

FINANCE COMMITTEE
Minutes – November 21, 2013

Call to Order. Chair Mawhinney called the meeting of the Finance Committee to order at 5:00 P.M. on Thursday, November 21, 2013, 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. Sherry Oja, Finance Director; Craig Knutson, County Administrator; Randy Terronez and Nick Osborne, Assistants to County Administrator; Dave O'Connell, Human Resources Director.

Others Present: None.

Approval of Agenda. Chair Mawhinney said there is an addition of two additional pre-approved encumbrances for item 5.D. 2) and a pre-approved encumbrance for the Register of Deeds, also item 6 should be deleted. Supervisor Podzilni moved approval of the agenda with these changes, second by Supervisor Beaver. ADOPTED.

Citizen Participation, Communications and Announcements. None.

Approval of Minutes – November 7, 2013. Supervisor Fox moved approval of the minutes of November 7, 2013 as presented, second by Supervisor Beaver. ADOPTED.

Transfers and Appropriations.

Rock Haven

FROM

<u>Account #</u>	<u>Amount</u>
32-8000-9500-62451	\$ 2,500
Sup Svc Admin – Spec Assess	
32-8000-9940-61610	127,000
Gen Svc Emp Ben – Health Ins	
32-9000-9940-61915	3,000
Gen Svc Emp Ben – Cert/Lic	
32-9000-9940-61610	50,000
Gen Svc Emp Ben – Health Ins	
32-7260-7400-62179	50,000
RH Contract Svc – Pharmacy	
32-7260-7400-62171	2,500
RH Contract Svc – Ambulance	

TO

<u>Account #</u>	<u>Amount</u>
32-8000-9500-64416	\$ 1,000
Sup Svc Admin - Licenses	
32-9000-9940-61710	120,000
Gen Svc Emp Ben – Workers Comp	
32-9000-9940-61720	10,000
Gen Svc Emp Ben-Unemployment	
32-9000-9940-63406	
Gen Svc Emp Ben – Uniforms	
32-8000-9700-62174	50,000
Sup Svc Med Staff – Internist	
32-7260-7400-62176	4,000
RH Contract Svc – Laboratory	
32-7260-7400-62180	19,500
RH Contract Svc – P Therapy	
32-7260-7400-62185	19,500
RH Contract Svc – O Therapy	
32-7260-7400-62186	9,500

32-7500-7350-64005	2,000
RH Prog Svc – Rehab Supplies	
32-7500-7350-64300	1,400
RH Pro Svc – Rec Therapy	
32-8000-8100-63109	5,000
Sup Svc Mat – Other Supplies	
32-8000-8200-63109	5,100
Sup Svc Phar – Other Supplies	
32-8000-8100-63101	500
Sup Svc Mat – Postage	
32-8000-9300-62163	10,000
Sup Svc Env – Laundry Svc	
32-8000-9300-64409	1,500
Sup Svc Env – Furnishings	

RH Contract Svc – S Therapy	
32-7260-7400-62189	3,500
RH Contract Svc – Other Med Supl	
32-8000-8100-63100	2,000
RH Svc Mat – Office Supplies	
32-8000-8100-64003	3,000
Sup Svc Mat – Oxygen Supply	
32-8000-8100-64408	5,000
Sup Svc Mat - Disposables	
32-8000-9200-63109	5,500
Sup Svc Maint - Other Supply	
32-8000-9300-62110	1,000
Sup Svc Env – Pest Control	
32-8000-9500-61300	1,000
Sup Svc Admin – Per Diem	
32-8000-9500-63200	4,500
Sup Svc Admin – Pub/Sub/Dues	

Sheriff's Office

FROM

<u>Account #</u>	<u>Amount</u>
21-2200-0000-62119	90,000
Other Contracted Svc - Jail	
21-2100-0000-63200	361
Publications – LES	
21-2100-0000-63900	4,000
Ammunition & Range - LES	
21-2100-0000-63905	399
Pistol Range - LES	
21-2100-0000-65103	240
Public Liability - LES	
21-2100-0000-65103	1,447
Public Liability – LES	
21-2100-0000-65331	53
Equipment Lease - LES	
21-2100-0000-62132	396
Credit/Debit card Fees - LES	
21-2100-0000-62491	1,048
Software Maintenance - LES	
21-2100-0000-63101	1,133
Postage	
21-2100-0000-63101	447
Postage – LES	
21-2100-0000-63200	639
Publications - LES	

Human Services

FROM

<u>Account #</u>	<u>Amount</u>
36-3604-0000-61210	\$ 10,100

TO

<u>Account #</u>	<u>Amount</u>
21-2200-0000-62170	90,000
Physicians & Other Svc - Jail	
21-2100-0000-62410	5,000
Repair & Maint Vehicles - Les	
21-2100-0000-63904	1,500
Policing/1 st Aid Supplies - LES	
21-2100-0000-61920	2,577
Physicals - LES	
21-2100-0000-62122	1,086
Attorney Fees - LES	

TO

<u>Account #</u>	<u>Amount</u>
36-3604-0000-67130	\$ 3,800

Overtime - ESS		Terminals & PCs	
36-3646-0000-62119	6,000	36-3604-0000-67161	6,300
Other Contracted Svc – JJS		Equipment over \$5k	
36-3664-0000-62170	3,000	36-3646-0000-64604	6,000
Physician & Other – YSC		Program Expense – JJS	
		36-3664-0000-62400	3,000
		Repair & Maint – YSC	
36-3683-0000-61610	11,500	36-3683-0000-64200	3,000
Health Ins – ADRC		Training – ADRC	
		36-3683-0000-63200	2,500
		Publications – ADRC	
		36-3683-0000-63100	6,000
		Office Supplies & Exp	
36-3689-0000-62609	4,000	36-3689-0000-64200	4,000
State Institutes – Crisis		Training – Crisis	
36-3664-0000-62170	1,500	36-3664-0000-64200	1,500
Physician & Other – YSC		Training – YSC	
36-3690-0000-65321	2,000	36-3690-0000-62119	2,000
Building & Office Lease – OPS		Contracted Svc – OPS	
36-3706-0000-65321	7,741	36-3706-0000-67200	6,500
Building & Office Lease – CSP		Capital Improvement – CSP	
		36-3706-0000-67130	1,241
		Terminals & PCs	

Supervisor Podzilni moved approval of the above Rock Haven, Sheriff's Office and Human Services Transfers for the Finance Committee, second by Supervisor Fox. ADOPTED.

Bills and Encumbrances

General Fund	\$ 195.00
Finance Director	514.82
Information Technology	34,441.67
Elections	276.60
ROD Redaction	2,304.50
Employee Wellness Activities	759.44

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

Bills Over \$10,000

Advanced Correctional Healthcare	\$ 65,286.25
General Communications Inc.	14,546.75
Gordie Boucher Ford Lincoln Mercury	12,247.77
Patterson Kelley Company	19,954.00
Wisconsin Department of Transportation	18,915.94

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

Encumbrances Over \$10,000

City of Beloit	\$ 783,248.00
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City of Janesville	917,296.00
Edgerton Community Outreach	375,800.00
Halverson Carpet Center Ltd.	19,248.80
Veolia ES Technical Solutions LLC	19,534.25

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

Pre-Approved Encumbrance Amendments.

Rock Haven

Kalamber MD, Robert L	\$ 15,000.00
West MD, William Peer	30,000.00

DD Board

Productive Living Systems, Inc.	\$ 33,174.00
Abilities Inc.	72,170.00
REM Wisconsin II Inc.	343,878.00

Register of Deeds

Mapping Solutions	\$ 1,000.00
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Supervisor Kraft moved approval of the above Pre-Approved Encumbrance Amendments for DD Board and Financial Services, second by Supervisor Podzilni. ADOPTED.

Approval of Bills for Other Departments. None.

Update on Receipting System. Chair Mawhinney said this item should be deleted from this agenda and will be on the next agenda.

Resolutions.

Approving Dental Insurance Contract

“NOW, THEREFORE, BE IT RESOLVED, that the Rock County Board of Supervisors assembled this ____ day of _____, 2013 does hereby authorize the execution of a contract with Delta Dental for the County’s dental insurance for the period of January 1, 2014 through December 31, 2015.”

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

Review of Resolutions.

Authorizing Acceptance of Additional Home Visitation Grant Funds and Amending the 2013 Human Services Department Budget

“NOW, THEREFORE, BE IT RESOLVED that the Rock County Board of Supervisors duly assembled this ____ day of _____, 2013, does hereby

authorize the acceptance of an additional \$88,069 for the Family Foundations Comprehensive Home Visitation Program; and,

BE IT FURTHER RESOLVED, that the Human Services Department budget for 2013 be amended as follows:

...”

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

Approval of Office Pro for Paper Shredding Services. Supervisor Fox moved approval of Office Pro for Paper Shredding Services, second by Supervisor Podzilni. ADOPTED.

Approval of Audit Contract Extension. Ms. Oja handed out copies of the three year extension proposal from Baker Tilly.

Supervisor Fox moved approval of the three year extension of the Baker Tilly contract, second by Supervisor Podzilni. ADOPTED.

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

Adjournment. Supervisor Beaver moved adjournment at 5:15 P.M., second by Supervisor Podzilni. ADOPTED.

Respectfully submitted,

Marilyn Bondehagen
Confidential Administrative Assistant

NOT OFFICIAL UNTIL APPROVED BY COMMITTEE