



**FINANCE COMMITTEE  
THURSDAY, FEBRUARY 3, 2011 - 7:30 A.M.  
CONFERENCE ROOM N-1 – FIFTH FLOOR  
ROCK COUNTY COURTHOUSE-EAST**

**Agenda**

1. Call to Order and Approval of Agenda
2. Committee Review and Approval of Per Meeting Allowances
3. Approval of Minutes – January 6, 2011 and January 20, 2011
4. Citizen Participation, Communications and Announcements
5. Transfers and Appropriations
  - A. General Services (3)
6.
  - A. Bills
  - B. Bills Over \$10,000
  - C. Encumbrances Over \$10,000
  - D. Pre-Approved Encumbrance Amendments
  - E. Approval of Bills for Other Departments
7. Resolutions
  - A. Carryover of 2010 Budget Appropriations to 2011
8. Review of Resolutions
  - A. Accepting Alliant Energy Foundation Community Grant and Amending the 2011 Rock County Health Department Budget
  - B. Accepting Prescription Drug Collection Grant and Amending the 2011 Rock County Health Department Budget
9. Write-Off Uncollectible Receivables
  - A. Rock Haven
  - B. Department of Public Works - Airport
10. Semi-Annual Departmental Out of State Training and Conference Report
  - A. Information Technology
11. Adjournment

**ROCK COUNTY**

**SUPPLEMENTAL APPROPRIATIONS - TRANSFERS**

10-111

Transfer No.

Requested by General Services

Robert Leu

1/26/11

Department

Department Head

Date

**FROM**

ACCOUNT #	DESCRIPTION	AMOUNT
18-1810-0000-62203	Natural Gas	22,600
18-1810-0000-62119	Other Contracted Svc	411
18-1810-0000-62160	Cleaning Contracts	760
18-1810-0000-62461	Elevator R&M	6,750

**TO**

ACCOUNT #	DESCRIPTION	AMOUNT
18-1810-0000-62200	Utilities	22,600
18-1810-0000-62113	Snow Removal	411
18-1810-0000-62205	Fuel Oil	760
18-1810-0000-63500	R&M Supplies	6,750

**FISCAL NOTE:**

Sufficient funds are available in the above object code for the requested transfer.

**ADMINISTRATIVE NOTE:**

Recommended. *ERK*

**REQUIRED APPROVAL:**

Governing Committee

Finance Committee

DATE

COMMITTEE CHAIR

File

# ROCK COUNTY TRANSFER REQUESTS

FINANCE DIRECTOR  
RECEIVED  
\$ 10-111  
JAN 26 2011

TO: FINANCE DIRECTOR

REQUESTED BY: General Services

Department

Robert Sen  
Department Head Signature

DATE: 1/26/11

FROM:	AMOUNT
ACCOUNT #: 18-1810-0000/62203 DESCRIPTION: Natural Gas CURRENT BALANCE: \$25,240.00 @ 1/23/10 PROVIDED BY THE FINANCE DIRECTOR <i>[Signature]</i>	\$22,600.00
ACCOUNT #: 18-1810-0000/62119 DESCRIPTION: Other Contracted Services CURRENT BALANCE: \$550.00 @ 1/23/10 PROVIDED BY THE FINANCE DIRECTOR	\$411.00
ACCOUNT #: 18-1810-0000/62160 DESCRIPTION: Cleaning Contracts CURRENT BALANCE: \$53,882.00 @ 1/23/10 PROVIDED BY THE FINANCE DIRECTOR	\$760.00
ACCOUNT #: 18-1810-0000/62461 DESCRIPTION: Elevator R & M CURRENT BALANCE: \$7,310.00 @ 1/23/10 PROVIDED BY THE FINANCE DIRECTOR	\$6,750.00

TO:	AMOUNT
ACCOUNT #: 18-1810-0000/62200 DESCRIPTION: Utilities	\$22,600.00
ACCOUNT #: 18-1810-0000/62113 DESCRIPTION: Snow Removal	\$411.00
ACCOUNT #: 18-1810-0000/62205 DESCRIPTION: Fuel Oil	\$760.00
ACCOUNT #: 18-1810-0000/62350 DESCRIPTION: Repair & Maint. Supplies	\$6,750.00

REASON FOR TRANSFER - BE SPECIFIC:

(2010) Year-end transfers to cover overcrafts  
(Courthouse/Jail/WW)

ROCK COUNTY

SUPPLEMENTAL APPROPRIATIONS - TRANSFERS

10-112  
Transfer No.

Requested by General Services  
Department

Robert Leu  
Department Head

1/26/11  
Date

FROM TO

ACCOUNT #	DESCRIPTION	AMOUNT
18-1810-0000-63104	Printing & Duplication	3,300
18-1810-0000-64200	Training	2,700
18-1810-0000-67172	Capital Assets	1,201

ACCOUNT #	DESCRIPTION	AMOUNT
18-1810-0000-63500	R&M Supplies	6,000
18-1810-0000-65321	Building Office Lease	1,201

**FISCAL NOTE:**

Sufficient funds are available in the above object code for the requested transfer.

**ADMINISTRATIVE NOTE:**

Recommended. *ER*

**REQUIRED APPROVAL:**

- Governing Committee
- Finance Committee

DATE

COMMITTEE CHAIR

File

10-112  
JAN 26 2011

# ROCK COUNTY TRANSFER REQUESTS

TO: FINANCE DIRECTOR

REQUESTED BY: General Services  
Department

Robert J. Ten  
Department Head Signature

DATE: 1/26/11

FROM:	AMOUNT
ACCOUNT #: 18-1810-0000/63104 DESCRIPTION: Printing & Duplicating CURRENT BALANCE: \$331,450.00 PROVIDED BY THE FINANCE DIRECTOR	\$3,300.00
ACCOUNT #: 18-1810-0000/64200 DESCRIPTION: Training CURRENT BALANCE: \$272,125.00 PROVIDED BY THE FINANCE DIRECTOR	\$2,700.00
ACCOUNT #: 18-1810-0000/67172 DESCRIPTION: Capital Assets CURRENT BALANCE: \$1,500,000.00 PROVIDED BY THE FINANCE DIRECTOR	\$1,201.00
ACCOUNT #: DESCRIPTION:	
CURRENT BALANCE: \$ PROVIDED BY THE FINANCE DIRECTOR	

TO:	AMOUNT
ACCOUNT #: 18-1810-0000/63500 DESCRIPTION: R & M Supplies	\$3,300.00
ACCOUNT #: 18-1810-0000/63500 DESCRIPTION: R & M Supplies	\$2,700.00
ACCOUNT #: 18-1810-0000/65321 DESCRIPTION: Building Office Lease	\$1,801.00
ACCOUNT #: DESCRIPTION:	

REASON FOR TRANSFER - BE SPECIFIC:

(2010) Year-end transfers to cover overdrafts.  
( Courthouse / Saw / UW)

ROCK COUNTY

SUPPLEMENTAL APPROPRIATIONS - TRANSFERS

10-113

Transfer No.

Requested by General Services

Robert Leu

1/26/11

Department

Department Head

Date

FROM

TO

ACCOUNT #	DESCRIPTION	AMOUNT
18-1811-0000-62203	Natural Gas	6,160
18-1811-0000-62400	R&M Services	2,840
18-1811-0000-62113	Snow Removal	750

ACCOUNT #	DESCRIPTION	AMOUNT
18-1811-0000-62200	Utilities	1,037
18-1811-0000-63500	R&M Supplies	8,713

MISCAL NOTE:

Sufficient funds are available in the above object code for the requested transfer.

ADMINISTRATIVE NOTE:

*DL*

Recommended.

REQUIRED APPROVAL:

Governing Committee

Finance Committee

DATE

COMMITTEE CHAIR

File

RECEIVED  
 10-113  
 JAN 26 2011

# ROCK COUNTY TRANSFER REQUESTS

TO: FINANCE DIRECTOR

REQUESTED BY: General Services  
 Department

Robert So  
 Department Head Signature

DATE: 1/26/11

FROM:	AMOUNT
ACCOUNT #: 18-1811-0000/62003 DESCRIPTION: <u>Natural Gas</u> CURRENT BALANCE: \$ <u>6160.20</u> <sup>12/31/10</sup> PROVIDED BY THE FINANCE DIRECTOR <u>1/26/11</u>	\$1,037.00
ACCOUNT #: 18-1811-0000/62003 DESCRIPTION: <u>Natural Gas</u> CURRENT BALANCE: \$ PROVIDED BY THE FINANCE DIRECTOR	\$5,123.00
ACCOUNT #: 18-1811-0000/62400 DESCRIPTION: <u>R&amp;M Services</u> CURRENT BALANCE: \$ <u>28,104.00</u> <sup>12/31/10</sup> PROVIDED BY THE FINANCE DIRECTOR	\$2,840.00
ACCOUNT #: 18-1811-0000/62113 DESCRIPTION: <u>Snow Removal</u> CURRENT BALANCE: \$ <u>750.00</u> <sup>12/31/10</sup> PROVIDED BY THE FINANCE DIRECTOR	\$750.00

TO:	AMOUNT
ACCOUNT #: 18-1811-0000/62000 DESCRIPTION: <u>Utilities</u>	\$1,037.00
ACCOUNT #: 18-1811-0000/63500 DESCRIPTION: <u>R&amp;M Supplies</u>	\$5,123.00
ACCOUNT #: 18-1811-0000/63500 DESCRIPTION: <u>R&amp;M Supplies</u>	\$2,840.00
ACCOUNT #: 18-1811-0000/63500 DESCRIPTION: <u>R&amp;M Supplies</u>	\$750.00

REASON FOR TRANSFER - BE SPECIFIC:

Year-end transfers to cover 2010 overdrafts at Glen Oaks

2010 . . .

Account Number	Name	Yearly Prct Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
0515000000-63107	PUBL & LEGAL	1,625.00 5.5%	-90.06	0.01	1,715.05		
	P1000390-PO# 12/31/10 -VN#013607		JANESVILLE GAZETTE INC			90.06	
			CLOSING BALANCE		1,624.99		90.06
0515000000-68010	EXP.ALLOCATIONS	0.00 100.0%	2,846.20	705.01	-3,551.21		
	P1000390-PO# 12/31/10 -VN#013607		JANESVILLE GAZETTE INC			182.80	
			CLOSING BALANCE		-3,734.01		182.80
	FINANCE DIRECTOR		PROG-TOTAL-PO			272.86	

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$272.86  
 INCURRED BY FINANCE DIRECTOR. CLAIMS COVERING THE ITEMS ARE PROPER  
 AND HAVE BEEN PREVIOUSLY FUNDED. THESE ITEMS ARE TO BE TREATED AS FOLLOWS  
 A. BILLS AND ENCUMBRANCES OVER \$10,000 REFERRED TO THE COUNTY BOARD.  
 B. BILLS UNDER \$10,000 TO BE PAID.  
 C. ENCUMBRANCES UNDER \$10,000 TO BE PAID UPON ACCEPTANCE BY THE DEPARTMENT HEAD.

FINANCE COMMITTEE APPROVES THE ABOVE. COM-APPROVAL \_\_\_\_\_ DEPT-HEAD

FEB 03 2011 DATE \_\_\_\_\_ CHAIR



Account Number	Name	Yearly Prcnt Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
1919910000-64904	SUNDRY EXPENSE	0.00 100.0%	-519.78	0.00	519.78		
	P1004144-PO# 12/31/10 -VN#036332		CITY OF JANESVILLE			519.78	
			CLOSING BALANCE		0.00		519.78
		ADD.EXP-PR.YRS.	PROG-TOTAL-PO			519.78	

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$519.78 INCURRED BY ADD'L EXPENDITURES-PRIOR YEARS. CLAIMS COVERING THE ITEMS ARE PROPER AND HAVE BEEN PREVIOUSLY FUNDED. THESE ITEMS ARE TO BE TREATED AS FOLLOWS

- A. BILLS AND ENCUMBRANCES OVER \$10,000 REFERRED TO THE COUNTY BOARD.
- B. BILLS UNDER \$10,000 TO BE PAID.
- C. ENCUMBRANCES UNDER \$10,000 TO BE PAID UPON ACCEPTANCE BY THE DEPARTMENT HEAD.

FINANCE COMMITTEE APPROVES THE ABOVE. COM-APPROVAL \_\_\_\_\_ DEPT-HEAD

FEB 03 2011 DATE \_\_\_\_\_ CHAIR

2010

Account Number	Name	Yearly Prcent Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
0714300000-62119	OTHER SERVICES	55,720.00 22.6%	-2,344.53	14,982.00	43,082.53		
	P1002916-PO# 12/31/10 -VN#049019			CORE BTS INC		2,837.70	
	P1004163-PO# 12/31/10 -VN#033867			DIGGERS HOTLINE INC		124.83	
				CLOSING BALANCE	40,120.00		2,962.53
0714300000-62400	R & M SERV	212,767.00 20.5%	47,005.36	-3,352.44	169,114.08		
	P1000876-PO# 12/31/10 -VN#019713			GENERAL HEATING AND AIR CONDIT		998.00	
				CLOSING BALANCE	168,116.08		998.00
0714300000-62421	COMPUTER EQUIP	9,000.00 2.3%	-215.00	0.00	9,215.00		
	P1000938-PO# 12/31/10 -VN#036454			PARTS NOW		215.00	
				CLOSING BALANCE	9,000.00		215.00
0714300000-62491	SOFTWARE MAINT	630,312.00 36.2%	223,383.47	4,910.88	402,017.65		
	P1002803-PO# 12/31/10 -VN#039900			ORACLE CORPORATION		170.45	
	P1003117-PO# 12/31/10 -VN#039900			ORACLE CORPORATION		1,450.17	
	P1003828-PO# 12/31/10 -VN#050352			DIGICORP INC		191.19	
	P1003902-PO# 12/31/10 -VN#023905			HIGHLINE CORPORATION		1,500.00	
				CLOSING BALANCE	398,705.84		3,311.81
0714300000-64200	TRAINING EXP	47,500.00 62.0%	-525.00	30,000.00	18,025.00		
	P1002904-PO# 12/31/10 -VN#049944			BSNUG		525.00	
				CLOSING BALANCE	17,500.00		525.00
0714300000-67130	TERMINALS/PC'S	98,989.00 10.1%	-13,942.12	3,943.00	108,988.12		
	P1003822-PO# 12/31/10 -VN#033353			CDW GOVERNMENT INC		13,942.12	
				CLOSING BALANCE	95,046.00		13,942.12
0714300000-67143	IT DEPT.CR-CHGS.	50,000.00 12.4%	46.44	6,188.58	43,764.98		
	P1003836-PO# 12/31/10 -VN#049330			PIEPER ELECTRIC INC		4,640.00	
	P1003891-PO# 12/31/10 -VN#049330			PIEPER ELECTRIC INC		1,294.00	
	P1003999-PO# 12/31/10 -VN#050443			RTZ ASSOCIATES INC		1,200.00	
	P1004168-PO# 12/31/10 -VN#049330			PIEPER ELECTRIC INC		1,714.00	
				CLOSING BALANCE	34,916.98		8,848.00

Account Number	Name	Yearly Prcent Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
			INFORMATION TECH	PROG-TOTAL-PO		30,802.46	

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$30,802.46 INCURRED BY INFORMATION TECHNOLOGY. CLAIMS COVERING THE ITEMS ARE PROPER AND HAVE BEEN PREVIOUSLY FUNDED. THESE ITEMS ARE TO BE TREATED AS FOLLOWS

- A. BILLS AND ENCUMBRANCES OVER \$10,000 REFERRED TO THE COUNTY BOARD.
- B. BILLS UNDER \$10,000 TO BE PAID.
- C. ENCUMBRANCES UNDER \$10,000 TO BE PAID UPON ACCEPTANCE BY THE DEPARTMENT HEAD.

FINANCE COMMITTEE APPROVES THE ABOVE. COM-APPROVAL \_\_\_\_\_ DEPT-HEAD

**FEB 03 2011**

DATE \_\_\_\_\_ CHAIR

Account Number	Name	Yearly Prcnt Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
0714440000-67171	C.A.-\$1000/MORE	437,615.00	11.2%	-99,778.00	50,670.87	486,722.13	
	P1003823-PO# 12/31/10 -VN#049019			CORE BTS INC			99,778.00
				CLOSING BALANCE		386,944.13	99,778.00
	IT CAPITAL PROJ			PROG-TOTAL-PO			99,778.00

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$99,778.00 INCURRED BY IT CAPITAL PROJECTS. CLAIMS COVERING THE ITEMS ARE PROPER AND HAVE BEEN PREVIOUSLY FUNDED. THESE ITEMS ARE TO BE TREATED AS FOLLOWS

- A. BILLS AND ENCUMBRANCES OVER \$10,000 REFERRED TO THE COUNTY BOARD.
- B. BILLS UNDER \$10,000 TO BE PAID.
- C. ENCUMBRANCES UNDER \$10,000 TO BE PAID UPON ACCEPTANCE BY THE DEPARTMENT HEAD.

FINANCE COMMITTEE APPROVES THE ABOVE. COM-APPROVAL \_\_\_\_\_ DEPT-HEAD  
**FEB 03 2011**  
 DATE \_\_\_\_\_ CHAIR

2011

Account Number	Name	Yearly Prcent Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
0515000000-63200	PUBL/SUBCR/DUES	774.00 13.5%	25.00	80.00	669.00		
		02/01/11 -VN#016235	SMITH,JEFFREY A			25.00	
			CLOSING BALANCE		644.00		25.00
	FINANCE DIRECTOR		PROG-TOTAL-PO			25.00	

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$25.00  
 INCURRED BY FINANCE DIRECTOR. CLAIMS COVERING THE ITEMS ARE PROPER  
 AND HAVE BEEN PREVIOUSLY FUNDED. THESE ITEMS ARE TO BE TREATED AS FOLLOWS

- A. BILLS AND ENCUMBRANCES OVER \$10,000 REFERRED TO THE COUNTY BOARD.
- B. BILLS UNDER \$10,000 TO BE PAID.
- C. ENCUMBRANCES UNDER \$10,000 TO BE PAID UPON ACCEPTANCE BY THE DEPARTMENT HEAD.

FINANCE COMMITTEE APPROVES THE ABOVE. COM-APPROVAL \_\_\_\_\_ DEPT-HEAD

FEB 03 2011 DATE \_\_\_\_\_ CHAIR

Account Number	Name	Yearly Prcent Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
1414100000-63200	PUBL/SUBCR/DUES P1100917-PO# 02/01/11 -VN#042646	181.00 0.0%	0.00	0.00	181.00	50.00	
							WISCONSIN COUNTY CLERKS ASSOCI
							CLOSING BALANCE 131.00 50.00
1414100000-64200	TRAINING EXP P1100990-PO# 02/01/11 -VN#047790	3,977.00 3.7%	150.00	0.00	3,827.00	100.00	
							WCCO
							CLOSING BALANCE 3,727.00 100.00
	COUNTY CLERK		PROG-TOTAL-PO			150.00	

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$150.00 INCURRED BY COUNTY CLERK. CLAIMS COVERING THE ITEMS ARE PROPER AND HAVE BEEN PREVIOUSLY FUNDED. THESE ITEMS ARE TO BE TREATED AS FOLLOWS

- A. BILLS AND ENCUMBRANCES OVER \$10,000 REFERRED TO THE COUNTY BOARD.
- B. BILLS UNDER \$10,000 TO BE PAID.
- C. ENCUMBRANCES UNDER \$10,000 TO BE PAID UPON ACCEPTANCE BY THE DEPARTMENT HEAD.

FINANCE COMMITTEE APPROVES THE ABOVE. COM-APPROVAL \_\_\_\_\_ DEPT-HEAD

FEB 03 2011

DATE \_\_\_\_\_ CHAIR

Account Number	Name	Yearly Prct Appropriation	Prct Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
1515400000-63200	PUBL/SUBCR/DUES	100.00	0.0%	0.00	0.00	100.00		
	P1100940-PO# 02/01/11 -VN#043687			WISCONSIN COUNTY TREASURERS AS			100.00	
				CLOSING BALANCE		0.00		100.00
1515400000-64200	TRAINING EXP	975.00	0.0%	0.00	0.00	975.00		
	P1100939-PO# 02/01/11 -VN#047790			WCCO			90.00	
				CLOSING BALANCE		885.00		90.00
	COUNTY TREASURER			PROG-TOTAL-PO			190.00	

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$190.00 INCURRED BY COUNTY TREASURER. CLAIMS COVERING THE ITEMS ARE PROPER AND HAVE BEEN PREVIOUSLY FUNDED. THESE ITEMS ARE TO BE TREATED AS FOLLOWS

- A. BILLS AND ENCUMBRANCES OVER \$10,000 REFERRED TO THE COUNTY BOARD.
- B. BILLS UNDER \$10,000 TO BE PAID.
- C. ENCUMBRANCES UNDER \$10,000 TO BE PAID UPON ACCEPTANCE BY THE DEPARTMENT HEAD.

FINANCE COMMITTEE APPROVES THE ABOVE. COM-APPROVAL \_\_\_\_\_ DEPT-HEAD

**FEB 03 2011**

DATE \_\_\_\_\_ CHAIR

Account Number	Name	Yearly Prnt Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
1717100000-63200	PUBL/SUBCR/DUES	150.00	0.0%	0.00	0.00	150.00	
	P1100992-PO# 02/01/11 -VN#043096					WISCONSIN REGISTER OF DEEDS AS	100.00
					CLOSING BALANCE	50.00	100.00
1717100000-64200	TRAINING EXP	800.00	0.0%	0.00	0.00	800.00	
	P1100989-PO# 02/01/11 -VN#047790					WCCO	100.00
					CLOSING BALANCE	700.00	100.00
	REGISTER OF DEED		PROG-TOTAL -PO				200.00

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$200.00 INCURRED BY REGISTER OF DEEDS. CLAIMS COVERING THE ITEMS ARE PROPER AND HAVE BEEN PREVIOUSLY FUNDED. THESE ITEMS ARE TO BE TREATED AS FOLLOWS

- A. BILLS AND ENCUMBRANCES OVER \$10,000 REFERRED TO THE COUNTY BOARD.
- B. BILLS UNDER \$10,000 TO BE PAID.
- C. ENCUMBRANCES UNDER \$10,000 TO BE PAID UPON ACCEPTANCE BY THE DEPARTMENT HEAD.

FINANCE COMMITTEE APPROVES THE ABOVE. COM-APPROVAL \_\_\_\_\_ DEPT-HEAD

FEB 03 2011 DATE \_\_\_\_\_ CHAIR



Account Number	Name	Yearly Prct Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
0714300000-62400	R & M SERV	212,767.00	18.3%	42,343.36	-3,352.44	173,776.08	
	P1100378-PO# 02/01/11 -VN#025432			LIEBERT GLOBAL SERVICES		5,660.00	
				CLOSING BALANCE		168,116.08	5,660.00
0714300000-62491	SOFTWARE MAINT	630,312.00	35.1%	216,699.49	4,910.88	408,701.63	
	P1100891-PO# 02/01/11 -VN#026310			ASPEN PUBLISHERS INC		329.94	
	P1100892-PO# 02/01/11 -VN#038827			CITRIX SYSTEMS INC		8,056.47	
	P1100893-PO# 02/01/11 -VN#047438			AERCOR WIRELESS INC		1,609.38	
				CLOSING BALANCE		398,705.84	9,995.79
0714300000-67131	OTHER COMP HARDW	81,818.00	0.0%	0.00	0.00	81,818.00	
ENC	R1101064-PO# 01/14/11 -VN#049448			TIME CLOCK PLUS		37,168.00	
				CLOSING BALANCE		44,650.00	37,168.00
0714300000-67143	IT DEPT.CR-CHGS.	50,000.00	12.3%	0.00	6,188.58	43,811.42	
	P1100876-PO# 02/01/11 -VN#033353			CDW GOVERNMENT INC		177.90	
	P1100893-PO# 02/01/11 -VN#047438			AERCOR WIRELESS INC		8,690.62	
	P1100899-PO# 02/01/11 -VN#033353			CDW GOVERNMENT INC		25.92	
				CLOSING BALANCE		34,916.98	8,894.44
				INFORMATION TECH		PROG-TOTAL-PO	61,718.23

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$61,718.23 INCURRED BY INFORMATION TECHNOLOGY. CLAIMS COVERING THE ITEMS ARE PROPER AND HAVE BEEN PREVIOUSLY FUNDED. THESE ITEMS ARE TO BE TREATED AS FOLLOWS

- A. BILLS AND ENCUMBRANCES OVER \$10,000 REFERRED TO THE COUNTY BOARD.
- B. BILLS UNDER \$10,000 TO BE PAID.
- C. ENCUMBRANCES UNDER \$10,000 TO BE PAID UPON ACCEPTANCE BY THE DEPARTMENT HEAD.

FINANCE COMMITTEE APPROVES THE ABOVE. COM-APPROVAL \_\_\_\_\_ DEPT-HEAD

FEB 03 2011 DATE \_\_\_\_\_ CHAIR

Account Number	Name	Yearly Prcnt Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
0714440000-67171	C.A.-\$1000/MORE	437,615.00	0.0%	0.00	0.00	437,615.00	
ENC	R1101046-PO# 01/13/11 -VN#010763						AE BUSINESS SOLUTIONS 31,000.00
ENC	R1101047-PO# 01/13/11 -VN#041544						HEWLETT PACKARD DIRECT CDWG 19,670.87
					CLOSING BALANCE	386,944.13	50,670.87
	IT CAPITAL PROJ		PROG-TOTAL-PO				50,670.87

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$50,670.87 INCURRED BY IT CAPITAL PROJECTS. CLAIMS COVERING THE ITEMS ARE PROPER AND HAVE BEEN PREVIOUSLY FUNDED. THESE ITEMS ARE TO BE TREATED AS FOLLOWS

- A. BILLS AND ENCUMBRANCES OVER \$10,000 REFERRED TO THE COUNTY BOARD.
- B. BILLS UNDER \$10,000 TO BE PAID.
- C. ENCUMBRANCES UNDER \$10,000 TO BE PAID UPON ACCEPTANCE BY THE DEPARTMENT HEAD.

FINANCE COMMITTEE APPROVES THE ABOVE. COM-APPROVAL \_\_\_\_\_ DEPT-HEAD

FEB 03 2011 DATE \_\_\_\_\_ CHAIR

2011

Account Number	Name	Yearly Prcent Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
0515000000-63100	OFC SUPP & EXP	5,050.00	0.2%	-15.00	0.00	5,065.00	
ENC	R1101200-PO# 01/27/11 -VN#050412					PAPER RECOVERY SERVICE CORPORA	150.00
					CLOSING BALANCE	4,915.00	150.00
	FINANCE DIRECTOR		PROG-TOTAL-PO				150.00

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$150.00  
 INCURRED BY FINANCE DIRECTOR. CLAIMS COVERING THE ITEMS ARE PROPER  
 AND HAVE BEEN PREVIOUSLY FUNDED. THESE ITEMS ARE TO BE TREATED AS FOLLOWS

- A. BILLS AND ENCUMBRANCES OVER \$10,000 REFERRED TO THE COUNTY BOARD.
- B. BILLS UNDER \$10,000 TO BE PAID.
- C. ENCUMBRANCES UNDER \$10,000 TO BE PAID UPON ACCEPTANCE BY THE DEPARTMENT HEAD.

FINANCE COMMITTEE APPROVES THE ABOVE. COM-APPROVAL \_\_\_\_\_ DEPT-HEAD

**FEB 03 2011**

DATE \_\_\_\_\_ CHAIR

RESOLUTION NO. \_\_\_\_\_

AGENDA NO. \_\_\_\_\_

**RESOLUTION  
ROCK COUNTY BOARD OF SUPERVISORS**

Finance Committee  
INITIATED BY \_\_\_\_\_



Jeffrey A. Smith  
Finance Director  
DRAFTED BY \_\_\_\_\_

Finance Committee  
SUBMITTED BY \_\_\_\_\_

January 27, 2011  
DATE DRAFTED \_\_\_\_\_

**CARRYOVER OF 2010 BUDGET APPROPRIATIONS TO 2011**

1 WHEREAS, obligations were made in 2010 for the purchase of specific goods or services which  
2 were not received or will not be completed until 2011; and,  
3

4 WHEREAS, under generally accepted accounting principles, it is necessary to carry over funds  
5 from 2010 budget appropriations to 2011 to provide funding for these obligations.  
6

7 NOW, THEREFORE, BE IT RESOLVED, by the Rock County Board of Supervisors duly  
8 assembled this \_\_\_\_\_ day of \_\_\_\_\_, 2011 that the 2011 Budget be amended as  
9 follows:

10		<u>BUDGET AT</u>	<u>AMOUNT OF</u>	<u>AMENDED</u>
11	<u>DEPARTMENT</u>	<u>1/1/11</u>	<u>INCREASE</u>	<u>BUDGET</u>
12	<u>Public Health Dept.</u>			
13	31-3000-0000-64900/			
14	Other Supplies & Expense	8,500	5,988	14,488
15	31-3000-0000-47013/			
16	Supp. Appr. From Pr. Yr/ C/O	-0-	5,988	5,988
17				
18	<u>Employee Recognition Program</u>			
19	19-1932-0000-64904/			
20	Sundry	5,400	3,000	8,400
21	19-1932-0000-47013/			
22	Supp. Appr. From Pr. Yr. C/O	-0-	3,000	3,000
23				
24	<u>Human Resources</u>			
25	08-1420-0000-64200/			
26	Training	34,374	10,000	44,374
27	08-1420-0000-62108/			
28	Labor Negotiations	8,000	8,000	16,000
29	08-1420-0000-47013/			
30	Supp. Appr. From Pr. Yr. C/O	-0-	18,000	18,000
31				
32	<u>Information Technology</u>			
33	07-1430-0000-62210/			
34	Telephone	68,022	675	68,697
35	07-1430-0000-64701/			
36	Software Purchase	113,125	35,928	149,053
37	07-1430-0000-67143/			
38	IT Cross Charges	50,000	27,646	76,646
39	07-1430-0000-67172/			
40	Capital Assets \$500-999	25,260	798	26,058
41	07-1430-0000-68105/			
42	Allocated Acquisition Cost	(637,248)	(27,646)	(664,894)
43	07-1430-0000-47013/			
44	Supp.Appr.From Pr.Yr.C/O	- 0 -	37,401	37,401
45				
46	<u>Land Records-Internet Access</u>			
47	10-1724-0000-62119/			
48	Other Contracted Services	43,046	8,394	51,440
49	10-1721-0000-47013/			
50	Supp.Appr.From Pr.Yr.C/O	- 0 -	8,394	8,394

**Carryover of 2010 Budget Appropriations to 2011**

Page 2

51	<b><u>General Services</u></b>			
52	18-1815-9200-63109/			
53	HCC Other Supplies & Exp.	45,500	11,250	56,750
54	18-1815-9200-47013/			
55	Supp.Appr.From Pr.Yr.C/O	- 0 -	11,250	11,250
56				
57	<b><u>Human Services-Overhead</u></b>			
58	36-3602-0000-67130/			
59	Terminals & PCs	-0-	4,257	4,257
60	36-3602-0000-67161/			
61	Equipment over \$5000	-0-	19,135	19,135
62	36-3602-0000-47013/			
63	Supp.Appr.From Pr.Yr.C/O	-0-	23,392	23,392
64				
65	<b><u>Human Services-Economic Support</u></b>			
66	36-3604-0000-67130/			
67	Terminals & PCs	-0-	1,262	1,262
68	36-3604-0000-67161/			
69	Equipment over \$5000	-0-	5,720	5,720
70	36-3604-0000-47013/			
71	Supp.Appr.From Pr.Yr.C/O	-0-	6,982	6,982
72				
73	<b><u>Human Services-Child Protective Services</u></b>			
74	36-3634-0000-67161/			
75	Equipment over \$5000	-0-	6,325	6,325
76	36-3634-0000-47013/			
77	Supp.Appr.From Pr.Yr.C/O	-0-	6,325	6,325
78				
79	<b><u>Human Services-Children &amp; Family Incentive Funds</u></b>			
80	36-3645-0000-67130/			
81	Terminals & PCs	-0-	7,400	7,400
82	36-3645-0000-47013/			
83	Supp.Appr.From Pr.Yr.C/O	-0-	7,400	7,400
84				
85	<b><u>Human Services-Juvenile Justice Services</u></b>			
86	36-3646-0000-62119/			
87	Other Contracted Services	217,053	35,000	252,053
88	36-3646-0000-67130/			
89	Terminals & PCs	-0-	1,900	1,900
90	36-3646-0000-67161/			
91	Equipment over \$5000	-0-	6,325	6,325
92	36-3646-0000-47013/			
93	Supp.Appr.From Pr.Yr.C/O	-0-	43,225	43,225
94				
95	<b><u>Human Services-Disproportionate Minority Contact</u></b>			
96	36-3659-0000-67130/			
97	Terminals & PCs	-0-	7,137	7,137
98	36-3659-0000-47013/			
99	Supp.Appr.From Pr.Yr.C/O	-0-	7,137	7,137
100				
101	<b><u>Human Services-Crisis</u></b>			
102	36-3689-0000-67161/			
103	Equipment over \$5000	-0-	7,090	7,090
104	36-3689-0000-47013/			
105	Supp.Appr.From Pr.Yr.C/O	-0-	7,090	7,090
106				
107	<b><u>Human Services-Mental Health Services</u></b>			
108	36-3690-0000-67130/			
109	Terminals & PCs	-0-	5,690	5,690
110	36-3690-0000-67161/			
111	Equipment over \$5000	-0-	5,720	5,720
112	36-3690-0000-47013/			
113	Supp.Appr.From Pr.Yr.C/O	-0-	11,410	11,410

**Carryover of 2010 Budget Appropriations to 2011**

Page 3

114	<b><u>Sheriff-Law Enforcement Services</u></b>			
115	21-2100-0000-64200/			
116	Training	34,500	918	35,418
117	21-2100-0000-47013/			
118	Supp.Appr. From Pr. Yr.C/O	- 0 -	918	918
119				
120	<b><u>Sheriff-Correctional Facility</u></b>			
121	21-2200-0000-64200/			
122	Training	35,868	2,654	38,522
123	21-2200-0000-47013/			
124	Supp. Appr. From Pr. Yr. C/O	-0-	2,654	2,654
125				
126	<b><u>Public Works-Highway Division</u></b>			
127	<b><u>Administration</u></b>			
128	41-4300-4110-63805/			
129	County Aid for Road Construction	70,000	40,911	110,911
130	41-4300-4110-47013/			
131	Supp.Appr.From Pr. Yr.C/O	- 0 -	40,911	40,911
132				
133	<b><u>Bridge Maintenance</u></b>			
134	41-4300-4324-61171/			
135	Field Wages	29,000	19,700	48,700
136	41-4300-4324-62150/			
137	Engineering Fees	4,000	5,489	9,489
138	41-4300-4324-63701/			
139	Crushed Stone & Gravel	2,000	2,600	4,600
140	41-4300-4324-63705/			
141	Asphalt	5,000	6,500	11,500
142	41-4300-4324-64900/			
143	Other Supplies & Expense	60,000	84,300	144,300
144	41-4300-4324-65341/			
145	Machinery Lease	14,000	7,600	21,600
146	41-4300-4324-47013/			
147	Supp.Appr.From Pr. Yr.C/O	- 0 -	126,189	126,189
148				
149	<b><u>Seal Coating</u></b>			
150	41-4300-4325-61171/			
151	Field Wages	35,280	15,000	50,280
152	41-4300-4325-63706/			
153	Road Oil & Emulsion	137,742	43,500	181,242
154	41-4300-4325-65341/			
155	Machinery Lease	30,870	15,000	45,870
156	41-4300-4325-47013/			
157	Supp.Appr.From Pr. Yr.C/O	- 0 -	73,500	73,500
158				
159	<b><u>County Highway Shouldering</u></b>			
160	41-4300-4327-61171/			
161	Field Wages	48,000	3,800	51,800
162	41-4300-4327-65341/			
163	Machinery Lease	55,000	25,000	80,000
164	41-4300-4327-47013/			
165	Supp.Appr.From Pr. Yr.C/O	- 0 -	28,800	28,800
166				
167	<b><u>Road Construction</u></b>			
168	41-4300-4328-61171/			
169	Field Wages	267,433	70,100	337,533
170	41-4300-4328-62119/			
171	Other Contracted Services	177,029	95,000	272,029
172	41-4300-4328-62150/			
173	Engineering Fees	21,600	16,000	37,600
174	41-4300-4328-63705/			
175	Asphalt	1,624,475	515,000	2,139,475

**Carryover of 2010 Budget Appropriations to 2011**

Page 4

176	41-4300-4328-64900/			
177	Other Supplies & Expense	5,061	21,600	26,661
178	41-4300-4328-47013/			
179	Supp.Appr.From Pr.Yr.C/O	- 0 -	404,702	404,702
180	41-4300-4320-49100/			
181	Notes Issued	1,000,000	312,998	1,312,998
182				
183	<b><u>Buildings &amp; Grounds Cost Pool</u></b>			
184	41-4350-4270-62150/			
185	Engineering Fees	-0-	2,119	2,119
186	41-4350-4270-67171/			
187	Capital Assets \$1000/More	282,000	3,000	285,000
188	41-4350-4270-68109/			
189	Allocated Capital Assets	(282,000)	(5,119)	(287,119)
190				
191	<b><u>Acquisition of Capital Assets</u></b>			
192	41-4350-4280-67110/			
193	Capital Equipment	1,410,000	244,068	1,654,068
194	41-4350-4280-68109/			
195	Allocated Capital Equipment	(1,100,000)	(244,068)	(1,344,068)
196				
197	<b><u>AVL Equipment Project</u></b>			
198	41-4300-4192-62210/			
199	Telephone	-0-	8,000	8,000
200	41-4300-4192-62422/			
201	Radio Repair & Maint.	15,800	12,000	27,800
202	41-4350-4280-67110/			
203	Capital Equipment	1,654,068	92,000	1,746,068
204	41-4300-4192-42200/			
205	State Aid	-0-	5,000	5,000
206	41-4300-4192-46400/			
207	Funds Forwarded	-0-	15,000	15,000
208	41-4350-4280-42200/			
209	State Aid	-0-	54,600	54,600
210	41-4350-4280-68109/			
211	Allocated Capital Equipment	(1,344,068)	(37,400)	(1,381,468)
212				
213	<b><u>DPW-Parks Administration</u></b>			
214	41-4551-4110-62104/			
215	Consulting Services	-0-	35,000	35,000
216	41-4551-4110-47013/			
217	Supp. Appr. From Pr. Yr. C/O	-0-	35,000	35,000

Respectfully submitted,

**FINANCE COMMITTEE**

\_\_\_\_\_  
Mary Mawhinney, Chair

\_\_\_\_\_  
David Diestler

\_\_\_\_\_  
Sandra Kraft, Vice Chair

\_\_\_\_\_  
J. Russell Podzilni

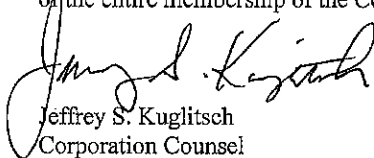
\_\_\_\_\_  
Mary Beaver

Carryover of 2009 Budget Appropriations to 2010

Page 5

**LEGAL NOTE:**

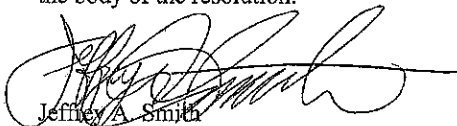
As an amendment to the 2011 Adopted County Budget, this resolution requires a two-thirds vote of the entire membership of the County Board, pursuant to Sec. 65.90(5)(a), Wis. Stats.



Jeffrey S. Kuglitsch  
Corporation Counsel

**FISCAL NOTE:**


In accordance with general accepted accounting principles, carryovers are increases to budget appropriations and, therefore, a County Board resolution is required. Fiscal impact is shown in the body of the resolution.



Jeffrey A. Smith  
Finance Director

**ADMINISTRATIVE NOTE:**

Recommended.



Craig Knutson  
County Administrator



EXECUTIVE SUMMARY  
CARRYOVER 2010 BUDGET APPROPRIATIONS TO 2011

Public Health: Expansion of Pharmaceutical Collection Program in 2011. This is funded by a transfer of ATC fees from Land Conservation as authorized by Resolution 10-9A-124-\$5,988.

Employee Recognition Program: As detailed in the Administrator's Comments to the 2010 budget anticipated carryover of unspent 2010 funds-\$3,000.

Human Resources: Delay in hiring new HR Director until June 2010 delayed training programs until 2011-\$10,000. Labor negotiations cost for possible mediation and/or arbitration-\$8,000.

Information Technology: State vendor contract delayed order processing for Microsoft software-\$35,928; replacement of office chair delayed to 2011-\$798; delay in internet support connection delayed to 2011-\$675; budget authority [offset with allocation account] to purchase equipment for Human Services delayed to 2011-\$27,646.

Land Records-Internet Access: Intern hired in late 2010 found full time employment elsewhere delaying the creation of the interactive mapping website to 2011-\$8,394.

General Services: Completion of arc flash analysis [PO1003920] delayed to 2011.

Human Services: Purchase of copiers delayed until 2011 for new contract vendor at a lower unit price than copiers purchased in 2010-\$50,315; Continuation of consulting contracts as part of the Juvenile Justice reform efforts-\$35,000; purchase of various information technology items delayed to 2011-\$27,646.

Sheriff: Delivery of law enforcement training equipment for law enforcement services-\$918 and correctional facility-\$2,654 [PO029039] delayed to 2011.

Public Works-Highway Division: Carryover of County Aid for Road Construction-\$40,911; replacement of bridge structure on County Trunk Highway J delayed to 2011-\$126,189; seal coating on County Trunk Highway Q delayed to 2011-\$73,500; shouldering projects delayed to 2011 as machine broke down prior to end of season-\$28,800; road construction projects for County Trunk Highways A, M & J delayed to 2011-\$717,700[partially funded by 2010 debt issue proceeds (\$312,998)]; engineering design for lighting project to be completed in 2011-\$2,119; contract retainage for shop exterior work held over to 2011-\$3,000; truck bodies, plows, wings, spreaders, tool boxes and prep work delayed until 2011-\$244,068; Automated Vehicle Locating Equipment [AVL] authorized by Resolution 10-10B-167 delayed to 2011 due to state contracting process-\$112,000.

Public Works-Parks Division: Consulting contract for Parks' Plan Update [Resolution 10-12A-219] delayed to 2011-\$35,000. This project is funded by ATC fees.

RESOLUTION NO. \_\_\_\_\_

AGENDA NO. \_\_\_\_\_

# RESOLUTION

## ROCK COUNTY BOARD OF SUPERVISORS

Board of Health  
INITIATED BY \_\_\_\_\_



Geri Waugh, Account Clerk II  
DRAFTED BY \_\_\_\_\_

Board of Health  
SUBMITTED BY \_\_\_\_\_

January 10, 2011  
DATE DRAFTED \_\_\_\_\_

### Accepting Alliant Energy Foundation Community Grant and Amending the 2011 Rock County Health Department Budget

- 1 **WHEREAS**, the Rock County Health Department applied for and was awarded a \$1,000 Community
- 2 Grant from the Alliant Energy Foundation; and,
- 3
- 4 **WHEREAS**, the purpose of this Community Grant is to support the Books for Babies Project conducted
- 5 by the Rock County Health Department; and
- 6
- 7 **WHEREAS**, these funds will be used to purchase books to be presented to mothers of newborns at the
- 8 initial home visit conducted by a public health nurse from the Rock County Health Department to support
- 9 literacy for babies.
- 10
- 11 **NOW, THEREFORE, BE IT RESOLVED** that the Rock County Board of Supervisors duly assembled
- 12 on this \_\_\_\_\_ day of \_\_\_\_\_, 2011 does hereby authorize the Rock County Health
- 13 Department to accept this \$1,000 Community Grant from the Alliant Energy Foundation and amend the
- 14 2011 Rock County Health Department Budget as follows:

<u>Account/Description</u>	<u>Budget</u> <u>1/10/11</u>	<u>Increase</u> <u>(Decrease)</u>	<u>Amended</u> <u>Budget</u>
<b>Source of Funds</b>			
31-3000-0000-46000			
Health Department Contributions	-0-	1,000	1,000
<b>Use of Funds</b>			
31-3000-0000-64904			
Health Department Sundry Expense	-0-	1,000	1,000

Respectfully submitted,

BOARD OF HEALTH

\_\_\_\_\_  
Sandra Kraft, Chair

\_\_\_\_\_  
Louis Peer, Vice Chair

\_\_\_\_\_  
Richard Bostwick

\_\_\_\_\_  
Jane Thompson

\_\_\_\_\_  
Dr. Aaron Best, MD

\_\_\_\_\_  
Dr. Dean Peterson, DVM

\_\_\_\_\_  
Dr. Connie Winter, DDS

\_\_\_\_\_  
Judith Wade

\_\_\_\_\_  
James Rooney

ACCEPTING ALLIANT ENERGY FOUNDATION COMMUNITY GRANT AND  
AMENDING THE 2011 ROCK COUNTY HEALTH DEPARTMENT BUDGET

Page 2

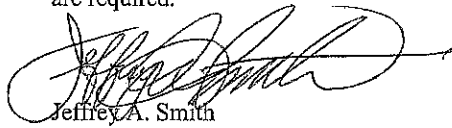
FINANCE COMMITTEE ENDORSEMENT

Reviewed and approved on a vote of \_\_\_\_\_.

\_\_\_\_\_  
Mary Mawhinney, Chair

FISCAL NOTE:

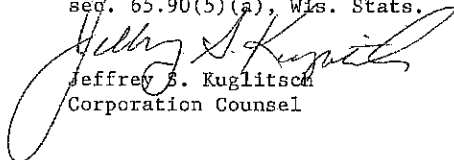
This resolution authorizes the acceptance and expenditure of a \$1,000 contribution from the Alliant Energy Foundation for the Health Department's Books for Babies Program. No County matching funds are required.



Jeffrey A. Smith  
Finance Director

LEGAL NOTE:

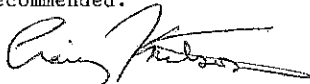
The County Board is authorized to accept grant funds pursuant to sec. 59.52(19), Wis. Stats. As an amendment to the adopted 2011 County Budget, this Resolution requires a 2/3 vote of the entire membership of the County Board pursuant to sec. 65.90(5)(a), Wis. Stats.



Jeffrey S. Kuglitsch  
Corporation Counsel

ADMINISTRATIVE NOTE:

Recommended.



Craig Knutson  
County Administrator

**ACCEPTING ALLIANT ENERGY FOUNDATION COMMUNITY GRANT AND  
AMENDING THE 2011 ROCK COUNTY HEALTH DEPARTMENT BUDGET**

**EXECUTIVE SUMMARY**

The Rock County Health Department has been awarded a \$1,000 Community Grant from the Alliant Energy Foundation for the Books for Babies Project.

For three years, the Rock County Health Department has conducted the Books for Babies Project. The main goal of the Books for Babies Project is to promote literacy in families. Studies show that children are much more successful in school if they develop a love for reading early on in life.

In this project, our public health nurses give a quality book to the parents of at-risk newborns in Rock County. The book is given during the initial visit after the baby comes home from the hospital. The purpose of the project is two-fold. The provision of the book not only promotes literacy, but it also provides an opening for the nurses to discuss the baby's health needs.

RESOLUTION NO. \_\_\_\_\_

AGENDA NO. \_\_\_\_\_

# RESOLUTION

## ROCK COUNTY BOARD OF SUPERVISORS

Board of Health  
INITIATED BY \_\_\_\_\_



Gerri Waugh, Account Clerk II  
DRAFTED BY \_\_\_\_\_

Board of Health  
SUBMITTED BY \_\_\_\_\_

January 11, 2011  
DATE DRAFTED \_\_\_\_\_

### Accepting Prescription Drug Collection Grant and Amending the 2011 Rock County Health Department Budget

1 WHEREAS, the Rock County Health Department recognizes the benefits of a program to dispose of  
2 unwanted and unneeded potentially hazardous household pharmaceuticals; and,  
3

4 WHEREAS, the Rock County Health Department applied for and was awarded a Prescription Drug  
5 Collection Grant from the Wisconsin Department of Agriculture, Trade and Consumer Protection in the  
6 amount of \$6,225; and,  
7

8 WHEREAS, the prescription drug collections conducted annually by the Rock County Health  
9 Department since 2006 have been well received by the citizens of Rock County.  
10

11 NOW, THEREFORE BE IT RESOLVED, that the Rock County Board of Supervisors duly  
12 assembled on this \_\_\_\_\_ day of \_\_\_\_\_, 2011 does hereby authorize the Rock County  
13 Health Department to accept the Prescription Drug Collection Grant in the amount of \$6,225 from the  
14 Wisconsin Department of Agriculture, Trade and Consumer Protection, and amend the 2011 Rock  
15 County Health Department Budget as follows:  
16

17		Budget	Increase	Amended
18	<u>Account/Description</u>	<u>1/11/11</u>	<u>(Decrease)</u>	<u>Budget</u>
19	<u>Source of Funds</u>			
20	31-3000-0000-42200			
21	State Aid	\$21,260	\$6,225	\$27,485
22				
23	<u>Use of Funds</u>			
24	31-3000-0000-64900			
25	Other Supplies and Expense	\$8,500	\$6,225	\$14,725

Respectfully submitted,

BOARD OF HEALTH

\_\_\_\_\_  
Sandra Kraft, Chair

\_\_\_\_\_  
Louis Peer, Vice Chair

\_\_\_\_\_  
Richard Bostwick

\_\_\_\_\_  
Jane Thompson

\_\_\_\_\_  
Dr. Aaron Best, M.D.

\_\_\_\_\_  
Dr. Dean Peterson, DVM

\_\_\_\_\_  
Dr. Connie Winter, DDS

\_\_\_\_\_  
Judith Wade

\_\_\_\_\_  
James Rooney

ACCEPTING PRESCRIPTION DRUG COLLECTION GRANT AND  
AMENDING THE 2011 ROCK COUNTY HEALTH DEPARTMENT BUDGET

Page 2

FINANCE COMMITTEE ENDORSEMENT

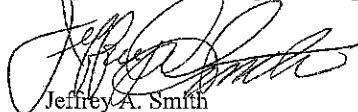
Reviewed and approved on a vote of

\_\_\_\_\_

\_\_\_\_\_  
Mary Mawhinney, Chair

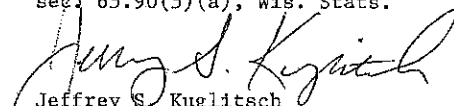
FISCAL NOTE:

This resolution authorizes the acceptance and expenditure of a \$6,225 grant for the Health Department's Prescription Drug Collection Program.

  
Jeffrey A. Smith  
Finance Director

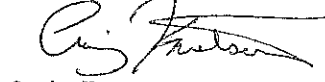
LEGAL NOTE:

The County Board is authorized to accept grant funds pursuant to sec. 59.52(19), Wis. Stats. As an amendment to the adopted 2011 County Budget, this Resolution requires a 2/3 vote of the entire membership of the County Board pursuant to sec. 65.90(5)(a), Wis. Stats.

  
Jeffrey S. Kuglitsch  
Corporation Counsel

ADMINISTRATIVE NOTE:

Recommended.

  
Craig Knutson  
County Administrator

**ACCEPTING PRESCRIPTION DRUG COLLECTION GRANT AND  
AMENDING THE 2011 ROCK COUNTY HEALTH DEPARTMENT BUDGET**

**EXECUTIVE SUMMARY**

The Prescription Drug Roundup Planning Committee is composed of representatives from throughout Rock County, including the Rock County Health Department, Janesville and Beloit Police Departments, Janesville Water Utility, and Beloit Department of Public Works. The committee's main focus has been to coordinate countywide collection of unwanted and unused prescription drugs that can be found in most homes. If these drugs are disposed of improperly, they pose a safety risk to both children and adults and can also pose an environmental risk to drinking water, surface water, and ground water. Community drug collection events provide a safe, environmentally friendly option for the disposal of these drugs.

The Rock County Health Department applied for and was awarded a Prescription Drug Collection Grant from the Wisconsin Department of Agriculture, Trade and Consumer Protection in the amount of \$6,225. These funds will be utilized for the disposal costs associated with the collection of these unwanted and unused prescription drugs.



ROCK COUNTY  
WRITE-OFF DELINQUENT ACCOUNTS RECEIVABLE

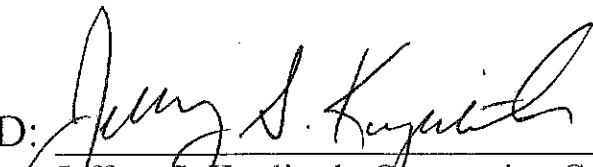
As detailed on the attached correspondence, the identified delinquent accounts receivable are hereby written off:

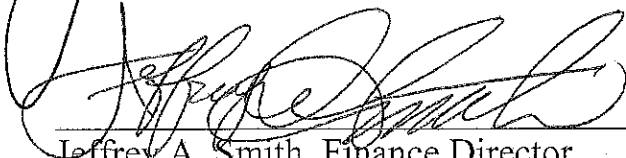
DEPARTMENT                      Rock Haven

AMOUNT                              \$48,656.98

ACCOUNT NAME                  Allowance for Collectibles

ACCOUNT NUMBER              Various

RECOMMENDED:                       1/21/11  
Jeffrey S. Kuglitsch, Corporation Counsel                      Date

                      1/21/11  
Jeffrey A. Smith, Finance Director                      Date

APPROVED: \_\_\_\_\_  
Mary Mawhinney, Chair                      Date

Rock Haven Nursing Home Summary  
2010 Writeoffs

Private Pay	\$4,779.69
Collection of Previous Writeoffs	\$0.00
Total	\$4,779.69
Medicare	\$29,389.43
Collection of Previous Writeoffs	\$0.00
Total	\$29,389.43
Income To Apply	\$16,074.91
Collection of Previous Writeoffs	(\$1,587.05)
Total	\$14,487.86
Medical Assistance	\$0.00
Collection of Previous Writeoffs	\$0.00
Total	\$0.00
Hospice	\$0.00
Collection of Previous Writeoffs	\$0.00
Total	\$0.00
2010 Rock Haven Nursing Home Writeoffs	\$50,244.03
2010 Collections of Previous Writeoffs	(\$1,587.05)
Total 2010 Writeoffs	\$48,656.98

2010 Private Pay Writeoff		
ID#	Amount	Explanation
76512	\$2,434.00	Expired / No Money
93695	\$584.00	Expired / No Money
19375	\$1,450.00	Expired / No Money
93987	\$311.89	Insurance Denied
Total	\$4,779.89	
2010 Income to Apply Writeoffs		
ID#	Amount	Explanation
88826	\$8,247.00	Daughter Paying Living Expenses
31564	\$134.71	Left State
96604	\$1,108.00	Expired / No Money
92484	\$1,854.00	Expired / No Money
29511	\$2,202.00	Expired / No Money
19375	\$980.83	Expired / No Money
10551	\$1,548.37	Small Claims Judgement
Total	\$16,074.91	
2010 Medical Assistance Writeoffs		
ID#	Amount	Explanation
Total	\$0.00	
2010 Medicare Writeoffs		
ID#	Amount	Explanation
84246	\$3,300.00	Dean Health Denied
83945	\$1,036.00	Medicaid Denied
94528	\$133.50	BC/BS Denied
6345	\$774.45	Medicaid Denied
93496	\$1,335.00	Washington National Denied
92924	\$16,463.35	Medicare Denied
35667	\$813.50	Medicaid Denied
89593	\$794.13	Medicaid Denied
92190	\$4,939.50	AARP Denied
Total	\$29,389.43	
2010 Hospice Writeoffs		
ID#	Amount	Explanation
Total	\$0.00	





**COUNTY OF ROCK**  
**Public Works**  
**Department**  
**Airport Division**



4004 S. Oakhill Avenue  
Janesville, WI 53546  
Telephone: 608-757-5768  
Fax : 608-758-3060

*Memorandum*

FINANCE DIRECTOR  
RECEIVED

TO: Jeff Smith, Finance Director  
FROM: Ronald D. Burdick, Airport Director *RB*  
DATE: January 13, 2011  
RE: Airport Uncollectible

JAN 14 2011

Following is a list of accounts that may be eligible to be written off. Let me know how you would like to handle this.

Account ID	Name	Amount	Reason	Status
048702	M & B Holdings	\$6.45	Invoice sent to Associated Collectors and customer paid. Write off amount is fee paid to Associated Collectors.	Paid
047466	Azure Air	\$26.78	Inv. Dated 9/22/08, company does not acknowledge or pay.	Sent to Associated collectors but no money received.
048812	LJ 25 inc.	\$26.78	Inv. Dated 10/15/09, all correspondence returned by postal service.	Unable to locate
	Total Write Off Amount	\$60.01		

cc: Gordon Beyerlein, Accounting Supervisor

**Information Technology  
Semi-Annual Report  
Training/Conferences over \$1000  
07/01/10 - 12/31/10**

Date	Name	Class	Location	Food	Hotel	Air	Other	HP9000 HP3000	Network	Misc.	Total Cost
08/16/10-08/20/10	Dan	SNAA	Madison, WI	\$27.40	N/A	N/A	\$375.00		\$1,000.00		\$1,402.40
08/16/10-08/20/10	Kathleen	SNAA	Madison, WI	\$24.19	N/A	N/A	\$200.00		\$1,000.00		\$1,224.19
09/14/10-09/18/10	Todd	BSNUG	San Francisco, CA	\$84.16	\$1,006.28	\$463.65	\$195.00	\$595.00			\$2,344.09
09/19/10-09/24/10	Kathy	Oracle	San Francisco, CA	\$80.00	\$931.45	\$296.50	\$71.00	\$1,495.00			\$2,873.95
10/18/10-10/22/10	Dave	Microsoft	Madison, WI	\$44.79	N/A	N/A	\$225.00		\$1,000.00		\$1,269.79
10/16/10-10/20/10	Linda	Faster Conf	Portsmouth, VA	\$36.63	\$415.84	\$266.80	\$194.00	\$390.00			\$1,303.27
11/7/10-11/10/10	Dara	Motorola	Las Vegas, NV	\$31.94	\$890.40	\$252.90	\$40.00			N/C	\$1,215.24
<b>Totals</b>				\$329.11	\$3,243.97	\$1,279.85	\$1,300.00	\$2,480.00	\$3,000.00	.00	\$11,632.93