

## FINANCE COMMITTEE

October 7, 2010

**Call to Order.** Chair Mawhinney called the meeting of the Finance Committee to order at 7:30 A.M. on Thursday, October 7, 2010, in Conference Room N-1 on the fifth floor of the Rock County Courthouse-East.

**Committee Members Present.** Supervisors Mawhinney, Kraft, Beaver, Podzilni and Diestler.

**Committee Members Excused:** None.

**Staff Members Present.** Jeff Smith, Finance Director; Mickey Crittenden, Information Technology Director; Jeff Kuglitsch, Corporation Counsel; Eugene Dumas, Deputy Corporation Counsel; Sherry Oja, Senior Accountant/Assistant to the Finance Director; Lori Stottler, County Clerk; Diane Michaelis, Finance Office Manager, Sheriff's Office; Dave Sudmeier, Health Care Center Controller.

**Others Present:** None.

**Approval of Agenda.** Mr. Smith informed the Committee that the Resolution awarding the contract for the audit of County books was re-titled to read "Awarding Contract for Financial Audit of County Books for Calendar Years 2010-2012 (With Options for 2013-2015)" and line 4 to read "Chair of the Finance Committee" instead of Supervisor Mawhinney. Supervisor Podzilni moved approval of the agenda with these changes, second by Supervisor Diestler. ADOPTED with these changes.

**Committee Review and Approval of Per Meeting Allowances.** Supervisor Beaver moved approval of Per Meeting Allowances in the amount of \$13,047.94, second by Supervisor Diestler. ADOPTED.

**Approval of Minutes.** Supervisor Kraft moved approval of the minutes of September 16, 2010 as presented, second by Supervisor Podzilni. ADOPTED.

**Citizen Participation, Communications, Announcements, Information.** Mr. Smith said the Recommended 2011 Rock County Budget will be presented at the October 14<sup>th</sup> County Board meeting, the governing committees will hear from the various departments the weeks of October 18<sup>th</sup> and 25<sup>th</sup>, and suggested the Finance Committee hear consideration of changes to the 2011 budget from the Committee Chairs at the November 4<sup>th</sup> meeting. The Committee was in agreement of this.

Mr. Crittenden said the telephone audit has saved the County about \$27,000 with more to come as approximately \$9,000 is still in dispute.

Supervisor Kraft said Sheriff Spoden and staff gave a PowerPoint presentation at the WCA Conference in Milwaukee and, in talking to one of the Sergeants, learned that the presentation had to be done on a personal laptop instead of a County one and wondered why. Mr. Crittenden said he may have started the presentation on his personal laptop and the version of PowerPoint he used may have been a higher version than the County is running. Ms. Michaelis added that they did not have

a laptop available this year and the Sergeant felt more comfortable creating the presentation and presenting it on his own laptop.

Supervisor Mawhinney said the real estate tax foreclosure auction will be October 15<sup>th</sup> at 9 A.M. and there are 21 parcels left from the 54 we started with.

**Transfers and Appropriations.**

**Information Technology**

**FROM**

<u>Account #</u>	<u>Amount</u>
00-0000-0001-46205	\$10,164.75
Insurance Proceeds	

**TO**

<u>Account #</u>	<u>Amount</u>
07-1430-0000-62400	\$10,164.75
Hardware Maintenance	

**Rock Haven**

**FROM**

<u>Account #</u>	<u>Amount</u>
32-8000-9300-62163	\$ 7,000
Laundry Services	

**TO**

<u>Account #</u>	<u>Amount</u>
32-3251-0000-67171	\$ 5,200
Cap. Assets \$1,000+	
32-8000-9300-62420	1,800
Mach. & Equip. R&M	

**Land Conservation**

**FROM**

<u>Account #</u>	<u>Amount</u>
19-1922-0000-64904	\$ 2,857
Contingency Fund	

**TO**

<u>Account #</u>	<u>Amount</u>
62-6200-0000-65321	\$ 2,857
Bldg/Office Lease	

**Public Health**

**FROM**

<u>Account #</u>	<u>Amount</u>
31-3000-0000-63100	\$ 600
Office Supplies	
31-3000-0000-64000	600
Medical Supplies	

**TO**

<u>Account #</u>	<u>Amount</u>
31-3000-0000-63200	\$ 1,200
Dues/Subs/Books	

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

**Bills/Encumbrances**

Finance Director	\$ 10,173.83
County Clerk	77.83
Elections	903.72
Tax Deed Expense	859.08
Information Technology	12,084.71
IT Capital Projects	43,855.77
Stray Dog	586.99

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

**Bills Over \$10,000.**

CESA 2	\$ 24,209.73
CESA 2	17,298.99

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

**Encumbrances Over \$10,000.**

Beloit Police Department	\$ 23,400.00
Consolidated Koshkonong	494,000.00
Janesville Police Department	21,700.00
Town of Beloit Treasurer	170,000.00
Town of Fulton Treasurer	173,750.00

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

**Pre-Approved Encumbrance Amendments.**

**DD Board**

CCLS	\$ 39,517.00
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Supervisor Diestler moved approval of the above Pre-Approved Encumbrance Amendment for the Finance Committee, second by Supervisor Beaver. ADOPTED.

**Approval of Bills for Other Departments.**

**County Board Staff**

County Board	\$ 76.96
Corporation Counsel	100.00
Human Resources	4,809.87
P&L Insurance	432.00
Employee Related	1,143.73

Supervisor Diestler moved approval of the above Bills and Encumbrances for the County Board Staff Committee, second by Supervisor Kraft. ADOPTED.

**Resolution**

**Awarding Contract for Financial Audit of County Books for Calendar Years 2010-2012 (With Options for 2013-2015)**

“NOW, THEREFORE, BE IT RESOLVED, by the Rock County Board of Supervisors duly assembled this \_\_\_\_\_ day of \_\_\_\_\_, 2010, that Baker Tilly

Virchow Krause, LLP, Madison, WI be awarded the audit contract for calendar years 2010-2012 (with options for 2013-2015).

**BE IT FURTHER RESOLVED**, that the County Board Chair and County Clerk be authorized and directed to execute the audit contract; and,

**BE IT FINALLY RESOLVED**, that the Finance Committee is delegated the authority to exercise the options for calendar years 2013-2015.”

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

**Review of Resolutions**

**Charging Fees for Project Lifesaver**

“**NOW, THEREFORE, BE IT RESOLVED**, that the Rock County Board of Supervisors at its regular meeting this \_\_\_\_ day of \_\_\_\_\_, 2010 does hereby approve charging fees to Project Lifesaver clients; and,

**BE IT FURTHER RESOLVED** that the Sheriff’s budget for Project Lifesaver be amended as follows:

...”

Supervisor Beaver moved Finance Committee Endorsement of the above resolution, second by Supervisor Diestler. ADOPTED.

**Authorizing Acceptance of Edward Byrne Memorial Justice Assistance Grant and Amending 2010 Budget**

“**NOW, THEREFORE, BE IT RESOLVED**, that the Rock County Board of Supervisors duly assembled this \_\_\_\_ day of \_\_\_\_\_, 2010, 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** that the Sheriff’s Office budget for 2010 be amended as follows:

...”

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

**Authorizing Participation in the 2010 Deer Donation Program and Amending the Land Conservation Budget**

“NOW, THEREFORE, BE IT RESOLVED, The Rock County Board of Supervisors duly assembled this \_\_\_\_ day of \_\_\_\_\_, 2010 authorizes the Land Conservation Committee to accept this grant and hereby amends the Land Conservation Department’s 2010 Budget as follows:

...”

Supervisor Diestler moved Finance Committee Endorsement of the above resolution, second by Supervisor Beaver. ADOPTED.

**Authorizing Acceptance of 2011 Highway Safety Project Grants**

“NOW, THEREFORE, BE IT RESOLVED by the Rock County Board of Supervisors assembled this \_\_\_\_ day of \_\_\_\_\_, 2010, that the Rock County Sheriff is authorized to accept funds under the Highway Safety Project Grant; and,

**BE IT FURTHER RESOLVED**, that the 2010 budget be amended as follows:

...”

Supervisor Kraft said the date in the Legal Note should be 2010. Supervisor Kraft moved Finance Committee Endorsement of the above resolution with this change, second by Supervisor Diestler. ADOPTED.

**Request for Affidavit of Correction to Clarify Interest in Abandoned Rail Line: Consideration of General Policy on Similar Future Requests.** Mr. Dumas said this Affidavit of Correction is similar to the one approved a few months ago and that there may possibly be more like this coming. This affidavit lets the parties know the County is not claiming any ownership to the property(s) on the abandoned railway easement. He said if the Committee would like him to come before them each time we receive a request such as this he would be happy to do so, otherwise they could approve a general policy on similar future request

Supervisor Podzilni moved to adopt a General Policy to administratively handle future Affidavit of Correction requests such as this on the abandonment of railway easements, second by Supervisor Beaver. ADOPTED.

**Adjournment.** Supervisor Beaver moved adjournment at 8:29 A.M., second by Supervisor Podzilni. ADOPTED.

Respectfully submitted,

Marilyn Bondehagen  
Secretary II

**NOT OFFICIAL UNTIL APPROVED BY COMMITTEE.**