

ROCK COUNTY, WISCONSIN



Board of Supervisors
51 S. Main Street
Janesville, WI 53545
Phone: 608/757-5510
FAX: 608/757-5511
www.co.rock.wi.us

**ROCK COUNTY BOARD OF SUPERVISORS' MEETING
THURSDAY, MAY 24, 2012 – 6:00 P. M.**

**COUNTY BOARD ROOM/COURTROOM H
FOURTH FLOOR/COURTHOUSE EAST**

Agenda

1. CALL TO ORDER
2. INVOCATION & PLEDGE OF ALLEGIANCE
3. ROLL CALL
4. ADOPTION OF AGENDA
5. APPROVAL OF MINUTES May 10, 2012
6. PUBLIC HEARING
7. CITIZEN PARTICIPATION, COMMUNICATIONS AND ANNOUNCEMENTS
8. NOMINATIONS, APPOINTMENTS AND CONFIRMATION
 - A. Appointments to Criminal Justice Coordinating Council
9. INTRODUCTION OF NEW RESOLUTIONS OR ORDINANCES BY SUPERVISORS FOR REFERRAL TO APPROPRIATE COMMITTEE
10. REPORTS
 - A. Drug Court and Veterans Court Recognition
11. UNFINISHED BUSINESS
12. NEW BUSINESS
 - A. Supplementary Appropriations and Budget Changes - Roll Call
 - B. Bills Over \$10,000 -- No Roll Call
 - C. Encumbrances Over \$10,000 – Roll Call
 - D. Contracts – Roll Call
 - 1) Authorizing Easement to Charter communications to Cross Pelishek Tiffany Nature Trail

NOTE: Item 12.D.1. will be considered by the Public Works Committee on May 22, 2012 and County Board Staff Committee on May 24, 2012

ROCK COUNTY BOARD OF SUPERVISORS

May 24, 2012

Page 2

12. NEW BUSINESS

- E. Recognizing Ruth Nordeng for Service to Health Care Center/Rock Haven
- F. Proclaiming May 2012 Drug Court Month

NOTE: Item 12.F. will be considered by the Public Safety and Justice Committee on May 21, 2012

- G. Upgrade One HSD Account Clerk Position to an Accountant Position

NOTE: Item 12.G. will be considered by the Human Services Board on May 23, 2012 and County Board Staff Committee on May 24, 2012

13. ADJOURNMENT

**APPOINTMENTS TO THE CRIMINAL JUSTICE COORDINATING COUNCIL
(CJCC)**

POSITION: Members of the Criminal Justice Coordinating Council (CJCC)

AUTHORITY: County Board Resolution 06-5B-014

TERM: Three Years – 6/01/12 – 5/31/15

PER DIEM: For County Board Supervisors Only
(Per Board Rule IV.J.)

PRESENT MEMBER: Regina Dunkin
Alternate Robert Fizzell
Ed Pearson
Alternate Kenyata White
Marvin Wopat

CONFIRMATION: Yes, by County Board of Supervisors

NEW APPOINTMENT: Regina Dunkin Marvin Wopat
Merrill Community Center 35 W. Maple Lane
1428 Wisconsin Avenue Milton, WI 53563
Beloit, WI 53511

Ed Pearson
Juvenile Detention Center
210 E. Hwy 14
Janesville, WI 53545`

ALTERNATE APPOINTMENTS:

	<u>6/01/12 – 5/31/15</u>
<u>CJCC Member</u>	<u>Alternate</u>
Regina Dunkin	Robert Fizzell 622 Harrison Beloit, WI 53511
Ed Pearson	Amanda Galaviz Juvenile Justice Youth Dev. & Div. Rock County Human Services Dept.
Marvin Wopat	Tim Dregne 35 W. Maple Lane Milton, WI 53563

EFFECTIVE DATE: May 24, 2012

RESOLUTION NO. 12-5B-027

AGENDA NO. 12.B.(1)

INITIATED: FINANCE DIRECTOR

SUBMITTED BY: FINANCE COMMITTEE

DATE: **MAY 17 2012**

WHEREAS, THE FINANCE COMMITTEE HAS EXAMINED THE FOLLOWING BILLS OVER \$10,000 AS REQUIRED BY COUNTY BD. RULE H.(3), AND FOUND THEM TO BE PROPER AND WITHIN BUDGET.

NOW THEREFORE BE IT RESOLVED, THE ROCK COUNTY BOARD OF SUPERVISORS AT ITS REGULAR MEETING ON **MAY 24 2012**, APPROVES PAYMENT AND AUTHORIZES AND DIRECTS THE COUNTY CLERK AND COUNTY TREASURER TO PAY THE SAME.

Vendor Name	Fund Name	Department Name	Program Name	Amount	Claim Amount
BOARD OF REGENTS	GENERAL FUND	LW EXTENSION	U.W.EXTENSION EXT0192368	85,828.00	85,828.00
CESA 2	GENERAL FUND	SHERIFF	CORR.FACILITY 23295	15,828.58	15,828.58
HIGHLINE CORPORATION	ISF-CS	INFORMATION T	INFORMATION T 16078	34,520.00	34,520.00
MIDLAND HEALTH TESTING INC	ISF-SELF INS	NOT APPLICABL	BAL.SHEET A/C 5000	50,897.25	50,897.25

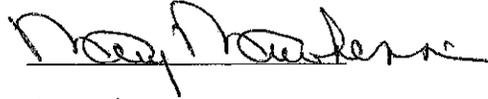
12-5B-027

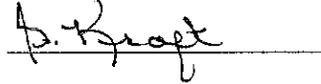
CLAIMS IN THE AMOUNT OF 187,073.83

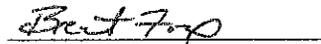
HAVE BEEN APPROVED AND CHECKED BY THE GOVERNING COMMITTEES.

RESPECTFULLY SUBMITTED,

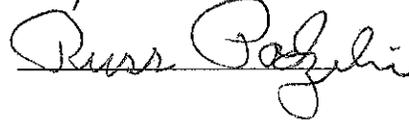
FINANCE COMMITTEE



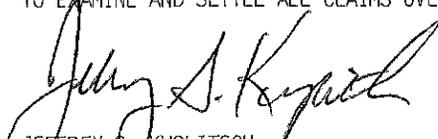






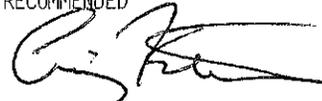


LEGAL NOTE:
THE COUNTY BOARD RULE CITED REQUIRES THE COUNTY BOARD TO EXAMINE AND SETTLE ALL CLAIMS OVER \$10,000.00


JEFFREY S. KUGLITSCH
CORPORATION COUNSEL

ADMINISTRATIVE NOTE

RECOMMENDED



CRAIG KNUTSON
COUNTY ADMINISTRATOR

FISCAL NOTE

ABOVE LISTED CLAIMS ARE FULLY FUNDED.


SHERRY OJA
FINANCE DIRECTOR

RESOLUTION NO. 12-5B-028

AGENDA NO. 12.C.(1)

SUBMITTED BY: FINANCE COMMITTEE

DATE: **MAY 17 2012**

INITIATED: FINANCE DIRECTOR

WHEREAS, THE FINANCE COMMITTEE HAS EXAMINED THE FOLLOWING ENCUMBRANCES OVER \$10,000 AS REQUIRED BY COUNTY BD. RULE H.(3), AND FOUND THEM TO BE PROPER AND WITHIN BUDGET.

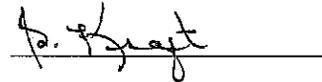
AND THEREFORE IT RESOLVED, THE ROCK COUNTY BOARD OF SUPERVISORS AT ITS REGULAR MEETING ON **MAY 24 2012**, APPROVES PAYMENT AND AUTHORIZES AND DIRECTS THE COUNTY CLERK AND COUNTY TREASURER TO PAY THE SAME, UPON ACCEPTANCE BY THE DEPARTMENT HEAD.

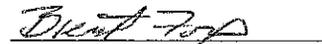
Vendor Name	Fund Name	Department Name	Program Name	PR Number	Claim Amount
PARTNERS IN PREVENTION	SRF-HUMAN SERVIC	HUMAN SERVICES	AODA INNER CITY	R1201998	39,961.86
CLAIMS IN THE AMOUNT OF	39,961.86				

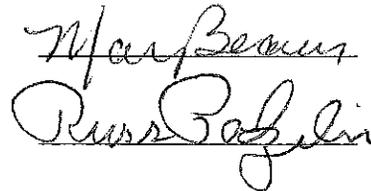
HAVE BEEN APPROVED AND CHECKED BY THE GOVERNING COMMITTEES.

FINANCE COMMITTEE











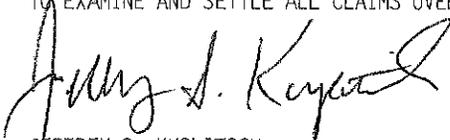
ADMINISTRATIVE NOTE

RECOMMENDED



CRAIG KNUTSON
COUNTY ADMINISTRATOR

LEGAL NOTE:
THE COUNTY BOARD RULE CITED REQUIRES THE COUNTY BOARD TO EXAMINE AND SETTLE ALL CLAIMS OVER \$10,000.00



JEFFREY S. KUGLITSCH
CORPORATION COUNSEL

FISCAL NOTE

ABOVE LISTED CLAIMS ARE FULLY FUNDED.



SHERRY OJA
FINANCE DIRECTOR

12-5B-028

PURCHASE ORDER NUMBER P0903124 PEID 011824

PRE-APPROVED ENCUMBRANCE AMENDMENT FORM

This form must be used when adding funds to or changing an account number of a previously approved encumbrance. Please complete this form and send to your governing committee for approval. The Encumbrance and Purchase Order will be updated upon approval of all necessary committees and County Board (if amendment is over \$10,000).

DEPARTMENT Planning

COMMITTEE Planning & Development

VENDOR NAME City of Gainesville

ACCOUNT NUMBER 64-6467-0000-64913

FUNDS DESCRIPTION 2009-12 Healthy Homes/Lead Hazard - Home Rehabilitation

AMOUNT OF INCREASE \$ 19,747.00

INCREASE FROM \$ 363,557.00 TO \$ 383,304.00

ACCOUNT BALANCE AVAILABLE \$ 43,429.13 SB #126/12

REASON FOR AMENDMENT Adjusting project expense reimbursibles to close out grant.

APPROVALS

GOVERNING COMMITTEE [Signature] 5/10/12
Chair Date

FINANCE COMMITTEE [Signature] 5-17-12
(if over \$10,000) Chair Date

COUNTY BOARD _____
(if over \$10,000) Resolution # Adoption Date

WHITE - COMMITTEE
 YELLOW - PURCHASING
 PINK - DEPARTMENT

PURCHASE ORDER NUMBER P1103172 PEID 051278**PRE-APPROVED ENCUMBRANCE AMENDMENT FORM**

This form must be used when adding funds to or changing an account number of a previously approved encumbrance. Please complete this form and send to your governing committee for approval. The Encumbrance and Purchase Order will be updated upon approval of all necessary committees and County Board (if amendment is over \$10,000).

DEPARTMENT General Services

COMMITTEE General Services

VENDOR NAME CG Schmidt

ACCOUNT NUMBER 18-1851-0000-67200

FUNDS DESCRIPTION Rock Haven Project

AMOUNT OF INCREASE \$ 10,913.09

INCREASE FROM \$ 16,655,997.50 TO \$ 16,666,910.59

ACCOUNT BALANCE AVAILABLE \$ 3,350,910.65 SB 5/1/12

REASON FOR AMENDMENT Change Order #8

APPROVALS

GOVERNING COMMITTEE  5/15/12
Chair Date

FINANCE COMMITTEE  5-17-12
(if over \$10,000) Chair Date

COUNTY BOARD _____
(if over \$10,000) Resolution # Adoption Date

WHITE - COMMITTEE
YELLOW - PURCHASING
PINK - DEPARTMENT

Rock County

CHANGE ORDER

51 South Main street
Janesville, WI 53545

Phone: 608.757.5543

No. 00008

TITLE: 08- Program Request #

DATE: 4/11/2012

PROJECT: Rock Haven Health Care Facility

JOB: 6637

TO: Attn: Jeff Kenley
C. G. Schmidt
10 East Doty Street
Madison, WI 53703

CONTRACT NO: 1

DESCRIPTION OF CHANGE

Acceptance of this Change order will alter the contract value, and scope of work between Rock County and C.G. Schmidt as outlined in the line item descriptions noted below. (Reference Rock County PO # P1103172 and associated contract for Rock County Project # 2011-63).

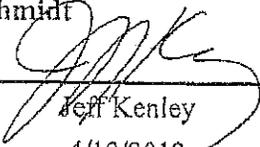
Item	Description	Stock#	Quantity	Units	Unit Price	Tax Rate	Tax Amount	Net Amount
00001	PCO #012 pertains to RFI # 016 & 016-1 Relocation of Sanitary Sewer.		1.000		(\$1,837.45)	0.00%	\$0.00	(\$1,837.45)
00002	PCO # 022 pertains to Construction Bulletin #2 Miscellaneous Structural Revisions.		1.000		\$0.00	0.00%	\$0.00	\$0.00
00003	PCO #025R pertains to Construction Bulletin #4 - Plumbing Revisions.		1.000		\$4,875.64	0.00%	\$0.00	\$4,875.64
00004	PCO #036 pertains to RFI #'s 110-1, 110-2, 110-3, & 110-4, Steel lintels.		1.000		\$7,874.90	0.00%	\$0.00	\$7,874.90

Unit Cost: \$10,913.09
Unit Tax: \$0.00
Total: \$10,913.09

COPY

The Original Contract Sum was	\$25,685,000.00
Net Change by Previously Authorized Requests and Changes	(\$9,029,002.50)
The Contract Sum Prior to This Change Order was	\$16,655,997.50
The Contract Sum Will be Increased	\$10,913.09
The New Contract Sum Including This Change Order	\$16,666,910.59
The Contract Time Will Not Be Changed	
The Date of Substantial Completion as of this Change Order Therefore is	

ACCEPTED:

C. G. Schmidt
By: 
Jeff Kenley
Date: 4/12/2012

Rock County
By: _____
Randolph Terronez
Date: 4/13/2012

The Samuels Group, Inc.
By: Kevin C. Higgs
Kevin C. Higgs
Date: 4/11/2012

PURCHASE ORDER NUMBER P1103172 PEID 051278

PRE-APPROVED ENCUMBRANCE AMENDMENT FORM

This form must be used when adding funds to or changing an account number of a previously approved encumbrance. Please complete this form and send to your governing committee for approval. The Encumbrance and Purchase Order will be updated upon approval of all necessary committees and County Board (if amendment is over \$10,000).

DEPARTMENT General Services

COMMITTEE General Services

VENDOR NAME CG Schmidt

ACCOUNT NUMBER 18-1851-0000-67200

FUNDS DESCRIPTION Rock Haven Project

AMOUNT OF INCREASE \$ 122,053.63

INCREASE FROM \$ 16,666,910.59 TO \$ 16,788,964.22

ACCOUNT BALANCE AVAILABLE \$ 3,350,920.65 SA 5/1/12

REASON FOR AMENDMENT Change Order #9

APPROVALS

GOVERNING COMMITTEE [Signature] 5/15/12
Chair Date

FINANCE COMMITTEE [Signature] 5-17-12
(if over \$10,000) Chair Date

COUNTY BOARD _____
(if over \$10,000) Resolution # Adoption Date

WHITE - COMMITTEE
 YELLOW - PURCHASING
 PINK - DEPARTMENT

Rock County

CHANGE ORDER

No. 00009

51 South Main street
Janesville, WI 53545

Phone: 608.757.5543

TITLE: 08- Program Request # 06

DATE: 4/11/2012

PROJECT: Rock Haven Health Care Facility

JOB: 6637

TO: Attn: Jeff Kenley
C. G. Schmidt
10 East Doty Street
Madison, WI 53703

CONTRACT NO: 1

DESCRIPTION OF CHANGE

Acceptance of this Change order will alter the contract value, and scope of work between Rock County and C.G. Schmidt as outlined in the line item descriptions noted below. (Reference Rock County PO # P1103172 and associated contract for Rock County Project # 2011-63).

Item	Description	Stock	Quantity	Units	Unit Price	Tax Rate	Tax Amount	Net Amount
00001	PCO #024R2 pertains to Construction Bulletin # 03, Mezzanine Exit Revisions.		1.000		\$117,666.83	0.00%	\$0.00	\$117,666.83
00002	PCO # 033 pertains to Construction Bulletin #5 HVAC Shop Drawing Revisions.		1.000		(\$1,976.70)	0.00%	\$0.00	(\$1,976.70)
00003	PCO #040R2 pertains to Proposal Request # 01- Roofing System Upgrade. GAF System Plus Limited lifetime Warranty.		1.000		\$5,016.00	0.00%	\$0.00	\$5,016.00
00004	PCO #047 pertains to Construction Bulletin #7 - Data Outlet Revisions.		1.000		\$1,347.50	0.00%	\$0.00	\$1,347.50

Unit Cost: \$122,053.63
Unit Tax: \$0.00
Total: \$122,053.63

COPY

The Original Contract Sum was	\$25,685,000.00
Net Change by Previously Authorized Requests and Changes	(\$9,018,089.41)
The Contract Sum Prior to This Change Order was	\$16,666,910.59
The Contract Sum Will be Increased	\$122,053.63
The New Contract Sum Including This Change Order	\$16,788,964.22
The Contract Time Will Not Be Changed	
The Date of Substantial Completion as of this Change Order Therefore is	

ACCEPTED:

C. G. Schmidt
By: 
Jeff Kenley
Date: 4/12/2012

Rock County
By: _____
Randolph Terronez
Date: 4/13/2012

The Samuels Group, Inc.
By: Kevin C. Higgs
Digitally signed by Kevin C. Higgs
DN: cn=Kevin C. Higgs, o=The Samuels Group,
ou=Project Management,
email=khiggs@samuelsgroup.com, c=US
Date: 2012.04.11 13:50:24 -0500
Kevin C. Higgs
Date: 4/11/2012

RESOLUTION

ROCK COUNTY BOARD OF SUPERVISORS

Lori Williams
Initiated by

Public Works & Parks
Advisory Committee
Submitted by



Lori Williams, Parks Director
Drafted By

April 30, 2012
Date Drafted

AUTHORIZING EASEMENT TO CHARTER COMMUNICATIONS TO CROSS PELISHEK TIFFANY NATURE TRAIL

- 1 **WHEREAS**, Rock County owns the Pelishek Tiffany Nature Trail (PTNT) extending from Clinton
- 2 in Rock County to Allens Grove in Walworth County; and,
- 3
- 4 **WHEREAS**, Charter Communications, Janesville, desires to obtain an easement across a portion
- 5 of the said property for the purpose of boring underneath the trail as part of a project to install fiber
- 6 optic cable; and,
- 7
- 8 **WHEREAS**, a fee of \$500 has been stipulated; and,
- 9
- 10 **WHEREAS**, because the project will have a potentially long-term effect on the trail, it will have to
- 11 be approved by the appropriate committees and Rock County Board of Supervisors.
- 12
- 13 **NOW, THEREFORE, BE IT RESOLVED**, by the Rock County Board of Supervisors assembled
- 14 this _____ day of _____, 2012, that the County Board Chair and County Clerk are
- 15 authorized to sign the agreement for right-of-way and easement with Charter Communications.

Respectfully submitted,

Public Works Committee

County Board Staff Committee

Kurtis Yankee, Chair

J. Russell Podzilni, Chair

Betty Jo Bussie, Vice-Chair

Sandra Kraft, Vice-Chair

Eva Arnold

Eva Arnold

Dave Brown

Henry Brill

Brent Fox

Betty Jo Bussie

Marilynn Jensen

Mary Mawhinney

Louis Peer

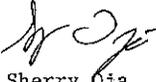
Kurtis L. Yankee

12-5B-029

AUTHORIZING EASEMENT TO CHARTER COMMUNICATIONS TO CROSS PELISHEK
TIFFANY NATURE TRAIL
Page 2

FISCAL NOTE:

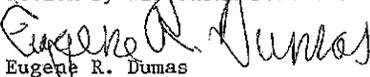
The \$500 easement fee will be deposited into
the Sale of County Property account, a/c
00-0000-0001-46200.



Sherry Oja
Finance Director

LEGAL NOTE:

The County Board is authorized to take this
action by Wisconsin Statutes section 59.52(6)(e).



Eugene R. Dumas
Deputy Corporation Counsel

ADMINISTRATIVE NOTE:

Recommended.



Craig Knutson
County Administrator

EXECUTIVE SUMMARY
AUTHORIZING EASEMENT TO
CHARTER COMMUNICATIONS TO CROSS PELISHEK TIFFANY NATURE TRAIL

Rock County has owned the 64.3 acres of the Pelishek Tiffany Nature Trail since September 26, 1995, and is working on continued development of this park property via a long-term partnership agreement with the PNT Foundation. Currently, the trail is open for winter snowmobile use and is open for hiking, bird watching, bicycle use and equestrian use in the summer.

Charter Communications, Janesville, has requested an easement to bore under the trail as part of a fiber optic cable project. A fiber optic cable will be installed in this bore hole to carry cable from one side of the trail to the other and distribute it to the desired client. They propose to cross the trail in the right of way on S. Summerville Road east of Clinton, WI. This preferred approach will cause the least amount of disruption and damage to the trail.

Because this project will have a potentially long-term effect on the trail, it needs to be approved by the appropriate committees and the Rock County Board of Supervisors. A fee of \$500 has been stipulated in accordance with past easements of this nature.

RESOLUTION

ROCK COUNTY BOARD



OF SUPERVISORS

Health Services Committee
INITIATED BY

Sherry Gunderson
DRAFTED BY

Health Services Committee
SUBMITTED BY

April 17, 2012
DATE DRAFTED

TITLE

RECOGNIZING RUTH NORDENG FOR SERVICE TO HEALTH CARE CENTER/ROCK HAVEN

1. WHEREAS, Ruth Nordeng has served the citizens of Rock County over the past 31
2. years, 5 months as a dedicated and valued employee of Rock County; and,
- 3.
4. WHEREAS, Ruth Nordeng began her career with Rock County Health Care Center as an
5. Laundry Worker on January 6, 1981; and,
- 6.
7. WHEREAS, Ruth Nordeng held that position until January 1, 1984 when she took a
8. position as Food Service Worker; and,
- 9.
10. WHEREAS, Ruth Nordeng worked in that capacity until taking a position as an
11. Environmental Services Worker on February 10, 1992; and,
- 12.
13. WHEREAS, Ruth Nordeng has worked diligently in that position until her retirement
14. on June 1, 2012; and,
- 15.
16. WHEREAS, the Rock County Board of Supervisors, representing the citizens of Rock
17. County, wishes to commend Ruth Nordeng for her long and faithful service.
- 18.
19. NOW, THEREFORE, BE IT RESOLVED, that the Rock County Board of Supervisors duly
20. assembled this _____ of _____, 2012 does hereby recognize Ruth
21. Nordeng for her 31 years, 5 months of service and extend their best wishes to her
22. in her future endeavors; and,
- 23.
24. BE IT FURTHER RESOLVED, that the County Clerk be authorized and directed to

12-5B-030

Respectfully submitted,

HEALTH SERVICES COMMITTEE

Betty Jo Bussie
Betty Jo Bussie, Chair

Mary Beaver
Mary Beaver

Terry Fell
Terry Fell

Billy Bob Grah
Billy Bob Grah

Steve Howland
Steve Howland

COUNTY BOARD STAFF COMMITTEE

J. Russell Podzilni, Chair

Sandra Kraft
Sandra Kraft, Vice-Chair

Betty Jo Bussie
Eva Arnold
Eva Arnold

Mary Mawhinney
Mary Mawhinney

Marilynn Jensen
Marilynn Jensen

Kurtis Yankee
Kurtis Yankee

Hank Brill
Hank Brill

Louis S. Peer
Louis Peer

RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS

Criminal Justice Coordinating Council
INITIATED BY

Public Safety & Justice Committee
SUBMITTED BY



Elizabeth Pohlman McQuillen/National Association
of Drug Court Professionals (NADCP)
DRAFTED BY

May 17, 2012
DATE DRAFTED

PROCLAIMING MAY 2012 DRUG COURT MONTH

- 1 **WHEREAS**, Drug Courts are a proven budget solution that benefit all facets of society; and,
- 2
- 3 **WHEREAS**, Drug Courts are an essential component of our justice system which save vast criminal
- 4 justice resources and keep individuals out of jail and engaged with their communities as productive tax-
- 5 paying citizens; and,
- 6
- 7 **WHEREAS**, Drug Courts are the most effective tool in the criminal justice system for saving money,
- 8 cutting crime and serving veterans; and,
- 9
- 10 **WHEREAS**, Results of more than 100 program evaluations and at least four meta-analytic studies have
- 11 yielded definitive evidence that Drug Courts significantly improve substance-abuse treatment outcomes,
- 12 substantially reduce drug abuse and crime, and do so at less expense than any other justice strategy; and,
- 13
- 14 **WHEREAS**, Drug Courts facilitate community-wide partnerships, bringing together public safety and
- 15 public health professionals in the fight against drug abuse and criminality; and,
- 16
- 17 **WHEREAS**, the Drug Court movement has grown from 12 original Drug Courts in 1994 to over 2,600
- 18 operational Drug Courts; and,
- 19
- 20 **WHEREAS**, Drug Courts demonstrate that when one person rises out of drugs and crime, we ALL RISE;
- 21 and,
- 22
- 23 **WHEREAS**, The time has come to put a Drug Court within reach of every eligible person in need; and,
- 24
- 25 **WHEREAS**, Rock County started its Drug Court in April 2007 and has had 167 successful graduations
- 26 as of May 17, 2012; and,
- 27
- 28 **WHEREAS**, Rock County started its Veterans Court in September 2009 and has had five successful
- 29 graduations as of May 17, 2012.
- 30
- 31 **NOW, THEREFORE, BE IT RESOLVED** that the Rock County Board of Supervisors duly assembled
- 32 this _____ day of _____, 2012 does hereby declare that a "Drug Court Month" be established
- 33 during the month of May, 2012, recognizing the significant contributions that Drug Courts have made
- 34 toward reducing substance abuse, crime and recidivism while saving valuable resources.

12-5B-031

Respectfully submitted,

PUBLIC SAFETY & JUSTICE COMMITTEE

Ivan Collins, Chair

Brian Knudson

Henry Brill, Vice-Chair

Larry Wiedenfeld

Mary Beaver

RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS

Sara Mooren
INITIATED BY

Human Services Board
SUBMITTED BY



Sara Mooren
DRAFTED BY

May 09, 2012
DATE DRAFTED

Upgrade One HSD Account Clerk Position to an Accountant Position

- 1 **WHEREAS**, the Human Services Department requests that the County Board upgrade a vacant HSD
- 2 Account Clerk position assigned to the Fiscal Operations Division to an Accountant position; and,
- 3
- 4 **WHEREAS**, the Department believes there are operational advantages to Rock County by filling this
- 5 position with a higher skill set employee; and
- 6
- 7 **WHEREAS**, this position currently plays an important role in the fiscal management of the Department
- 8 and the Department believes the work required for this position is at the Accountant level; and,
- 9
- 10 **WHEREAS**, work activities will include: assisting in the preparation and monitoring of the annual HSD
- 11 budget, completing monthly allocation reports and preparing journal entries, preparation of various
- 12 performance tracking reports, staff time study tracking for multiple federal, state, and private grant
- 13 awards, analysis of accounts, fiscal tracking, monitoring, and analysis for the Income Maintenance
- 14 Consortium, and other duties as assigned; and,
- 15
- 16 **WHEREAS**, a cost analysis shows that this would be a budget neutral change in 2012 due to the amount
- 17 of time the HSD Account Clerk position will be vacant.
- 18
- 19 **NOW, THEREFORE, BE IT RESOLVED** that the Rock County Board of Supervisors duly assembled
- 20 this _____ day of _____, 2012 does hereby upgrade the 1.0 FTE vacant HSD Account Clerk
- 21 position to an Accountant and authorize the Human Services Department to fill this position.

12-5B-032

Upgrade One HSD Account Clerk Position to an Accountant Position

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Respectfully submitted,

HUMAN SERVICES BOARD

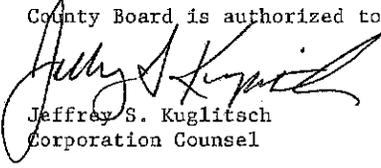
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This resolution upgrades a vacant Account Clerk position to an Accountant level position in Human Services. The upgrade will be funded by the vacancy savings.


 Sherry Oja
 Finance Director
LEGAL NOTE:

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


 Jeffrey S. Kuglitsch
 Corporation Counsel
ADMINISTRATIVE NOTE:

Recommended.


 Craig Knutson
 County Administrator

Executive Summary

Upgrade One HSD Account Clerk Position to an Accountant Position

The Human Services Department requests that the County Board upgrade a vacant HSD Account Clerk position assigned to the Fiscal Operations Division to an Accountant position. The Department believes there are operational advantages to Rock County by filling this position with a higher skill set employee.

This position currently plays an important role in the fiscal management of the Department and the Department believes the work required in this position is at the Accountant level. This includes work already assigned to the HSD Account Clerk, as well as additional tasks at the Accountant level that would be assigned if the upgrade is approved.

Work activities will include: assisting in the preparation and monitoring of the annual HSD budget (*approximately \$55.5 million in expenditures*), completing monthly allocation reports and preparing journal entries, preparation of various performance tracking reports, staff time study tracking for multiple federal, state, and private grant awards, analysis of accounts, fiscal tracking, monitoring, and analysis for the Income Maintenance Consortium, and other duties as assigned.

A cost analysis shows that this would be a budget neutral change in 2012 due to the amount of time the HSD Account Clerk position will be vacant. The difference in the annual starting salary between the two positions is approximately \$1,500.