

FINANCE COMMITTEE

July 1, 2010

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

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

Committee Members Excused: None.

Staff Members Present. Jeff Smith, Finance Director; Craig Knutson, County Administrator; Mickey Crittenden, Information Technology Director; Michelle Schultz, Real Property Lister; Lori Stottler, County Clerk; James Otterstein, Economic Development Manager; Elizabeth Pohlman McQuillen, Criminal Justice System Planner/Analyst; Sherry Oja, Senior Accountant/Assistant to the Finance Director.

Others Present: None.

Approval of Agenda. Supervisor Diestler moved approval of the agenda as presented, second by Supervisor Beaver. ADOPTED.

Committee Review and Approval of Per Meeting Allowances. Supervisor Diestler moved approval of Per Meeting Allowances in the amount of \$15,267.20, second by Supervisor Beaver. ADOPTED.

Approval of Minutes. Supervisor Podzilni moved approval of the minutes of June 17, 2010 as presented, second by Supervisor Kraft. ADOPTED.

Citizen Participation, Communications, Announcements, Information. Chair Mawhinney said she attended the Patriotic Concert at the Rock Prairie United Presbyterian Church on June 30th. Over 600 people were in attendance and \$3,050 was collected for the Rock County Veterans Emergency Fund. She said it was a wonderful event.

Chair Mawhinney commented this was Linda's last meeting and thanked her for all of her assistance over the last 20 years.

Transfers and Appropriations.

Financial Services

FROM

<u>Account #</u>	<u>Amount</u>
19-1922-0000-64904 Contingency Fund	\$ 3,505.00
05-1500-0000-61108 Seasonal Wages	900.00

TO

<u>Account #</u>	<u>Amount</u>
05-1500-0000-67130 Terminals & PCs	\$ 4,405.

Mr. Smith said Ms. Oja has come up with some innovations that will improve efficiency in the department. Ms. Oja said she is requesting two screens for each employee so they will be able to have more than one full screen up at a time. She is also requesting scanners so invoices and other supporting documents can be attached and stored in the accounting system. Mr. Smith said they will be starting this in 2010 and hope to go paperless in 2011.

Supervisor Podzilni moved approval of the above transfer for Financial Services, second by Supervisor Diestler. ADOPTED.

Bills/Encumbrances

Finance Director	\$ 473.35
Elections	81.83
Register of Deeds	158.00
Employee Related	265.00
Information Technology	8,839.36

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

Bills Over \$10,000.

CESA 2	\$ 16,236.96
General Communications, Inc.	16,109.00
Oil Equipment Co., Inc.	105,571.55
Wisconsin Department of Transportation	240,000.00

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

Encumbrances Over \$10,000.

Indoor Air Technologies, Inc.	\$ 14,995.00
Orbis-Partners, Inc.	12,150.00

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

Pre-Approved Encumbrance Amendments. None.

Approval of Bills for Other Departments.

Public Safety & Justice Committee

Drug Court Grant	\$ 4,254.84
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Supervisor Podzilni moved approval of the above bill for the Public Safety & Justice Committee, second by Supervisor Kraft. ADOPTED.

Resolution

Authorizing Purchase of In-Squad Digital Video System for the Sheriff's Office and Amending the 2010 Budget

“NOW, THEREFORE, BE IT RESOLVED by the Rock County Board of Supervisors duly assembled this _____ day of _____, 2010 that a Purchase Order In the amount of \$48,105.90 be issued to Dell Marketing, LP for the purchase of an in-squad digital video system and that the Information Technology Department’s 2010 budget be amended as follows:

....”

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

Review of Resolutions

Authorizing Amending 2010 Revolving Loan Fund Program Budget

“NOW, THEREFORE, BE IT RESOLVED that the Rock County Board of Supervisors duly assembled this _____ day of _____, 2010 does hereby authorize that RLF loans be made upon approval of the Planning & Development Committee, and the release of funds by the Finance Director and County Administrator.

BE IT FURTHER RESOLVED that the 2010 County Budget be amended as follows:

....”

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

Hosting Honor Guard Clinics and Amending the Budget

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

...”

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

Semi-Annual Departmental Out of State Training and Conference Report. The Committee accepted reports from the Register of Deeds, Finance Director, Real Property, County Treasurer and County Clerk. Mr. Crittenden will provide the report for Information Technology at the next meeting.

Set Time and Date for Next Meeting. The Committee agreed to hold the next meeting at the regularly scheduled date and time – July 15, 2010, 7:30 A.M. Mr. Smith said he will be attending WMMIC meetings in Appleton on July 15th and 16th, however, Ms. Oja will be present.

Chair Mawhinney reminded the Committee the next joint meeting is Friday, July 16th, 8:30 A.M.

Adjournment. Supervisor Beaver moved adjournment at 8:03 A.M., second by Supervisor Diestler. ADOPTED.

Respectfully submitted,

Linda Milligan
Confidential Administrative Assistant

NOT OFFICIAL UNTIL APPROVED BY COMMITTEE.