

FINANCE COMMITTEE
Minutes – January 23, 2014

Call to Order. Chair Mawhinney called the meeting of the Finance Committee to order at 5:30 P.M. on Thursday, January 23, 2014, in the Jury Deliberation Room, Rock County Courthouse East.

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

Committee Members Excused: None.

Staff Members Present. Sue Balog, Senior Accountant/Assistant to Finance Director; Craig Knutson, County Administrator; Randy Terronez and Nick Osborne, Assistants to County Administrator; Mickey Crittenden, Information Technology Director; Jeff Kuglitsch, Corporation Counsel; David O’Connell, Human Resources Director; Michelle Schultz, Real Property Lister.

Others Present: None.

Approval of Agenda. Supervisor Fox moved approval of the agenda, second by Supervisor Podzilni. ADOPTED.

Tax System Update. Mr. Crittenden said they are making progress, addressing any problems that have been coming up, things are starting to settle down now, and the GovTech conversion went smoothly.

Ms. Balog said Accounting has had a few struggles balancing with the new system.

Supervisor Fox asked if an accounting of the costs associated with creating our own program as opposed to purchasing one “off the shelf” was completed. Mr. Crittenden said by writing our own program we will be more able to implement any State changes.

Ms. Schultz said the issue she has is the 2014 parcels were not showing up at first and now they show up but they are not correct.

Citizen Participation, Communications and Announcements. None.

Approval of Minutes – January 2, 2014 and January 9, 2014. Chair Mawhinney said page 4 of the minutes for January 2nd, under Approve Excess Worker’s Compensation Insurance Coverage it should read “Mr. Kuglitsch said we have been with ...” Supervisor Podzilni moved approval of the minutes of January 2, 2014 with this change and the minutes of January 9, 2014 as presented, second by Supervisor Kraft. ADOPTED.

Transfers and Appropriations.

Sheriff’s Office

FROM

Account #

21-2200-0000-64125

Amount

\$ 6,386

TO

Account #

21-2200-0000-67161

Amount

\$ 6,386

Board of Prisoners – Correctional Facility
 21-2100-0000-67130 1,556
 Terminals & PCs - LES

Capital Assets \$5,000+ Corr. Facility
 21-2100-0000-63900 1,556
 Ammo & Range Supplies - LES

Corporation Counsel

FROM

<u>Account #</u>	<u>Amount</u>
06-1620-0000-62119	\$ 1,200
Other Contracted Services	

TO

<u>Account #</u>	<u>Amount</u>
06-1620-0000-63202	\$ 1,200
Law Books	

Human Resources

FROM

<u>Account #</u>	<u>Amount</u>
08-1420-0000-62108	\$ 4,600
Labor Negotiations	

TO

<u>Account #</u>	<u>Amount</u>
08-1420-0000-61108	\$ 4,600
Seasonal Wages	

Supervisor Beaver moved approval of the above transfers for the Sheriff's Office, Corporation Counsel and Human Resources for the Finance Committee, second by Supervisor Fox. ADOPTED.

Bills and Encumbrances - 2013

Finance Director	\$ 58.68
Information Technology	4,978.34
Land Records	2,654.20
Elections	801.12
Register of Deeds Redaction	570.00

Bills and Encumbrances - 2014

Information Technology	39.88
County Treasurer	394.68

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

Bills Over \$10,000

Otis Elevator Company	\$ 57,390.80
Wisconsin Counties Association	18,958.00
Blackhawk Technical College	11,623.07
Beloit Police Department	11,129.00
Wright Express FSC	23,090.70
Youth2Youth of Rock County	20,000.00

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

Encumbrances Over \$10,000

3M Electronic Monitoring	\$ 38,416.00
Aurora Health Care	40,000.00
Clean Power LLC	10,629.00
Clearview North	245,000.00

DNA Diagnostics Center	32,000.00
Gregg Investigations Inc.	28,900.00
Joos, Atty. Melissa Brooke	44,436.00
Knueppel, Shanna M.	44,436.00
Kolpien, Atty. Thomas A.	44,436.00
Mercy Health System	300,941.00
Nash Elliott, Atty. Jennifer	44,436.00
Package Pro Express Delivery Inc.	20,559.00
Thomson West	32,500.00
University of Wisconsin Hospital and Clinics	70,000.00

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

Pre-Approved Encumbrance Amendments. None.

Approval of Bills for Other Departments.

General Services - 2013

HCC Complex - Maintenance	\$	9,769.62
Rock Haven Building Project		12,298.20
General Services		11,746.18
Glen Oaks Facility Operations		155.96
Youth Services Center		43.76
Communications Center Operations		430.42
Diversion /ASC		27.30
Jail Capital Improvements		298.88

General Services - 2014

HCC Complex	\$	5,117.84
-------------	----	----------

County Board Staff - 2013

County Board	\$	1,601.25
Human Resources		4,370.81
Risk Management		406.60

County Board Staff - 2014

ISF-Self Insurance	\$	65,525.00
Corporation Counsel		259.00
Property & Liability Insurance		22,084.00

Supervisor Kraft moved approval of the above Bills and Encumbrances for General Services and County Board Staff Committees, second by Supervisor Podzilni. ADOPTED.

Review of Resolution.

Authorizing Acceptance of 2014 Highway Safety Project Grant

“NOW, THEREFORE, BE IT RESOLVED by the Rock County Board of Supervisors duly 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 Finance Committee Endorsement of the above resolution, second by Supervisor Podzilni. ADOPTED.

Report on Cash Balances and Investments. Ms. Balog updated the Committee on cash balances and investments for December 31, 2013.

Adjournment. Supervisor Beaver moved adjournment at 5:45 P.M., second by Supervisor Kraft. ADOPTED.

Respectfully submitted,

Marilyn Bondehagen
Confidential Administrative Assistant

NOT OFFICIAL UNTIL APPROVED BY COMMITTEE