

ROCK COUNTY, WISCONSIN



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

***Note: Time, Date  
& Location Change***

COUNTY BOARD STAFF COMMITTEE

THURSDAY – APRIL 14, 2011 – 5:20 P.M.

JURY DELIBERATION ROOM – COURTROOM H – FOURTH FLOOR

ROCK COUNTY COURTHOUSE-EAST

Agenda

1. Call to Order & Approval of Agenda
2. Approval of Minutes – March 22, 2011
3. Citizen Participation, Communications and Announcements
4. Approval of Bills/Transfers/Pre-Approved Encumbrances
5. Resolutions
  - A. Recognizing Inge Suchanek for Service to Rock County
  - B. Recognizing Pam Casiday
  - C. Recognize Cindy Sutton
  - D. Recognize Ken Veitch
  - E. Authorize Overlap of Positions for Treasurer's Office
6. Approval of FMHC (AT&T) Wireless Request to Modify Cell Provider equipment on West Court Street Tower
7. Consideration of Proposed Rule Changes
8. Adjournment

| Account Number   | Name                             | Yearly Prcnt<br>Appropriation Spent | YTD<br>Expenditure | Encumb<br>Amount      | Unencumb<br>Balance | Inv/Enc<br>Amount | Total  |
|------------------|----------------------------------|-------------------------------------|--------------------|-----------------------|---------------------|-------------------|--------|
| 0311100000-63107 | PUBL & LEGAL                     | 11,000.00                           | 8.6%               | 1,690.30              | -2,645.35           | 11,955.05         |        |
|                  | P1100961-PO# 04/01/11 -VN#011191 |                                     |                    | BELOIT DAILY NEWS     |                     | 955.06            |        |
|                  |                                  |                                     |                    | CLOSING BALANCE       |                     | 10,999.99         | 955.06 |
| 0311100000-64904 | SUNDRY EXPENSE                   | 1,450.00                            | 15.5%              | 300.00                | -74.97              | 1,224.97          |        |
|                  | P1101220-PO# 04/01/11 -VN#011199 |                                     |                    | BELOIT FLORAL COMPANY |                     | 75.00             |        |
|                  |                                  |                                     |                    | CLOSING BALANCE       |                     | 1,149.97          | 75.00  |
|                  | COUNTY BOARD                     |                                     |                    | PROG-TOTAL-PO         |                     | 1,030.06          |        |

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$1,030.06 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

**APR 12 2011**

DATE \_\_\_\_\_ CHAIR

| Account Number   | Name                             | Yearly Prct<br>Appropriation Spent | YTD<br>Expenditure | Encumb<br>Amount | Unencumb<br>Balance | Inv/Enc<br>Amount              | Total    |
|------------------|----------------------------------|------------------------------------|--------------------|------------------|---------------------|--------------------------------|----------|
| 0814200000-63100 | OFC SUPP & EXP                   | 3,950.00 15.8%                     | 475.37             | 150.29           | 3,324.34            |                                |          |
|                  | P1101722-PO# 04/01/11 -VN#047934 |                                    |                    |                  |                     | AMC3 IDENTITY SOLUTIONS        | 291.13   |
|                  |                                  |                                    |                    |                  | CLOSING BALANCE     | 3,033.21                       | 291.13   |
| 0814200000-63107 | PUBL & LEGAL                     | 34,750.00 2.5%                     | 5,756.55           | -6,644.40        | 35,637.85           |                                |          |
|                  | P1100904-PO# 04/01/11 -VN#010110 |                                    |                    |                  |                     | CHRONICLE,THE                  | 1,050.00 |
|                  | P1101481-PO# 04/01/11 -VN#040764 |                                    |                    |                  |                     | OFFICE OF STATE EMPLOYMENT REL | 135.00   |
|                  |                                  |                                    |                    |                  | CLOSING BALANCE     | 34,452.85                      | 1,185.00 |
| 0814200000-64200 | TRAINING EXP                     | 44,374.00 28.2%                    | 12,358.13          | 184.46           | 31,831.41           |                                |          |
|                  | 04/01/11 -VN#044396              |                                    |                    |                  |                     | IHRKE,CONNIE                   | 66.26    |
|                  | 04/01/11 -VN#049974              |                                    |                    |                  |                     | O CONNELL,DAVID                | 91.61    |
|                  | P1101534-PO# 04/01/11 -VN#025107 |                                    |                    |                  |                     | KANTOLA PRODUCTIONS            | 131.50   |
|                  | P1101647-PO# 04/01/11 -VN#013792 |                                    |                    |                  |                     | KANDU INDUSTRIES INC           | 140.50   |
|                  |                                  |                                    |                    |                  | CLOSING BALANCE     | 31,401.54                      | 429.87   |
| 0814200000-64417 | HCC EXPENSES                     | 14,255.00 15.4%                    | 2,206.33           | 0.72             | 12,047.95           |                                |          |
|                  | P1101722-PO# 04/01/11 -VN#047934 |                                    |                    |                  |                     | AMC3 IDENTITY SOLUTIONS        | 51.37    |
|                  |                                  |                                    |                    |                  | CLOSING BALANCE     | 11,996.58                      | 51.37    |
|                  |                                  |                                    |                    |                  | HUMAN RESOURCES     | PROG-TOTAL-PO                  | 1,957.37 |

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$1,957.37 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

APR 12 2011

DATE \_\_\_\_\_ CHAIR

| Account Number   | Name                             | Yearly Prct<br>Appropriation Spent | YTD<br>Expenditure | Encumb<br>Amount | Unencumb<br>Balance | Inv/Enc<br>Amount | Total  |
|------------------|----------------------------------|------------------------------------|--------------------|------------------|---------------------|-------------------|--------|
| 1919320000-64904 | SUNDRY EXPENSE                   | 8,400.00 10.2%                     | 322.25             | 539.89           | 7,537.86            |                   |        |
|                  | P1101624-PO# 04/01/11 -VN#034812 |                                    | MC DONALDS         |                  |                     | 104.00            |        |
|                  |                                  |                                    | CLOSING BALANCE    |                  | 7,433.86            |                   | 104.00 |
|                  |                                  | EMPL.RELATED                       | PROG-TOTAL-PO      |                  |                     | 104.00            |        |

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$104.00 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

**APR 12 2011**

DATE \_\_\_\_\_ CHAIR

**RESOLUTION  
ROCK COUNTY BOARD OF SUPERVISORS**

Kristine A. Baker Ellis  
INITIATED BY



Kristine A. Baker Ellis  
DRAFTED BY

Public Safety & Justice Committee  
SUBMITTED BY

March 22, 2011  
DATE DRAFTED

**RECOGNIZING INGE SUCHANEK FOR SERVICE TO ROCK COUNTY**

- 1 **WHEREAS**, Inge Suchanek has served the citizens of Rock County for the past 23 years as a dedicated
- 2 and valued employee of Rock County; and,
- 3
- 4 **WHEREAS**, Inge Suchanek began her career for Rock County Child Support Office on February 1, 1988
- 5 as a Child Support Reimbursement Specialist; and,
- 6
- 7 **WHEREAS**, Inge Suchanek then transitioned into the Child Support Lead Worker position on June 24,
- 8 1996 and continued in the position until she was promoted to a Child Support Supervisor on March 1,
- 9 1999.
- 10
- 11 **NOW, THEREFORE, BE IT RESOLVED** by the Rock County Board of Supervisors duly assembled
- 12 this \_\_\_\_\_ day of \_\_\_\_\_, 2011 does hereby recognize Inge Suchanek for her 23 years, 2
- 13 months of continuous service and extend their best wishes to her in her future endeavors; and,
- 14
- 15 **BE IF FURTHER RESOLVED**, that the County Clerk be authorized and directed to furnish a copy of
- 16 this Resolution to Inge Suchanek.

Respectfully submitted,

**PUBLIC SAFETY & JUSTICE COMMITTEE**

Ivan Collins  
Ivan Collins, Chair

Larry Wiedenfeld  
Larry Wiedenfeld, Vice Chair

Henry Brill  
Henry Brill

Brian Knudson  
Brian Knudson

Mary Beaver  
Mary Beaver

**RECOGNIZING INGE SUCHANEK FOR SERVICE TO ROCK COUNTY**

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COUNTY BOARD STAFF COMMITTEE

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J. Russell Podzilni, Chair

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Sandra Kraft, Vice Chair

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Eva Arnold

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Henry Brill

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Betty Jo Bussie

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Ivan Collins

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Marilynn Jensen

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Louis Peer

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Kurtis L. Yankee

RESOLUTION NO. \_\_\_\_\_

AGENDA NO. \_\_\_\_\_

RESOLUTION  
ROCK COUNTY BOARD OF SUPERVISORS

Charmian Klyve  
INITIATED BY

Jennifer Thompson  
DRAFTED BY



Human Service Board  
SUBMITTED BY

March 21, 2011  
DATE DRAFTED

RECOGNIZING PAM CASIDAY

1 **WHEREAS**, Pamela Casiday has served the citizens of Rock County for over thirty-nine (39)  
2 years as a dedicated and valued employee of Rock County; and,  
3

4 **WHEREAS**, Pamela Casiday began her career on February 21, 1972 as a Social Worker in  
5 the General Relief Intake unit under the Rock County Department of Social Services. While  
6 there, she assisted single individuals to obtain rent assistance and commodities such as meat,  
7 milk, and rice. Later, Ms. Casiday joined the Family Services Unit where she supported  
8 families with children by obtaining homemakers to help with cooking, budgeting, and bill  
9 paying. Ms. Casiday then moved to the Single Parent Unit where she maintained a caseload  
10 of approximately 25-35 single-unwed mothers. Ms. Casiday would help these young mothers,  
11 who were still trying to get an education, with good parenting skills and childcare while they  
12 attended school. In 1991, when the Single Parent unit closed, Ms. Casiday moved to the  
13 Child Protective Services (CPS) unit where she continued to case manage children and  
14 families but also assisted in child abuse/neglect investigations. After a brief time in CPS, Ms.  
15 Casiday moved to the Long Term Support Division in 1992 working as a Social Worker for  
16 elderly and disabled adults by connecting these individuals to services, which helped maintain  
17 their independence and prevented institutionalization. Her dedication to provide quality  
18 services to Rock County's elderly and physically disabled adults is recognized through the  
19 positive outcomes of her clients. Ms. Casidays' strong sense of what true social work is and  
20 her diligent ways have benefited many Rock County citizens throughout her thirty-nine (39)  
21 year career. Ms. Casiday will be retiring from Rock County Department of Human Services  
22 on April 15, 2011; and,  
23

24 **WHEREAS**, Pamela Casiday has proven herself to be a compassionate, caring, and  
25 committed employee, always advocating on behalf of the program participants; and,  
26

27 **WHEREAS**, the Rock County Board of Supervisors, representing the citizens of Rock  
28 County, wishes to recognize Pamela Casiday for her achievements and significant  
29 contributions to the citizens of Rock County and her lifelong and faithful service.  
30

31 **NOW, THEREFORE, BE IT RESOLVED** that the Rock County Board of Supervisors,  
32 duly assembled this \_\_\_\_\_ day of \_\_\_\_\_, 2011, does hereby recognize Pamela  
33 Casiday for her thirty-nine (39) years of service and extend best wishes to her in her future  
34 endeavors; and,  
35

36 **BE IT FURTHER RESOLVED** that the County Clerk be authorized and directed to furnish  
37 a copy of this resolution to Pamela Casiday.

Respectfully Submitted,

**RECOGNIZING PAM CASIDAY**

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Rock County Human Services Board

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Brian Knudson, Chair

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Jennifer Bishop, Vice Chair

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Robert Fizzell

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Phillip Owens

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Terry Thoams

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Marv Wopat

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Kathy Kelm

---

Minnie Murry

---

Sally Jean Weaver-Landers

**COUNTY BOARD STAFF COMMITTEE**

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J. Russell Podzielni, Chair

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Sandra Kraft, Vice Chair

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Eva Arnold

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Henry Brill

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Betty Jo Bussie

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Ivan Collins

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Marilynn Jensen

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Louis Peer

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Kurtis L. Yankee



RESOLUTION NO. \_\_\_\_\_

AGENDA NO. \_\_\_\_\_

**RESOLUTION  
ROCK COUNTY BOARD OF SUPERVISORS**

Charmian Klyve  
INITIATED BY

Charmian Klyve  
DRAFTED BY



Human Service Board  
SUBMITTED BY

March 16, 2011  
DATE DRAFTED

**RESOLUTION TO RECOGNIZE CINDY SUTTON**

1 **WHEREAS**, Cindy Sutton has served the citizens of Rock County for over thirty-three and a  
2 half years (33 ½) as a dedicated and valued employee of Rock County; and,  
3

4 **WHEREAS**, Cindy Sutton began her career on September 19, 1977, in Accounting, tracking  
5 Economic Support reviews for the Rock County Department of Social Services. She then  
6 worked with General Relief, Work Experience, and Estate Recovery for five years in the  
7 Processing Department. Subsequently, Ms. Sutton accepted a position in the Economic  
8 Support Division as an Economic Support worker, which she held for five years. Ms. Sutton  
9 was promoted to Economic Support Supervisor, then to Economic Support Lead Supervisor in  
10 1997. Finally, in the fall of 2001, after being selected as Acting Interim Division Manager,  
11 Ms. Sutton became the permanent Economic Support Division Manager; and,  
12

13 **WHEREAS**, Cindy Sutton has proven herself to be a compassionate, caring, and committed  
14 manager, always advocating for staff, Economic Support clients and the Economic Support  
15 program participants; and,  
16

17 **WHEREAS**, Cindy Sutton will be retiring from Rock County Department of Human Services  
18 on April 15, 2011, after 33 ½ years, and will be missed by all who have had the pleasure of  
19 working with her; and,  
20

21 **WHEREAS**, the Rock County Board of Supervisors, representing the citizens of Rock  
22 County, wishes to recognize Cindy Sutton for her achievements and significant contributions  
23 to the Human Services Department and citizens of Rock County.  
24

25 **NOW, THEREFORE, BE IT RESOLVED** that the Rock County Board of Supervisors,  
26 duly assembled this \_\_\_\_\_ day of \_\_\_\_\_, 2011, does hereby recognize Cindy  
27 Sutton for her 33 ½ years of service and extend best wishes to her in her future endeavors.  
28

29 **BE IT FURTHER RESOLVED** that the County Clerk be authorized and directed to furnish  
30 a copy of this resolution to Cindy Sutton.

Respectfully Submitted,

Rock County Human Services Board

\_\_\_\_\_  
Brian Knudson, Chair

\_\_\_\_\_  
Robert Fizzell

\_\_\_\_\_  
Jennifer Bishop, Vice Chair

\_\_\_\_\_  
Kathy Kelm

\_\_\_\_\_  
Minnie Murry

\_\_\_\_\_  
Sally Jean Weaver-Landers

\_\_\_\_\_  
Phillip Owens

\_\_\_\_\_  
Marvin Wopat

\_\_\_\_\_  
Terry Thomas

**RESOLUTION TO RECOGNIZE CINDY SUTTON**

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**COUNTY BOARD STAFF COMMITTEE**

\_\_\_\_\_  
J. Russell Podzilni, Chair

\_\_\_\_\_  
Sandra Kraft, Vice Chair

\_\_\_\_\_  
Eva Arnold

\_\_\_\_\_  
Henry Brill

\_\_\_\_\_  
Betty Jo Bussie

\_\_\_\_\_  
Ivan Collins

\_\_\_\_\_  
Marilynn Jensen

\_\_\_\_\_  
Louis Peer

\_\_\_\_\_  
Kurtis L. Yankee

RESOLUTION NO. \_\_\_\_\_

AGENDA NO. \_\_\_\_\_

# RESOLUTION

## ROCK COUNTY BOARD OF SUPERVISORS

Public Works Committee  
INITIATED BY \_\_\_\_\_



Benjamin J. Coopman, Jr., P.E.,  
Director of Public Works  
DRAFTED BY \_\_\_\_\_

Public Works Committee  
SUBMITTED BY \_\_\_\_\_

March 23, 2011  
DATE DRAFTED \_\_\_\_\_

### RECOGNIZING KEN VEITCH

- 1 **WHEREAS**, Ken Veitch has served the citizens of Rock County for twenty-three and one-half
- 2 years as a dedicated and valued employee of the Rock County Department of Public Works; and,
- 3
- 4 **WHEREAS**, Ken Veitch retired from public service April 1, 2011, and,
- 5
- 6 **WHEREAS**, the Rock County Board of Supervisors representing the citizens of Rock County,
- 7 wishes to recognize Mr. Veitch for his long and faithful service.
- 8
- 9 **NOW, THEREFORE, BE IT RESOLVED**, by the Rock County Board of Supervisors at its
- 10 regular meeting this \_\_\_\_ day of \_\_\_\_\_, 2011, that a sincere expression of recognition be
- 11 given to Ken Veitch for twenty-three and one-half years of service and best wishes for the future;
- 12 and,
- 13
- 14 **BE IT FURTHER RESOLVED**, that the County Clerk be authorized and directed to furnish a
- 15 copy of this resolution to Mr. Veitch.

Respectfully submitted,

PUBLIC WORKS COMMITTEE

COUNTY BOARD STAFF COMMITTEE

\_\_\_\_\_  
Kurtis L. Yankee, Chair

\_\_\_\_\_  
J. Russell Podzilni, Chair

\_\_\_\_\_  
Betty Jo Bussie, Vice Chair

\_\_\_\_\_  
Sandra Kraft, Vice Chair

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Eva M. Arnold

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Eva M. Arnold

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David Diestler

\_\_\_\_\_  
Henry Brill

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Brent Fox

\_\_\_\_\_  
Betty Jo Bussie

\_\_\_\_\_  
Ivan Collins

\_\_\_\_\_  
Marilynn Jensen

\_\_\_\_\_  
Louis Peer

\_\_\_\_\_  
Kurtis L. Yankee

RESOLUTION NO. \_\_\_\_\_

AGENDA NO. \_\_\_\_\_

**RESOLUTION  
ROCK COUNTY BOARD OF SUPERVISORS**

Vicki Brown, Treasurer  
INITIATED BY

Vicki Brown, Treasurer  
DRAFTED BY

Finance Committee  
SUBMITTED BY

March 23, 2011  
DATE DRAFTED



**Authorize Overlap of Positions for Treasurer's Office**

- 1 **WHEREAS**, the Treasurer's Office currently has one deputy treasurer and one union accountant; and,
- 2
- 3 **WHEREAS**, Joan Slater, Deputy Treasurer, is retiring on July 1 after 15 years in that position; and,
- 4
- 5 **WHEREAS**, Patsy Weber, Accountant, is retiring on July 1 after 15 years in that position; and,
- 6
- 7 **WHEREAS**, losing two long term employees simultaneously presents an immense challenge when
- 8 planning for the training needs of new staff; and,
- 9
- 10 **WHEREAS**, temporarily overlapping the positions ensures the new hires will be duly trained prior to the
- 11 retirement of current staff.
- 12
- 13 **NOW, THEREFORE, BE IT RESOLVED** by the Rock County Board of Supervisors duly assembled
- 14 this \_\_\_\_\_ day of \_\_\_\_\_, 2011 does hereby authorize temporarily overlapping staff in the
- 15 Treasurer's Office, for the purpose of quality training, not to exceed one week.

Respectfully submitted,

**Finance Committee**

Mary Mawhinney

Mary Mawhinney, Chair

Sandra Kraft

Sandra Kraft, Vice Chair

Mary Beaver

Mary Beaver

David Diestler

David Diestler

J. Russell Podzilni

J. Russell Podzilni

**LEGAL NOTE:**

The County Board is authorized to take this action pursuant to §§ 59.01, 59.51 and 59.22(2), Wis. Stats.

Jeffrey S. Kuglitsch

Jeffrey S. Kuglitsch  
Corporation Counsel

**FISCAL NOTE:**

Sufficient funds are available in the Treasurer's 2011 budget for the cost of the overlapping positions.

Jeffrey A. Smith

Jeffrey A. Smith  
Finance Director

**ADMINISTRATIVE NOTE:**

Recommended.

Craig Knutson

Craig Knutson  
County Administrator

Authorize Overlap of Positions for Treasurer's Office

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COUNTY BOARD STAFF COMMITTEE

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J. Russell Podznilni, Chair

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Sandra Kraft, Vice Chair

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Eva Arnold

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Henry Brill

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Betty Jo Bussie

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Ivan Collins

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Marilynn Jensen

---

Louis Peer

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Kurtis Yankee



FMHC Corporation  
8600 W. Bryn Mawr Ave.  
Suite 600N  
Chicago, IL 60631

www.fmhc.com  
phone 773 380 3800  
fax 773 693 0850

April 5, 2011

VIA ELECTRONIC MAIL

Mr. Randy Terronez  
County Administration Office  
Rock County Courthouse  
51 South Main Street  
Janesville, WI 53545  
terronez@co.rock.wi.us

RE: Communications Site Agreement between the County of Rock and TeleCorp Realty, LLC  
(AT&T) ("Agreement") AT&T Site # WI2552

Dear Terronez:

Pursuant to the above-captioned Agreement, AT&T leases space at 2741 West Court Street, Janesville, WI ("Site"). In order to better serve its customers, AT&T plans to upgrade the equipment at this Site. Per the attached Scope of Work, this upgrade will include trenching approximately 170' for the installation of 4" conduit from AT&T's equipment shelter to a new pedestal. On behalf of AT&T, FMHC hereby requests that Landlord provide its consent for AT&T's proposed installations. Please be advised that all work will be completed at no cost to the County of Rock and that AT&T will provide all necessary equipment and labor required for this project.

Please indicate your consent to this installation by signing below and returning this document to me at the address, email address, or fax number below. Thank you for your attention to this matter.

AT&T

APPROVED:

By: FMHC Corporation, its agent

By: County of Rock

By: *Ann Carrera*


By: \_\_\_\_\_

Ann Carrera  
FMHC Corporation  
8600 West Bryn Mawr  
Suite 600N  
Chicago, Illinois 60631  
P: (773) 380-3818  
F: (773) 693-0850  
acarrera@fmhc.com

Dated: \_\_\_\_\_



**MEMORANDUM**

**TO:** County Board Staff Committee  
**FROM:** Jeffrey S. Kuglitsch   
**DATE:** April 4, 2011  
**RE:** Rules of Procedure for the Rock County Board of Supervisors

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The Rock County Board of Supervisors will at its meeting on April 28, 2011 consider the adoption of rules of procedure for the ensuing year. The following amendments have been requested to the current rules. In all cases new language is underscored and language deleted is ~~crossed-out~~. At the current time, there are two (2) proposed rule changes.

(1) Rule III-B shall be amended as follows:

B. The format for the Agenda shall be as follows:

1. Call to Order
2. ~~Invocation~~ Inspirational message or moment of silence and Pledge of Allegiance

...

C. Each supervisor shall have the opportunity to open a meeting by leading the Pledge of Allegiance. Prior to the Pledge, the Supervisor may call for a moment of silence or offer an inspirational message, free of sectarian reference.

~~C.~~ D. Minutes of the regular Board Meeting shall be prepared by the County Clerk, kept, recorded, and distributed to all Board members and department heads by the County Clerk with a regular mailing as soon as possible following the meeting. These minutes shall be official upon County Board approval.

~~D.~~ E. In order to provide advance notice to the Board of Supervisors and the citizens of Rock County, items to be included on the Agenda shall be in the office of the County Administrator no later than Wednesday of the week preceding the meeting.

~~E.~~ F. It shall be the responsibility of the sponsoring committee, official, or citizen to have the matter prepared in the form to be acted on and to have the attached legal note prepared by the Corporation Counsel, fiscal note prepared by the Finance Director, and the administrative note prepared by the Administrator. The Chair may add a

note. If in reviewing the fiscal or legal notes, the Administrator disagrees, the Administrator shall so state in the Administrative Note. The required notes must be attached before the governing committee may take action.

F.G. Every Supervisor shall have the prerogative to introduce a resolution on any matter. Every resolution introduced shall be referred to the appropriate committee by the Chair of the Board within 30 calendar days. If the governing committee does not report a resolution within 60 days from the time it was referred to the committee, five supervisors may bring the resolution to the Board floor.

G.H. No motions except referral to committee or acceptance and filing may be made concerning the subject matter of report under Agenda item 10, unless the report has been accompanied by a resolution distributed as required by the rules and subject to the note requirement of Rule III-E.

H.I. Ordinances or Ordinance amendments presented to the County Board, after consideration by the appropriate governing committee or committees, shall not be acted upon by the County Board until there has been a first reading, a second reading, and a Public hearing by the County Board. Readings shall be by title at successive meetings of the County Board, and complete texts shall be available for public examination in the Office of the County Clerk between the first and second readings. The Public Hearing by the County Board shall be at the same meeting as and immediately following the first reading. Public notice of the first reading, the public hearing, and the second reading shall be by inclusion on the respective County Board agendas.

I.J. Resolutions may be initiated or drafted by residents of Rock County. No resolution, initiated and/ or drafted by a county resident, shall be considered by the Rock County Board unless it deals with the business and concerns of the County and is properly submitted by a County Board Supervisor. Such resolutions shall be introduced and referred pursuant to Rule III-F. No such resolution may be considered by the committee to which it is referred unless it is presented in the proper form as required by Rule III-E.

J.K. Department heads are directed to initiate a resolution recognizing the years of service of employees retiring from their departments. To be eligible for such a resolution, the individual must be employed by the County for a minimum of fifteen (15) years. The resolution shall be referred to the appropriate governing committee and the County Board Staff Committee in the form required in Rule III-E.



(2) Add to Rule V-G as follows:

G. Finance Committee

...

(9) Effective May 1, 2011, the purchasing procedural endorsement shall be the responsibility of the Finance Committee. The endorsement is only to verify whether or not the Purchasing Procedure has been legally followed by Rock County.