWARD BYRNE MEMORIAL JUSTICE ASSISTANCE
GRANT AND AMENDING 2019 BUDGET

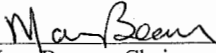
Page 2

Respectfully submitted,

PUBLIC SAFETY AND JUSTICE COMMITTEE

FINANCE COMMITTEE ENDORSEMENT

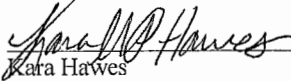
Reviewed and approved on a vote of



Mary Beaver, Chair



Terry Fell



Kara Hawes



Brian Knudson

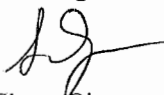


Phillip Owens

Mary Mawhinney, Chair

FISCAL NOTE:


This resolution accepts and approves the appropriation of \$32,594 in federal aid that will be split between the County, the Beloit Police Department and the Janesville Police Department. No County matching funds are required.



Sherry Oja
Finance Director

LEGAL NOTE:

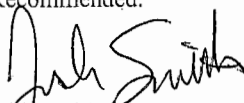
The County Board is authorized to accept grant funds pursuant to sec. 59.52(19), Wis. Stats. As an amendment to the adopted 2019 County Budget, this Resolution requires a 2/3 vote of the entire membership of the County Board pursuant to sec. 65.90(5)(a), Wis. Stats.



Bridget Laurent
Deputy Corporation Counsel

ADMINISTRATIVE NOTE:

Recommended.



Josh Smith
County Administrator

AUTHORIZING ACCEPTANCE OF EDWARD BYRNE MEMORIAL JUSTICE ASSISTANCE
GRANT AND AMENDING 2019 BUDGET

Page 3

Executive Summary

The Rock County Sheriff's Office, the Beloit Police Department, and the Janesville Police Department have been jointly awarded an Edward Byrne Memorial Justice Assistance Grant (JAG). The grant is awarded by the Office of Justice Programs at the United States Department of Justice. The award is in the amount of \$32,594.

The three agencies have a written agreement that specifies the distribution of funds. The Rock County Sheriff's Office will be the fiscal agent. There is no local match.

Rock County Sheriff's Office	\$6,494
Beloit Police Department	\$13,700
Janesville Police Department	<u>\$12,400</u>
Total	\$32,594

The funds will be used in accordance with the grant application to purchase equipment and to support activities to prevent and control crime.

The award documents are for the 2018 JAG program. The application was submitted during 2018.

The Sheriff's Office's budget will be amended to accept the funds.

**RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS**

Land Conservation Comm.
INITIATED BY



Thomas Sweeney
DRAFTED BY

Land Conservation Comm.
SUBMITTED BY

August 19, 2019
DATE DRAFTED

**ACCEPTING THE USDA-NRCS STAFFING GRANT AND
AMENDING THE 2019 LAND CONSERVATION DEPARTMENT BUDGET
TO ADD A NEW 1.0 FTE SENIOR CONSERVATION SPECIALIST POSITION**

- 1 **WHEREAS**, the Land Conservation Department (LCD) made an staffing grant application to the USDA-
- 2 Natural Resource Conservation Service (NRCS) in early 2019; and,
- 3
- 4 **WHEREAS**, the grant application identified three priorities that are currently out of reach with the
- 5 current LCD staff and associated workload, those being: Improve surface and groundwater quality in
- 6 targeted watersheds through the development of Nine Key Element (9KE) Plans, implement BMP's in
- 7 select watershed to reduce runoff/infiltration impacts to surface and groundwater resources, provide
- 8 assistance to UWEX for the formation and fostering of Producer-Led Watershed Groups, and provide
- 9 technical assistance to NRCS to reduce the current backlog in the Environmental Quality Incentive
- 10 Program (EQIP); and,
- 11
- 12 **WHEREAS**, the NRCS has confirmed that the LCD has been awarded the staffing grant in the sum of
- 13 \$380,000 over a span of four years, with a fifth year funding option, to commence on September 30, 2019
- 14 and with a completion date of September, 30 2024; and,
- 15
- 16 **WHEREAS**, the LCD will commence with the development of 9KE Plans, for selected hydrologic unit
- 17 code (HUC10) watersheds in Rock County. The plans require comprehensive land use inventories,
- 18 running complex hydrologic models, identifying specific water quality areas needing treatment, the
- 19 development of a schedule of technical and financial needs, and establishment of a monitoring component
- 20 for the watershed being studied; and,
- 21
- 22 **WHEREAS**, the LCD shall complete the 9KE plans in a timely manner. The completed/approved plans
- 23 are a requirement for water quality program implementation grant from the WDNR and NRCS, which the
- 24 LCD intends to make application for in the future; and,
- 25
- 26 **WHEREAS**, the LCD will provide assistance to UWEX for the development of Producer-Led
- 27 Watershed Groups in selected watersheds. The groups are part of the solution to improve soil and water
- 28 resource quality by encouraging conservation decision making and developing solutions at the users'
- 29 level. This activity leads to additional funding opportunities for the implementation of BMPs in select
- 30 watersheds; and,
- 31
- 32 **WHEREAS**, the NRCS is experiencing a large workload backlog (70) in the following three programs:
- 33 CRP, CSP, and EQIP and as part of the grant LCD will provide technical assistance to the NRCS to
- 34 reduce the aforesaid backlog.
- 35
- 36 **NOW, THEREFORE, BE IT RESOLVED** that the Rock County Board of Supervisors duly assembled
- 37 this ____ day of _____, 2019, accepts the USDA-NRCS staffing grant, creates a new 1.0
- 38 FTE Senior Conservation Specialist position in the Land Conservation Department and amends the Land
- 39 Conservation Department's budget as follows:

ACCEPTING THE USDA-NRCS STAFFING GRANT AND AMENDING THE 2019 LAND
 CONSERVATION DEPARTMENT BUDGET TO ADD A NEW 1.0 FTE SENIOR CONSERVATION
 SPECIALIST POSITION

Page 2

<u>A/C DESCRIPTION</u>	<u>BUDGET AT 08/01/2019</u>	<u>INCREASE (DECREASE)</u>	<u>AMENDED BUDGET</u>
<u>Source of Funds:</u>			
62-6200-0000-42100 Federal Aid	\$0	\$ 7,213	\$ 7,213
<u>Use of Funds:</u>			
62-6200-0000-61100 Regular Wages	\$350,429	\$ 5,014	\$355,443
62-6200-0000-61400 FICA	\$ 26,856	\$ 383	\$ 27,239
62-6200-0000-61610 Health Insurance	\$ 85,541	\$ 1,417	\$ 86,928
62-6200-0000-61510 Retirement-Employers	\$ 23,155	\$ 338	\$ 23,493
62-6200-0000-6120 Dental Insurance	\$ 866	\$ 54	\$ 920
62-6200-0000-61630 Life Insurance	\$ 196	\$ 7	\$ 203

Respectfully submitted,

LAND CONSERVATION COMMITTEE

COUNTY BOARD STAFF COMMITTEE

 Richard Bostwick, Chair

 J. Russell Podzilni, Chair

 Alan Sweeney, Vice Chair

 Mary Mawhinney, Vice Chair

 Stephanie Aegerter

 Richard Bostwick

 Wes Davis

 Henry Brill

 Brenton Driscoll

 Betty Jo Bussie

 Robert Potter

 Louis Peer

 James Quade, USDA-FSA

 Alan Sweeney

 Jeremy Zajac

 Terry Thomas

 Bob Yeomans

FINANCE COMMITTEE ENDORSEMENT

Reviewed and approved on a vote of _____

 Mary Mawhinney, Chair

 Date

ACCEPTING THE USDA-NRCS STAFFING GRANT AND AMENDING THE 2019 LAND
CONSERVATION DEPARTMENT BUDGET TO ADD A NEW 1.0 FTE SENIOR
CONSERVATION SPECIALIST POSITION

Page 3

FISCAL NOTE:

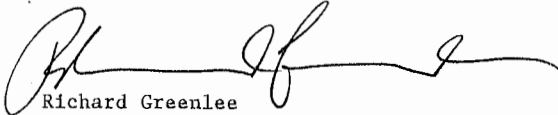
This resolution authorizes acceptance of a 4 year USDA-NRCS staffing grant, creates 1.0 FTE Senior Conservationist Specialist position to be funded by the grant and amends the Land Conservation Department's budget for the FY 2019 portion of the grant. A 40% match is required. The match requirement will be met using office space, staff support, phone, etc.



Sherry Oja
Finance Director

LEGAL NOTE:

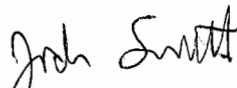
The County Board is authorized to accept grant funds pursuant to sec. 59.52(19), Wis. Stats. As an amendment to the adopted 2019 County Budget, this Resolution requires a 2/3 vote of the entire membership of the County Board pursuant to sec. 65.90(5)(a), Wis. Stats.



Richard Greenlee
Corporation Counsel

ADMINISTRATIVE NOTE:

Recommended.



Josh Smith
County Administrator

EXECUTIVE SUMMARY

The Land Conservation Department made a staffing grant application to the USDA-Natural Resource Conservation Service (NRCS) in the spring of 2019 to begin efforts that address the high nitrates being found in the County's groundwater and develop a more concentrated effort that addresses the surface water quality issues. The NRCS notified the LCD in late June 2019 that Rock County's application will receive the grant. NRCS staff stated that four years of funding is currently available and an option to fund the fifth year is included in the grant. If funding is made available in the future, the LCD and NRCS will amend the award to include the fifth year option.

As part of the grant application, the LCD identified three priorities: Improve surface and groundwater quality in targeted watersheds through the development of Nine Key Element (9KE) Plans, implement Best Management Practices (BMP) in targeted watersheds to reduce runoff/nitrate infiltration impacts to surface and groundwater resources, provide assistance to UWEX for the formation and fostering of Producer-Led Watershed Groups, and provide technical assistance to NRCS to reduce the current backlog (70) of best management practices in the Conservation Reserve Program (CRP), the Conservation Stewardship Program (CSP) and the Environmental Quality Incentive Program (EQIP).

The LCD highlighted the need to develop and gain WDNR approval for 9KE Plans for targeted watersheds, as identified by the Groundwater Nitrate Workgroup. The current workload in the LCD prohibits the development of these plans. If approved, the new staff member's primary responsibility will be the development of the aforesaid plans and seek WDNR's approval. Once the plans are approved by the DNR, they will become an integral part of water quality management implementation grant applications, which in turn leads to funding for BMP implementation. Currently, water quality management granting agencies (WDNR and NRCS) require 9KE plans to be considered for implementation funding.

The 9KE plans include comprehensive land use/farming practice inventories, results from running hydrologic models that identify specific water quality areas needing additional treatment for the water resource under consideration, the development of a schedule of technical and financial needs, and establishment of a monitoring component for the targeted watersheds.

The LCD will also assist UWEX with the development of Producer-Led Watershed Groups in the selected/targeted watersheds. These groups are now considered an integral part of the solution to improve soil and water resource quality by encouraging conservation decision making and developing solutions at the users' level. This activity leads to additional funding opportunities for the implementation of BMPs in selected watersheds.

And finally the last priority addresses the current backlog in the NRCS funded aforesaid programs. These programs provide producers incentives (cost sharing) to implement and maintain BMPs that reduce or eliminate impacts to water quality. Currently the NRCS has a back log of 70 specific funded BMPs.

**RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS**

General Services Committee
INITIATED BY



Randy Terronez, Assistant to the
County Administrator
DRAFTED BY

General Services Committee
SUBMITTED BY

August 15, 2019
DATE DRAFTED

**Authorizing Additional Funds for Purchase, Removing Ground Lease and
Amending 2019 Facilities Management Capital Budget for a New Public Works
Garage in Town of Turtle**

1 **WHEREAS**, Resolution #19-6B-267 authorized the purchase of property at 3503 E. Shopiere Lane
2 (Parcel #6-19-97A) to establish a Rock County Public Works Garage in southern Rock County; and
3

4 **WHEREAS**, the \$250,000 purchase price and authorizing resolution would have allowed the seller
5 to continue to own a pedestal sign on the property for advertising off-premise activity; and
6

7 **WHEREAS**, the County agreed to assist the seller in obtaining local approval for a change in the
8 sign usage; and
9

10 **WHEREAS**, the seller was subsequently informed by the State's Department of Transportation
11 that the pedestal sign could not be used for off-premise advertising; and
12

13 **WHEREAS**, the seller is requesting additional compensation in the amount of \$25,000 due to the
14 state's decision.
15

16 **NOW, THEREFORE, BE IT RESOLVED** by the Rock County Board of Supervisors duly
17 assembled this _____ day of _____, 2019, to authorize an additional
18 \$25,000 in the acquisition of the 3.98 acres of property at 3503 E. Shopiere Lane (Parcel #6-19-
19 97A) in the Town of Turtle be approved which will bring the total amount of the property purchase
20 at \$275,000.
21

22 **BE IT FURTHER RESOLVED** that a Ground Lease, that was also included in the prior
23 resolution, be rescinded and removed.
24

25 **BE IT FURTHER RESOLVED** that County Board Chair and the County Clerk be authorized
26 to execute required property acquisition documents.
27

28 **BE IT FURTHER RESOLVED**, the Facilities Management 2019 capital budget be amended as
29 follows:
30

<u>ACCOUNT/DESCRIPTION</u>	<u>BUDGET</u> <u>2/01/19</u>	<u>INCREASE/</u> <u>(DECREASE)</u>	<u>AMENDED</u> <u>BUDGET</u>
<u>Source of Funds</u>			
18-1824-0000-68109	\$4,945,164	(\$25,000)	\$ 4,970,164
Allocated Capital Improvements			
<u>Use of Funds:</u>			
18-1824-0000-67200	\$4,050,000	\$25,000	\$4,075,000
HYW Building and Grounds			
Capital Improvements			

Respectfully submitted,

GENERAL SERVICES COMMITTEE

Henry Brill, Chair

Jeremy Zajac, Vice Chair

Tom Brien

Robert Potter

Yuri Rashkin


FINANCE COMMITTEE ENDORSEMENT

Reviewed and approved on a vote of _____

Mary Mawhinney, Chair

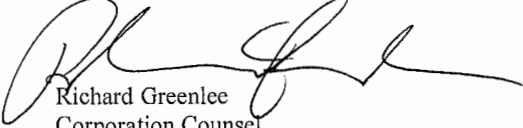
FISCAL NOTE:

This resolution asks for an additional \$25,000 for the purchase of the property to be used for the new salt shed and amends the budget. The cost will be billed back to the Public Works Department.


Sherry Oja
Finance Director


LEGAL NOTE:

The County Board is authorized to take this action pursuant to secs. 59.01, 59.51, and 59.52(6), Wis. Stats. As an amendment to the adopted 2019 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.


Richard Greenlee
Corporation Counsel

ADMINISTRATIVE NOTE:

I believe the County Board would be justified in choosing either to remain with the current, signed agreement between the parties consistent with the prior resolution it approved, or to provide additional funds to the seller in order to expedite acquisition of the property and provide certainty for County planning purposes. If the County Board chooses to turn down this resolution and the seller does not agree, the County would need to be prepared to negotiate on another property under consideration or enforce the agreement.


Josh Smith
County Administrator

Executive Summary

Authorizing Additional Funds for Property Purchase, Removing Ground Lease and Amending the 2019 Facilities Management Capital Budget for a New Public Works Garage in Town of Turtle

Since the County Board approved Resolution #19-6A-267, the Seller was informed by the State DOT that the pedestal sign could not be used for off-premise advertising. The Seller is requesting the County for an additional \$25,000.

The County has made good-faith efforts to assist the seller in obtaining local approval to allow off-premise advertising but the Seller was subsequently informed by the State DOT that it would not grant the request.

The earlier resolution also included approval of a 20-year ground lease pertaining to the pedestal sign. The resolution before you would remove the ground lease from the purchase.

Upon transfer of ownership of the approximately 4 acre parcel, follow-up activity with the Town of Turtle will be necessary including rezoning from Commercial Highway Interchange (CHI) to Light Industrial (M-1) that will allow the County to legally operate a public works facility; and to request a consolidation of the various parcels into one parcel. Preliminary discussions with the Town have been positive. A jurisdictional transfer of frontage road will also need to be executed with the State DOT and the Town of Turtle.

It will necessary to amend the project budget to include the additional funds for the property purchase with funds to come from the DPW fund balance.

The County is under no legal obligation to approve the Seller's request.

Should the County Board deny the request for additional funds and the Seller is unwilling to voluntary abide by the Offer of Purchase, legal counsel would start condemnation proceedings which may take several months.