



**FINANCE COMMITTEE
Minutes –August 4, 2016**

Call to Order. Chair Mawhinney called the meeting of the Finance Committee to order at 7:30 A.M. on Thursday, August 4, 2016, in Conference Room N-1, Courthouse East.

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

Committee Members Excused: None.

Staff Members Present. Sherry Oja, Finance Director; Randy Terronez and Nick Osborne, Assistants to the County Administrator; Annette Mikula, Human Resources Director; Vicki Brown, County Treasurer; Jeff Kuglitsch, Corporation Counsel; Jodi Timmerman, Deputy Corporation Counsel; Mickey Crittenden, Information Technology Director; Jodi Millis, Purchasing Manager; Commander Troy Knudson, Sheriff's Office, Deputy Chris Krahn, Sheriff's Office.

Others Present: Andrea Jansen, Baker Tilley Virchow Krause, LLP.

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

Citizen Participation, Communications and Announcements. Ms. Brown informed the Committee today is the last day to pay on the 2012 taxes before they go for foreclosure. She added that the count for the tax tour is 147 parcels with 89 of the parcels in the same subdivision.

Chair Podzilni informed the Committee that no bids came back for medical services at the Jail, that he talked to Mercy Hospital personnel regarding providing medical services at the Jail, and they said they had a bad experience in Rockford, but to keep them on the list for future bids.

Review and Comments on the 2015 Certified Audit – Baker Tilly Virchow Krause, LLP. Ms. Oja handed out the Financial Statements, Communications to Those Charged with Governance and Management, and Report to the Finance Committee.

Ms. Jansen went over the *Communication to Those Charged with Governance and Management*. She said the changes to GASB 68 and 74 will be affecting the County this year. She said GASB 68 will have a significant impact on the financial statements but they will work with the County.

Ms. Jansen said Financial Statements are at the highest assurance level they can provide.

Ms. Jansen went over the *Report to the Finance Committee* and explained the reports and their supporting Financial Statement schedules. She said the County continues to be in a healthy position, that the County is stable and in good shape compared to many other counties.

Ms. Jansen said the County may need to revisit the policy for Working Capital and Fund Balance as the County's percentage of working capital and fund balance to expenditures, the combined funds is 19.57%, which is above the 10% - 17% range. The County's debt outstanding is at 9.31%, which is up a little from last year. She said bond rating agencies recommend the ratio of debt service payments to non-capital expenditures be less than 16.67%. Rock County is at 2.64%, which is a positive and a very healthy position for a county.

Ms. Jansen said, from an audit standpoint, Rock County's financial position is very favorable with no current concerns.

Ms. Jansen thanked Ms. Oja, and all the County staff for their cooperation.

Approval of Minutes – July 14, 2016 and July 21, 2016. Supervisor Fox moved approval of the minutes of July 14, 2016 and July 21, 2016 as presented, second by Supervisor Podzilni. ADOPTED.

Committee Review and Approval of Per Meeting Allowances. Supervisor Kraft moved approval of per meeting allowances in the amount of \$11,752.94, second by Supervisor Podzilni. ADOPTED.

Transfers and Appropriations.

Public Health Department

<u>FROM</u>		<u>TO</u>	
<u>Account #</u>	<u>Amount</u>	<u>Account #</u>	<u>Amount</u>
31-3000-0000-61100	\$14,209	31-3000-0000-62211	\$14,209
Regular Wages		Telephone Equipment	

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

Committee Approvals.

Authorizing Acceptance of Cops and Kids Foundation Grant

“NOW, THEREFORE, BE IT RESOLVED by the Rock County Board of Supervisors assembled this ____ day of _____, 2016, that the Rock County Sheriff is authorized to accept funds from the Cops and Kids Foundation; and,

BE IT FURTHER RESOLVED, that the 2016 Budget be amended as follows:

...”

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

Awarding Quote for Outboard Engine and Amending Sheriff's Office Budget

“NOW, THEREFORE, BE IT RESOLVED by the Rock County Board of Supervisors duly assembled this ____ day of _____, 2016 that the quote for the Mercury Marine 250 HP Verado outboard engine be awarded to Jerrys Sports Service Inc., of Beloit, Wisconsin, in the amount of \$10,995.00.

BE IT FURTHER RESOLVED that the Sheriff’s Office budget be amended as follows:

...”

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

Award the Contract for Parking Lot and Sidewalk Replacement Project and Amend 2016 Facilities Management Capital Budget

“NOW, THEREFORE, BE IT RESOLVED, that the Rock County Board of Supervisors duly assembled this ____ day of _____, 2016 does hereby approves and authorizes awarding a contract base bid and alternate bid in the amount of \$242,313.50 to Maddrell Excavating LLC of Monroe, WI.

BE IT FURTHER RESOLVED, the Board approves a contract for \$7,700.00 for construction management with RH Batterman.

BE IT FURTHER RESOLVED, that the Facilities Management 2016 budget be amended as follows:

...”

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

Creating 1.0 Assistant Corporation Counsel Position, Deleting .5 Deputy Corporation Counsel Position and Amending the 2016 Budget

“NOW, THEREFORE, BE IT RESOLVED by the Rock County Board of Supervisors duly assembled this 11th day of August, 2016 that they move to delete the .5 Deputy Corporation Counsel position and approve the creation of an additional 1.0 Assistant Corporation Counsel.

BE IT FURTHER RESOLVED, that the 2016 Budget be amended as follows:

...”

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

Request for Authorization to Purchase IP Phones for Council on Aging. Supervisor Beaver moved approval to purchase IP phones for Council on Aging from Enterprise Systems

Group, using State of Wisconsin contract, in the amount of \$6,733.35, second by Supervisor Podzilni. ADOPTED.

Semi-Annual Report – Attendance at Conventions/Conferences. The Committee accepted the reports.

Adjournment. Supervisor Fox moved adjournment at 7:59 A.M., second by Supervisor Podzilni. ADOPTED.

Respectfully submitted,

Marilyn Bondehagen
Confidential Administrative Assistant

NOT OFFICIAL UNTIL APPROVED BY COMMITTEE.