



FINANCE COMMITTEE
Minutes – November 9, 2017

Call to Order. Chair Mawhinney called the meeting of the Finance Committee to order at 7:30 A.M. on Thursday, November 9, 2017, in Conference Room N-1, Fifth Floor, Rock County Courthouse-East.

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

Committee Members Excused: None.

Staff Members Present. Josh Smith, County Administrator; Randy Terronez and Nick Osborne, Assistants to the County Administrator; Sherry Oja, Finance Director; Rich Greenlee, Corporation Counsel; Jodi Timmerman, Deputy Corporation Counsel; Mickey Crittenden, Information Technology Director; Annette Mikula, Human Resources Director; Sheriff Robert Spoden, Chief Deputy Barbara Barrington-Tillman, Commander Erik Chellevoid, Sheriff's Office; Michelle Roettger, County Treasurer; Lisa Tollefson, County Clerk.

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. Chair Mawhinney and the Committee welcomed Mr. Greenlee to Rock County.

Ms. Oja asked the Committee if the regular meeting for the next week be moved to prior to County Board due to the low agenda content. The Committee agreed to meet at 5:45 P.M. on November 16, 2017 in the Jury Deliberation Room.

Approval of Minutes – October 19, 2017 and October 26, 2017. Supervisor Fox moved to approve the minutes of October 19, 2017 and October 26, 2017 as presented, second by Supervisor Beaver. ADOPTED.

Committee Review and Approval of Per Meeting Allowances. Supervisor Podzilni moved approval of per meeting allowances in the amount of \$13,448.79, second by Supervisor Kraft. ADOPTED.

Transfers and Appropriations. None.

Review of Payments. The Committee accepted the report.

Review of Payments over \$10,000. The Committee accepted the report.

Resolutions.

Awarding Contract for Courier Services

“NOW, THEREFORE, BE IT RESOLVED, by the Rock County Board of Supervisors duly assembled this ____ day of _____ 2017 that a contract for Courier Services commencing January 1, 2018, be awarded to Package Pro of Janesville, Wisconsin, based on the terms and conditions set forth in the contract.”

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

Authorizing Contract for Copier Purchases & Copier Service Agreements 2018-2022

“NOW, THEREFORE, BE IT RESOLVED, that the Rock County Board of Supervisors duly assembled this ____ day of _____ 2017, does hereby approve entering into a contract with Rhyme Business Products of Janesville, Wisconsin, for the purchase of any needed copiers and service agreements for 2018 through 2020 and authorizes the County Board Chair to approve the contract.”

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

Cancellation of Checks Over Two Years Old

“NOW, THEREFORE, BE IT RESOLVED that the Rock County Board of Supervisors duly assembled this ____ day of _____ 2017, the following checks that are over two years old be cancelled and credited back to the proper accounts:

...”

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

Authorizing Procurement of Accela System Software

“NOW, THEREFORE, BE IT RESOLVED by the Rock County Board of Supervisors duly assembled this ____ day of _____ 2017 that a Purchase Order for the system modules noted above be issued to Accela, Inc. in the amount of \$35,859.99.”

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

Mr. Crittenden explained the software is for managing the agendas and minutes as well as the voting at County Board and for the terms of the boards, committees and commissions.

Chair Mawhinney said she spoke to a Sheboygan County Board Supervisor and they told her they felt the software was beneficial.

ADOPTED.

Committee Approvals.

Amending the 2017 Child Support Budget to Accept Additional Funding from the

Wisconsin Department of Children and Families for Additional Expenditures Related to E-Filing

“NOW, THEREFORE, BE IT RESOLVED that the Rock County Board of Supervisors duly assembled this ____ day of _____ 2017, does hereby authorize the acceptance of the additional funds for E-Filing.

BE IT FURTHER RESOLVED that the 2017 Child Support budget be amended as follows:

...”

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

Authorizing Purchase of Rye Farms Inc. Property and Amending the Department of Public Works – Parks Division Budget

“NOW, THEREFORE, BE IT RESOLVED that the Rock County Board of Supervisors duly assembled this ____ day of _____ 2017 does hereby authorize the purchase of Rye Farms Inc. property, located at State Highway 140, East Creek Road in Clinton, WI, for the sum of \$16,000, which is to include a \$3,000 contribution from the Rock County Trail Coalition; and,

BE IT FURTHER RESOLVED that the County Board Chair and the County Clerk be authorized to execute legal documents related to the sale transaction on behalf of the County, but only after the land division has been properly approved and the Town of Bradford has rezoned the property.

BE IT FURTHER RESOLVED the Department of Public Works Parks Division budget be amended as follows:

...”

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

Supervisor Fox explained this is a canoe launch the owner has become concerned with others using and posted it against trespassing. Citizens complained to the Public Works - Parks Division office about not being able to use it. The owner was approached about the County purchasing the land and the owner agreed to the purchase price of \$16,000.

Mr. Smith requested the word donation be taken out of his note.

ADOPTED.

Review, Discussion and recommended Revisions to the 2018 Recommended Budget.

Public Safety & Justice Committee Supervisor Beaver said the Sheriff requested to have the deputy position added to the 2018 Recommended Budget and the Public Safety and Justice Committee agreed.

Mr. Smith said there was no dispute on the need for an additional deputy, just on where the funds would come from to cover the costs. The Sheriff said they are trying to generate revenue by housing inmates from other counties. Commander Chellevoid said we have a population in the jail at this time of 410, which left 80-90 open beds. He added that Brown, Dane and Winnebago Counties are looking for a jail with open beds. Commander Chellevoid said he feels we could safely take 25 inmates at \$50 per day.

Chief Deputy Tillman and Sheriff Spoden spoke about the high demands on deputies' time for transport, overseeing inmates with high needs, increase in calls due to use of cell phones, and the liability issues overworking the deputies cause.

Supervisor Fox said he feels we have a responsibility to the citizens and is in favor of adding the position.

Supervisor Beaver moved to approve the deputy position and fund it with the \$13,043 from the Department of Natural Resources and the remainder from the Contingency Fund, second by Supervisor Fox. ADOPTED.

Other Ms. Oja said in August of each year we receive the State Special Charges for State Institutions and this year it is \$3,092, which the State will take in February.

Supervisor Kraft moved to approve the payment of these charges and increase the tax levy, second by Supervisor Fox. ADOPTED.

Supervisor Kraft said there were two payroll upgrades in the budget that put the employee at a lower rate of pay in 2018 and asked if this has been addressed. Mr. Smith said that when an issue such as this comes up Administration has authorization to rectify and he and Human Resources are working on this.

Supervisor Podzilni said he had received an e-mail about changes occurring in the UW System. He said there is about \$95,000 in the budget to repave one of the parking lots and wondered if this should be postponed until we know more of what the future holds. Mr. Smith said he does not know in what condition the parking lot is in and if it deteriorates too much it could cost more.

Supervisor Podzilni moved to postpone work on the parking lot at this time, second by Supervisor Kraft. ADOPTED.

Adjournment. Supervisor Fox moved adjournment at 8:21 A.M., second by Supervisor Podzilni. ADOPTED.

Respectfully submitted,

Marilyn Bondehagen
Confidential Administrative Assistant

NOT OFFICIAL UNTIL APPROVED BY COMMITTEE.