



**FINANCE COMMITTEE**  
**Minutes – August 2, 2018**

**Call to Order.** Chair Mawhinney called the meeting of the Finance Committee to order at 7:30 A.M. on Thursday, August 2, 2018, in Conference Room N-1, Fifth Floor, Rock County Courthouse-East.

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

**Committee Members Excused:** Supervisor Yeomans.

**Staff Members Present.** Sherry Oja, Finance Director; Josh Smith, County Administrator; Randy Terronez and Nick Osborne, Assistants to the County Administrator; Richard Greenlee, Corporation Counsel; Mickey Crittenden, Information Technology Director; Jodi Timmerman, Deputy Corporation Counsel; Dara Mosely, Public Safety Systems Manager, Information Technology; Lisa Tollefson, County Clerk; Jodi Millis, Purchasing Manager; Michelle Roettger, County Treasurer; Stephanie Kleinheinz, Deputy County Treasurer; Sara Mooren, Administrative Services Division Manager, Human Services; Brent Sutherland, Facilities Management Director.

**Others Present:** None.

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

**Citizen Participation, Communications and Announcements.** Ms. Oja said the auditors will be at the next meeting and at the September 13 County Board meeting.

**Approval of Minutes – July 12, 2018.** Supervisor Podzilni moved approval of the minutes of July 12, 2018 as presented, second by Supervisor Fox. ADOPTED.

**Transfers and Appropriations.**

**General Services**

**FROM**

<b><u>Account #</u></b>	<b><u>Amount</u></b>
18-1810-0000-62201 Courthouse - Electric	\$7,000
18-1818-0000-62400 Jail – R&M Services	7,000
18-1818-0000-62201 Jail – Electric	15,000
18-1818-0000-62203	15,000

**TO**

<b><u>Account #</u></b>	<b><u>Amount</u></b>
18-1810-0000-62202 Courthouse - Water	\$7,000
18-1818-0000-62119 Jail – Other Contracted Services	7,000
18-1818-0000-62202 Jail - Water	15,000
18-1818-0000-62202	15,000

Jail – Natural Gas		Jail - Water	
18-1815-0000-62400	105,000	18-1818-0000-62160	105,000
Repair & Maintenance Services		Cleaning Contracts	
18-1515-0000-62400	47,639	18-1815-0000-62461	47,639
Repair & Maintenance Services		Elevator Repair & Maintenance	

Supervisor Podzilni moved approval of the above Transfers for Facilities Management, second by Supervisor Fox. ADOPTED.

**Committee Review and Approval of Per Meeting Allowances.** Supervisor Beaver moved approval of per meeting allowances in the amount of \$10,443.60, second by Supervisor Podzilni. ADOPTED.

**Resolutions.**

**Recognizing Mickey Crittenden – Information Technology Director**

“NOW, THEREFORE, BE IT RESOLVED by the Rock County Board of Supervisors duly assembled this \_\_\_\_ day of \_\_\_\_\_ 2018, does hereby recognize Mickey Crittenden for his over 17 years of service and extends their best wishes in his future endeavors.”

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

**Awarding Contract for Financial Audit of County Books for Fiscal Years 2018-2019**

“NOW, THEREFORE, BE IT RESOLVED, by the Rock County Board of Supervisors duly assembled this \_\_\_\_ day of \_\_\_\_\_ 2018 that Baker Tilly Virchow Krause, LLP, Madison, WI be awarded the audit contract for calendar years 2018 and 2019.”

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

**Awarding the Contract for Storm Damage Repairs at University of Whitewater at Rock County and the Job Center and Amending the 2018 Facilities Management Budget**

“NOW, THEREFORE, BE IT RESOLVED, that the Rock County Board of Supervisors duly assembled this \_\_\_\_ day of \_\_\_\_\_ 2018 does hereby approve and authorize awarding a contract as follows:

- \$26,861.58 to JC Heating and Cooling Inc. of Janesville WI, for the replacement of coils at the Job Center.

- \$25,700 to Tri Cor Mechanical a Division of Total Mechanical Inc. for the replacement of the cooling tower media at the University of Whitewater at Rock County.

**BE IT FURTHER RESOLVED**, that a contingency also be approved to cover any possible unforeseen items as follows:

- \$3,000.00 –JC Heating and Cooling Inc.
- \$3,000.00- Tri Cor Mechanical a division of Total Mechanical. Inc.

**BE IT FURTHER RESOLVED**, the Facilities Management 2018 budget be amended as follows:

...”

Supervisor Fox moved approval of the above resolution contingent on General Services Committee approval, second by Supervisor Beaver. ADOPTED.

**Authorizing Acceptance of Edward Byrne Memorial Justice Assistance Grant and Amending 2018 Budget**

“**NOW, THEREFORE, BE IT RESOLVED** that the Rock County Board of Supervisors duly assembled this \_\_\_\_ day of \_\_\_\_\_ 2018, does approve and authorize the acceptance of the Edward Byrne Memorial Justice Assistance Grant; and,

**BE IT FURTHER RESOLVED**, that the Chair of the Rock County Board of Supervisors is authorized to accept all funds on behalf of the County of Rock, the City of Beloit, and the City of Janesville; and,

**BE IT FURTHER RESOLVED**, the Sheriff’s Office’s budget for 2018 be amended as follows:

...”

Supervisor Beaver moved approval of the above resolution contingent on the Public Safety and Justice Committee approval, second by Supervisor Podzilni. ADOPTED.

**Amending the 2018 Human Services Department Budget to Accept CLTS Funding**

“**NOW, THEREFORE, BE IT RESOLVED** by the Rock County Board of Supervisors duly assembled this \_\_\_\_ day of \_\_\_\_\_ 2018, does hereby amend the 2018 Human Services Department budget as follows:

...”

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

**Providing Additional Funding for Veterans Court Drug Testing and Amending the 2018 Budget**

“NOW, THEREFORE, BE IT RESOLVED, that the Rock County Board of Supervisors duly assembled this \_\_\_\_ day of \_\_\_\_\_ 2018, that the 2018 Rock County budget be amended to provide an additional \$16,000 for Veterans Court drug testing as follows:

...”

Supervisor Beaver moved approval of the above resolution contingent on the Public Safety and Justice Committee approval, second by Supervisor Fox. ADOPTED.

**Authorizing a Contract with Baker-Tilly to Conduct an Information Technology Assessment and Amending the 2018 Budget**

“NOW, THEREFORE, BE IT RESOLVED, that the Rock County Board of Supervisors duly assembled this \_\_\_\_ day of \_\_\_\_\_ 2018, does hereby authorize a contract with Baker Tilly, not to exceed \$30,000, and amend the 2018 Rock County budget as follows:

...”

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

Mr. Smith said the timing is right with Mr. Crittenden retiring to have an assessment done, and since Baker Tilly is familiar with our controls it made sense to use them. He added that we should have a report back from Baker Tilly before the next IT Director starts.

Supervisor Fox said this is a good idea and should be done routinely.

ADOPTED.

**Updates.**

**Review and Possible Action on In Rem Foreclosure Booklet, Procedures and Pending Litigation.** Ms. Kleinheinz said there are currently 101 properties and 74 stops. She said today is the last day to pay and she will be putting the books together Friday.

Ms. Timmerman said the County will be doing a supplemental procedure this year as there is a property in Beloit that is partially owned by a company that is no longer in business, which was recently released by the Bankruptcy Court to be sold.

Ms. Timmerman said the properties will be going before Judge McCrory on September 6 and then reassigned to Judge Grubb.

Ms. Timmerman briefly went over the process; said that everything to date has been filed and mailed; three affidavits will need to be filed with the court; and that she did not believe there are any contaminated properties this year. Ms. Timmerman said there are nine properties with federal liens on them and we will need to wait on these 120 days after the court hearing before going to auction. Ms. Timmerman said, after the court hearing, the Corporation Counsel's Office will send out letters to let people owning/living at these properties know they need to leave everything as is and not to remove or destroy anything.

Supervisor Fox confirmed that the Finance Committee will be meeting at the Council on Aging at 7 A.M. Monday morning for the tour.

**Adjournment.** Supervisor Fox moved adjournment at 7:50 A.M., second by Supervisor Beaver. ADOPTED.

Respectfully submitted,

Marilyn Bondehagen  
Confidential Administrative Assistant

**NOT OFFICIAL UNTIL APPROVED BY COMMITTEE.**