

FINANCE COMMITTEE
February 17, 2011

Call to Order. Chair Mawhinney called the meeting of the Finance Committee to order at 7:30 A.M. on Thursday, February 17, 2011, in Conference Room N-1 on the fifth floor of the Rock County Courthouse-East.

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

Committee Members Excused: None.

Staff Members Present. Sherry Oja, Senior Accountant/Assistant to the Finance Director; Mickey Crittenden, Information Technology Director; Randy Terronez and Nick Osborne, Assistants to the County Administrator; Diane Michaelis, Finance Office Manager, Sheriff's Office; Sara Mooren, Administrative Services Division Manager, Human Services; Dave O'Connell, Human Resources Director; Ben Coopman, Public Works Director (7:38 A.M.).

Others Present: None.

Approval of Agenda. Chair Mawhinney said item 5.E. should be handled under item 5.B. Supervisor Podzilni moved approval of the agenda with this change, second by Supervisor Diestler. ADOPTED as amended.

Approval of Minutes. Supervisor Diestler moved approval of the minutes of February 3, 2011 as presented, second by Supervisor Podzilni. ADOPTED.

Citizen Participation, Communications, Announcements, Information. None

Transfers and Appropriations.

County Clerk

<u>FROM</u>		<u>TO</u>	
<u>Account #</u>	<u>Amount</u>	<u>Account #</u>	<u>Amount</u>
14-1411-0000-63100	\$ 863	14-1411-0000-62114	\$ 863
Office Supplies		Board of Canvas & Tabulators	
14-1410-0000-63101	700	14-1410-0000-63117	2,737
Postage		Passport Postage	
14-1410-0000-64200	830		
Training			
19-1922-0000-64904	1,207		
Contingency Fund			

Coroner

<u>FROM</u>		<u>TO</u>	
<u>Account #</u>	<u>Amount</u>	<u>Account #</u>	<u>Amount</u>
19-1922-0000-64904	\$ 7,481	28-2600-0000-61300	\$ 598

Contingency Fund

Per Diems	
28-2600-0000-61300	4,844
Physician & Other Svc	
28-2600-0000-63300	2,039
Travel	

Human Resources

FROM

<u>Account #</u>	<u>Amount</u>
08-1420-0000-63200	\$ 1,000
Pubs/Subs/Dues	
08-1420-0000-61920	1,400
Physicals	

TO

<u>Account #</u>	<u>Amount</u>
08-1420-0000-63107	\$ 2,400
Public & Legal Notices	

Human Services

FROM

<u>Account #</u>	<u>Amount</u>
36-3706-0000-64604	\$30,800
CSP Program Expense	

TO

<u>Account #</u>	<u>Amount</u>
36-3706-0000-67200	\$30,800
CSP Capital Improvement	

911 Communications Center

FROM

<u>Account #</u>	<u>Amount</u>
00-0000-0001-46205	\$ 6,320
Insurance Proceeds	
23-2400-0000-64200	2,500
Training	

TO

<u>Account #</u>	<u>Amount</u>
23-2400-0000-62400	\$ 6,320
R&M Services	
23-2400-0000-62400	2,500
R&M Supplies	

Sheriff's Office

FROM

<u>Account #</u>	<u>Amount</u>
21-2158-0000-67171	\$ 1,080
Capital Assets \$1,000+ JAG Rec Grant	
21-2100-0000-62109	1,260
Personnel Services	

TO

<u>Account #</u>	<u>Amount</u>
21-2158-0000-63110	\$ 1,080
Admin. Exp. JAG	
21-2100-0000-63101	1,260
Postage	

Supervisor Kraft moved approval of the above Transfers for the Finance Committee with the Transfer for the Coroner contingent on Public Safety & Justice Committee approval, second by Supervisor Diestler. ADOPTED.

Bills/Encumbrances - 2010

Finance Director	\$ 3,797.26
Land Records	317.50
Information Technology	7,000.00

Bills/Encumbrances - 2011

Finance Director	\$ 80.00
Register of Deeds	1,304.00
Employee Related	205.25

Land Records 1,110.00

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

Bills Over \$10,000.

Best Events	\$ 16,149.66
Blackhawk Technical College	13,693.77
City of Janesville	14,030.03
General Communications Inc.	46,000.00
Motorola	21,270.00
AT&T Global Services	35,229.58
General Communications	136,500.00
Wisconsin Department of Justice	11,934.00

Supervisor Kraft moved approval of the above Bills Over \$10,000 for the Finance Committee with the bill for Blackhawk Technical College contingent on Public Safety & Justice Committee approval, second by Supervisor Diestler. ADOPTED.

Encumbrances Over \$10,000.

Brotol OC South Inc.	\$ 141,454.00
Willis of Wisconsin	50,400.00

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

Pre-Approved Encumbrance Amendments.

DD Board

REM Wisconsin II, Inc.	\$ 23,670.00
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Supervisor Beaver moved approval of the above Pre-Approved Encumbrance Amendments for the Finance Committee, second by Supervisor Podzilni. ADOPTED.

Approval of Bills for Other Departments. None.

Resolutions

Authorizing Purchase of Three Network Servers

“NOW, THEREFORE, BE IT RESOLVED by the Rock County Board of Supervisors duly assembled this ____ day of _____, 2011 that a Purchase Order for one server be issued to Dell in the amount of \$27,999.99.”

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

Worker’s Compensation Loss Control Services for 2011 and 2012

“NOW, THEREFORE, BE IT RESOLVED, that the Rock County Board of Supervisors duly assembled this ____ day of _____, 2011, hereby contracts with Willis of Appleton, Wisconsin for Worker’s Compensation Loss Control Services for 2011 and 2012, in the amounts of \$22,500, and \$30,000, respectively; and,

BE IT FURTHER RESOLVED, that the Workers Compensation 2011 budget be amended as follows:

...”

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

Review of Resolutions

Amending the Sheriff’s Budget to Accept Fees from the Jail Lobby Kiosk

“NOW, THEREFORE, BE IT RESOLVED by the Rock County Board of Supervisors duly assembled this ____ day of _____, 2011 to approve and authorize the acceptance of fees from the jail lobby kiosk to be used for the benefit of the inmates.

...”

Supervisor Diestler moved Finance Committee Endorsement of the above resolution contingent on Public Safety and Justice Committee approval, second by Supervisor Kraft. ADOPTED.

Modifying the 2010 Rock County Human Services Department Budget to Accept Additional Wisconsin Works (W-2) Funds

“NOW, THEREFORE, BE IT RESOLVED by the Rock County Board of Supervisors duly assembled this ____ day of _____, 2011, does accept \$601,000 in additional funds and amends the 2010 Rock County Human Services Department budget as follows:

...”

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

Modifying the 2010 Rock County Human Services Department Budget to Accept Additional Funds for the Provision of Economic Support Services

“NOW, THEREFORE, BE IT RESOLVED by the Rock County Board of Supervisors duly assembled this ____ day of _____, 2011, does accept

\$195,676 in additional funds and amends the 2010 Rock County Human Services Department budget as follows:

...”

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

Modifying the 2010 Rock County Human Services Department Budget to Accept Additional Community Relocation Initiative (CRI) Funding

“NOW, THEREFORE, BE IT RESOLVED by the Rock County Board of Supervisors duly assembled this ____ day of _____, 2011, does accept \$239,309 in additional CRI funds and amends the 2010 Rock County Human Services Department budget as follows:

...”

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

Modifying the 2010 Rock County Human Services Department Budget to Accept Additional Nursing Home Diversion (NHD) Funding

“NOW, THEREFORE, BE IT RESOLVED by the Rock County Board of Supervisors duly assembled this ____ day of _____, 2011, does accept \$27,948 in additional NHD funds and amends the 2010 Rock County Human Services Department budget as follows:

...”

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

Authorizing the Purchase of Fuel Tank Monitoring System for Southern Wisconsin Regional Airport and Amending the Public Works Department Budget

“NOW, THEREFORE, BE IT RESOLVED, by the Rock County Board of Supervisors duly assembled this ____ day of _____, 2011, that a contract be awarded to METCO of Hillsboro, Wisconsin, in the total amount of \$13,408.24; and,

BE IT FURTHER RESOLVED, that the Department of Public Works Budget be amended as shown below:

...”

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

Awarding a Contract to Purchase Automated Vehicle Locating Equipment, Entering a Cost-Sharing Contract with the Wisconsin Department of Transportation and Amending the Public Works Department Budget

“NOW, THEREFORE, BE IT RESOLVED, that the Department of Public Works is hereby authorized by Rock County Board of Supervisors convened this _____ day of _____, 2011, to purchase from and have installed by Force America of Waukesha the AVL units on its “State” snowplow trucks and equipment at an estimated capital cost of \$134,100 and an estimated contract operational cost of \$9,000 and a one-time reimbursement from the Wisconsin Department of Transportation of \$143,100; and,

BE IT FURTHER RESOLVED, that the Department of Public Works is hereby authorized to purchase from and have installed by Force America of Waukesha the AVL units on its “County” snowplow trucks and equipment at an estimated initial cost of \$15,000 and an estimated annual operational cost of \$37,500; and,

BE IT FURTHER RESOLVED, that the Director of Public Works may enter the AVL Agreement with the Wisconsin Department of Transportation on behalf of Rock County; and,

BE IT FURTHER RESOLVED, that the Department of Public Works Budget be amended as shown below:

...”

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

Report on Cash Balances and Investments. Ms. Oja updated the Committee on cash balances and investments as of January 31, 2011.

Adjournment. Supervisor Beaver moved adjournment at 8:08 A.M., second by Supervisor Podzilni. ADOPTED.

Respectfully submitted,

Marilyn Bondehagen
Confidential Administrative Assistant

NOT OFFICIAL UNTIL APPROVED BY COMMITTEE.