

FINANCE COMMITTEE
Minutes – November 19, 2015

Call to Order. Chair Mawhinney called the meeting of the Finance Committee to order at 5:30 P.M. on Thursday, November 19, 2015, in the Jury Deliberation Room, 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; Nick Osborne, Assistant to County Administrator; Annette Mikula, Human Resources Director; Mickey Crittenden, Information Technology Director; Amy Spoden, Human Resources Manager; Sgt. Aaron Burdick, Sheriff's Office; Lisa Tollefson, County Clerk.

Others Present: None.

Approval of Agenda. Chair Mawhinney said there were additional transfers, one for General Services and one for Information Technology; and bills for County Board Staff Committee. Supervisor Fox moved approval of the agenda with these additions, second by Supervisor Beaver. ADOPTED.

Citizen Participation, Communications and Announcements. None.

Approval of Minutes – October 29, 2015, November 5, 2015 and November 10, 2015. Supervisor Beaver moved approval of the minutes of October 29, 2015, November 5, 2015 and November 10, 2015 as presented, second by Supervisor Podzilni. ADOPTED.

Transfers and Appropriations.

Communications Center

FROM

<u>Account #</u>	<u>Amount</u>
23-2400-0000-67131	\$ 4,000
Computer Hardware	

TO

<u>Account #</u>	<u>Amount</u>
23-2400-0000-62119	\$ 4,000
Other Contracted Services	

Communications Center

FROM

<u>Account #</u>	<u>Amount</u>
18-1810-0000-62203	\$ 7,717
Gas Heating	

TO

<u>Account #</u>	<u>Amount</u>
18-1810-0000-67200	\$ 7,717
Capital Repairs	

Information Technology

FROM

<u>Account #</u>	<u>Amount</u>
07-1430-0000-62400	\$ 1,500
Hardware R&M	

TO

<u>Account #</u>	<u>Amount</u>
07-1430-0000-62421	\$ 1,500
Self-Maintained R&M	

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

Bills and Encumbrances

Information Technology	\$	9,187.69
IT Cross Charges		7,757.21
Elections		316.18
Employee Wellness Activities		494.00
Finance Director		100,750.00

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

Bills Over \$10,000

Green Earth Deicer Company Inc.	\$	19,766.83
Secured Living LLC		15,400.00
Pinnacle Assisted Living Service		11,280.00

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

Encumbrances Over \$10,000.

Klobucar Construction Co. Inc. (2015)	\$	64,000.00
Rhyme Business Products (2016)		40,000.00
JP Morgan Chase Bank NA (2016)		50,000.00
Willis of Wisconsin Inc. (2016)		36,000.00
JP Morgan Chase Bank NA (2016)		14,200.00

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

Pre-Approved Encumbrance Amendments. None.

Approval of Bills for Other Departments.

Education, Veterans and Aging Services

Title III-B	\$	2,502.00
Nutrition Program		69.58
Delivered Meals		521.25
Title III-D		580.64
Title III-E Family Caregiver		2,707.80
Veterans Service		1,711.07

County Board Staff

County Administrator	\$	25.00
County Board		862.87
Human Resources		2,222.71
ISF Self Insurance		36,000.00
Human Resources		44.11
Human Resources		14,200.00

Employee Recognition Activity

500.00

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

Resolutions.

Providing for a New Post Employment Health Plan Provider for AMHS-HSD and AMHS-RH

“NOW, THEREFORE, BE IT RESOLVED, that the Rock County Board of Supervisors duly assembled this ____ day of _____, 2015, authorizes Human Resources and the Finance Department to take the necessary steps to add Security benefit Group as a provider for the PEHP Plan for AMHS-HSD and AMHS-RH and transfer their accounts from Nationwide to Security Benefit Group.”

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

Authorizing Contract for Benefit Consulting Services with Associated Financial Group for 2016

“NOW, THEREFORE, BE IT RESOLVED, that the Rock County Board of Supervisors duly assembled this ____ day of _____, 2015, hereby awards the contract to Associated Financial Group for Benefit Consulting Services, effective January 1, 2016, in the amount of \$39,000 per year for the initial 3 year term. Rock County also has the option to extend the agreement with up to two one-year extensions.

BE IT FURTHER RESOLVED, that the Finance Committee has authority to approve all extensions of this agreement.”

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

Authorizing Contract for Section 125 Plan (Flexible Spending Account)

“NOW, THEREFORE, BE IT RESOLVED, that the Rock County Board of Supervisors duly assembled this ____ day of _____, 2015 does hereby authorize and direct the County Board Chair and County Clerk to enter into a contract with Employee Benefits Cooperative of Madison, Wisconsin to administer Rock County’s Section 125 Plan (Flexible Spending Account) for the period January 1, 2016 through December 31, 2016 at a cost of \$3.50 per participant per month.”

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

Approving Dental Insurance Contract

“NOW, THEREFORE, BE IT RESOLVED, that the Rock County Board of Supervisors assembled this ____ day of _____, 2015 does hereby authorize

the execution of a contract with Delta Dental for the County's dental insurance for the period of January 1, 2016 through December 31, 2017."

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

Approving Reinsurance Contract for Stop-Loss Coverage

"NOW, THEREFORE, BE IT RESOLVED, that the Rock County Board of Supervisors duly assembled this ____ day of _____, 2015 hereby authorizes the execution of a contract with QBE Insurance Corporation for administration of the County's Stop-Loss Coverage effective January 1, 2016 thru December 31, 2016."

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

Authorizing Purchase of IP Phones for Human Resources and Child Support Enforcement

"NOW, THEREFORE, BE IT RESOLVED that the Rock County Board of Supervisors duly assembled this ____ day of _____, 2015 that a Purchase Order for 42 Mitel IP phones and 2 Cordless Handsets be issued to Enterprise Systems Group of Little Chute, WI in the amount of \$10,291.25."

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

Committee Approvals.

Acceptance of Wisconsin Department of Natural Resources County Fish and Game Project Grant Funds and Amending Parks Budget

"NOW, THEREFORE, BE IT RESOLVED that the Rock County Board of Supervisors duly assembled this ____ day of _____, 2015 does hereby approve the acceptance of these funds and amend the Department of Public Works Parks Division 2016 Budget as follows:

...

BE IT FURTHER RESOLVED that the Parks Director be hereby authorized and directed to sign the grant agreements and that these documents be submitted to the Wisconsin Department of Natural Resources; and

BE IT FURTHER RESOLVED, that the Parks Director be authorized to file all necessary documents for administration and reimbursement of this program."

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

Authorizing Acceptance of 2015-16 Task Force and Alcohol Grants

“NOW, THEREFORE, BE IT RESOLVED by the Rock County Board of Supervisors duly 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 Podzilni moved approval of the above resolution, second by Supervisor Beaver. ADOPTED.

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

Adjournment. Supervisor Fox moved adjournment at 5:48 P.M., second by Supervisor Podzilni. ADOPTED.

Respectfully submitted,

Sherry Oja
Finance Director

NOT OFFICIAL UNTIL APPROVED BY COMMITTEE.