

FINANCE COMMITTEE
Minutes – September 17, 2015

Call to Order. Chair Mawhinney called the meeting of the Finance Committee to order at 7:30 A.M. on Thursday, September 17, 2015, in Conference Room N-1, Rock County Courthouse East.

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

Committee Members Excused: None.

Staff Members Present. Sherry Oja, Finance Director; Josh Smith, County Administrator; Randy Terronez and Nick Osborne, Assistants to County Administrator; Jeff Kuglitsch, Corporation Counsel; Mickey Crittenden, Information Technology Director; Vicki Brown, Treasurer; Ron Burdick, Public Works, Airport Director; Jodi Millis, Purchasing Manager.

Others Present: Carol Wirth, President, Wisconsin Public Finance Professionals, LLC.

Approval of Agenda. Chair Mawhinney said there was an additional transfer, Public Works – Airport. Supervisor Podzilni moved approval of the amended agenda with this addition, second by Supervisor Fox. ADOPTED.

Citizen Participation, Communications and Announcements. Ms. Brown informed the Committee that, of the 45 properties they toured, 40 properties were foreclosed on. Ms. Brown said the auction on the foreclosed properties will be October 9th at 9 A.M.

Approval of Minutes – September 3, 2015. Supervisor Kraft moved approval of the minutes of September 3, 2015 as presented, second by Supervisor Podzilni. ADOPTED.

Review of 2015 \$7.9 Million Capital Improvement Debt Issue – Carol Wirth, President, Wisconsin Public Finance Professionals, LLC. Ms. Wirth handed out her *Report on 2015 Financing – Highway Reconstruction and Job Center Projects - \$7,890,000 G.O. Promissory Notes.* Ms. Wirth went over the existing debt and said the 2008 debt was paid off earlier this year. Ms. Wirth went over the capital projects the County Board approved for 2015 borrowing. Ms. Wirth went over the Federal Arbitrage Regulations – Tax-Exempt Debt; 2015 Financing Details; Source and Application of the Funds; the 2015 Financing Details; Estimated Debt Service Schedule; Estimated Pricing Summary; and the Combined Existing and 2015 Debt Service Schedule.

Ms. Wirth went over the Timeline for 2015 Financing:

- 9/17/15 – Report to Finance Committee
- 9/25/15 – Official Statement and Supplemental Rating Information Completed
- 10/1-2/15 – Rating Conference Calls
- 10/14/15 – Rating Reports Released to Investors
- 10/20 - 10/21/15 – Marketing to Investors
- 10/22/15 – Sale Resolution to Finance Committee and County Board for Action
- 11/9/15 – Closing and Delivery of Funds to County, Underwriter Pays Expenses of Issuance as Agent of County

Transfers and Appropriations.

Clerk of Circuit Court

<u>FROM</u>		<u>TO</u>	
<u>Account #</u>	<u>Amount</u>	<u>Account #</u>	<u>Amount</u>
22-1209-0000-61610	\$36,868	22-1209-0000-67160	\$12,868
Health Insurance		Capital Assets	
		22-1209-0000-63100	24,000
		Office Supplies	

Communications Center

<u>FROM</u>		<u>TO</u>	
<u>Account #</u>	<u>Amount</u>	<u>Account #</u>	<u>Amount</u>
23-2400-0000-64200	\$ 3,000	23-2400-0000-62119	\$ 3,000
Training Expense		Other Contracted Services	
23-2400-0000-62400	42,000	23-2400-0000-62420	7,988
Capital Assets \$5,000+		Machinery/Equipment R&M	
23-2400-0000-62400	12,460	23-2400-0000-67130	24,400
R&M Services		Terminals & PCs	
		23-2400-0000-67160	22,072
		Capital Assets \$500-\$4,999	

Sheriff's Office

<u>FROM</u>		<u>TO</u>	
<u>Account #</u>	<u>Amount</u>	<u>Account #</u>	<u>Amount</u>
19-1922-0000-64904	\$ 3,832	21-2500-0000-67161	\$ 3,832
Contingency Fund		Capital Assets \$5,000+	

Public Works - Airport

<u>FROM</u>		<u>TO</u>	
<u>Account #</u>	<u>Amount</u>	<u>Account #</u>	<u>Amount</u>
41-4453-4453-63501	\$ 6,000	41-4453-4453-63505	\$ 6,000
Gasoline & Other Fuel		Tires & Batteries	

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

Bills and Encumbrances

Information Technology	\$	13,614.20
IT Cross Charges		4,732.76
Register of Deeds		100.00
Employee Wellness Activities		37.88

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

Bills Over \$10,000

Dungarvin Wisconsin LLC	\$	11,180.19
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Cities Digital	13,092.00
FFT LLC	11,000.00*
Marsh County Health Alliance	14,340.50*

Supervisor Fox moved approval of the above Bills Over \$10,000 for the Finance Committee with the bills for FFT LLC and Marsh County Health Alliance contingent on Human Services Board approval, second by Supervisor Podzilni. ADOPTED.

Encumbrances Over \$10,000. None.

Pre-Approved Encumbrance Amendments. None.

Approval of Bills for Other Departments. None.

Resolutions.

Delete the 1.0 FTE Senior Buyer Position and Create a 1.0 FTE Purchasing Specialist Position

“NOW, THEREFORE, BE IT RESOLVED, that the Rock County Board of Supervisors duly assembled this ____ day of _____, 2015, does hereby delete the 1.0 FTE Senior Buyer position and create a 1.0 FTE Purchasing Specialist position.”

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

Authorizing Purchase of Additional Storage Area Network Capacity

“NOW, THEREFORE, BE IT RESOLVED by the Rock County Board of Supervisors duly assembled this ____ day of _____, 2015 that a Purchase Order for a Hitachi SAN expansion unit and disk drives be issued to AE Business Solutions in the amount of \$29,888.00.

BE IT FURTHER RESOLVED that payment be made to the vendor upon approval of the Finance Committee”

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

Committee Approvals.

Amending the Sheriff’s 2015 Budget to Use Equitably Shared Funds for Rifles and Vehicle Repairs

“NOW, THEREFORE, BE IT RESOLVED by the Rock County Board of Supervisors duly assembled this ____ day of _____, 2015 that the 2015 budget be amended as follows:

...”

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

Authorizing Acceptance of 2015 Highway Safety Project Grants

“NOW, THEREFORE, BE IT RESOLVED by the Rock County Board of Supervisors assembled this _____ day of _____, 2015, that the Rock County Sheriff is authorized to accept funds under the Highway safety Project Grants.

BE IT FURTHER RESOLVED, that the 2015 budget be amended as follows:

...”

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

Set Meeting Date and Time for Review, Discussion and Recommended Revisions to the 2016 Recommended Budget. The Committee decided to meet on October 29th at 7:30 A.M. to hear and vote on any changes to the proposed 2016 budget and to have an item on the November 5th agenda in case something comes up at the public hearing on November 4th.

Report on Cash Balances and Investments. Ms. Oja updated the Committee on cash balances and investments as of August 31, 2015.

Adjournment. Supervisor Fox moved adjournment at 8:15 A.M., second by Supervisor Beaver. ADOPTED.

Respectfully submitted,

Marilyn Bondehagen
Confidential Administrative Assistant

NOT OFFICIAL UNTIL APPROVED BY COMMITTEE.