

**Amended  
6/25/2015**

**FINANCE COMMITTEE  
Minutes – June 18, 2015**

**Call to Order.** Chair Mawhinney called the meeting of the Finance Committee to order at 7:35 A.M. on Thursday, June 18, 2015, in Conference Room N-1, Rock County Courthouse East.

**Committee Members Present.** Supervisors Mawhinney, Kraft, Fox and Podzilni.

**Committee Members Excused:** Supervisor Beaver.

**Staff Members Present.** Sherry Oja, Finance Director; Josh Smith, County Administrator; Randy Terronez and Nick Osborne, Assistants to County Administrator; Mickey Crittenden, Information Technology Director; Vicki Brown, Treasurer; Noel Sandoval, Health Officer; Joyce Lubben, Council on Aging Director; Lisa Tollefson, County Clerk; Rob Leu, General Services Director.

**Others Present:** None.

**Approval of Agenda.** Supervisor Fox moved approval of the agenda as presented, second by Supervisor Kraft. ADOPTED.

**Citizen Participation, Communications and Announcements.** The Committee and Staff welcomed Lisa Tollefson and Noel Sandoval.

Ms. Brown informed the Committee her staff are in the process of mailing the tax reminder notices this week.

**Approval of Minutes – June 1, 2015.** Supervisor Podzilni moved approval of the minutes of June 1, 2015 as presented, second by Supervisor Fox. ADOPTED.

**Transfers and Appropriations.**

**Child Support**

**FROM**

**Account #**

34-3850-0000-61100

Regular Wages

**Amount**

\$ 3,000

**TO**

**Account #**

34-3850-0000-61108

Seasonal Wages

**Amount**

\$ 3,000

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

**Bills and Encumbrances**

Finance Director

\$ 300.00

Elections

69.74

Employee Wellness Activities

100.00

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

**Bills Over \$10,000**

Tri Cor Mechanical Inc. \$ 83,900.00

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

**Encumbrances Over \$10,000.** None.

**Pre-Approved Encumbrance Amendments.**

**Finance**

JP Morgan Chase Bank \$ 4,000.00

Supervisor Fox moved approval of the above Pre-Approved Encumbrance Amendment for the Finance Committee, second by Supervisor Podzilni. ADOPTED.

**Approval of Bills for Other Departments.**

**Education, Veterans and Aging Services**

Title III-B	\$ 212.50
Nutrition	113.94
Delivered Meals	6.99
Elderly & Handicapped Transportation	1,504.48
Title III-D	250.00
Title III-E Family Caregiver Support	424.00
Mobility Manager Grant	216.00
Veterans Service	14.54

**General Services**

General Services	\$ 4,926.52
Glen Oaks Facility Operations	332.10
Youth Services Center	492.21
Communications Center Operations	537.56
Diversion / ASC	6,047.71
Jail Capital Improvements	1,889.40
Jail/HCC Complex	83,900.00

Supervisor Kraft moved approval of the above Bills and Encumbrances for Education, Veterans and Aging Services and General Services, second by Supervisor Podzilni. ADOPTED.

**Resolution.**

**Authorizing Purchase of Network Disk Storage**

“NOW, THEREFORE, BE IT RESOLVED by the Rock County Board of Supervisors duly assembled this \_\_\_\_ day of \_\_\_\_\_, 2015 that a Purchase Order for a NexGen disk storage expansion unit be issued to Transcendent, LLC in the amount of \$72,882.50.

**BE IT FURTHER RESOLVED** that payment be made to the vendor upon approval of the Finance Committee.”

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

**Committee Approvals.**

**Authorizing Acceptance of Cops and Kids Foundation Grant**

“**NOW, THEREFORE, BE IT RESOLVED** by the Rock County Board of Supervisors assembled this \_\_\_\_ day of \_\_\_\_\_, 2015, that the Rock County Sheriff is authorized to accept funds from the Cops and Kids Foundation; and,

**BE IT FURTHER RESOLVED**, that the 2015 budget be amended as follows:

...”

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

**Authorizing Acceptance of Hendricks Family Foundation Grant and Amending 2015 Budget**

“**NOW, THEREFORE, BE IT RESOLVED**, that the Rock County Board of Supervisors duly assembled this \_\_\_\_ day of \_\_\_\_\_, 2015, does approve and authorize the acceptance of the Hendricks Family Foundation Grant; and,

**BE IT FURTHER RESOLVED**, that the Sheriff’s Office budget for 2015 be amended as follows:

...”

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

**Discussion and Possible Action to Increase the Health Department Change Funds.**

Ms. Sandoval requested the change box they keep to make change for clients who pay in cash be increased to \$100 as it has become a challenge to provide the change.

Supervisor Kraft moved approval to increase the Health Department change fund to \$100, second by Supervisor Podzilni. ADOPTED.

**Set Date to Tour Foreclosure of Tax Liens Properties.** Ms. Brown said the last day to redeem taxes is ~~Wednesday~~, Thursday, August 6<sup>th</sup>. The Committee discussed what day would work best for the tour with Ms. Brown and decided on August 19<sup>th</sup> at 6:30 A.M. and to meet at the Health Department.

**Report on Cash Balances and Investments.** Ms. Oja updated the Committee on cash balances and investments as of May 31, 2015.

Ms. Oja handed out and went over the County Sales Tax Receipts Report through May 2015.

**Adjournment.** Supervisor Fox moved adjournment at 7:55 A.M., second by Supervisor Podzilni. ADOPTED.

Respectfully submitted,

Marilyn Bondehagen  
Confidential Administrative Assistant

**NOT OFFICIAL UNTIL APPROVED BY COMMITTEE.**