

**FINANCE COMMITTEE**  
**Minutes – May 15, 2014**

**Call to Order.** Chair Mawhinney called the meeting of the Finance Committee to order at 7:30 A.M. on Thursday, May 15, 2014, in Conference Room N-1 Rock County Courthouse East.

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

**Committee Members Excused:** None.

**Staff Members Present.** Sherry Oja, Finance Director; Craig Knutson, County Administrator; Randy Terronez and Nick Osborne, Assistants to County Administrator; Vicki Brown, County Treasurer; Jennifer Thompson, Long Term Support and ADRC Division Manager.

**Others Present:** None.

**Approval of Agenda.** Chair Mawhinney said there was a transfer for the Human Resources Department to add. Supervisor Podzilni moved approval of the agenda with this addition, second by Supervisor Fox. ADOPTED.

**Citizen Participation, Communications and Announcements.** Ms. Brown asked the Committee to get back to her on what they would like to see included in the foreclosure list her office puts together prior to their tour of the properties. She added that at this time there are 120 parcels.

**Approval of Minutes – May 1, 2014.** Supervisor Kraft moved approval of the minutes of May 1, 2014 as presented, second by Supervisor Podzilni. ADOPTED.

**Transfers and Appropriations.**

**Sheriff's Office**

<b><u>FROM</u></b>		<b><u>TO</u></b>	
<b><u>Account #</u></b>	<b><u>Amount</u></b>	<b><u>Account #</u></b>	<b><u>Amount</u></b>
21-2100-0000-46205	\$2,813.59	21-2100-0000-62410	\$2,813.59
Comp Loss Fixed Assets		Repair & Maintenance Vehicles	

Supervisor Beaver moved approval of the above Transfer and Appropriation for the Finance Committee, second by Supervisor Kraft. ADOPTED.

**Human Resources**

<b><u>FROM</u></b>		<b><u>TO</u></b>	
<b><u>Account #</u></b>	<b><u>Amount</u></b>	<b><u>Account #</u></b>	<b><u>Amount</u></b>
19-1922-0000-64904	24,500	08-1420-0000-63107	24,500
Contingency Fund		Publications & Legal Notices	
08-1420-0000-64200	2,500	08-1420-0000-62108	2,500

Training

Labor Negotiations

Supervisor Podzilni moved approval of the above Transfers and Appropriations for the Finance Committee, second by Supervisor Fox. ADOPTED.

**Bills and Encumbrances**

County Board	\$	1,353.59
County Treasurer		5,553.10
Finance Director		400.00

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

**Bills Over \$10,000**

Board of Regents	\$	73,154.00
Van Brocklin Electric LLC		29,105.00
Secured Living		11,250.00
Frei, Gerald and Jennifer		17,360.00

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

**Encumbrances Over \$10,000.**

Thermo Bond Buildings	\$	96,518.00
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Supervisor Podzilni moved approval of the above Encumbrances Over \$10,000 for the Finance Committee, second by Supervisor Fox. ADOPTED.

**Pre-Approved Encumbrance Amendments.**

**DD Board**

Abilities, Inc	\$	79,481.00
REM Wisconsin III Inc.		68,597.00

**General Services**

Halverson Carpet Center	\$	35,000.00
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Supervisor Fox moved approval of the above Pre-Approved Encumbrance Amendments for DD Board and General Services, second by Supervisor Podzilni. ADOPTED.

**Approval of Bills for Other Departments.** None.

**Resolution.**

**Authorizing Entry into an Intergovernmental Cooperation Agreement Relating to the "Wisconsin Investment Series Cooperative" and Authorizing Participation in the Investment Programs of the Fund**

**“NOW, THEREFORE, BE IT RESOLVED** the Rock County Board of Supervisors duly assembled this \_\_\_\_\_ day of \_\_\_\_\_, 2014 does hereby authorize entry into an Intergovernmental Cooperation Agreement relating to the Wisconsin Investment Series Cooperative and authorizes the participation in the investment program of the fund as follows:

**Section 1.** Rock County shall join with other Wisconsin municipalities in accordance with the Intergovernmental Cooperation Act by becoming a participant of the Fund and adopting and entering into the Intergovernmental Cooperation Agreement. A copy of the Intergovernmental Cooperation Agreement shall be filed in the minutes of the meeting at which this Resolution was adopted. The County Board Chair and County Clerk are authorized to take such actions and execute any and all such documents as they may deem necessary and appropriate to effectuate the entry of Rock County into the Intergovernmental Cooperation Agreement and to utilize Fund programs through PMA Financial Network, Inc., PMA Securities, Inc. U. S. Bank National Association, and/or their affiliates and successors.

**Section 2.** Rock County is authorized to invest its available monies from time to time and to withdraw such monies from time to time in accordance with the provisions of the Intergovernmental Cooperation Agreement, including investment in the fixed-income program of the Fund through the intermediaries PMA Financial Network, Inc. and PMA Securities, Inc. The following officers and officials of Rock County and their respective successors in office each are designated as "Authorized Officials" with full power and authority to effectuate the investment and withdrawal of monies of Rock County from time to time in accordance with the Intergovernmental Cooperation Agreement and pursuant to the Fixed Rate Investment Program available to participants of the Fund:

Name: Vicki Brown    Position: County Treasurer    Signature: \_\_\_\_\_

The County Clerk shall advise the Commission of any changes in Authorized Officials in accordance with procedures established by the Commission.

**Section 3.** Members of Rock County Board of Supervisors and officials of Rock County are authorized to serve as Commissioners of the Commission from time to time if selected as such pursuant to the provisions of the Intergovernmental Cooperation Agreement.

**Section 4.** Rock County may open depository accounts, enter into wire transfer agreements, safekeeping agreements, and lockbox agreements, or other applicable or related documents with U. S. Bank National Association, and any other institutions participating in the Fund programs or programs of PMA Financial Network, Inc. and PMA Securities, Inc., pursuant to Wisconsin Statutes, Section 34.05, Wisconsin Statutes, Section 120.12(7) (if applicable) and, when directed by one of the Authorized Officials, Wisconsin Statutes, Section 66.0603. PMA Financial Network, Inc. and/or PMA Securities, Inc. are authorized to act on behalf of Rock County as its agent with respect to such accounts and agreements.

**Section 5.** Credit unions, banks, savings banks, trust companies and savings and loan associations authorized to transact business in the State of Wisconsin which qualify as depositories under Wisconsin law and are included on a list approved and maintained for such purpose by the Administrator of the Fund are designated as depositories of Rock County pursuant to Wisconsin Statutes, Section 120.12(7) (if applicable) and Wisconsin Statutes, Section 34.05. Monies of Rock County may be deposited in such depositories, from time to time in the discretion of the Authorized Officials, pursuant to the Fixed Rate Investment Program available to participants of the Fund through the intermediary PMA Financial Network, Inc.”

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

Ms. Brown informed the Committee that she did not write the resolution, that this is the one PMA requires with slight modifications. She asked the Committee if they wished to have the “Drafted by” changed. The Committee asked if “/PMA” added after her name would be okay, with Ms. Brown agreeing this would be fine.

ADOPTED.

**Committee Approval.**

**Authorizing Acceptance of 2014 Comprehensive Alcohol Risk Reduction (CARD) Grant**

“NOW, THEREFORE, BE IT RESOLVED by the Rock County Board of Supervisors assembled this \_\_\_\_\_ day of \_\_\_\_\_, 2014, that the Rock County Sheriff is authorized to accept funds under the Highway Safety Project Grants; and,

**BE IT FURTHER RESOLVED**, that the 2014 budget be amended as follows:

...”

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

**Amending the 2014 Human Services Department Budget to Accept Funding for a Dementia Care Specialist**

“NOW, THEREFORE, BE IT RESOLVED by the Rock County Board of Supervisors duly assembled this \_\_\_\_\_ day of \_\_\_\_\_, 2014, does hereby authorize the acceptance of the Dementia Care Specialist funds.

**BE IT FURTHER RESOLVED**, that the Human Services Department budget for 2014 be amended as follows:

...”

Supervisor Kraft moved approval of the above Committee Approval, second by Supervisor Fox. ADOPTED.

**Report on Cash Balances and Investments.** Ms. Oja updated the Committee on cash balances and investments as of April 30, 2014.

Ms. Brown asked the Committee if PMA had a good rate how much they would want invested, and if \$5 million was okay. The Committee agreed to this amount.

**Adjournment.** Supervisor Podzilni moved adjournment at 7:52 A.M., second by Supervisor Fox. ADOPTED.

Respectfully submitted,

Marilyn Bondehagen  
Confidential Administrative Assistant

**NOT OFFICIAL UNTIL APPROVED BY COMMITTEE.**