

**Amended
11/25/09**

**FINANCE COMMITTEE
November 19, 2009**

Call to Order. Chair Mawhinney called the meeting of the Finance Committee to order at 7:30 A.M. on Thursday, November 19, 2009, in Conference Room N-1 on the fifth floor of the Rock County Courthouse-East.

Committee Members Present. Supervisors Mawhinney, Kraft, Beaver, Diestler, Podzilni.

Committee Members Absent: None.

Staff Members Present. Jeff Smith, Finance Director; Craig Knutson, County Administrator; Sherry Oja, Senior Accountant/Assistant to the Finance Director; Vicki Brown, Treasurer; Lori Pope, Acting Human Resources Director; Jeffrey Kuglitsch, Corporation Counsel; Joyce Lubben, Director of Elderly Programs; Ben Coopman, Public Works Director; Josh Smith, Assistant to the County Administrator; Kathleen Holford, Computer Network Engineer.

Others Present: Gerald and Barb Blomgren, Superior Builders and Concrete.

Approval of Agenda. Supervisor Podzilni moved approval of the agenda with the addition of a transfer for the 911 Communications Center and two transfers for the Council on Aging, second by Supervisor Beaver. ADOPTED as amended.

Citizen Participation, Communications and Announcements. Mr. Smith distributed the revised statistical report for the 2010 Adopted Budget.

Ms. Brown reminded the Committee she is on the Wisconsin Counties Association Taxation and Finance Committee ~~Taxpayers Finance Committee~~ and recently attended a meeting in Stevens Point. The Department of Revenue is drafting a bill for county-wide assessing. The Department of Revenue is doing town hall meetings for County Boards, Towns Associations, etc., around the State. They also have information on their website. Supervisor Podzilni said he and Mr. Boutwell have written a letter officially opposing county-wide assessing. Chair Mawhinney said the ~~Counties~~ Towns Association is also in opposition.

Approval of Minutes. Supervisor Kraft requested an addition on page four of the November 5th minutes. Line eight should read: Supervisor Kraft moved to raise the tax levy to a 3.99% increase and reduce the sales tax being used for operations and deferred financing for highway construction projects, second by Supervisor Podzilni. Supervisor Beaver moved approval of the minutes of November 2, 5 and 10, 2009 with this addition, second by Supervisor Kraft. ADOPTED.

Transfers and Appropriations.

Information Technology

FROM

<u>Account #</u>	<u>Amount</u>
07-1430-0000-62400	\$ 1,500
Hardware Maintenance	

TO

<u>Account #</u>	<u>Amount</u>
07-1430-0000-62421	\$ 1,500
Special Hardware Maint.	

U.W. Extension

FROM

<u>Account #</u>	<u>Amount</u>
56-5600-0000-62119 Other Contracted Services	\$1,000.00
56-5600-0000-62119 Other Contracted Services	\$2,000.00

TO

<u>Account #</u>	<u>Amount</u>
56-5600-0000-67130 Terminals & PCs	\$1,000.00
56-5600-0000-63300 Travel	\$2,000.00

Sheriff's Office

FROM

<u>Account #</u>	<u>Amount</u>
21-2100-0000-63906 Uniform Cleaning	\$ 9,490
21-2200-0000-63906 Uniform Cleaning	\$ 5,162

TO

<u>Account #</u>	<u>Amount</u>
21-2100-0000-63406 Clothing & Uniforms	\$ 9,490
21-2200-0000-63406 Clothing & Uniforms	\$ 5,162

911 Communications Center

FROM

<u>Account #</u>	<u>Amount</u>
00-0000-0001-46205 Insurance Proceeds	\$6,505.85

TO

<u>Account #</u>	<u>Amount</u>
23-2400-0000-62420 R&M Equipment	\$6,505.85

Council on Aging

FROM

<u>Account #</u>	<u>Amount</u>
30-3904-0000-62105 Contracted Food Services	\$2,500
30-3915-0000-62624 III-B	\$8,000
30-3915-0000-62625 Outreach	1,000
30-3915-0000-64200 Training	2,000

TO

<u>Account #</u>	<u>Amount</u>
30-3904-0000-67171 Capital Assets \$1,000+	\$2,500
30-3915-0000-64615 Client Related Expenses	\$11,000

Supervisor Diestler moved approval of the above transfers for Information Technology, UW Extension, the Sheriff's Office, the 911 Communications Center and the Council on Aging, second by Supervisor Kraft. ADOPTED.

Bills/Encumbrances

Prepaid Budget	\$ 598.00
County Clerk	199.73
Network Server	18,236.00
Information Technology	132,208.71
Stray Dog	645.00

Supervisor Kraft moved approval of the above Bills and Encumbrances for the Finance Committee, second by Supervisor Diestler. ADOPTED.

Bills Over \$10,000.

CDW Government, Inc.	\$ 39,081.61
CDW Government, Inc.	33,302.84
CESA 2	15,281.83
Cities Digital	30,964.00
City of Janesville	85,452.50
Johnson Controls, Inc.	22,147.45
The Samuels Group	12,291.89
Streichers	11,410.00
Teleco Systems, Inc.	29,000.00
Teleco Systems, Inc.	12,250.00

Supervisor Kraft moved approval of the above Bills Over \$10,000 for the Finance Committee, second by Supervisor Podzilni. ADOPTED.

Encumbrances Over \$10,000.

Energy Services, Inc.	\$ 90,000.00
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Supervisor Diestler moved approval of the above Encumbrance Over \$10,000 for the Finance Committee, second by Supervisor Beaver. ADOPTED.

Pre-Approved Encumbrance Amendments. None.

Approval of Bills for Other Departments. None.

Request from Gerald Blomgren, DBA Superior Builders and Concrete, for Refund of Property Tax Overpayment at Real Estate Closing. Ms. Brown said the Treasurer's Office has a refund policy which has been in place for many years. However, because this is a unique situation, it is being brought to the Finance Committee. She explained the Blomgrens purchased two lots of an 18-lot subdivision approximately 14 months ago. At the closing in July, 2009, on the house Mr. Blomgren built on one of the lots, he questioned the amount of taxes (\$3,675.87) and realized he was paying the taxes on all 18 lots. Rock Title assured him this was not a problem and it would be corrected. It was not corrected and Rock Title refuses to have anything further to do with this issue. Mr. Blomgren is requesting the refund of taxes paid on the other 16 lots in the subdivision.

Ms. Brown said the Treasurer's Office charges a \$50 paperwork fee on tax refunds. She is recommending the refund of the overpaid taxes, less this \$50 fee.

The Committee discussed whose fault this was and, since this would be a refund of 2008 taxes, how it would be handled. Ms. Brown said the taxes would be placed on the 16 remaining lots and considered delinquent. Since Rock County has to make all taxing entities whole in August, when these delinquent taxes are paid, Rock County will retain all of the taxes and penalties.

Supervisor Podzilni moved to refund the overpayment of taxes, minus the \$50.00 fee, to Mr. Blomgren, second by Supervisor Beaver. ADOPTED on a roll call vote of three ayes (Supervisors Podzilni, Beaver, Kraft) and two nos (Chair Mawhinney and Supervisor Diestler).

Review of Resolutions

Reallocating Parks Capital Improvements Funds and Amending 2009 Budget

“NOW THEREFORE BE IT RESOLVED, by the Rock County Board of Supervisors duly assembled this ____ day of _____, 2009 that the 2009 budget be amended as follows:

...”

Supervisor Diestler moved the Finance Committee Endorsement of the above resolution, second by Supervisor Kraft. ADOPTED on a roll call vote of three ayes (Supervisors Diestler, Podzilni, Kraft) and two nos (Chair Mawhinney and Supervisor Beaver).

Awarding Contract for Salt Storage Building at Department of Public Works and Amending the Department’s Budget

“NOW, THEREFORE, BE IT RESOLVED by the Rock County Board of Supervisors duly assembled this ____ day of _____, 2009, that a Purchase Order be issued to Bulk Storage of Beecher, Illinois, in the amount of \$246,980; and,

BE IT FURTHER RESOLVED that the Department of Public Works budget be amended as follows:

...”

Chair Mawhinney asked where the building will be going, with Mr. Coopman advising it will be located east of the current building, well off the Farm property. Supervisor Podzilni moved the Finance Committee Endorsement of the above resolution, second by Supervisor Diestler. ADOPTED.

Resolutions

Initial Resolution Authorizing General Obligation Bonds and/or Notes in an Amount Not to Exceed \$3,500,000

“NOW, THEREFORE, BE IT RESOLVED, by the Rock County Board of Supervisors duly assembled this ____ day of _____, 2009, that there shall be issued, pursuant to Chapter 67, Wisconsin Statutes, General Obligation Bonds and/or Notes in an amount not to exceed \$3,500,000 for constructing, renovating, remodeling, improving and equipping the County’s facilities.”

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

Approving Reinsurance Contract for Stop-Loss Coverage

“NOW, THEREFORE, BE IT RESOLVED that the Rock County Board of Supervisors duly assembled this ____ day of _____, 2009 hereby authorizes the execution of a contract with Glencairn Federal Insurance Company (a division of Chubb) for administration of the County’s Stop-Loss Coverage effective January 1, 2010.”

Mr. Smith distributed Rock County’s stop-loss history. Supervisor Podzilni moved approval of the above Resolution, second by Supervisor Diestler. ADOPTED.

Committee Approval.

Authorizing Purchase of Citrix Access Gateway Hardware and Software.

Supervisor Beaver moved approval of the purchase of Citrix Access Gateway Hardware and Software, second by Supervisor Diestler. ADOPTED.

Discuss and Take Possible Action on Setting Health Insurance Incentive Options for Employee’s Use of Quantum Care Coordinators.

Josh Smith explained the proposal is to lower the co-pay for office visits for Plan 4 from \$15 to \$10 and for Plan 6 from \$25 to \$10 when an employee is referred by his primary care physician to a specialist. Jeff Smith said Quantum Care Coordinators has scheduled a number of informational meetings for the week of November 30 to December 4th. Supervisor Podzilni moved to recommend going with the reduced co-pays for Plan 4 and Plan 6, second by Supervisor Diestler. ADOPTED.

Report on Cash Balances and Investments – Finance Director.

Mr. Smith updated the Committee on cash balances and investments as of October 31, 2009.

Adjournment.

Supervisor Podzilni moved adjournment at 8:56 A.M., second by Supervisor Diestler. ADOPTED.

Respectfully submitted,

Linda Milligan
Confidential Administrative Assistant

NOT OFFICIAL UNTIL APPROVED BY COMMITTEE.