

**FINANCE COMMITTEE  
Minutes – December 10, 2015**

**Call to Order.** Chair Mawhinney called the meeting of the Finance Committee to order at 5:30 P.M. on Thursday, December 10, 2015, in Conference Room N-1, County Courthouse East.

**Committee Members Present.** Supervisors Mawhinney, Kraft, Fox, Podzilni and Beaver (5:40 P.M.).

**Committee Members Excused:** None.

**Staff Members Present.** Sherry Oja, Finance Director; Josh Smith, County Administrator; Randy Terronez, Assistant to the County Administrator; Mickey Crittenden, Information Technology Director; Ron Burdick, Airport Director; Lisa Tollefson, County Clerk; Annette Mikula, Human Resources Director.

**Others Present:** None.

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

**Citizen Participation, Communications and Announcements.** None.

**Approval of Minutes – November 19, 2015.** Supervisor Fox moved approval of the minutes of November 19, 2015 as presented, second by Supervisor Kraft. ADOPTED.

**Committee Review and Approval of Per Meeting Allowances.** Supervisor Podzilni moved approval of per meeting allowances in the amount of \$14,744.69, second by Supervisor Kraft. ADOPTED.

**Transfers and Appropriations.**

**Human Resources**

<b><u>FROM</u></b>		<b><u>TO</u></b>	
<b><u>Account #</u></b>	<b><u>Amount</u></b>	<b><u>Account #</u></b>	<b><u>Amount</u></b>
08-1420-0000-61100	\$10,800	08-1420-0000-61108	\$10,800
Regular Wages		Seasonal Wages	
08-1420-0000-62108	2,800	08-1420-0000-62491	3,800
Labor Negotiations		Software Maintenance	
08-1420-0000-62119	1,000		
Other Contracted Services			

**Human Services**

<b><u>FROM</u></b>		<b><u>TO</u></b>	
<b><u>Account #</u></b>	<b><u>Amount</u></b>	<b><u>Account #</u></b>	<b><u>Amount</u></b>
36-3664-0000-61610	\$ 9,250	36-3634-0000-62176	\$ 9,250
YSC Health Insurance		CPS Laboratory	

36-3666-0000-61100	3,500	36-3666-0000-61108	3,500
LTS Regular Wages		LTS Seasonal	

**Public Health Department**

**FROM**

<u>Account #</u>	<u>Amount</u>
31-3000-0000-61610	\$ 5,129
Health Insurance	
31-3000-0000-61100	20,000
Regular Wages	

**TO**

<u>Account #</u>	<u>Amount</u>
31-3000-0000-67161	\$ 5,129
Capital Assets \$5,000+	
31-3000-0000-64000	20,000
Medical Supplies	

**DPW - Airport**

**FROM**

<u>Account #</u>	<u>Amount</u>
41-4453-4453-61170	\$11,000
Highway Wages	

**TO**

<u>Account #</u>	<u>Amount</u>
41-4453-4453-64900	\$ 8,300
Other Supplies & Expenses	
41-4453-4453-63505	2,700
Tires & Batteries	

**Sheriff's Office**

**FROM**

<u>Account #</u>	<u>Amount</u>
21-2140-2015-61210	\$ 2,174
Overtime Wages Productive	

**TO**

<u>Account #</u>	<u>Amount</u>
21-2140-2015-64701	\$ 2,174
Software Purchase	

**UW Extension**

**FROM**

<u>Account #</u>	<u>Amount</u>
56-5600-0000-62210	\$ 1,500
Telephone	
56-5600-0000-63300	2,500
Travel	
56-5600-0000-63101	1,500
Postage	

**TO**

<u>Account #</u>	<u>Amount</u>
56-5600-0000-64904	\$ 5,500
Sundry Expense	

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

**Bills and Encumbrances - 2015**

General Fund – Prepaid Budget	\$	26,753.87
ISF-CS		69,801.60
Finance Director		150.00
Information Technology		870.02
IT Capital Projects		612.50
IT Cross Charges		5,697.96
Employee Wellness		98.98
Finance Director		35.76
Information Technology		1,811.30

IT Cross Charges	17,179.53
County Clerk	195.00
Elections	203.26

**Bills and Encumbrances - 2016**

Indirect Cost Reimbursement	\$ 7,700.00
Auditing and Special Accounting	94,000.00
Information Technology	103,902.18
Telephone Operations	2,500.00
Law Records	2,000.00
IT Cross Charges	106,285.19
County Treasurer	5,400.00
Property and Liability	270,000.00
Alternative Residential Program	12,750.00
Community Service	60,755.00
RSVP	26,094.00
RSVP Assisted Transportation	24,803.00
Heritage Rock County	22,546.00
Information Technology	10,015.00
Telephone Operations	74,049.00
IT Cross Charges	50,388.48
Information Technology	10,523.64
IT Cross Charges	11,955.23

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

**Bills Over \$10,000**

Advanced Correctional Healthcare	\$ 27,751.06
Blackhawk Technical College	14,829.66
Advanced Correctional Healthcare	70,167.97
Henricksen	13,078.76
Sanofi Pasteur Inc.	13,748.17
Election Systems and Software	26,558.87

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

**Encumbrances Over \$10,000 - 2015**

Manpower Group US, Inc.	\$ 35,000.00
Wisconsin Partnership for Housing	118,359.00
Willis of Wisconsin Inc.	40,500.00
Associated Financial Group	39,000.00
Compsych	45,000.00
NetSmart Technologies Inc.	69,801.60

**Encumbrances Over \$10,000 - 2016**

Advanced Disposal Services	\$ 17,000.00
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Aramark Uniform Services Inc.	99,000.00
Centrad Healthcare Inc.	35,000.00
Leadingage Wisconsin	11,000.00
McKesson Medical Surgical MN S	176,000.00
McKesson Medical Surgical MN S	26,000.00
Mercy Health System	25,500.00
MJ Care Inc.	398,505.00
Charter Communications	20,000.00
North American	11,000.00
Professional Medical Inc.	43,000.00
Rao, Ramachandra	35,000.00
Wisconsin Department of Health	261,120.00
Wisconsin Health Care Liability	35,000.00
West MD, William Peter	150,000.00
Omnicare Pharmacies of Wisconsin	225,795.00
Country Quality Dairy	40,000.00
Tropic Juices Inc.	16,000.00
Gordon Food Service	95,000.00
Pan-O-Gold Baking Co.	10,000.00
Sysco Foods of Baraboo LLC	156,500.00
Budget Truck and Auto Body Inc.	20,000.00
Fagan Truck and Trailer	30,000.00
Manpower Group US Inc.	323,310.00
Wright Express FSC	60,000.00
Beloit Meals on Wheels Inc.	37,000.00
Best Events	202,700.00
Nutrition and Health Associate	15,570.00
Senior Services of Rock County	24,152.00
Retired Senior Volunteer Program	11,355.00
JP Morgan Chase Bank NA	11,550.00
Naviant Inc.	10,410.00
Aercor Wireless Inc.	11,193.75
AE Business Solutions	15,523.30
Baker Tilly Virchow Krause LLP	94,000.00
WMMIC	270,000.00
Retired Senior Volunteer Program	50,897.00
Rock County Historical Society	22,546.00
Rock Valley Community Programs	73,505.00
JP Morgan Chase Bank NA	42,900.00
Fidlar Companies	65,000.00
Charter Communications	15,120.00
Core BTS Inc.	32,613.62
Enterprise Systems Group	77,264.00
ESRI Inc.	46,218.11
Alliant Energy/WP&L	65,494.38
Diversified Building Maintenance	87,394.00
Midland Paper	22,500.00
Office Pro Inc.	50,000.00

Konica Minolta Business Solutions	11,276.64
Konica Minolta Business Solutions	11,800.00
Simplex Grinnell LP	11,995.67
Advanced Disposal Services	12,108.00
Diversified Building Maintenance	250,811.40
JBM Patrol and Protection Corp	65,780.00
Family Matters Pact Inc.	14,000.00
Strategic Resolutions LLC	14,000.00
O'Brien and Associates Inc.	28,900.00
DNA Diagnostics Center	27,200.00
Global Tower Partners	10,041.00
JP Morgan Chase Bank NA	19,580.00
General Communications Inc.	324,132.00
Intrado Inc.	13,200.00
3M Electronic Monitoring	31,409.00
Advanced Correctional Healthcare	61,256.00
Alliant Energy	79,500.00
Aramark Correctional Services	83,209.00
Aurora Health Care	75,000.00
The Psychology Clinic Inc.	43,680.00
Campbell Properties	25,200.00
Childrens Service Society of WI	194,879.00
Clearview North	105,195.00
Community Action Inc. of Rock & Walworth	175,315.00
Dane County Department of Human	207,108.00
Energy Services Inc.	433,047.00
Health Net of Janesville Inc.	57,867.00
Janesville Mobilizing 4 Change	56,785.00
JP Morgan Chase Bank NA	100,000.00
Language Line Services	23,280.00
Marcus, Jeffrey A.	101,920.00
Manpower Group US Inc.	60,000.00
Mercy Health System	205,000.00
O'Brien and Associates Inc.	62,000.00
O'Brien and Associates Inc.	31,250.00
Package Pro Express Delivery	43,500.00
Pitney Bowes Inc.	46,500.00
Rock Valley Community Programs	803,576.00
Rock Walworth Comprehensive Fa	77,670.00
Service Master Commercial Clea	51,040.00
US Security Associates Inc.	172,407.00
Madison United Healthcare Line	10,238.00
Franklin Street Property Group	121,904.00

Supervisor Fox moved approval of the above Encumbrances Over \$10,000 for the Finance Committee, with Education Veterans and Aging Services encumbrances contingent on Education, Veterans and Aging Services Committee Approval, second by Supervisor Kraft. ADOPTED.

**Pre-Approved Encumbrance Amendments.**

**Finance - Purchasing**

JP Morgan Chase

\$ 40,000.00

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

**Approval of Bills for Other Departments.** None.

**Resolution.**

**Authorizing Purchase of a Unitrends Disk-to-Disk Backup Expansion Unit**

“NOW, THEREFORE, BE IT RESOLVED by the Rock County Board of Supervisors duly assembled this \_\_\_\_ day of \_\_\_\_\_, 2015 that a Purchase Order for a disk-to-disk backup system be issued to Contingency Planning Solutions, Inc. in the amount of \$96,000.00.

BE IT FURTHER RESOLVED that payment be made to the vendor upon approval and acceptance by the Finance Committee.”

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

**Committee Approval.**

**Authorizing Purchase of Replacement Passenger Vehicle Rock County Department of Public Works and Amending the Motor Pool Budget**

“NOW, THEREFORE, BE IT RESOLVED, that the Rock County Board of Supervisors duly assembled this \_\_\_\_ day of \_\_\_\_\_, 2015, authorizes the purchase through the State contract of a 2015 Chevrolet Impala from Ewald Automotive of Oconomowoc, Wisconsin, in the amount of \$18,225 and an additional \$1,400 for setup costs of the new vehicle by the Department of Public Works.

BE IT FURTHER RESOLVED that payment be made to the vendor upon receipt and acceptance by the Public Works Director.

BE IT FINALLY RESOLVED, that the Motor Pool 2015 budget be amended to authorize funds for the purchase as follows:

...”

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

**Amending the 2015 Budget for the Wisconsin Home Energy Assistance Program**

**“NOW, THEREFORE, BE IT RESOLVED** by the Rock County Board of Supervisors duly assembled this \_\_\_\_ day of \_\_\_\_\_, 2015, does hereby accept additional WHEAP funding and amend the 2015 Human Services Department Budget as follows:

...”

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

**Adjournment.** Supervisor Podzilni moved adjournment at 5:46 P.M., second by Supervisor Beaver. ADOPTED.

Respectfully submitted,

Marilyn Bondehagen  
Confidential Administrative Assistant

**NOT OFFICIAL UNTIL APPROVED BY COMMITTEE.**