

FINANCE COMMITTEE
Minutes – February 6, 2014

Call to Order. Vice Chair Kraft called the meeting of the Finance Committee to order at 7:30 A.M. on Thursday, February 6, 2014, in Conference Room N-1 Rock County Courthouse East.

Committee Members Present. Supervisors Kraft, Beaver and Podzilni.

Committee Members Excused: Supervisors Mawhinney and Fox.

Staff Members Present. Sherry Oja, Finance Director; Craig Knutson, County Administrator; Nick Osborne, Assistant to County Administrator; Mickey Crittenden, Information Technology Director; Dave O’Connell, Human Resources Director; David Sudmeier, Controller, Rock Haven; Michelle Schultz, Real Property Lister; Ben Coopman, Public Works Director.

Others Present: None.

Approval of Agenda. Ms. Oja handed out a revised resolution for item 7.C. Supervisor Podzilni moved approval of the agenda as presented with the revised resolution, second by Supervisor Beaver. ADOPTED.

Committee Review and Approval of Per Meeting Allowances. Supervisor Beaver moved approval of per meeting allowances in the amount of \$10,471.48, second by Supervisor Podzilni. ADOPTED.

Approval of Minutes – January 23, 2014. Supervisor Beaver moved approval of the minutes of January 23, 2014 as presented, second by Supervisor Podzilni. ADOPTED.

Citizen Participation, Communications and Announcements. Vice Chair Kraft passed along an invitation from Elizabeth Pohlman McQuillen, Criminal Justice Planner/Analyst, to attend the next CJCC meeting on February 20th when John Voelker will to there to speak on the budget.

Transfers and Appropriations.

General Services

<u>FROM</u>		<u>TO</u>	
<u>Account #</u>	<u>Amount</u>	<u>Account #</u>	<u>Amount</u>
18-1811-0000-62400	\$ 3,000	18-1811-0000-63500	\$ 3,000
Repair & Maintenance Services		Repair & Maintenance Supplies	
18-1837-0000-67200	41,000	18-1837-0000-63500	41,000
Capital Improvements		Repair & Maintenance Supplies	

Supervisor Beaver moved approval of the above transfers for the General Services for the Finance Committee, second by Supervisor Podzilni. ADOPTED.

Bills and Encumbrances - 2013

Finance Director	\$	150.00
Information Technology		91,182.15
IT Infrastructure Upgrade		36,575.00

Bills and Encumbrances - 2014

ISF-Self Insurance	\$	59,765.00
Finance Director		722.50
Information Technology		47,418.85
IT-Cross Charges		17,660.64
Land Records		1,085.00
County Clerk		864.65
County Treasurer		175.00
Register of Deeds		1,494.00

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

Bills Over \$10,000.

Blackhawk Technical College	\$	11,616.49
Degarmo Plumbing		10,629.46
Gordie Boucher Ford Lincoln Mercury		13,096.50
Halverson Carpet Center Ltd		19,248.80
Shi International Corp		48,845.30
AE Business Solutions		14,234.65
Aercor Wireless Inc.		11,173.00
General Communications Inc.		322,452.00
Simplex Grinnell LP		10,020.66
State of Wisconsin		22,447.52
Tricor Inc.		59,765.00

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

Encumbrances Over \$10,000.

ComPsych	\$	22,000.00
ComPsych		23,000.00
Johnson Controls Inc.		27,800.00
Otis Elevator Company		35,436.00
Senior Services of Rock County Inc.		24,152.00
Willis Milwaukee		42,525.00

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

Pre-Approved Encumbrance Amendments. None

Approval of Bills for Other Departments. None.

Resolutions.

Initial Resolution Authorizing General Obligation Bonds and/or Notes in an Amount not to Exceed \$5,970,000

“NOW, THEREFORE, BE IT RESOLVED, by the Rock County Board of Supervisors duly assembled this ____ day of _____, 2014, that there shall be issued, pursuant to Chapter 67, Wisconsin Statutes, General Obligation Bonds and/or Notes in an amount not to exceed \$5,970,000 for highway construction and improvement projects.”

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

Authorizing Purchase of Global Navigation Survey Systems Equipment for the Land Information Office in 2014

“NOW, THEREFORE, BE IT RESOLVED that the Rock County Board of Supervisors duly assembled this ____ day of _____, 2014 that a Purchase Order for surveying equipment and software be issued to Turning Point Systems Group of Milwaukee, WI in the amount of \$10,137.00.”

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

Authorizing Purchase of Computer Equipment for 2014

“NOW, THEREFORE, BE IT RESOLVED that the Rock County Board of Supervisors duly assembled this ____ day of _____, 2014 that a Purchase Order be issued to Hewlett Packard Direct, CDW Outlet ID #10032359, 10810 Farnham Dr., Omaha, NE 68154 for 44 HP Compaq Pro 6300 Microtower Desktop Personal Computers in an amount not to exceed \$23,085.92.”

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

Authorizing Purchase of Budgeted Network Servers

“NOW, THEREFORE, BE IT RESOLVED by the Rock County Board of Supervisors duly assembled this ____ day of _____, 2014 that a Purchase Order for a Cisco enclosure and Cisco blade servers be issued to NETech Corp. of Madison, WI in the amount of \$72,877.54.”

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

Carryover of 2013 Budget Appropriations to 2014

“NOW, THEREFORE, BE IT RESOLVED, by the Rock County Board of Supervisors duly assembled this ____ day of _____, 2014 that the 2014 Budget be amended as follows:

...”

Ms. Oja went over the resolution with the Committee and answered questions.

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

Review of Resolution.

Amending the 2014 Rock County Health Department Budget to Provide Radon Testing Kits to the Public

“NOW, THEREFORE, BE IT RESOLVED, by the Rock County Board of Supervisors duly assembled this ____ day of _____, 2014 does hereby authorize the Rock County Health Department to set up separate revenue and expense accounts for the sale of radon test kits, and amend the 2014 Rock County Health Department Budget as follows:

...”

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

Approval to Purchase Wide Format Color Scanner for Land Records.

Supervisor Beaver moved approval to purchase a wide format color scanner from OM Office Supply. Mechanicsburg, PA for \$7,500, second by Supervisor Podzilni. ADOPTED.

Write-Off Uncollectible Receivables.

Department of Public Works - Airport Ms. Oja explained the write-offs for Public Works – Airport Division.

Rock Haven Mr. Sudmeier explained the write-offs for Rock Haven and their efforts to collect these funds.

Sheriff’s Office Ms. Oja explained the write-off for the Sheriff’s Office.

UW-Extension Ms. Oja explained the write-off for the UW-Extension Office.

Supervisor Podzilni moved approval to write-off \$120.76 for the Department of Public Works – Airport Division, \$64,204.19 for Rock Haven, \$50.00 for the Sheriff’s Office, and \$580.00 for UW-Extension second by Supervisor Beaver. ADOPTED.

Semi-Annual Report – Attendance at Conventions/Conferences. The Committee accepted the reports.

The Committee expressed their thanks to the Public Works staff for their time and effort this winter.

Adjournment. Supervisor Podzilni moved adjournment at 8:15 A.M., second by Supervisor Beaver. ADOPTED.

Respectfully submitted,

Marilyn Bondehagen
Confidential Administrative Assistant

NOT OFFICIAL UNTIL APPROVED BY COMMITTEE.