

ROCK COUNTY, WISCONSIN



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

**Amended:
03/09/2017**

**COUNTY BOARD STAFF COMMITTEE
TUESDAY – MARCH 14, 2017 – 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 Minutes – February 28, 2017
4. Transfers
5. Review of Payments
6. Resolution
 - A. Authorizing Easement to Ideal Midwest, LLC to Cross Pelishek Tiffany Nature Trail
 - B. Authorizing Overlap of Positions for Department of Public Works, Highway Division
 - C. Recognizing Bill Schyvinck**
 - D Recognizing Correctional Officer Bruce J. Danielson
7. Review, Discussion and Possible Action on Administrative Policy No. 5.31 – Overtime, Flex and After Hours Payments
8. Review, Discussion and Possible Action on Administrative Policy No. 5.45 – Uniform / Equipment Allowance
9. Review of 2016 4th Quarter Budget
10. Adjournment

2016

Rock County

COMMITTEE REVIEW REPORT
FOR THE MONTH OF DECEMBER 2016

02/27/2017

Account Number	Account Name	PO#	Check Date	Vendor Name	Inv/Enc Amt
03-1110-0000-63107	PUBL & LEGAL	P1600217	02/02/2017	JANESVILLE GAZETTE INC	2,193.46
COUNTY BOARD PROG TOTAL					2,193.46

I have reviewed the preceding payments in the total **\$2,193.46**

Date: _____ Dept _____

Committee _____

2016

Rock County

COMMITTEE REVIEW REPORT
FOR THE MONTH OF DECEMBER 2016

02/27/2017

Account Number	Account Name	PO#	Check Date	Vendor Name	Inv/Enc Amt
08-1420-0000-64200	TRAINING EXP				
		P1603530	02/16/2017	WAUKESHA COUNTY TECHNICAL	420.00
08-1420-0000-64215	RECRUITMENT				
		P1601683	02/16/2017	DEPARTMENT OF ADMINISTRATION	175.00
		P1603532	02/16/2017	DEPARTMENT OF ADMINISTRATION	350.00
HUMAN RESOURCES PROG TOTAL					945.00

I have reviewed the preceding payments in the total **\$945.00**

Date:

Dept

Committee

2017

Rock County

COMMITTEE REVIEW REPORT
FOR THE MONTH OF FEBRUARY 2017

02/27/2017

Account Number	Account Name	PO#	Check Date	Vendor Name	Inv/Enc Amt
00-0000-0063-29663	W C TRUST	P1700038	02/02/2017	MINUTE MEN HR MANAGEMENT OF WI	5,550.00
				ISF-SELF INS PROG TOTAL	<u>5,550.00</u>

I have reviewed the preceding payments in the total \$5,550.00

Date: _____ Dept _____
Committee _____

2017

Rock County

COMMITTEE REVIEW REPORT
FOR THE MONTH OF FEBRUARY 2017

02/27/2017

Account Number	Account Name	PO#	Check Date	Vendor Name	Inv/Enc Amt
01-1320-0000-63100	OFC SUPP & EXP	P1700320	02/09/2017	JP MORGAN CHASE BANK NA	28.43
01-1320-0000-64200	TRAINING EXP	P1700320	02/09/2017	JP MORGAN CHASE BANK NA	340.00
COUNTY ADMINISTRATOR PROG TOTAL					368.43

I have reviewed the preceding payments in the total \$368.43

Date: _____ Dept _____

Committee _____

2017

Rock County

COMMITTEE REVIEW REPORT
FOR THE MONTH OF FEBRUARY 2017

02/27/2017

Account Number	Account Name	PO#	Check Date	Vendor Name	Inv/Enc Amt
03-1110-0000-63107	PUBL & LEGAL	P1700715	02/16/2017	BELOIT DAILY NEWS	68.10
03-1110-0000-64201	CONVENTION EXP	P1700320	02/09/2017	JP MORGAN CHASE BANK NA	300.00
COUNTY BOARD PROG TOTAL					368.10

I have reviewed the preceding payments in the total \$368.10

Date: Dept _____

Committee _____

2017

Rock County

COMMITTEE REVIEW REPORT
FOR THE MONTH OF FEBRUARY 2017

02/27/2017

Account Number	Account Name	PO#	Check Date	Vendor Name	Inv/Enc Amt
06-1620-0000-63100	OFC SUPP & EXP	P1700026	02/09/2017	STAPLES BUSINESS ADVANTAGE	20.94
CORPORATION COUNSEL PROG TOTAL					20.94

I have reviewed the preceding payments in the total \$20.94

Date: _____ Dept _____

Committee _____

2017

Rock County

COMMITTEE REVIEW REPORT
FOR THE MONTH OF FEBRUARY 2017

02/27/2017

Account Number	Account Name	PO#	Check Date	Vendor Name	Inv/Enc Amt
08-1420-0000-61920	PHYSICALS		02/09/2017	ILLINOIS STATE POLICE	48.00
			02/09/2017	IOWA DIVISION OF CRIMINAL INVE	15.00
			02/09/2017	MINNESOTA BUREAU OF CRIMINAL A	15.00
		P1700307	02/16/2017	WISCONSIN DEPARTMENT OF JUSTIC	247.35
		P1700879	02/09/2017	STANARD AND ASSOCIATES INC	1,118.00
08-1420-0000-63100	OFC SUPP & EXP				
		P1700311	02/09/2017	JP MORGAN CHASE BANK NA	125.42
08-1420-0000-63200	PUBL/SUBCR/DUES				
		P1700311	02/09/2017	JP MORGAN CHASE BANK NA	199.00
		P1700978	02/16/2017	SOCIETY FOR HUMAN RESOURCE	199.00
08-1420-0000-64200	TRAINING EXP				
		P1700311	02/09/2017	JP MORGAN CHASE BANK NA	74.79
08-1420-0000-64215	RECRUITMENT				
		P1700867	02/02/2017	UNIVERSITY OF WISCONSIN WHITEW	200.00
		P1700942	02/16/2017	DEPARTMENT OF ADMINISTRATION	175.00
08-1420-0000-64417	RH EXPENSES				
		P1700307	02/16/2017	WISCONSIN DEPARTMENT OF JUSTIC	43.65
		P1700308	02/23/2017	CHRONICLE,THE	144.00
		P1700866	02/02/2017	WISCONSIN NURSES ASSOCIATION	420.50
				HUMAN RESOURCES PROG TOTAL	3,024.71

2017

Rock County

COMMITTEE REVIEW REPORT
FOR THE MONTH OF FEBRUARY 2017

02/27/2017

Account Number	Account Name	PO#	Check Date	Vendor Name	Inv/Enc Amt
----------------	--------------	-----	------------	-------------	-------------

I have reviewed the preceding payments in the total \$3,024.71

Date: Dept _____

Committee _____

2017

Rock County

COMMITTEE REVIEW REPORT
FOR THE MONTH OF FEBRUARY 2017

02/27/2017

Account Number	Account Name	PO#	Check Date	Vendor Name	Inv/Enc Amt
19-1911-0000-65201	OFFICIALS BONDS				
		P1700872	02/02/2017	TRAVELERS	999.00
				BONDS OF COUNTY EMPLOYEES PROG TOTAL	999.00

I have reviewed the preceding payments in the total \$999.00

Date: _____ Dept _____

Committee _____

RESOLUTION

ROCK COUNTY BOARD OF SUPERVISORS

Lori Williams
Initiated by

Public Works & Parks
Advisory Committee
Submitted by



Lori Williams, Parks Director
Drafted By

February 28, 2017
Date Drafted

AUTHORIZING EASEMENT TO IDEAL MIDWEST, LLC TO CROSS PELISHEK TIFFANY NATURE TRAIL

- 1 **WHEREAS**, Rock County owns the Pelishek Tiffany Nature Trail (PTNT) extending from Clinton
- 2 in Rock County to Allens Grove in Walworth County; and,
- 3
- 4 **WHEREAS**, Ideal Midwest, LLC, desires to obtain an easement across a portion of the said
- 5 property for the purpose of boring underneath the trail as part of a project to install sanitary sewer
- 6 and water lateral; and,
- 7
- 8 **WHEREAS**, a fee of \$500 has been stipulated; and,
- 9
- 10 **WHEREAS**, because the project will have a potentially long-term effect on the trail, it will have to
- 11 be approved by the appropriate committees and Rock County Board of Supervisors.
- 12
- 13 **NOW, THEREFORE, BE IT RESOLVED**, by the Rock County Board of Supervisors duly
- 14 assembled this _____ day of _____, 2017, that they approve the easement and right-of-
- 15 way for Ideal Midwest, LLC to cross the Pelishek Tiffany Nature Trail and authorize the County
- 16 Board Chair and County Clerk to sign all documents to complete this transaction.

Respectfully submitted,

PUBLIC WORKS COMMITTEE

COUNTY BOARD STAFF COMMITTEE

Betty Jo Bussie, Chair

J. Russell Podzilni, Chair

Brent Fox, Vice Chair

Sandra Kraft, Vice Chair

Eva Arnold

Eva Arnold

Rick Richard

Henry Brill

Brenton Driscoll

Betty Jo Bussie

Mary Mawhinney

Louis Peer

Alan Sweeny

Terry Thomas

AUTHORIZING EASEMENT TO IDEAL MIDWEST, LLC TO CROSS PELISHEK TIFFANY
NATURE TRAIL
Page 2

FISCAL NOTE:

This resolution authorizes an easement across the Pelishek Tiffany Nature Trail to Ideal Midwest, LLC for the purpose of installing a sanitary sewer and water lateral. Ideal Midwest, LLC will pay the County \$500 for this easement.



Sherry Oja
Finance Director

LEGAL NOTE:

The County Board is authorized to take this action pursuant to §§ 59.01 & 59.51, Wis. Stats.



Jeffrey S. Kuglitsch
Corporation Counsel

ADMINISTRATIVE NOTE:

Recommended.



Josh Smith
County Administrator

EXECUTIVE SUMMARY
AUTHORIZING EASEMENT TO
IDEAL MIDWEST, LLC TO CROSS PELISHEK TIFFANY NATURE TRAIL

Rock County has owned the 64.3 acres of the Pelishek Tiffany Nature Trail since September 26, 1995, and is working on continued development of this park property via a long-term partnership agreement with the PTNT Foundation. Currently, the trail is open for winter snowmobile use and is open for hiking, bird watching, bicycle use and equestrian use in the summer.

Ideal Midwest, LLC, Clinton, has requested an easement to bore under the trail as part of a sanitary sewer and water lateral project. A sanitary sewer and water lateral pipes will be installed in this bored hole to carry sanitary sewer and water lateral pipes from one side of the trail to the other and distribute it to the desired client. They propose to cross the trail south of Front Street in Clinton, WI. This preferred approach will cause the least amount of disruption and damage to the trail.

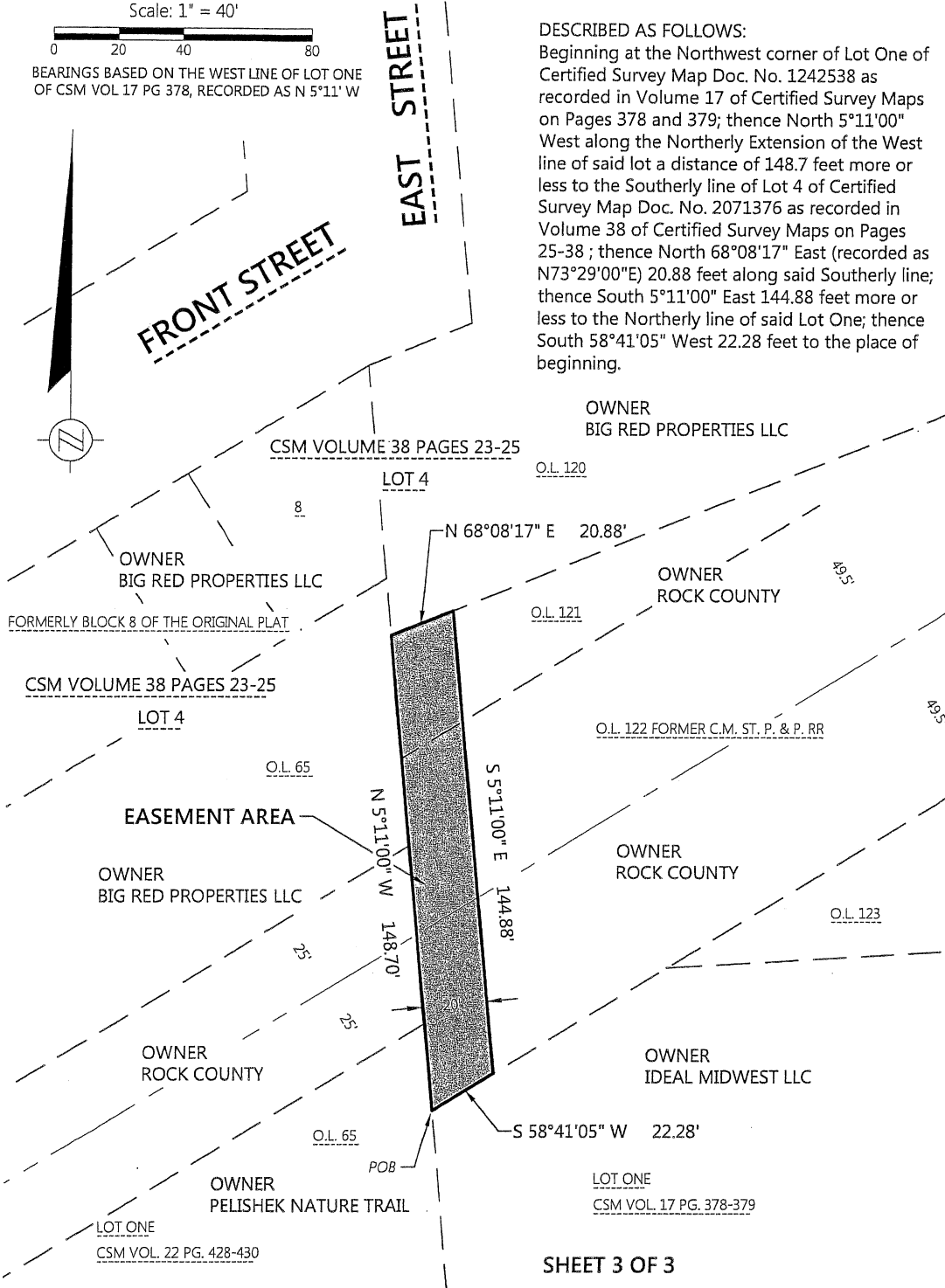
Because this project will have a potentially long-term effect on the trail, it needs to be approved by the appropriate committees and the Rock County Board of Supervisors. A fee of \$500 has been stipulated in accordance with past easements of this nature.

EXHIBIT "A"

EXCLUSIVE SANITARY SEWER AND WATER LATERAL EASEMENT

BEING A PART OF OUTLOTS 121 AND 122 OF THE ASSESSOR'S PLAT OF THE VILLAGE OF CLINTON, BEING ALL A PART OF THE SE 1/4 OF THE SE 1/4 OF SECTION 8, T. 1 N., R. 14 E. OF THE 4TH P.M., ROCK COUNTY, WISCONSIN

Scale: 1" = 40'
 0 20 40 80
 BEARINGS BASED ON THE WEST LINE OF LOT ONE OF CSM VOL 17 PG 378, RECORDED AS N 5°11' W



DESCRIBED AS FOLLOWS:
 Beginning at the Northwest corner of Lot One of Certified Survey Map Doc. No. 1242538 as recorded in Volume 17 of Certified Survey Maps on Pages 378 and 379; thence North 5°11'00" West along the Northerly Extension of the West line of said lot a distance of 148.7 feet more or less to the Southerly line of Lot 4 of Certified Survey Map Doc. No. 2071376 as recorded in Volume 38 of Certified Survey Maps on Pages 25-38 ; thence North 68°08'17" East (recorded as N73°29'00"E) 20.88 feet along said Southerly line; thence South 5°11'00" East 144.88 feet more or less to the Northerly line of said Lot One; thence South 58°41'05" West 22.28 feet to the place of beginning.

OWNER
BIG RED PROPERTIES LLC

CSM VOLUME 38 PAGES 23-25

LOT 4

O.L. 120

N 68°08'17" E 20.88'

OWNER
BIG RED PROPERTIES LLC

OWNER
ROCK COUNTY

FORMERLY BLOCK 8 OF THE ORIGINAL PLAT

O.L. 121

CSM VOLUME 38 PAGES 23-25

LOT 4

O.L. 122 FORMER C.M. ST. P. & P. RR

O.L. 65

EASEMENT AREA

OWNER
ROCK COUNTY

OWNER
BIG RED PROPERTIES LLC

O.L. 123

N 5°11'00" W 148.70'

S 5°11'00" E 144.88'

OWNER
ROCK COUNTY

OWNER
IDEAL MIDWEST LLC

O.L. 65

S 58°41'05" W 22.28'

POB

LOT ONE

CSM VOL. 17 PG. 378-379

LOT ONE

CSM VOL. 22 PG. 428-430

OWNER
PELISHEK NATURE TRAIL

SHEET 3 OF 3

ORDER NO: 32634

BOOK: SEE FILE
 FIELD CREW: NA
 DRAWN BY: RHL
 DATE: February 27, 2017

ORDERED BY

IDEAL MIDWEST LLC
 S. STATE RD 140
 CLINTON, WI 53525

Batterman

engineers surveyors planners

2857 Bartells Drive Beloit, Wisconsin 53511
 608.365.4464 www.hbatterman.com



EXCLUSIVE SANITARY SEWER AND WATER LATERAL EASEMENT

THIS INDENTURE, made by the County of Rock, Grantors, of Rock County, Wisconsin, hereby convey and warrant to Ideal Midwest, LLC, Grantee, of Rock County, Wisconsin, for the sum of _____ and other good and valuable consideration, an Exclusive Sanitary Sewer and Water Lateral Easement 20 feet wide: described on attached Exhibit A (the "Easement Premises").

See Sheet 3 of 3 for Easement exhibit.

Drafted by and Return to:
R.H. Batterman & Co., Inc.
2857 Bartells Drive
Beloit, WI 53511

The said easement is hereby granted to Grantee and successors and assigns within the area described above to construct, renew, operate and maintain sanitary sewer and water lateral pipes and necessary appurtenances thereto and the right to enter upon the land at all time to construct, renew, operate and maintain within the easement area as described above said sanitary sewer and water lateral pipes and appurtenances.

The performance of Grantee's rights, duties or obligation hereunder is referred to herein as "Easement Work". Grantee agrees that all Easement Work shall be performed in such a manner as to minimize, to the extent reasonably practical, interference with Grantor's operations on the Property.

Grantee agrees to protect, defend, indemnify and hold harmless Grantor and its employees, agents, contractors, tenants, licensees and invitees from and against any and all claims, losses and/or damages, liens, judgments, penalties, reasonable attorneys and consultants fees, expenses and/or liabilities (collectively, "Claims") arising out of the failure of Grantee or any of its employees, agents, contractors or licensees to perform or observe any of its duties or obligations hereunder, or any negligence or willful misconduct by Grantee or any of its employees, agents, contractors or licensees in the performance of any Easement Work.

Grantor expressly reserves all rights related to the Easement Premises not specifically granted to Grantee herein, including, without limiting the generality of the foregoing, (a) the right to pave over, park in, and drive in, on, over and through the Easement Premises, and (b) the right to use the Easement Premises for any other purpose, including, but not limited to, the right to grant and/or dedicate other easements thereon.

Grantee does hereby covenant and agree to replace any disturbed topsoil and to fertilize, reseed or restore such areas arising out of Grantee's construction or subsequent repair or renewal of the system.

Grantee further agrees that the installed facility will be underground except for cleanout covers, if any, which will generally be flush with the ground level.

IN WITNESS WHEREOF, the County of Rock, as owner, does hereby certify that they caused the dedication of the easement as described and shown hereon and have hereunto set their hands and seals, this _____ day of _____, 2017.

By: _____
County of Rock -

STATE OF WISCONSIN)
COUNTY OF ROCK) ss

The forgoing instrument was acknowledged before me this _____ day of _____, 2017 by _____ to me known to be the person who executed the foregoing certificate and acknowledge the same.

Notary Public, State of Wisconsin
My Commission Expires: _____

RESOLUTION

ROCK COUNTY BOARD OF SUPERVISORS

Public Works Committee
INITIATED BY

Public Works Committee
SUBMITTED BY



Duane Jorgenson, Interim Director of
Public Works

DRAFTED BY

March 6, 2017
DATE DRAFTED

AUTHORIZING OVERLAP OF POSITIONS FOR DEPARTMENT OF PUBLIC WORKS, HIGHWAY DIVISION

- 1 WHEREAS, the Department of Public Works, Highway Division has been informed of the
- 2 intended retirement of its Shop Foreman in 2017; and,
- 3
- 4 WHEREAS, the duties of the Shop Foreman requires significant coordination efforts, detailed
- 5 record keeping, and can vary daily based on the needs of the fleet, making the training of the job
- 6 duties complex; and,
- 7
- 8 WHEREAS, temporarily overlapping a successor employee for orientation and training will help
- 9 insure minimized disruption to our fleet maintenance coordination and processes at Public Works;
- 10 and,
- 11
- 12 WHEREAS, the Department has sufficient funds budgeted and available for the double filling of
- 13 the position.
- 14
- 15 NOW, THEREFORE, BE IT RESOLVED, that the Rock County Board of Supervisors duly
- 16 assembled this _____ day of _____, 2017 does hereby authorize temporarily
- 17 overlapping the Public Works Department Shop Foreman position, not to exceed ten weeks.

Respectfully submitted,

PUBLIC WORKS COMMITTEE

Betty Jo Bussie, Chair

Brent Fox, Vice Chair

Eva Arnold

Brenton Driscoll

Rick Richard

COUNTY BOARD STAFF COMMITTEE

J. Russell Podzilni, Chair

Sandra Kraft, Vice Chair

Eva Arnold

Henry Brill

Betty Jo Bussie

Mary Mawhinney


Louis Peer

Alan Sweeney

Terry Thomas

ADMINISTRATIVE NOTE:

Recommended.


Josh Smith
County Administrator

FISCAL NOTE:

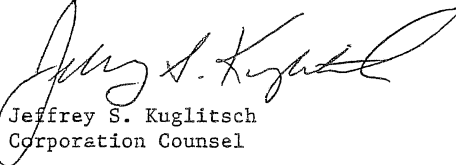
DPW has sufficient funds in the 2017 budget to cover the cost of up to a ten week overlap for the Shop Foreman position.



Sherry Oja
Finance Director

LEGAL NOTE:

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


Jeffrey S. Kuglitsch
Corporation Counsel

- Executive Summary -

The Department of Public Works (DPW) Shop Foreman has formally notified the department head of his intended retirement on July 14, 2017. His last day working at the DPW Shop is scheduled for June 2, 2017. He intends to use his vacation balance between June 2, 2017 and July 14, 2017.

This position requires the ability to coordinate and regularly adapt to the fleet needs of the Department, maintain detailed records, supervise mechanic staff and understand and adapt to various types of equipment needs.

Because of these unique job requirements, it is advantageous to bring in the successor employee before the incumbent leaves for the detailed training required to fulfill the duties of the position. The department head has met with the administrator and human resources staff to plan a strategy and map a plan of recruitment for the position.

It was determined that an overlap of the two positions of at least ten weeks for an external candidate or eight weeks for an internal candidate may be needed to successfully accomplish the transition. Due to the retiring Shop Foreman utilizing his remaining vacation, the ten week position overlap for an external candidate would allow four weeks of working overlap. Eight weeks of overlap for an internal candidate would allow two weeks of working overlap.

This resolution authorizes up to ten weeks of double fill of the position for orientation and training. In review of current status of the shop portion of the DPW budget, there are available funds for the overlap. No additional funds are being requested at this time.

RESOLUTION NO. ____

RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS

AGENDA NO. ____

Katherine Luster
INITIATED BY



Melissa Meboe
DRAFTED BY

Human Service Board
SUBMITTED BY

February 22, 2017
DATE DRAFTED

RECOGNIZING BILL SCHYVINCK

1 **WHEREAS**, Bill Schyvinck has served the citizens of Rock County for exactly (30) years as a
2 dedicated and valued employee of Rock County; and,
3

4 **WHEREAS**, Mr. Schyvinck began his career on March 17, 1987 as a Psychiatric Technician in the
5 Rock County Psychiatric Hospital. While working in this program, Bill worked directly with
6 individuals hospitalized during a mental health emergency, observing and providing direct intervention
7 for folks in the hospital setting. In 2002, Bill's psychiatric technician position moved into the Crisis
8 Intervention Unit. Bill's direct contact with individuals in a mental health emergency continued, but in
9 a new capacity. He provided support for clients in the community in many ways as well as assisting
10 clients in preparing for admission to hospitals, including providing them safe transport there and back.
11 Bill accepted his final position in the County as the outreach worker for the PATH program on January
12 4, 2010. In this role, Bill developed many strong relationships with community partners and hit the
13 streets looking for homeless individuals to assist in the transition to permanent housing and linking
14 them with behavioral health care to meet identified needs; and,
15


16 **WHEREAS**, Bill has an open ear and willingness to talk to and support Rock County Citizens in need
17 of assistance. His compassion and knowledge of the behavioral health and homelessness systems
18 combined with his special ability to engage others led to the formation of many strong relationship and
19 partnerships with clients and community partners alike. Bill has affectionately been coined and
20 referred to by the homeless community as a "Street Angel" for the service he has provided in outreach
21 work. Bill will be missed by both RCHSD and the community. Bill will retire from Rock County
22 Department of Human Services on March 17, 2017; and,
23

24 **WHEREAS**, Bill has proven himself to be a compassionate and caring employee, advocating on behalf
25 of Rock County residents; and,
26

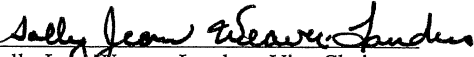
27 **WHEREAS**, the Rock County Board of Supervisors, representing the citizens of Rock County, wishes
28 to recognize Bill Schyvinck for his achievements and significant contributions to the citizens of Rock
29 County and his many dedicated years of service.
30

31 **NOW, THEREFORE, BE IT RESOLVED** that the Rock County Board of Supervisors, duly
32 assembled this ____ day of _____ does hereby recognize Bill Schyvinck for his 30 years of
33 service and extend best wishes to him in his future endeavors.

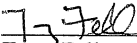
HUMAN SERVICES BOARD



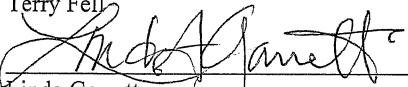
Brian Knudson, Chair




Sally Jean Weaver-Landers, Vice Chair



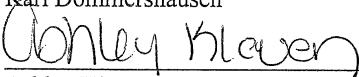
Terry Fell



Linda Garrett



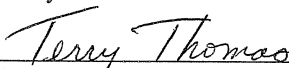
Karl Dommershausen



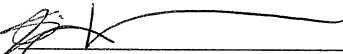
Ashley Kleven



Kathy Schulz



Terry Thomas



Shirley Williams

COUNTY BOARD STAFF COMMITTEE

J. Russell Podzilni, Chair

Sandra Kraft, Vice Chair

Eva Arnold

Henry Brill

Betty Jo Bussie

Mary Mawhinney

Louis Peer

Alan Sweeney

Terry Thomas

RESOLUTION NO. _____

AGENDA NO. _____

RESOLUTION

ROCK COUNTY BOARD OF SUPERVISORS

SHERIFF ROBERT D. SPODEN
INITIATED BY

PUBLIC SAFETY & JUSTICE
SUBMITTED BY



CHIEF DEPUTY
BARBARA J. TILLMAN
DRAFTED BY

MARCH 6, 2017
DATE DRAFTED

RECOGNIZING CORRECTIONAL OFFICER BRUCE J. DANIELSON

1 **WHEREAS**, Bruce J. Danielson began his employment with Rock County on January 31, 1995, as a
 2 Correctional Officer in the Rock County Sheriff's Office; and,
 3
 4 **WHEREAS**, Correctional Officer Danielson has worked in the Jail throughout his entire career, and;
 5
 6 **WHEREAS**, throughout his tenure with the Sheriff's Office, Correctional Officer Danielson has served under
 7 three Sheriffs over the course of his career: Sheriffs Howard Erickson, Eric Runaas, and Robert Spoden; and,
 8
 9 **WHEREAS**, Correctional Officer Danielson has received numerous commendations and letters of appreciation,
 10 and;
 11
 12 **WHEREAS**, Correctional Officer Danielson will resign from Rock County on March 16, 2017;
 13
 14 **NOW, THEREFORE, BE IT RESOLVED** that the Rock County Board of Supervisors duly assembled this
 15 _____ day of _____, 2017, does hereby recognize Correctional Officer Bruce J. Danielson for his
 16 over 22 years of faithful service and recommends that a sincere expression of appreciation be given to
 17 Correctional Officer Bruce J. Danielson along with best wishes for the future.

Respectfully submitted,

PUBLIC SAFETY & JUSTICE COMMITTEE

COUNTY BOARD STAFF COMMITTEE

Mary Beaver, Chair

J. Russell Podzilni, Chair

Henry Brill, Vice Chair

Sandra Kraft, Vice Chair

Terry Fell

Eva Arnold

Brian Knudson

Henry Brill

Phil Owens

Betty Jo Bussie

Mary Mawhinney

Louis Peer

Alan Sweeney

Terry Thomas

Overtime for Unilateral Employees.

Comp time used will not be considered as hours worked for the purpose of computing overtime.

- (A) Unilateral A employees are eligible for overtime compensation on a time and one-half basis over forty hours per week.

Employees may be paid in compensatory time off or in cash payment upon the request of the employee and subject to appropriate federal laws, budgetary and work scheduling limitations and approval of the Department Head.

- (B) Unilateral B Employees (those employees in the following job classifications) shall be eligible for overtime compensation on a straight time basis over forty hours per week.

Employees may be paid in compensatory time off or in cash payment upon the request of the employee and subject to appropriate federal laws, budgetary and work scheduling limitations and the approval of the Department Head:

Assistant to the Information Technology Director
Communications Center Shift Supervisor
Computer Programmer/Analyst I
Computer Programmer/Analyst II
Financial Office Manager
GEO Application Specialist
Materials & Environmental Services Manager
Mobility Manager
Network Support Administrator
Network Technician
Office Manager
Payroll Coordinator/Manager
Planner I
Planner II
Planner III
Public Health Nursing Supervisor
Public Safety Systems Manager
Public Works Accounting Supervisor
Public Works Superintendent

Sanitarian I
Sanitarian II
Senior Conservation Specialist
Senior Planner
Senior Planner/GIS Manager
Shop Superintendent
Victim/Witness Coordinator
Victim/Witness Specialist
Youth Services Center Supervisor

(C) Unilateral C employees, shall not be eligible for overtime. The only exceptions would be:

- (1) in the case of an employment services agreement, which contained such a provision; and
- (2) employees in the following job classifications who are eligible for overtime compensation on a time and one-half basis over forty hours per week:

Assistant Food Service Manager
Food Services Manager
Assistant Director of Nursing
Nursing Supervisor

Full-time, FLSA exempt (salaried), employees classified as “Unilateral C” shall exercise discretion over the methods and manners in which they effectively utilize work time. Exempt employees are expected to average not less than forty (40) hours of work per week. They may be required to attend regular or special meetings, or events, to perform other services outside of regular working hours. In return for these services, these employees may take time off when the workload of the office permits. It is not the intent of this provision to allow time off on an hour for hour basis, which means that “Unilateral C” employees shall take no more than eight (8) hours off per calendar week for hours worked in excess of forty (40) hours, without approval of their supervisor.

All employees shall keep accurate accounts of all hours worked, on time sheets promulgated by the County.

Flex time may be used contiguous to any other paid benefit time (vacation, sick leave, holiday, etc.).

Flex time is intended to allow some flexibility in work schedules. It is not intended to be an hour-for-hour exchange. Under no circumstances will compensation be paid for any additional time upon separation, termination, resignation or any other departure for any exempt salaried employee.

Any violations or abuse of this Policy shall be reported to the Human Resources Director for appropriate disciplinary action, up to and including termination.

- (D) The accumulation of compensatory time off for unilateral employees shall not exceed eighty hours. No more than twenty (20) hours shall be carried over into the next calendar year.
- (E) Overtime for unilateral employees shall be approved in advance by a Department Head or supervisor and reviewed periodically by the Human Resources Director. Overtime shall be kept to a minimum and shall be utilized to relieve specific occasional peak workloads or emergencies.
- (F) Overtime for unilateral employees shall be scheduled as fairly and equally as practicable among employees based on their qualifications to perform the job.
- (G) Unilateral Employees in the classifications of Human Services Supervisors I and II assigned after-hours on-call responsibility for Child Protective Services or Mental Health Services oversight shall receive one hour of pay or compensatory time for each weekday and two hours for each 24-hour period for weekend coverage. For purposes of this section, "weekend coverage" shall include Friday, Saturday, and/or Sunday.
- (H) The Communication Center Operations Manager and the Information Technology employee who is on-call for the Communication Center shall receive four hours of pay for each week of on-call coverage.
- (I) Unilateral Employees in the classification of Assistant Director of Nursing and Nursing Supervisor shall be eligible for overtime compensation on a time and one-half basis over eight (8) hours per day, forty (40) hours per week in compensatory time off, or in cash payment upon the request of the employee and subject to appropriate federal laws, budgetary and work scheduling limitations and approval of the Department Head.
- (J) Employees in the Public Works Department in the classifications of Storekeeper, Public Works Superintendent, Shop Superintendent, and Assistant to the Public Works Director who is on call for Public Works shall receive four hours of pay for each week of on-call coverage.
- (K) A Council on Aging employee whose job requires the ability to be reached after hours for the transportation program will follow the procedure listed below:
 - a. After hours are designated as:

Monday, thru Friday 6:00 am to start of shift and end of shift to 6:30pm
Saturday 8:45am-6:30pm
 - b. Compensation for on-call hours will be paid as follows:
 - 1. The on call worker is compensated at a rate of \$3.50 per hour while on call.

2. The on call worker is compensated at straight time for the actual time worked on a response until they have worked eight (8) hours per day, or forty (40) hours in a week. Overtime hours will be compensated at a rate of time and one-half their hourly wage.

The following language only applies to employees who are in job classes that were covered by the following collective bargaining agreements on December 31, 2011:

The following are exceptions to the County Ordinance, which provides for overtime compensation on a time and a one-half basis over forty hours per week. Comp time used will not be considered as hours worked for the purpose of computing overtime.

If an employee and the employer agree to a flexible schedule within a two (2) week payroll period, which causes the employee to work in excess of eight (8) hours per day or forty (40) hours per week, the overtime provision does not apply until over eighty (80) hours in a two (2) week payroll period.

(AFSCME 1077)

(Public Works) Employees shall be expected to respond to a call and report to work outside their respective regular and normal schedule of daily work hours. When an Employee is off duty and directed to report to work outside of his/her regular and normal schedule of daily work hours, he/she shall receive time and one-half of his/her hourly rate of pay for all hours actually worked, provided that in the event he/she works less than two hours, he/she shall, nevertheless receive time and one-half his/her hourly rate of pay for a two hour period of time; further provided, that the aforesaid two hour minimum call-in provision of this section shall apply only if the Employee called into work is sent home prior to the commencement of his/her next regular and normal schedule of daily work hours, in which event the hours actually worked as a result of such call-in shall not be considered a part of the regular and normal schedule of daily work hours.

Any airport Employee required by management to carry a pager during non-work hours will be compensated at the rate of \$75.00 per week for each week that the Employee carries the pager.

(Facilities Management) Each regular full-time Employee shall receive time and one-half of his/her hourly wage rate for all hours worked in excess of eight hours per day, or forty hours per week. In the event an Employee is off duty and called in to work in excess of eight hours per day, he/she shall be paid a minimum of time and one-half for two hours.

Employees shall be expected to respond to a call to work outside their respective regular and normal schedule of daily work hours. When an Employee is off duty and directed to report to work outside of his/her regular and normal schedule of daily work hours, he/she shall receive time and one-half of his/her hourly rate of pay for all hours actually worked, provided that in the event he/she work less than two hours, he/she shall, nevertheless receive time and one-half his/her hourly rate of pay for a two-hour period of time; further provided, that the aforesaid two-hour minimum call-in provision of this section shall apply only if the Employee called into work is sent home prior to the commencement of his/her next regular and normal schedule of

daily work hours, in which event the hours actually worked as a result of such call-in shall not be considered a part of the regular and normal schedule of daily work hours.

Any Maintenance Staff at the Youth Services Center, Rock Haven, or the Jail that is required by management to carry a pager during non-work hours will be compensated at the rate of \$75.00 per week for each week that the Employee carries the pager.

(AFSCME 2489)

14.01 Section B. Each regular full-time employee shall receive time and one-half his/her hourly wage or time and one-half compensatory time off for all hours worked in excess of eight hours per day or forty hours per week; time and one-half compensatory time off shall be taken within the calendar year in which it was earned.

In order to accommodate Family Skills Specialists and Family Service Coordinators, who sometimes work past 5:00 pm in order to meet the needs of the clients they serve, full-time employees shall have some flexibility in scheduling and receiving time and one-half their hourly wage or time and one-half compensatory time off for all hours worked in excess of forty hours per week.

(AMHS RH)

14.01 (E) Registered Nurses volunteering to pick up open shifts and/or volunteer to work on short notice as a result of call-offs, shall receive one and one-half times the regular rate of pay for such duty.

14.03 Overtime Pay.

1. All hours worked in excess of forty hours per week by regular full-time employees of the Social Work Division shall be compensated at the rate of time and one-half the regular rate of pay, or time and one-half compensatory time, at the option of the employee.
2. All hours worked in excess of eight hours per day, or forty hours per week, by members of the Nurses Division shall be compensated at the rate of time and one-half the regular rate of pay.

The only exception would be those Nurses assigned to the night shift who will receive overtime after 8 hours in a day and 80 hours in a pay period.

Overtime pay may be taken in cash or time and one-half compensatory time off, at the option of the employee.

(AFSCME 1258)

C. Overtime and Comp Time: Time and one-half shall be paid for all time worked over eight hours per day and forty hours per week. The only exception would be those Full Time Employees assigned to the night shift who will receive overtime after 8 hours in a day and 80 hours in a pay period.

Employees will be permitted to accumulate up to eighty hours of compensatory time. Employees may, with the Department Head's approval, elect to take compensatory time off. An employee may use compensatory time on weekend shifts, but only when they arrange for their own replacement to cover their shift at straight-time wages (except for the four hours of overtime that naturally occur in a regular twelve-hour shift). Up to forty (40) hours of unused compensatory time will be carried over into the following year. Each year, as of December 31, accumulated compensatory time in excess of forty (40) hours will be paid.

In order to accommodate non-crisis Psychiatric Technicians within the Human Services Department who sometimes work past 5:00 pm in order to meet the needs of the clients they serve, full-time employees shall have some flexibility in scheduling and receiving time and one-half their hourly wage or time and one-half compensatory time off for all hours worked in excess of forty hours per week.

(SEIU NURSES)

Section B. Overtime. The Employer shall have the right to require reasonable overtime work in the Rock County Health Department from all employees governed by this labor agreement, if the Employer is unable to find volunteers to work overtime. Each employee shall have the right of refusal on three occasions where a request for overtime work has been made by the Assistant Director. Occasions where the most senior employees refuse such overtime work consistent with this provision, the least senior employee of the unit shall be required to perform the overtime work. Refusals shall not apply to required evening and weekend meetings.

All time worked in excess of forty (40) hours per week shall be paid at the rate of one and one-half times the employee's regular salary. When the employee is required to attend an evening or weekend meeting, this shall be considered overtime. Overtime compensation shall be paid in cash or compensatory time off at the rate of time and one-half as the employee may elect, with the approval of the Assistant Director. Employees shall be permitted to accumulate up to forty (40) hours of compensatory time in a "comp time bank". Each year, as of December 31, accumulated compensatory time in excess of twenty (20) hours will be paid on the next pay period.

Section C. An employee required by management to carry a pager shall be compensated at the rate of two dollars and fifty cents (\$2.50) per hour. If the employee is required to report to work while carrying a pager, the employee will be paid the greater of two (2) hours pay paid at time and one-half or pay for time actually worked paid at time and one-half. The employee shall also be reimbursed for mileage which is in excess of the distance which she/he travels from his/her residence to the Rock County Public Health Department at the mileage rate specified by the Internal Revenue Service. The two hour minimum pay provision shall apply only if the employee called into work is sent home prior to the commencement of his/her next regular schedule of daily

work hours. Any employee will be required to carry a pager only in the event of an emergent public health need.

(YSC)

Employees working overtime shall be compensated at a rate of time and one-half the regular rate of pay, or time and one-half in compensatory time, at the option of the employee, not to exceed a total of sixty (60) hours in a calendar year, for any hours worked over eight and one half (8 ½) in one day or any hours worked outside of their normal 5/2 – 5/3 work schedule.

Please see Policy 5.04: Compensatory Time, for information regarding the use of comp time.

(AMHS HSD)

14.03. Overtime Pay.

1. For employees working an eight (8) hour day, all hours worked in excess of eight (8) hours per day or forty (40) hours per week shall be compensated at the rate of time and one-half the regular rate of pay, or time and one-half compensatory time, at the option of the employee.

For employees working a ten (10) hour day schedule, all hours worked in excess of ten (10) hours per day or forty (40) hours per week shall be compensated at the rate of time and one-half the regular rate of pay, or time and one-half compensatory time, at the option of the employee.

2. In order to accommodate the specified needs of an HSD client, or insure the fidelity of a treatment model for an HSD client and stay in compliance with state statutes with respect to the care, treatment or supervision of HSD clients, or as a means to prevent the removal of an adult, child or youth from the community, staff may sometimes need to report to work before or stay after their normally scheduled work hours.

If an employee and the employer agree to a flexible schedule within a two (2) week payroll period, which causes the employee to work in excess of eight (8) hours per day, the eight (8) hour overtime provision does not apply.

3. An employee who is designated for after-hours coverage is not eligible for time and one-half until the end of his/her regularly scheduled shift.

Child Protective Services Division

After-hours procedures for those employees whose job duties require carrying an after hours cell phone are generally as follows:

After hours are designated as:

Monday, 5:00 pm to Tuesday, 8:00 am	(15 hrs.)
Tuesday, 5:00 pm to Wednesday, 8:00 am	(15 hrs.)
Wednesday, 5:00 pm to Thursday, 8:00 am	(15 hrs.)
Thursday, 5:00 pm to Friday, 8:00 am	(15 hrs.)
Fri. 5 p.m.-Sat. 8 a.m.	(15 hrs.)
Sat. 8 a.m.-Sat. 5 p.m.	(9 hrs)
Sat. 5 p.m.-Sun. 8 a.m.	(15 hrs)
Sun. 8 a.m.-Sun. 5 p.m.	(9 hrs)
Sunday, 5:00 pm to Monday, 8:00 am	(15 hrs.)

The County will provide the designated after-hours cell phones to employees on call during after-hours.

An initial after-hours schedule will be established covering a minimum three (3) month period of time. Using seniority, employees within the Division who have been designated by the County as trained may sign up for after-hours duty on a daily or weekly basis for after-hours shifts during the schedule period. The maximum number of days scheduled in succession will not exceed seven (7) days. If no employee signs up for on-call duty, employees will be assigned on a rotating basis starting with the least senior qualified trained employee.

Employees who have the qualifications and training may be designated to respond to after-hours duties during their off hours will be paid at the applicable overtime rate.

Each documented Afterhours Access report involving a separate family will be compensated at a one hour minimum. Actual time over the hour will be compensated at time and one-half. Compensation for phone calls on currently open cases will be handled in the same manner.

A back-up pool of qualified and trained employees will be established to provide coverage if the employee scheduled is unavailable.

When an employee is off duty and directed to report to work by a supervisor outside of his/her normal schedule he/she will receive time and one-half of his/her hourly rate of pay for all hours actually worked. The two-hour minimum call-in provision may apply only if the employee called into work is sent home prior to the commencement of his/her next regular and normal schedule of daily work hours.

If an employee receives an off-duty phone call and performs services for the County without leaving home, the employee will receive time and one-half of his/her hourly rate of pay for all hours actually worked

In addition to the normal scheduled work hours, employees will be paid \$3.50 per hour for hours they are on call. Employees will be paid \$5.75 per hour for hours they are on-call on holidays. No employee will be required to take after hours duty for both Thanksgiving and Christmas holidays in the same year or for the same of those holidays in successive years.

Crisis Intervention

If a part-time employee is called in to cover a vacant shift, the employee shall be paid at a straight time rate until they reach eight (8) hours in a day. If he/she receives less than four hours advance notice of such assignment, he/she shall receive one and one-half his/her regular pay for their entire shift.

Compensation for on-call hours will be paid as follows:

- a. The on call Crisis worker is compensated at a rate of \$3.50 per hour while on call.
- b. The on call worker is compensated at a rate \$5.75 per hour on holidays while on call.
- c. The on call worker is compensated at straight time for the actual time worked on a documented call/response until they have worked eight (8) hours per day, or forty (40) hours in a week. Overtime hours will be compensated at a rate of time and one-half their hourly wage.

For the Communications Center, \$15,000 is recommended in sales tax revenue for a replacement Access Control System.

Mr. Sutherland is requesting \$20,000 for a new work order system to improve tracking and customer service. This is recommended with funding from the tax levy.

With the retirement of DPW Director Benjamin Coopman at the end of 2016, it is recommended that oversight of DPW highway facilities be transferred to the Facilities Management Department. This action will allow for more consistent prioritization of county-wide facility needs, greater level of expertise to facility issues, and better backup for staff performing these duties at DPW. More information is found in the DPW Administrator's Comments.

With regard to personnel, Mr. Sutherland is requesting department staff receive \$75/week on-call pay for maintenance staff at the Youth Services Center, Rock Haven, and Jail. This request is recommended and will assure better coverage of after-hours issues and provide a more consistent schedule for staff. With the recommended changes for DPW, a transfer of 1.0 FTE Maintenance Worker IV (1077) from DPW to Facilities Management is requested and recommended. A recommendation stemming from the Human Resources Department compensation and classification study is to reclassify a 1.0 FTE Mechanical Maintenance Supervisor (1258) to a Crew Leader (1077) and reclassify 5.0 FTE Mechanical Maintenance Worker III (1258) positions to Maintenance Worker IV (1077). This request is recommended. This request will align pay and benefits among staff who are doing the same duties, as well as allow for better cross training and support.

In total, the tax levy recommended for the Facilities Management Department is \$2,513,350, which is a \$74,472 or 2.9% decrease from the prior year.

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The Employer will pay a yearly uniform allowance in a separate check in the following amounts to the Unilateral Non-Command Staff in the Rock County Sheriff's Office: Vehicle Maintenance Staff will get \$130.00, RECAP Supervisor and Correctional Supervisor will get \$520.00, Office Staff will get \$520.00.

The following job titles at the Rock County Sheriff's Office will receive a \$95 cleaning allowance: RECAP Supervisor, Correctional Supervisor, Financial Office Manager, Administrative Secretary, or Secretary I/II.

The Employer will pay to each Public Works Superintendent, Shop Superintendent, or Store Keeper, a one-time annual payment of \$250.00, in return for which each Employee shall be required to wear approved safety glasses and safety shoes during all working hours in accordance with posted work rules.

The following language only applies to employees who are in job classes that were covered by the following collective bargaining agreements on December 31, 2011.

(AFSCME 1258)

The Employer will pay a yearly uniform allowance of \$50 to each LPN, CNA, ESW, ATA and to each employee working in the food service department, at Rock Haven. \$25 will be paid to materials supply clerks.

All employees will receive the uniform allowance on the first paycheck of the year.

Newly hired employees will receive the uniform allowance on their first paycheck after date of hire.

(AFSCME 1077)

The Employer will provide and clean all uniforms it requires for Employees of the Department of General Services, and those Employees of the Department of Public Works assigned to Parks and Airport, Public Works – Shop Crew Leader, Maintenance Worker, Parks/Highway Patrol Worker, Machinists, Mechanics and Welders at no cost to the Employee.

The Employer will pay to each Employee a one-time annual payment of \$250.00, in return for which each Employee shall be required to wear approved safety glasses and safety shoes during all working hours in accordance with posted work rules.

(AFSCME 2489)

Sheriff Department Uniform Allowance. Each employee in this unit in the Rock County Sheriff's Department shall be granted a one-time annual uniform allowance of \$320.00 and a laundry and dry cleaning expenses of \$95.00.

Uniform Allowance - 911 Center. The County shall grant an annual uniform allowance of \$200.00.

Damage to Personal Articles & Clothing. In the event that personal clothing/articles of an employee are damaged in the employee's normal course of duties and as a result of the actions of a third party, the County will replace the clothing or articles by payment to the employee of a sum that represents a fair market value of clothing or articles at the time of damage. Employees receiving a clothing allowance shall be ineligible for reimbursement for items damaged that are eligible for purchase under the allowance. The amount of reimbursement shall not exceed \$150 per employee per incident.

The incident causing such damage and the value of the clothing or articles damaged, may be subject to verification by a competent witness at the request of the Employer. It will be the sole judgment of the Employer what market value is attached to the particular article or piece of clothing, which shall not be arbitrary, capricious or discriminatory.

(YSC)

Employees will be reimbursed up to \$50 for damage to personal articles and clothing; and up to \$150 for damage to corrective lens replacement by acts occurring while acting within their official capacity.

Rock County - Production Budget to Actual Figures

Fiscal Year: 2016

As of: 12/31/2016

Budget: RV

Org Key Title
0113200000 COUNTY ADMINISTRATOR

Object	Description	Budget	Actual	Encumbrance	Balance
47013	SUPP APPR FROM PR/YR CARRYOVE	(1,784.00)	0.00	0.00	(1,784.00)
61100	REGULAR WAGES	418,678.00	425,727.67	0.00	(7,049.67)
61210	OVERTIME WAGES-PRODUCTIVE	5,000.00	7,279.99	0.00	(2,279.99)
61400	FICA	32,412.00	31,591.96	0.00	820.04
61510	RETIREMENT-EMPLOYERS	27,963.00	28,614.00	0.00	(651.00)
61610	HEALTH INSURANCE	83,676.00	83,665.92	0.00	10.08
61620	DENTAL INSURANCE	2,379.00	2,446.92	0.00	(67.92)
61630	LIFE INSURANCE	173.00	189.96	0.00	(16.96)
62210	TELEPHONE	1,600.00	1,204.44	0.00	395.56
63100	OFFICE SUPPLIES & EXPENSES	850.00	1,611.79	0.00	(761.79)
63101	POSTAGE	150.00	17.07	0.00	132.93
63110	ADMINISTRATION EXPENSE	17,939.00	17,939.00	0.00	0.00
63200	PUBLICATIONS/SUBSCRIPTIONS/DUE	2,803.00	2,507.99	0.00	295.01
63300	TRAVEL	1,700.00	1,874.26	0.00	(174.26)
64200	TRAINING EXPENSE	3,352.00	3,351.32	0.00	0.68
67130	TERMINALS AND PC'S	200.00	0.00	0.00	200.00
68101	ALLOCATED WAGES	0.00	(228.69)	0.00	228.69
Total Revenue		(1,784.00)	0.00	0.00	(1,784.00)
Total Expense		598,875.00	607,793.60	0.00	(8,918.60)
Net Total (Revenue - Expense)		(600,659.00)	(607,793.60)	0.00	7,134.60
Grand Total Revenue		(1,784.00)	0.00	0.00	(1,784.00)
Grand Total Expense		598,875.00	607,793.60	0.00	(8,918.60)
Grand Totals (Revenue-Expense)		(600,659.00)	(607,793.60)	0.00	7,134.60

Rock County - Production
Budget to Actual Figures

Fiscal Year: 2016

As of: 12/31/2016

Budget: RV

Org Key Title
0311100000 COUNTY BOARD

Object	Description	Budget	Actual	Encumbrance	Balance
61300	PER DIEMS	123,932.00	116,774.25	0.00	7,157.75
61400	FICA	9,112.00	8,580.63	0.00	531.37
62210	TELEPHONE	550.00	463.21	0.00	86.79
63100	OFFICE SUPPLIES & EXPENSES	800.00	283.79	0.00	516.21
63101	POSTAGE	2,400.00	2,066.24	0.00	333.76
63107	PUBLIC & LEGAL NOTICES	19,033.00	22,613.82	0.00	(3,580.82)
63200	PUBLICATIONS/SUBSCRIPTIONS/DUE	18,920.00	18,715.13	0.00	204.87
64201	CONVENTION EXPENSE	5,820.00	6,071.00	0.00	(251.00)
64904	SUNDRY EXPENSE	2,468.00	700.79	0.00	1,767.21
Total Revenue		0.00	0.00	0.00	0.00
Total Expense		183,035.00	176,268.86	0.00	6,766.14
Grand Total Revenue		0.00	0.00	0.00	0.00
Grand Total Expense		183,035.00	176,268.86	0.00	6,766.14
Grand Totals (Revenue-Expense)		(183,035.00)	(176,268.86)	0.00	6,766.14

Rock County - Production
Budget to Actual Figures

Fiscal Year: 2016

As of: 12/31/2016

Budget: RV

Org Key Title
0616200000 CORPORATION COUNSEL

Object	Description	Budget	Actual	Encumbrance	Balance
44100	FEES	0.00	207.00	0.00	(207.00)
47013	SUPP APPR FROM PR/YR CARRYOVE	(1,237.00)	0.00	0.00	(1,237.00)
61100	REGULAR WAGES	803,535.00	826,988.24	0.00	(23,453.24)
61400	FICA	61,470.00	62,989.86	0.00	(1,519.86)
61510	RETIREMENT-EMPLOYERS	53,033.00	50,868.66	0.00	2,164.34
61610	HEALTH INSURANCE	191,400.00	160,288.96	0.00	31,111.04
61611	PEHP BENEFIT	1,550.00	1,572.12	0.00	(22.12)
61620	DENTAL INSURANCE	5,186.00	4,719.51	0.00	466.49
61630	LIFE INSURANCE	2,527.00	2,347.32	0.00	179.68
62103	COMPUTER SERVICES FEES	7,130.00	7,130.00	0.00	0.00
62129	OTHER LEGAL SERVICES	100.00	28.00	0.00	72.00
62210	TELEPHONE	500.00	485.56	0.00	14.44
62400	REPAIR & MAINTENANCE SERVICES	250.00	0.00	0.00	250.00
63100	OFFICE SUPPLIES & EXPENSES	675.00	550.50	0.00	124.50
63101	POSTAGE	600.00	455.57	0.00	144.43
63200	PUBLICATIONS/SUBSCRIPTIONS/DUE	4,500.00	3,954.77	0.00	545.23
63202	LAW BOOKS	3,629.00	3,510.09	0.00	118.91
63300	TRAVEL	2,000.00	1,643.86	0.00	356.14
64200	TRAINING EXPENSE	2,584.00	2,584.00	0.00	0.00
67130	TERMINALS AND PC'S	1,800.00	1,613.49	0.00	186.51
68000	COST ALLOCATIONS	(760,711.00)	(767,292.23)	0.00	6,581.23
68101	ALLOCATED WAGES	0.00	(62.19)	0.00	62.19
Total Revenue		(1,237.00)	207.00	0.00	(1,444.00)
Total Expense		381,758.00	364,376.09	0.00	17,381.91
Net Total (Revenue - Expense)		(382,995.00)	(364,169.09)	0.00	(18,825.91)
Grand Total Revenue		(1,237.00)	207.00	0.00	(1,444.00)
Grand Total Expense		381,758.00	364,376.09	0.00	17,381.91
Grand Totals (Revenue-Expense)		(382,995.00)	(364,169.09)	0.00	(18,825.91)

Rock County - Production Budget to Actual Figures

Fiscal Year: 2016

As of: 12/31/2016

Budget: RV

Org Key Title
0814200000 HUMAN RESOURCES

Object	Description	Budget	Actual	Encumbrance	Balance
44100	FEES	200.00	396.90	0.00	(196.90)
47013	SUPP APPR FROM PR/YR CARRYOVE	8,600.00	0.00	0.00	8,600.00
61100	REGULAR WAGES	368,316.00	372,643.58	0.00	(4,327.58)
61108	SEASONAL-REGULAR WAGES	10,800.00	9,365.00	0.00	1,435.00
61400	FICA	28,177.00	29,145.45	0.00	(968.45)
61510	RETIREMENT-EMPLOYERS	24,310.00	24,651.07	0.00	(341.07)
61610	HEALTH INSURANCE	112,080.00	112,070.40	0.00	9.60
61620	DENTAL INSURANCE	2,807.00	2,906.19	0.00	(99.19)
61630	LIFE INSURANCE	67.00	88.88	0.00	(21.88)
61920	PHYSICALS	6,000.00	3,055.63	0.00	2,944.37
62104	CONSULTING SERVICES	3,000.00	0.00	0.00	3,000.00
62119	OTHER CONTRACTED SERVICES	6,000.00	3,864.53	0.00	2,135.47
62210	TELEPHONE	2,200.00	2,713.84	0.00	(513.84)
62400	REPAIR & MAINTENANCE SERVICES	2,861.00	2,407.18	0.00	453.82
62491	SOFTWARE MAINTENANCE	7,395.00	8,700.00	0.00	(1,305.00)
63100	OFFICE SUPPLIES & EXPENSES	5,000.00	2,887.92	0.00	2,112.08
63101	POSTAGE	3,000.00	2,096.23	0.00	903.77
63107	PUBLIC & LEGAL NOTICES	2,000.00	5,555.67	0.00	(3,555.67)
63200	PUBLICATIONS/SUBSCRIPTIONS/DUE	1,277.00	1,137.00	0.00	140.00
63300	TRAVEL	1,500.00	3,399.80	0.00	(1,899.80)
64200	TRAINING EXPENSE	20,000.00	17,236.00	0.00	2,764.00
64215	RECRUITMENT	12,300.00	3,049.24	0.00	9,250.76
64216	CULTURAL COMPETENCY	10,000.00	6,966.69	0.00	3,033.31
64417	RH EXPENSES	8,500.00	6,521.92	0.00	1,978.08
64701	SOFTWARE PURCHASE	500.00	0.00	0.00	500.00
67130	TERMINALS AND PC'S	3,500.00	2,410.79	0.00	1,089.21
68000	COST ALLOCATIONS	(23,500.00)	(38,069.28)	0.00	14,569.28
68004	COST ALLOCATIONS-HEALTH INS.	(33,500.00)	(39,587.28)	0.00	6,087.28
68010	EXPENSE ALLOCATIONS	(17,939.00)	(17,939.00)	0.00	0.00
68012	COST ALLOCATIONS-SAFETY	(2,000.00)	0.00	0.00	(2,000.00)
68101	ALLOCATED WAGES	0.00	(380.80)	0.00	380.80
Total Revenue		8,800.00	396.90	0.00	8,403.10
Total Expense		564,651.00	526,896.65	0.00	37,754.35
Net Total (Revenue - Expense)		(555,851.00)	(526,499.75)	0.00	(29,351.25)
Grand Total Revenue		8,800.00	396.90	0.00	8,403.10
Grand Total Expense		564,651.00	526,896.65	0.00	37,754.35
Grand Totals (Revenue-Expense)		(555,851.00)	(526,499.75)	0.00	(29,351.25)