

ROCK COUNTY, WISCONSIN



Board of Supervisors
51 South Main Street
Janesville, WI 53545
(608)757-5510

**Note: Date
Location & Time**

**COUNTY BOARD STAFF COMMITTEE
THURSDAY – JUNE 28, 2012 – 5:30 P.M.
JURY DELIBERATION ROOM – FOURTH FLOOR
ROCK COUNTY COURTHOUSE-EAST**

Agenda

1. Call to Order & Approval of Agenda
2. Approval of Minutes – June 12, 2012
3. Citizen Participation, Communications and Announcements
4. Approval of Bills/Transfers/Pre-Approved Encumbrances
5. Resolution
 - A. Resolution to Recognize Yvonne Campbell
 - B. Recognizing Dave Sleeter for His Service to Rock County
 - C. Setting the 2012 Salary of the County Administrator
6. Adjournment

| Account Number | Name | Yearly Prcnt Appropriation Spent | YTD Expenditure | Encumb Amount | Unencumb Balance | Inv/Enc Amount | Total |
|------------------|------------------|-------------------------------------|--------------------|------------------|---------------------|-------------------|--------|
| 0113200000-63200 | PUBL/SUBCR/DUES | 2,850.00 84.4% | 2,405.57 | 0.00 | 444.43 | 297.48 | |
| | | 06/14/12 -VN#049720 | OSBORNE, NICHOLAS | | | | |
| | | | CLOSING BALANCE | | 146.95 | | 297.48 |
| | COUNTY ADMINISTR | | PROG-TOTAL-PO | | | 297.48 | |

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$297.48 INCURRED BY COUNTY ADMINISTRATOR. CLAIMS COVERING THE ITEMS ARE PROPER AND HAVE BEEN PREVIOUSLY FUNDED. THESE ITEMS ARE TO BE TREATED AS FOLLOWS
 A. BILLS AND ENCUMBRANCES OVER \$10,000 REFERRED TO THE COUNTY BOARD,
 B. BILLS UNDER \$10,000 TO BE PAID,
 C. ENCUMBRANCES UNDER \$10,000 TO BE PAID UPON ACCEPTANCE BY THE DEPARTMENT HEAD.

COUNTY BOARD STAFF COMMITTEE APPROVES THE ABOVE. COM-APPROVAL _____ DEPT-HEAD

JUN 26 2012 DATE _____ CHAIR

| Account Number | Name | Yearly Prct Appropriation Spent | YTD Expenditure | Encumb Amount | Unencumb Balance | Inv/Enc Amount | Total |
|------------------|----------------------------------|------------------------------------|--------------------|---------------------------|---------------------|-------------------|--------|
| 0311100000-63107 | PUBL & LEGAL | 18,000.00 0.0% | 7,007.46 | -7,007.45 | 17,999.99 | | |
| | P1200711-PO# 06/14/12 -VN#013607 | | | JANESVILLE GAZETTE INC | | 516.65 | |
| | | | CLOSING BALANCE | | 17,483.34 | | 516.65 |
| 0311100000-64904 | SUNDRY EXPENSE | 1,400.00 13.0% | 635.53 | -453.24 | 1,217.71 | | |
| | P1200799-PO# 06/14/12 -VN#013601 | | | JANESVILLE FLORAL COMPANY | | 113.90 | |
| | | | CLOSING BALANCE | | 1,103.81 | | 113.90 |
| | COUNTY BOARD | | PROG-TOTAL-PO | | | 630.55 | |

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$630.55 INCURRED BY COUNTY BOARD. CLAIMS COVERING THE ITEMS ARE PROPER AND HAVE BEEN PREVIOUSLY FUNDED. THESE ITEMS ARE TO BE TREATED AS FOLLOWS

- A. BILLS AND ENCUMBRANCES OVER \$10,000 REFERRED TO THE COUNTY BOARD.
- B. BILLS UNDER \$10,000 TO BE PAID.
- C. ENCUMBRANCES UNDER \$10,000 TO BE PAID UPON ACCEPTANCE BY THE DEPARTMENT HEAD.

COUNTY BOARD STAFF COMMITTEE APPROVES THE ABOVE. COM-APPROVAL _____ DEPT-HEAD

JUN 26 2012

DATE _____ CHAIR

| Account Number | Name | Yearly Prcnt Appropriation Spent | YTD Expenditure | Encumb Amount | Unencumb Balance | Inv/Enc Amount | Total |
|------------------|----------------------------------|-------------------------------------|--------------------|------------------|---------------------|-------------------|--------|
| 0616200000-63202 | LAW BOOKS | 1,500.00 | 4.0% | 474.00 | -413.99 | | |
| | P1200003-PO# 06/14/12 -VN#017221 | | | WEST GROUP | | 310.50 | |
| | | | | CLOSING BALANCE | 1,129.49 | | 310.50 |
| | CORP. COUNSEL | | | PROG-TOTAL-PO | | 310.50 | |

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$310.50 INCURRED BY CORPORATION COUNSEL. CLAIMS COVERING THE ITEMS ARE PROPER AND HAVE BEEN PREVIOUSLY FUNDED. THESE ITEMS ARE TO BE TREATED AS FOLLOWS

- A. BILLS AND ENCUMBRANCES OVER \$10,000 REFERRED TO THE COUNTY BOARD.
- B. BILLS UNDER \$10,000 TO BE PAID.

C. ENCUMBRANCES UNDER \$10,000 TO BE PAID UPON ACCEPTANCE BY THE DEPARTMENT HEAD.
 COUNTY BOARD STAFF COMMITTEE APPROVES THE ABOVE. COM-APPROVAL _____

DEPT-HEAD

JUN 26 2012

DATE _____ CHAIR

| Account Number | Name | Yearly Prct Appropriation Spent | YTD Expenditure | Encumb Amount | Unencumb Balance | Inv/Enc Amount | Total |
|------------------|----------------------------------|------------------------------------|--------------------|--------------------------------|---------------------|-------------------|----------|
| 0814200000-61920 | PHYSICALS | 11,500.00 8.6% | 1,468.00 | -478.99 | 10,510.99 | | |
| | P1200021-PO# 06/14/12 -VN#017412 | | | WISCONSIN DEPARTMENT OF JUSTIC | | 138.00 | |
| | | | CLOSING BALANCE | | 10,372.99 | | 138.00 |
| 0814200000-62104 | CONSULTING SERV | 2,750.00 0.0% | 0.00 | 0.00 | 2,750.00 | | |
| | P1202166-PO# 06/14/12 -VN#051195 | | | WISCONSIN FORENSIC SERVICES LT | | 1,225.00 | |
| | | | CLOSING BALANCE | | 1,525.00 | | 1,225.00 |
| 0814200000-63107 | PUBL & LEGAL | 35,000.00 0.0% | 9,685.12 | -9,685.07 | 34,999.95 | | |
| | P1200016-PO# 06/14/12 -VN#011191 | | | BELOIT DAILY NEWS | | 563.41 | |
| | P1200017-PO# 06/14/12 -VN#013607 | | | JANESVILLE GAZETTE INC | | 1,061.72 | |
| | P1200018-PO# 06/14/12 -VN#010110 | | | CHRONICLE, THE | | 252.00 | |
| | | | CLOSING BALANCE | | 33,122.82 | | 1,877.13 |
| 0814200000-64200 | TRAINING EXP | 26,985.00 70.2% | 18,964.78 | 0.00 | 8,020.22 | | |
| | 06/14/12 -VN#049974 | | | O CONNELL, DAVID | | 30.32 | |
| | P1202177-PO# 06/14/12 -VN#034975 | | | KALAHARI RESORT CONVENTION CEN | | 792.00 | |
| | P1202184-PO# 06/14/12 -VN#039062 | | | BUE, RENE | | 30.00 | |
| | P1202200-PO# 06/14/12 -VN#042877 | | | WISCONSIN STATE SHRM COUNCIL | | 1,415.00 | |
| | | | CLOSING BALANCE | | 5,752.90 | | 2,267.32 |
| 0814200000-64417 | HCC EXPENSES | 8,500.00 19.5% | 2,035.18 | -371.05 | 6,835.87 | | |
| | P1200017-PO# 06/14/12 -VN#013607 | | | JANESVILLE GAZETTE INC | | 23.00 | |
| | P1200021-PO# 06/14/12 -VN#017412 | | | WISCONSIN DEPARTMENT OF JUSTIC | | 20.00 | |
| | | | CLOSING BALANCE | | 6,792.87 | | 43.00 |
| | | | HUMAN RESOURCES | PROG-TOTAL-PO | | 5,550.45 | |

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$5,550.45 INCURRED BY HUMAN RESOURCES. CLAIMS COVERING THE ITEMS ARE PROPER AND HAVE BEEN PREVIOUSLY FUNDED. THESE ITEMS ARE TO BE TREATED AS FOLLOWS

- A. BILLS AND ENCUMBRANCES OVER \$10,000 REFERRED TO THE COUNTY BOARD.
- B. BILLS UNDER \$10,000 TO BE PAID.
- C. ENCUMBRANCES UNDER \$10,000 TO BE PAID UPON ACCEPTANCE BY THE DEPARTMENT HEAD.

COUNTY BOARD STAFF COMMITTEE APPROVES THE ABOVE. COM-APPROVAL _____ DEPT-HEAD

JUN 26 2012

DATE _____ CHAIR

| Account Number | Name | Yearly Prcnt Appropriation Spent | YTD Expenditure | Encumb Amount | Unencumb Balance | Inv/Enc Amount | Total |
|------------------|----------------------------------|-------------------------------------|--------------------|--------------------|---------------------|-------------------|--------|
| 1919140000-62104 | CONSULTING SERV | 15,000.00 | 0.0% | 929.55 | -929.54 | 14,999.99 | |
| | P1200007-PO# 06/14/12 -VN#016551 | | | TE BRENNAN COMPANY | | 267.00 | |
| | | | | CLOSING BALANCE | 14,732.99 | | 267.00 |
| | RISK MGMT. | | | PROG-TOTAL-PO | | 267.00 | |

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$267.00 INCURRED BY RISK MANAGEMENT; CLAIMS COVERING THE ITEMS ARE PROPER AND HAVE BEEN PREVIOUSLY FUNDED. THESE ITEMS ARE TO BE TREATED AS FOLLOWS

- A. BILLS AND ENCUMBRANCES OVER \$10,000 REFERRED TO THE COUNTY BOARD.
- B. BILLS UNDER \$10,000 TO BE PAID.

C. ENCUMBRANCES UNDER \$10,000 TO BE PAID UPON ACCEPTANCE BY THE DEPARTMENT HEAD.

COUNTY BOARD STAFF

COMMITTEE APPROVES THE ABOVE. COM-APPROVAL _____

DEPT-HEAD

JUN 26 2012

DATE _____

CHAIR

| Account Number | Name | Yearly Prct Appropriation Spent | YTD Expenditure | Encumb Amount | Unencumb Balance | Inv/Enc Amount | Total |
|------------------|----------------------------------|------------------------------------|--------------------|------------------|---------------------|-------------------|----------|
| 1919320000-64904 | SUNDRY EXPENSE | 8,780.00 41.0% | 1,960.04 | 1,645.00 | 5,174.96 | | |
| | P1201942-PO# 06/14/12 -VN#027012 | | MMPR | | | 1,109.60 | |
| | | | CLOSING BALANCE | | 4,065.36 | | 1,109.60 |
| | EMPL. RELATED | | PROG-TOTAL-PO | | | 1,109.60 | |

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$1,109.60 INCURRED BY EMPLOYEE RELATED. CLAIMS COVERING THE ITEMS ARE PROPER AND HAVE BEEN PREVIOUSLY FUNDED. THESE ITEMS ARE TO BE TREATED AS FOLLOWS

- A. BILLS AND ENCUMBRANCES OVER \$10,000 REFERRED TO THE COUNTY BOARD.
- B. BILLS UNDER \$10,000 TO BE PAID.
- C. ENCUMBRANCES UNDER \$10,000 TO BE PAID UPON ACCEPTANCE BY THE DEPARTMENT HEAD.

COUNTY BOARD STAFF COMMITTEE APPROVES THE ABOVE. COM-APPROVAL _____ DEPT-HEAD

JUN 26 2012

DATE _____ CHAIR

RESOLUTION NO. _____

AGENDA NO. _____

RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS

Charmian Klyve
INITIATED BY



Jennifer Thompson
DRAFTED BY

Human Service Board
SUBMITTED BY

June 6, 2012
DATE DRAFTED

RESOLUTION TO RECOGNIZE YVONNE CAMPBELL

1 **WHEREAS**, Yvonne Campbell has served the citizens of Rock County for over thirty (30)
2 years as a dedicated and valued employee of Rock County; and,
3

4 **WHEREAS**, Yvonne Campbell began her career on August 27, 1981 as a psychiatric
5 technician in the inpatient psychiatric hospital at the Rock County Health Care Center
6 (RCHCC). Ms. Campbell worked with severely mentally ill residents who were unable to
7 independently control their mental illness. Ms. Campbell used her skills to redirect residents
8 as young as 18 as well as residents in their 60's. She then moved to the 5th floor of the
9 RCHCC continuing her career as a psychiatric technician and working with detained
10 individuals who were placed on a 72-hour hold. These individuals often had alcohol or drug
11 addictions and/or mental illness. Again, Ms. Campbell redirected clients whose behaviors
12 were disruptive and provided group sessions to talk about their issues. Ms. Campbell then
13 transferred to the Crisis Intervention Unit and became one of the first workers on the
14 intervention team. At that time, crisis intervention workers worked closely with the police
15 departments—sometimes riding with them to client homes. Ms Campbell was very active in
16 the community while apart of the crisis intervention team. From there, Ms. Campbell went
17 back to the 5th floor of the RCHCC and began her work as a Social Worker. She worked
18 directly with the doctor on staff; evaluating patients to determine if more treatment was
19 necessary. At times, Ms. Campbell presented her findings in court and would then work on
20 dispositional plans for discharge. In June 2002, when the psychiatric hospital closed its doors,
21 Ms. Campbell transferred to the Long Term Support Division to assist frail elderly and
22 physically disabled adults in the community. Ms. Campbell shared her superior skills, patient
23 personality, and calm demeanor, with Long Term support for ten years before deciding to
24 retire. Ms. Campbell will be retiring from Rock County Department of Human Services on
25 June 29, 2012; and,
26

27 **WHEREAS**, Yvonne Campbell has proven herself to be a compassionate, caring, and
28 committed employee, advocating on behalf of Rock County residents; and,
29

30 **WHEREAS**, the Rock County Board of Supervisors, representing the citizens of Rock
31 County, wishes to recognize Yvonne Campbell for her achievements and significant
32 contributions to the citizens of Rock County and her lifelong and faithful service.
33

34 **NOW THEREFORE BE IT RESOLVED** that the Rock County Board of Supervisors, duly
35 assembled this _____ day of _____, 2012, does hereby recognize Yvonne
36 Campbell for her 30 years of service and extend best wishes to her in her future endeavors;
37 and,
38

39 **BE IT FURTHER RESOLVED** that the County Clerk be authorized and directed to furnish
40 a copy of this resolution to Yvonne Campbell.

RECOGNIZING YVONNE CAMPBELL

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Respectfully Submitted,

Rock County Human Services Board

Brian Knudson, Chair

Sally Jean Weaver-Landers, Vice Chair

Terry Fell

William Grahn

Kathy Kelm

Phillip Owens

Terry Thomas

Marvin Wopat

Shirley Williams

COUNTY BOARD STAFF COMMITTEE

J. Russell Podzilni, Chair

Sandra Kraft, Vice Chair

Eva Arnold

Henry Brill

Betty Jo Bussie

Mary Mawhinney

Marilynn Jensen

Louis Peer

Kurtis L. Yankee

RESOLUTION NO. _____

AGENDA NO. _____

RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS

Craig Knutson
INITIATED BY

Public Safety and Justice Committee
SUBMITTED BY



Nick Osborne, Assistant to County
Administrator
DRAFTED BY

June 6, 2012
DATE DRAFTED

Recognizing Dave Sleeter for His Service to Rock County

- 1 **WHEREAS**, Dave Sleeter has served the citizens of Rock County for the past 17 years as a dedicated
- 2 and valued Rock County employee in the position of Communications Center Director; and,
- 3
- 4 **WHEREAS**, Dave has led the Rock County Communications Center which dispatches for all 26 police,
- 5 fire, and emergency medical services agencies in Rock County; and,
- 6
- 7 **WHEREAS**, Dave has successfully coordinated various systems upgrades and building improvements
- 8 to both the primary and backup Communication Center sites and,
- 9
- 10 **WHEREAS**, under Dave's tenure, the Rock County Communications Center is the longest continually
- 11 Commission on Accreditation for Law Enforcement Agencies accredited center in the United States;
- 12 and,
- 13
- 14 **WHEREAS**, Dave has professionally represented Rock County and Communications Centers as a
- 15 whole on various boards and committees throughout Wisconsin and the Midwest during his tenure; and,
- 16
- 17 **WHEREAS**, Dave has been an active and respected voice advising the Rock County 911
- 18 Communications Commission; and,
- 19
- 20 **WHEREAS**, Dave's institutional knowledge of public safety communications and dispatch in Rock
- 21 County will be sorely missed as he begins his retirement on July 16, 2012.
- 22
- 23 **NOW, THEREFORE, BE IT RESOLVED** that the Rock County Board of Supervisors duly
- 24 assembled this _____ day of _____, 2012, does hereby recognize Dave Sleeter for his 17 years
- 25 of service to the citizens of Rock County and extends its best wishes to him in his future endeavors.
- 26
- 27 **BE IT FINALLY RESOLVED** that the County Clerk be authorized and directed to furnish a copy of
- 28 this resolution to Dave Sleeter.

Respectfully submitted,

PUBLIC SAFETY AND JUSTICE COMMITTEE

Ivan Collins, Chair

Brian Knudson

Henry Brill, Vice Chair

Larry Wiedenfeld

Mary Beaver

Recognizing Dave Sleeter for His Service to Rock County

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COUNTY BOARD STAFF COMMITTEE

J. Russell Podzilni, Chair

Sandra Kraft, Vice Chair

Eva Arnold

Henry Brill

Betty Jo Bussie

Marilynn Jensen

Mary Mawhinney

Louis Peer

Kurtis L. Yankee

RESOLUTION NO. _____

AGENDA NO. _____

**RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS**

County Board Staff Committee
INITIATED BY



Dave O'Connell, HR Director
DRAFTED BY

County Board Staff Committee
SUBMITTED BY

June 8, 2012
DATE DRAFTED

SETTING THE 2012 SALARY OF THE COUNTY ADMINISTRATOR

- 1 **WHEREAS**, the County Administrator's current salary is \$126,426.11; and,
- 2
- 3 **WHEREAS**, the County Board Staff Committee has considered a performance review conducted by the
- 4 County Board Chair and Vice Chair, and reviewed the County Administrator's salary and the annual
- 5 adjustments received by other County employees in 2012; and
- 6
- 7 **WHEREAS**, the County Board Staff Committee recommends a 1.0% increase effective 7-1-12, which is
- 8 consistent with adjustments for other County employees.
- 9
- 10 **NOW, THEREFORE, BE IT RESOLVED**, that the Rock County Board of Supervisors duly assembled on
- 11 this _____ day of _____, 2012 does hereby authorize that the County Administrator's salary
- 12 be adjusted by 1.0% effective 7-1-12.
- 13
- 14 **BE IT FURTHER RESOLVED**, that the health insurance plan granted other Unilateral employees be
- 15 continued.
- 16
- 17 **BE IT FURTHER RESOLVED**, that the dental plan available to Unilateral employees be continued.
- 18
- 19 **BE IT FURTHER RESOLVED**, that the current car allowance of \$6,000 annually be continued and the
- 20 current expense allowance of \$2,000 annually be continued.
- 21
- 22 **BE IT FURTHER RESOLVED**, that the County continues to contribute \$15,000 annually to a deferred
- 23 compensation program.

Respectfully Submitted,

COUNTY BOARD STAFF COMMITTEE

J. Russell Podzilni, Chair

Louis Peer

Sandra Kraft, Vice Chair

Kurtis L. Yankee

Eva Arnold

Henry Brill

Betty Jo Bussie

Marilynn Jensen

Mary Mawhinney

RESOLUTION SETTING THE 2012 SALARY OF THE COUNTY ADMINISTRATOR

Page 2

ADMINISTRATIVE NOTE:

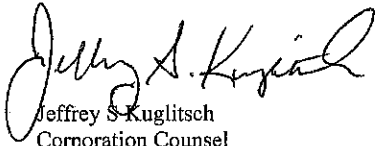
Matter of policy.



Craig Karutson
County Administrator

LEGAL NOTE:

The County Board has the authority to take this action pursuant to 59.18(4) Wis. Stats.



Jeffrey S. Kuglitsch
Corporation Counsel

FISCAL NOTE:

| | <u>Base Compensation</u> | <u>Add'l Base Compensation</u> | <u>% Wage Increase</u> | <u>Overall % Increase</u> |
|------|--------------------------|------------------------------------|----------------------------|-------------------------------|
| 2012 | \$192,439 | \$679 | 1% eff. 7/1/2012 | 0.3526% |

Sufficient funds are available in the Budget for the cost of this position.



Sherry Oja
Finance Director