

FINANCE COMMITTEE
Minutes – May 16, 2013

Call to Order. Chair Mawhinney called the meeting of the Finance Committee to order at 7:30 A.M. on Thursday, May 16, 2013, in Conference Room N-1 Rock County Courthouse East.

Committee Members Present. Supervisors Mawhinney, Beaver, Fox, Kraft 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; Dara Mosley, Information Technology; Vicki Brown, Treasurer; Ben Coopman, Public Works Director; Paul Benjamin, Planning Director.

Others Present: None.

Approval of Agenda. Chair Mawhinney said there was an addition of a transfer for Human Resources (item 7.A.). Supervisor Podzilni moved approval of the agenda with this addition, second by Supervisor Fox. ADOPTED.

Citizen Participation, Communications and Announcements. Mr. Knutson informed the Committee that Mr. Terronez would be Acting Administrator for the next couple days.

Supervisor Podzilni informed the Committee that Kay and Neil Deupree were chosen as the 2013 inductees to the Hall of Honor.

Mr. Terronez asked the Committee if they would be available, if there was a need, for a meeting prior to the County Board on May 23rd. The Committee agreed to a meeting if there was a need for one.

Approval of Minutes – May 2, 2013. Supervisor Kraft moved approval of the minutes of May 2, 2013 as presented, second by Supervisor Podzilni. ADOPTED.

Set Date(s) to Tour Properties. Ms. Brown said there are still 110 properties at this time and suggested taking two days to tour the properties. The Committee decided on August 9 at 6:30 A.M. and August 12 at 7:00 A.M.

Approval for Extension of the Banking Contract with First National Bank. Supervisor Fox moved a one-year extension of the contract with First National Bank at the higher rate backed by a Letter of Credit, second by Supervisor Podzilni. ADOPTED.

Review and Update Investment Policy. Ms. Oja said the only change was to item XII to read “The bank providing general banking services for the County’s operating accounts must collateralize the County’s deposits with U.S. Government issued securities or a Federal Home Loan Bank Letter of Credit issued directly to the County and with the County as sole beneficiary.”

Supervisor Kraft moved approval of the change, second by Supervisor Podzilni. ADOPTED.

Transfers and Appropriations.

Human Resources

<u>FROM</u>		<u>TO</u>	
<u>Account #</u>	<u>Amount</u>	<u>Account #</u>	<u>Amount</u>
08-1420-0000-63200	\$8,700	08-1420-0000-62491	\$8,700
Publications, Subscriptions, Dues		Software Maintenance	

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

Bills and Encumbrances

Finance Director	\$	300.00
County Clerk		383.00
Tax Deed Expense		6,020.00
911 Capital Project		265.68
Information Technology		94,308.66
Information Technology Capital Project		51,782.54

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

Bills Over \$10,000

Board of Regents	\$	70,824.00
Core BTS Inc.		51,782.54
General Communications Inc.		40,068.75
Highline Corporation		40,335.00

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

Encumbrances Over \$10,000.

Childrens Service Society of Wisconsin	\$	108,617.00
Core BTS Inc.		35,673.00
JP Morgan Chase Bank NA		21,000.00
King Consulting		45,377.00
McCoy PhD, Sally		18,215.00
Rock Walworth Comprehensive Family Service		51,869.00

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

Pre-Approved Encumbrance Amendments. None.

Approval of Bills for Other Departments. None.

Resolution and Purchasing Procedural Endorsement.

Authorizing Purchase of Budgeted Network Servers

“NOW, THEREFORE, BE IT RESOLVED by the Rock County Board of Supervisors duly assembled this ____ day of _____, 2013 that a Purchase Order for a Cisco enclosure and Cisco blade servers be issued to Core BTS of Madison, WI in the amount of \$35,673.00.”

Supervisor Beaver moved approval and Purchasing Procedural Endorsement of the above resolution, second by Supervisor Fox. ADOPTED.

Review of Resolution

Acceptance of Acquisition and Development Grant Funds from the Wisconsin Department of Natural Resources for Turtle Creek Parkway and 2013 Budget Amendment

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

BE IT FURTHER RESOLVED, that the Park’s budget be amended as follows:

...”

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

Amending the 2013 Planning, Economic & Community Development Agency Budget and Creating a 0.625 FTE Position in the Housing & Community Development Division of the Rock County Planning, Economic & Community Development Agency

“NOW, THEREFORE, BE IT RESOLVED that the Rock County Board of Supervisors duly assembled this ____ day of _____, 2013 approves the position of Housing Specialist to be created in Pay Range 13 effective May 26, 2013 through December 31, 2013 and the 2013 Planning, Economic & Community Development Agency’s budget be amended as follows:

...”

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

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

Adjournment. Supervisor Fox moved adjournment at 8:00 A.M., second by Supervisor Podzilni. ADOPTED.

Respectfully submitted,

Marilyn Bondehagen
Confidential Administrative Assistant

NOT OFFICIAL UNTIL APPROVED BY COMMITTEE.