



**COUNTY BOARD STAFF COMMITTEE  
TUESDAY – MAY 14, 2013 – 4:00 P.M.  
CONFERENCE ROOM N-1 – FIFTH FLOOR  
ROCK COUNTY COURTHOUSE-EAST**

**Agenda**

1. Call to Order & Approval of Agenda
2. Citizen Participation, Communications and Announcements
3. Approval of Bills
4. Transfers
5. Pre-Approved Encumbrances
6. Update on T-Mobile Tower Lease
7. Resolutions
  - A. Recognizing Delores Lancour for Service to Rock Haven
  - B. Recognizing Laurie Wrenn for Service to Rock Haven
  - C. Recognizing William Powell
  - D. Granting Permanent Easement to Town of Clinton and Authorizing Installation of a Drainage Culvert and Construction of a Parking Lot on the Pelishek-Tiffany Nature Trail at Summerville Road
  - E. Amending the 2013 Planning, Economic & Community Development Agency Budget and Creating a 0.625 FTE Position in the Housing & Community Development Division of the Rock County Planning, Economic & Community Development Agency
8. Adjournment

Account Number	Name	Yearly Prcnt Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
0113200000-64200 ENC.	TRAINING EXP	2,450.00 28.9%	708.10	0.00	1,741.90		
	R1302051-PO# 05/01/13 -VN#052519		JP MORGAN CHASE BANK NA			140.00	
			CLOSING BALANCE		1,601.90		140.00
	COUNTY ADMINISTR		PROG-TOTAL-PO			140.00	

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$140.00 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

**MAY 14 2013**

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

Account Number	Name	Yearly Prcnt Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
0311100000-63107	PUBL & LEGAL	18,000.00	1.0%	2,545.70	-2,355.70	17,810.00	
	P1300774-PO# 05/07/13 -VN#011191			BELOIT DAILY NEWS		941.37	
				CLOSING BALANCE	16,868.63		941.37
	COUNTY BOARD			PROG-TOTAL-PO		941.37	

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$941.37 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

**MAY 14, 2013**

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

Account Number	Name	Yearly Prcnt Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
0814200000-62119	OTHER SERVICES	40,515.00	0.0%	0.00	0.00	40,515.00	
	P1301851-PO# 05/07/13 -VN#052682			TK GROUP INC		3,091.35	
				CLOSING BALANCE	37,423.65		3,091.35
0814200000-63107	PUBL & LEGAL	35,000.00	0.0%	4,257.21	-4,257.15	34,999.94	
	P1300603-PO# 05/07/13 -VN#011191			BELOIT DAILY NEWS		433.80	
	P1300604-PO# 05/07/13 -VN#013607			JANESVILLE GAZETTE INC		796.55	
				CLOSING BALANCE	33,769.59		1,230.35
0814200000-64200	TRAINING EXP	26,985.00	33.5%	9,064.16	0.00	17,920.84	
	05/07/13 -VN#049974			Q CONNELL, DAVID		34.28	
	P1301730-PO# 05/07/13 -VN#052646			CRISIS REALITY TRAINING INC		109.00	
	P1301795-PO# 05/07/13 -VN#022251			WISCONSIN EMPLOYMENT RELATIONS		100.00	
	P1301893-PO# 05/07/13 -VN#040670			SOUTHWEST WISCONSIN WORKFORCE		170.00	
				CLOSING BALANCE	17,507.56		413.28
0814200000-64417	RH EXPENSES	8,500.00	11.2%	1,732.85	-777.21	7,544.36	
	P1300604-PO# 05/07/13 -VN#013607			JANESVILLE GAZETTE INC		23.57	
				CLOSING BALANCE	7,520.79		23.57
0814200000-67171	C.A. -\$1000/MORE	9,485.00	99.1%	0.00	9,406.50	78.50	
ENC	R1302106-PO# 05/08/13 -VN#036201			AMAZON.COM		77.46	
				CLOSING BALANCE	1.04		77.46
	HUMAN RESOURCES			PROG-TOTAL-PO			4,836.01

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$4,836.01 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

**MAY 14 2013**

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

Account Number	Name	Yearly Prcnt Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
1919140000-62104	CONSULTING SERV P1300034-PO# 05/07/13 -VN#016551	15,000.00	0.0%	760.01	-760.00	14,999.99	
	TE BRENNAN COMPANY					709.62	
	CLOSING BALANCE				14,290.37		709.62
	RISK MGMT.		PROG-TOTAL-PO			709.62	

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$709.62 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 \_\_\_\_\_

MAY 14 2013

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

Account Number	Name	Yearly Prcnt Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
000000063-29661	P & L TRUST	0.00 100.0%	-988.00	0.00	988.00		
	P1301832-PO# 05/07/13 -VN#044738		MGM TRICOR INC			494.00	
			CLOSING BALANCE		494.00		494.00
	BAL.SHEET A/C		PROG-TOTAL-PO			494.00	

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$494.00 INCURRED BY BALANCE SHEET ACCOUNT. 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

**MAY 14 2013**

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



**ROCK COUNTY, WISCONSIN**



**County Administrator**  
51 South Main Street  
Janesville, WI 53545  
(608)757-5510  
Fax (608)757-5511

DATE: April 29, 2013

TO: County Board Staff Committee  
Agriculture and Extension Committee

FROM: Nick Osborne, Assistant to the County Administrator

RE: Update on T-Mobile Tower Lease

Since 2009, T-Mobile has operated a cellular telephone tower on land leased from Rock County at the 4-H Fairgrounds property. The terms of the lease allow T-Mobile to transfer ownership of the tower to another company as long as the County is given written notice. On April 26, T-Mobile notified the County that they sold their interest in the tower to Crown Castle International Corporation, an independent tower operator. While T-Mobile will still be the named lessee in the agreement, Crown Castle will be a sublessee and will take over all of the responsibilities and obligations of T-Mobile.

The transfer from T-Mobile to Crown Castle does not alter the terms of the lease or payment structure. T-Mobile paid Rock County the yearly balance of \$26,830.97 in December 2012. Crown Castle will make the yearly payment of \$27,770.05 for 2013 and will continue to make payments in the future. Any correspondence or inquiries regarding the tower will now be referred to Crown Castle International Corporation.

If you have any questions or concerns, you may contact me at 757-5506.

CC: Jim Stute, UW- Extension  
Randy Thompson- Fairgrounds Manager



# RESOLUTION

ROCK COUNTY BOARD



OF SUPERVISORS

Health Services Committee  
INITIATED BY

Sherry Gunderson  
DRAFTED BY

Health Services Committee  
SUBMITTED BY

April 22, 2013  
DATE DRAFTED

## TITLE

### RECOGNIZING DELORES LANCOUR FOR SERVICE TO ROCK HAVEN

1. WHEREAS, Delores Lancour has served the citizens of Rock County over the
2. past 21 years and 2 months as a dedicated and valued employee of Rock
3. County; and,
- 4.
5. WHEREAS, Delores Lancour began her career with Rock County Health Care
6. Center/Rock Haven as Registered Nursing Supervisor on March 3, 1992; and,
- 7.
8. WHEREAS, Delores Lancour has worked diligently in that position until her
9. retirement on May 12, 2013; and,
- 10.
11. WHEREAS, the Rock County Board of Supervisors, representing the citizens
12. of Rock County, wishes to commend Delores Lancour for her long and
13. faithful service.
- 14.
15. NOW, THEREFORE, BE IT RESOLVED, that the Rock County Board of Supervisors
16. duly assembled this \_\_\_\_\_ of \_\_\_\_\_, 2013 does hereby
17. recognize Delores Lancour for her 21 years and 2 months of service and
18. extend their best wishes to her in her future endeavors; and,
- 19.
20. BE IT FURTHER RESOLVED, that the County Clerk be authorized and directed
21. to furnish a copy of this resolution to Delores Lancour.
- 22.

Respectfully submitted,

HEALTH SERVICES COMMITTEE

COUNTY BOARD STAFF COMMITTEE

Betty Jo Bussie  
Betty Jo Bussie, Chair

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

Mary Beaver  
Mary Beaver, Vice Chair

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

Terry Fell  
Terry Fell

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

Steve Howland  
Steve Howland

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

Billy Bob Grah  
Billy Bob Grah

\_\_\_\_\_  
Mary Mawhinney

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

\_\_\_\_\_  
Kurtis Yankee

\_\_\_\_\_  
Hank Brill

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

# RESOLUTION

**ROCK COUNTY BOARD**



**OF SUPERVISORS**

Health Services Committee  
INITIATED BY

Sherry Gunderson  
DRAFTED BY

Health Services Committee  
SUBMITTED BY

April 22, 2013  
DATE DRAFTED

## TITLE

### RECOGNIZING LAURIE WRENN FOR SERVICE TO ROCK HAVEN

1. WHEREAS, Laurie Wrenn has served the citizens of Rock County over the
2. past 17 years as a dedicated and valued employee of Rock County; and,
- 3.
4. WHEREAS, Laurie Wrenn began her career with Rock County Health Care
5. Center/Rock Haven as Certified Nursing Assistant on June 18, 1996; and,
- 6.
7. WHEREAS, Laurie Wrenn has worked diligently in that position until her
8. retirement on June 1, 2013; and,
- 9.
10. WHEREAS, the Rock County Board of Supervisors, representing the citizens
11. of Rock County, wishes to commend Laurie Wrenn for her long and faithful
12. service.
- 13.
14. NOW, THEREFORE, BE IT RESOLVED, that the Rock County Board of Supervisors
15. duly assembled this \_\_\_\_\_ of \_\_\_\_\_, 2013 does hereby
16. recognize Laurie Wrenn for her 17 years of service and extend their best
17. wishes to her in her future endeavors; and,
- 18.
19. BE IT FURTHER RESOLVED, that the County Clerk be authorized and directed
20. to furnish a copy of this resolution to Laurie Wrenn.
- 21.
- 22.

Respectfully submitted,

**HEALTH SERVICES COMMITTEE**

**COUNTY BOARD STAFF COMMITTEE**

Betty Jo Bussie  
Betty Jo Bussie, Chair

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

Mary Beaver  
Mary Beaver, Vice Chair

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

Terry Fell  
Terry Fell

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

Steve Howland  
Steve Howland

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

Billy Bob Grah  
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\_\_\_\_\_  
Mary Mawhinney

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

\_\_\_\_\_  
Kurtis Yankee

\_\_\_\_\_  
Hank Brill

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

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 \_\_\_\_\_

April 25, 2013  
DATE DRAFTED \_\_\_\_\_

### RECOGNIZING WILLIAM POWELL

- 1 **WHEREAS**, William Powell has served the citizens of Rock County over the past thirty-six years
- 2 and five months plus as a dedicated and valued employee of the Rock County Department of Public
- 3 Works; and,
- 4
- 5 **WHEREAS**, William Powell will retire from public service effective May 10, 2013, and,
- 6
- 7 **WHEREAS**, the Rock County Board of Supervisors representing the citizens of Rock County,
- 8 wishes to recognize William Powell for his long and faithful service.
- 9
- 10 **NOW, THEREFORE, BE IT RESOLVED**, by the Rock County Board of Supervisors at its
- 11 regular meeting this \_\_\_\_ day of \_\_\_\_\_, 2013, that a sincere expression of recognition be
- 12 given to William Powell for his thirty-six years and five months plus of service and best wishes for
- 13 the future; and,
- 14
- 15 **BE IT FURTHER RESOLVED**, that the County Clerk be authorized and directed to furnish a
- 16 copy of this resolution to William Powell.

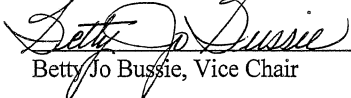
Respectfully submitted,

PUBLIC WORKS COMMITTEE

COUNTY BOARD STAFF COMMITTEE

  
Kurtis L. Yankee, Chair

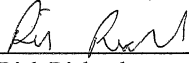
\_\_\_\_\_  
J. Russell Podzilni, Chair

  
Betty Jo Bussie, Vice Chair

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

\_\_\_\_\_  
Eva M. Arnold

\_\_\_\_\_  
Eva M. Arnold

\_\_\_\_\_  
Brent Fox  
  
Rick Richard

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

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

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

\_\_\_\_\_  
Mary Mawhinney

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

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

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

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

**RESOLUTION  
ROCK COUNTY BOARD OF SUPERVISORS**

Public Works Committee  
INITIATED BY



Benjamin J. Coopman, Jr.  
Director of Public Works  
DRAFTED BY

Public Works Committee  
SUBMITTED BY

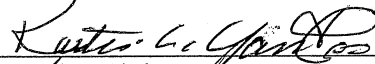
May 1, 2013  
DATE DRAFTED

**GRANTING PERMANENT EASEMENT TO TOWN OF CLINTON AND  
AUTHORIZING INSTALLATION OF A DRAINAGE CULVERT AND  
CONSTRUCTION OF A PARKING LOT ON THE PELISHEK-TIFFANY  
NATURE TRAIL AT SUMMERVILLE ROAD**

- 1 **WHEREAS**, the Town of Clinton is undertaking road and drainage improvements to Summerville Road
- 2 near the Pelishek-Tiffany Nature Trail [PTNT] (Section 2, Town of Clinton); and,
- 3
- 4 **WHEREAS**, the Town proposes to install a new drainage culvert pipe across the PTNT and parallel to
- 5 Summerville Road to relieve flooding and road damage in the area; and,
- 6
- 7 **WHEREAS**, the Town proposes to build a small parking area on the PTNT right-of-way adjoining
- 8 Summerville Road to accommodate vehicles of trail users who are now parking on Summerville Road
- 9 and causing a safety concern; and,
- 10
- 11 **WHEREAS**, constructing these improvements is a benefit to both the Town and County by improving
- 12 drainage, safety and accessibility at the PTNT.
- 13
- 14 **NOW, THEREFORE, BE IT RESOLVED** by the Rock County Board of Supervisors duly assembled
- 15 this \_\_\_\_\_ day of \_\_\_\_\_, 2013 does hereby authorize installation of the cross culvert and
- 16 building of the parking area on the Pelishek-Tiffany Nature Trail; and,
- 17
- 18 **BE IT FURTHER RESOLVED**, that the County Board Chair be authorized on behalf of the County to
- 19 execute all easement and agreement documents for this work.

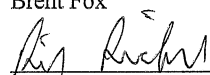
Respectfully submitted,

**PUBLIC WORKS COMMITTEE**

  
\_\_\_\_\_  
Kurt Yankee, Chair

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

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

\_\_\_\_\_  
Brent Fox  
  
\_\_\_\_\_  
Rick Richard

**GRANTING PERMANENT EASEMENT TO TOWN OF CLINTON AND AUTHORIZING  
INSTALLATION OF A DRAINAGE CULVERT AND CONSTRUCTION OF A PARKING LOT ON  
THE PELISHEK-TIFFANY NATURE TRAIL AT SUMMERVILLE ROAD**

Page 2

Respectfully submitted,

**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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Hank Brill

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Betty Jo Bussie

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Marilynn Jensen

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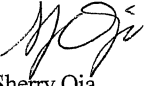
Louis Peer

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Kurtis Yankee


FISCAL NOTE:

This resolution authorizes the installation of a cross culvert and the building of a parking area on the Pelishek-Tiffany Nature Trail and grants permanent easements to the Town of Clinton for these areas. The only cost to the County is for the 40 foot long culvert that the Town of Clinton wants to install.

  
Sherry Oja  
Finance Director

LEGAL NOTE:

The County Board is authorized to take this action by Wisconsin Statutes sections 59.52(6)(c) and 59.52(19).

  
Eugene R. Dumas  
Deputy Corporation Counsel

ADMINISTRATIVE NOTE:

Recommended.

  
Craig Knutson  
County Administrator

### *Executive Summary*

The Town of Clinton approached the County with this proposed work. They are undertaking the reconditioning of Summerville Road in their town. The work consists of cleaning drainage ditches, installing some new road and driveway culverts and reconditioning the road with base repairs and new pavement.

Near the intersection of Summerville and the Pelishek-Tiffany Nature Trail (PTNT), the Town is experiencing some localized flooding and roadway washing out. The backed up water flows toward the PTNT where it is being impeded. The Town is proposing the installation of a new culvert pipe under the trail bed, rather than the County reditching several hundred feet of its ditches along the PTNT. The new culvert option actually is cheaper and better addresses the problem than the reditching. The County is being asked to furnish the 40' long culvert and the Town will install it while they are there doing their other work on the roadway culverts and ditches. Funds for the culvert pipe would come from the Parks Department annual park maintenance budget.

The Town reports that PTNT users are parking their personal vehicles on Summerville Road adjoining the PTNT while they are enjoying the trail. Because of the narrow pavement width and tight right-of-way in the area, these parked vehicles are posing a traffic safety concern. In addition, the Town will have surplus suitable excavated material from some of the drives and cross roads they plan to work on. Rather than having to take the dirt away, they are proposing to build the base for a new, 65' x 40' gravel parking area on the PTNT right-of-way adjacent to Summerville Road. There is already an existing driveway at that location, apparently installed many years ago by the railroad company when it was an active railroad.

After constructing the base, the Town will furnish and install a layer of gravel to complete the parking area. The Town has agreed to provide the ongoing maintenance, including periodic leveling and furnishing additional gravel from time to time.

If approved, the County will grant a permanent easement to the Town for the culvert crossing and parking area. There should be no harm or loss of use of the PTNT, except during the construction or maintenance operations. Terms of the actual construction details will be covered in a separate Project Agreement between the County and the Town. The resolution also authorizes the County Board Chair to execute these documents on behalf of the County.

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

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

**RESOLUTION  
ROCK COUNTY BOARD OF SUPERVISORS**

Paul Benjamin  
INITIATED BY



Paul Benjamin  
DRAFTED BY

Planning and Development  
Committee  
SUBMITTED BY

April 30, 2013  
DATE DRAFTED

**Amending the 2013 Planning, Economic & Community Development Agency  
Budget and Creating a 0.625 FTE Position in the Housing & Community  
Development Division of the Rock County Planning, Economic & Community  
Development Agency**

1 **WHEREAS**, Housing and Community Development Division (Housing) of the Rock County Planning,  
2 Economic & Community Development Agency (Agency) received funding from the State of Wisconsin's  
3 Community Development Program for a Small Cities project in Orfordville; and,  
4

5 **WHEREAS**, the City of Milton has contracted with Housing to manage the expenditure of CDBG  
6 Revolving Loan Funds; and,  
7

8 **WHEREAS**, Housing participates in a HOME Consortium with the Cities of Beloit and Janesville; and,  
9

10 **WHEREAS**, Housing is contracted by Rock County Human Services Department to manage projects  
11 designed to improved accessibility for its clients in the Long Term Support and Children's Long Term  
12 Support projects; and,  
13

14 **WHEREAS**, Housing has other sources of project funding including program income from various  
15 Revolving Loan funds to undertake housing rehabilitation projects for eligible low to moderate income  
16 applicants; and,  
17

18 **WHEREAS**, the workload associated with such a number of projects exceeds the capacity of the  
19 Housing and Community Development Division as it is currently structured; and,  
20

21 **WHEREAS**, a cross-charge from another Rock County Department for the services of the County  
22 Engineer in the Agency and the consolidation of two medical insurance line items result in sufficient  
23 flexibility in the Agency's budget to support this position through the end of the year without additional  
24 county levy.  
25

26 **NOW, THEREFORE, BE IT RESOLVED** that the Rock County Board of Supervisors duly assembled  
27 this \_\_\_\_\_ day of \_\_\_\_\_, 2013 approves the position of Housing Specialist to be created in  
28 Pay Range 13 effective May 26, 2013 through December 31, 2013 and the 2013 Planning, Economic &  
29 Community Development Agency's budget be amended as follows:  
30

<u>Account/Description</u>	<u>Budget</u> <u>1/1/13</u>	<u>Increase</u> <u>(Decrease)</u>	<u>Amended</u> <u>Budget</u>
<b>Source of Funds</b>			
64-6400-0000-61610			
Health Insurance	\$148,128	(\$21,187)	\$126,941
<b>Use of Funds</b>			
64-6460-0000-61100			
Regular Wages	\$62,744	\$16,252	\$78,996
64-6460-0000-61400			
FICA	\$4,800	\$1,243	\$6,043

41

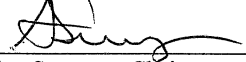
**Amending the 2013 Planning, Economic & Community Development Agency Budget and Creating a 0.625 FTE Position in the Housing & Community Development Division of the Rock County Planning, Economic & Community Development Agency**

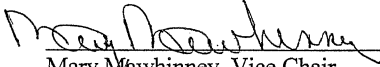
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42	64-6460-0000-61510			
43	Retirement	\$4,204	\$1,081	\$5,285
44	64-6460-0000-61610			
45	Health Insurance	\$7,152	\$2,611	\$9,763

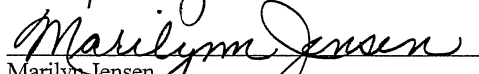
Respectfully submitted,

**Planning and Development Committee**

  
 Alan Sweeney, Chair

  
 Mary Mawhinney, Vice Chair

  
 Wayne Gustina

  
 Marilyn Jensen

  
 Phil Owens

**County Board Staff Committee**


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

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

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

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

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

\_\_\_\_\_  
 Mary Mawhinney  
  
 Marilyn Jensen

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

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


**FINANCE COMMITTEE ENCORSEMENT**

Reviewed and approved on a vote of

\_\_\_\_\_  
 Mary Mawhinney, Chair Date

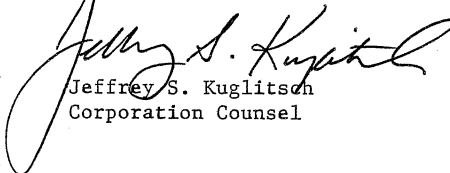
**FISCAL NOTE:**

Sufficient funding is available for transfer from the Planning Department's Health Insurance account to fund this position.

  
 Sherry Oja  
 Finance Director


**LEGAL NOTE:**

As an amendment to the adopted 2013 County Budget, this Resolution requires a 2/3 vote of the entire membership of the County Board pursuant to sec. 65.90(5)(a), Wis. Stats. County Board is authorized to take this action pursuant to §59.22(2), Wis. Stats.

  
 Jeffrey S. Kuglitsch  
 Corporation Counsel

**ADMINISTRATIVE NOTE:**

Recommended.

  
 Craig Knutson  
 County Administrator



## **Executive Summary**

The Housing and Community Development Division (Housing) of the Rock County Planning, Economic and Community Development Agency has multiple sources of funding in 2013 to undertake approximately 70 separate projects to rehabilitate homes for low to moderate income applicants in Rock County. These projects often involve replacing roofs, updating electrical circuitry, replacing windows, and occasionally furnaces. Sources of funding including the Home Consortium, Community Development Block Grant funding from the Wisconsin Department of Administration for a Small Cities project in the Village of Orfordville, the City of Milton CDBG program, and the Town of Beloit. About twelve other projects are being conducted under contract with the Rock County Human Services Department to construct accessibility structures for clients in the Children's Long Term Support Program and the Long Term Support Program. Housing also retains Program Income from five revolving loan funds. Totally, Housing anticipates work on 81 projects in 2013 and expending \$1,003,290 and will complete about half of these by the end of May 2013.

Housing currently has 1.0 FTE and a 0.5 LTE. The limited-term position is scheduled to terminate at the end of May 2013. Housing cannot complete the remaining 40 projects by the end of December 31, 2013 with just a 1.0 FTE, the Housing Division Manager. Housing projects with a 0.625 LTE remaining with the Housing Division Manager that it should be able to complete nearly all the projects.

No additional county levy is required.