



**Amended
10/1/13**

**FINANCE COMMITTEE
THURSDAY, OCTOBER 3, 2013 - 7:30 A.M.
CONFERENCE ROOM N-1 – FIFTH FLOOR
ROCK COUNTY COURTHOUSE-EAST**

Agenda

1. Call to Order and Approval of Agenda
2. Committee Review and Approval of Per Meeting Allowances
3. Approval of Minutes – August 15, 2013 and August 23, 2013 Joint with County Board Staff
- September 12, 2013 and September 19, 2013
4. Citizen Participation, Communications and Announcements
5. Update on Offering DNR Services in County Clerk's Office
6. Transfers and Appropriations
 - A. District Attorney
 - B. **General Services HCC/Rock Haven Maintenance**
7.
 - A. Bills
 - B. Bills Over \$10,000
 - C. Encumbrances Over \$10,000
 - D. Pre-Approved Encumbrance Amendments
 - 1) General Services
 - 2) **Land Records**
 - E. Approval of Bills for Other Departments
 - 1) County Board Staff
8. Review of Resolution
 - A. Amending the Sheriff's 2013 Budget to Use Wisconsin Department of Justice Funds for Training on Internet Crimes Against Children (Contingent on Public Safety & Justice Committee approval)
 - B. Creating One Bachelor Level Case Manager Position and One Master Level Social Worker Position and Amending the 2013 Budget (Contingent on County Board Staff Committee approval)
 - C. Amending the 2013 Land Conservation Department Budget to Offset Costs Associated with the Clean Sweet Program
9. Purchasing Procedural Endorsement
 - A. Authorizing Award of Rock Haven Porch Security Screens

- B. Authorizing Purchase of 2014 Calendars
- 10. Resolution and Purchasing Procedural Endorsement
 - A. Authorizing Purchase of Liebert Data Center Air Conditioning Unit
- 11. Resolution
 - A. **Approving Reinsurance Contract for Stop-Loss Coverage (Will be provided at the meeting)**
- 12. Adjournment

Rock County Transfer Request - Over \$500

TO: FINANCE DIRECTOR Date 9/23/13
 Requested By District Attorney's Office
Department

Transfer No. 13-41
David J. O'Leary
Department Head

FROM:	AMOUNT	TO:	AMOUNT
Account #: 24-1610-0000-62124 Description: Criminal Investigations Current Balance: 7,906	5,000.	Account #: 24-1610-0000-63100 Description: Office Supplies	5,000
Account #: Description: Current Balance:		Account #: Description:	
Account #: Description: Current Balance:		Account #: Description:	
Account #: Description: Current Balance:		Account #: Description:	

REASON FUNDS ARE AVAILABLE FOR TRANSFER - BE SPECIFIC

We have not had the need to pay for high cost expert witnesses this year and our medical record requests and need for certified documents have been low to moderate this year.

REASON TRANSFER IS NECESSARY - BE SPECIFIC

Per budget discussions due to availability of funds as stated above, we are purchasing chairs for secretaries and attorneys instead of increasing costs for next year.

FISCAL NOTE:

Sufficient funds are available for transfer. *SS 924B*

ADMINISTRATIVE NOTE:

Recommended *BR*

REQUIRED APPROVAL

DATE

COMMITTEE CHAIR

Governing Committee _____

Finance Committee _____

COMMITTEE APPROVAL REPORT

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
05-1500-0000-64200	TRAINING EXP	P1303108	08/31/2013	HIGHLINE CORPORATION	450.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	10,123.00	5,187.52	926.87	450.00	3,558.61
05-1500-0000-68010	EXP.ALLOCATIONS	R1303418	09/24/2013	COMMERCE BANK COMMERCIAL ACC	100.00
ENC	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	0.00	60.76	25,120.25	100.00	(25,281.01)
FINANCE DIRECTOR PROG TOTAL				550.00	

I have examined the preceding bills and encumbrances in the total amount of **\$550.00**

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 Finance Committee and County Board.
- B. Bills under \$10,000 to be paid.
- C. Encumbrances under \$10,000 to be paid upon acceptance by the Department Head.

Date: **OCT 03 2013**

Dept Head _____

Committee Chair _____

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
07-1430-0000-62119	OTHER SERVICES				
		P1302911	08/23/2013	EDCI	720.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	58,759.00	29,898.21	6,728.92	720.00	21,411.87
07-1430-0000-62421	COMPUTER EQUIP				
		P1302989	09/05/2013	LASER PRINTER SOLUTIONS LLC	119.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	9,000.00	4,454.25	2,353.28	119.00	2,073.47
07-1430-0000-63407	COMPUTER SUPPL				
ENC		R1303410	09/24/2013	AMAZON.COM	111.20
		P1302867	08/26/2013	CDW GOVERNMENT INC	185.82
		P1302951	09/05/2013	DELL	54.99
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	17,940.00	11,564.37	438.00	352.01	5,585.62
07-1430-0000-64200	TRAINING EXP				
		P1302643	08/26/2013	CORE BTS INC	410.00
		P1302912	09/04/2013	CORE BTS INC	410.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	45,250.00	21,186.91	12,537.89	820.00	10,705.20
07-1430-0000-67130	TERMINALS/PC'S				
		P1302837	08/28/2013	HEWLETT PACKARD DIRECT CDWG	2,475.00
		P1302857	08/26/2013	CDW GOVERNMENT INC	1,096.62
		P1302858	08/28/2013	CDW GOVERNMENT INC	2,995.58
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	115,521.00	65,365.08	4,875.01	6,567.20	38,713.71
07-1430-0000-67131	OTHER COMP HARDW				
		P1302991	09/10/2013	CORE BTS INC	471.41
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	109,579.00	78,572.51	1,295.00	471.41	29,240.08
07-1430-0000-67143	IT CROSS CHARGES				
		P1302636	08/23/2013	DELL	82.54
		P1302719	08/20/2013	CDW GOVERNMENT INC	75.00
		P1302810	08/21/2013	CDW GOVERNMENT INC	134.12
		P1302859	08/23/2013	CDW GOVERNMENT INC	96.79
		P1302864	08/29/2013	HEWLETT PACKARD DIRECT CDWG	3,960.00
		P1302895	08/30/2013	HEWLETT PACKARD DIRECT CDWG	2,970.00
		P1302896	08/28/2013	CDW GOVERNMENT INC	3,098.66
		P1302900	09/05/2013	ENTERPRISE SYSTEMS GROUP	486.00
		P1302913	08/29/2013	CDW GOVERNMENT INC	147.76
		P1302950	09/05/2013	ENTERPRISE SYSTEMS GROUP	2,265.50

COMMITTEE APPROVAL REPORT

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt	
	Budget		YTD Exp	YTD Enc	Pending	Closing Balance
	50,000.00		136,535.35	6,083.00	13,316.37	(105,934.72)
INFORMATION TECHNOLOGY PROG TOTAL					22,365.99	

I have examined the preceding bills and encumbrances in the total amount of **\$22,365.99**

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 Finance Committee and County Board.
- B. Bills under \$10,000 to be paid.
- C. Encumbrances under \$10,000 to be paid upon acceptance by the Department Head.

Date: **OCT 08 2013**

Dept Head _____

Committee Chair _____

COMMITTEE APPROVAL REPORT

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
15-1541-0000-64901	TAX DEED EXP	P1303086	09/12/2013	INTRIGUE MARKETING INC	540.55
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	20,000.00	10,353.09	675.27	540.55	8,431.09
TAX DEED EXPENSE PROG TOTAL				540.55	

I have examined the preceding bills and encumbrances in the total amount of **\$540.55**

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 Finance Committee and County Board.
- B. Bills under \$10,000 to be paid.
- C. Encumbrances under \$10,000 to be paid upon acceptance by the Department Head.

Date: **OCT 03 2013**

Dept Head _____

Committee Chair _____

COMMITTEE APPROVAL REPORT

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
17-1715-0000-62119	OTHER SERVICES				
		P1301196	08/31/2013	FIDLAR COMPANIES	2,533.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	473,721.00	221,434.14	100,316.86	2,533.00	149,437.00
ROD REDACTION PROJECT PROG TOTAL				2,533.00	

I have examined the preceding bills and encumbrances in the total amount of **\$2,533.00**

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 Finance Committee and County Board.
- B. Bills under \$10,000 to be paid.
- C. Encumbrances under \$10,000 to be paid upon acceptance by the Department Head.

Date: **OCT 03 2013**

Dept Head _____

Committee Chair _____

PURCHASE ORDER NUMBER P1103172 PEID 051278

PRE-APPROVED ENCUMBRANCE AMENDMENT FORM

This form must be used when adding funds to or changing an account number of a previously approved encumbrance. Please complete this form and e-mail to Susan Balog in Accounting (balog@co.rock.wi.us), Cheryl Mikrut in Accounting (mikrut@co.rock.wi.us) **and** Jodi Millis in Purchasing (jodi@co.rock.wi.us). Susan or Cheryl will forward on to your governing committee for approval. The Encumbrance and Purchase Order will be updated upon approval of all necessary committees and County Board (if amendment is over \$10,000).

DATE 9-20-13

DEPARTMENT GENERAL SERVICES

COMMITTEE GENERAL SERVICES

VENDOR NAME CG SCHMIDT

ACCOUNT NUMBER 18-1851-0000-67200

FUNDS DESCRIPTION ROCK HAVEN REPLACEMENT PROJECT

AMOUNT OF INCREASE \$ 42,527.00

INCREASE FROM \$ 18,062,792.69 TO \$ 18,105,319.69

ACCOUNT BALANCE AVAILABLE \$ 930,538.72 9/20/13 CM

REASON FOR AMENDMENT CHANGE ORDER #47

APPROVALS

GOVERNING COMMITTEE _____
Chair Date

FINANCE COMMITTEE _____
(If over \$10,000) Chair Date

COUNTY BOARD _____
(If over \$10,000) Resolution # Adoption Date

PURCHASE ORDER NUMBER P1303127 PEID 043416

PRE-APPROVED ENCUMBRANCE AMENDMENT FORM

This form must be used when adding funds to or changing an account number of a previously approved encumbrance. Please complete this form and e-mail to Susan Balog in Accounting (balog@co.rock.wi.us), Cheryl Mikrut in Accounting (mikrut@co.rock.wi.us) **and** Jodi Millis in Purchasing (jodi@co.rock.wi.us). Susan or Cheryl will forward on to your governing committee for approval. The Encumbrance and Purchase Order will be updated upon approval of all necessary committees and County Board (if amendment is over \$10,000).

DATE 10/1/2013

DEPARTMENT Land Records

COMMITTEE Finance

VENDOR NAME Fidlar Companies

ACCOUNT NUMBER 10-1721-0000-62119

FUNDS DESCRIPTION Other Contracted Services

AMOUNT OF INCREASE \$ 10,000

INCREASE FROM \$ 75,000 TO \$ 85,000

ACCOUNT BALANCE AVAILABLE \$ 69,011.09 SB 10/01/13

REASON FOR AMENDMENT cost was higher then anticipated, transfer is pending

APPROVALS

GOVERNING COMMITTEE _____
Chair _____ Date _____

FINANCE COMMITTEE _____
(If over \$10,000) Chair _____ Date _____

COUNTY BOARD _____
(If over \$10,000) Resolution # _____ Adoption Date _____

COMMITTEE APPROVAL REPORT

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
03-1110-0000-63107	PUBL & LEGAL	P1300774	08/06/2013	BELOIT DAILY NEWS	700.62
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	18,000.00	6,665.28	0.00	700.62	10,634.10
				COUNTY BOARD PROG TOTAL	700.62

I have examined the preceding bills and encumbrances in the total amount of **\$700.62**

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 Finance Committee and County Board.
- B. Bills under \$10,000 to be paid.
- C. Encumbrances under \$10,000 to be paid upon acceptance by the Department Head.

Date: **OCT 03 2013**
to FE

Dept Head _____

Committee Chair _____

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
06-1620-0000-64200	TRAINING EXP	P1302986	09/12/2013	STATE BAR OF WISCONSIN	219.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	5,367.00	1,833.00	0.00	219.00	3,315.00
CORPORATION COUNSEL PROG TOTAL				219.00	

I have examined the preceding bills and encumbrances in the total amount of **\$219.00**

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 Finance Committee and County Board.
- B. Bills under \$10,000 to be paid.
- C. Encumbrances under \$10,000 to be paid upon acceptance by the Department Head.

Date: **OCT 03 2013**
to FE

Dept Head _____

Committee Chair _____

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
08-1420-0000-63107	PUBL & LEGAL	P1300604	08/31/2013	JANESVILLE GAZETTE INC	867.24
		P1300605	08/09/2013	CHRONICLE,THE	357.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	35,000.00	14,346.76	3,905.54	1,224.24	15,523.46
08-1420-0000-64200	TRAINING EXP	P1302523	08/21/2013	MMPR	580.60
		P1303004	06/14/2013	WALKER GROUP,THE	550.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	26,980.00	13,182.91	2,035.42	1,130.60	10,631.07
HUMAN RESOURCES PROG TOTAL				2,354.84	

I have examined the preceding bills and encumbrances in the total amount of **\$2,354.84**
 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 Finance Committee and County Board.
 B. Bills under \$10,000 to be paid.
 C. Encumbrances under \$10,000 to be paid upon acceptance by the Department Head.

Date: **OCT 03 2013**
to FE

Dept Head _____

Committee Chair _____

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
19-1932-0000-64904	SUNDRY EXPENSE				
		P1302952	09/06/2013	FOSS,JOANNE	105.11
		P1302988	09/03/2013	SENTRY FOODS INC STORE #375	51.99
		P1302989	09/03/2013	MILLS,KRIS	12.78
		P1302990	09/04/2013	SYSCO FOODS OF BARABOO LLC	778.57
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	8,500.00	4,788.37	527.87	948.45	2,235.31
EMPLOYEE RECOGNITION ACTIVITY PROG TOTAL				948.45	

I have examined the preceding bills and encumbrances in the total amount of **\$948.45**
 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 Finance Committee and County Board.
 B. Bills under \$10,000 to be paid.
 C. Encumbrances under \$10,000 to be paid upon acceptance by the Department Head.

Date: **OCT 03 2013**
to FE

Dept Head _____
 Committee Chair _____

COMMITTEE APPROVAL REPORT

Pre-Approved Encumbrances

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
08-1420-0000-62119 ENC	OTHER SERVICES	R1303233	09/05/2013	AMAZON.COM	99.88
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	40,515.00	3,422.31	102.00	99.88	36,890.81
08-1420-0000-64200 ENC	TRAINING EXP	R1303267	09/09/2013	AMAZON.COM	34.62
ENC		R1303270	09/09/2013	JP MORGAN CHASE BANK NA	500.00
ENC		R1303291	09/10/2013	AMAZON.COM	5.80
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	26,980.00	14,313.51	1,495.00	540.42	10,631.07
HUMAN RESOURCES PROG TOTAL				640.30	

I have examined the preceding bills and encumbrances in the total amount of **\$640.30**
 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 Finance Committee and County Board.
 B. Bills under \$10,000 to be paid.
 C. Encumbrances under \$10,000 to be paid upon acceptance by the Department Head.

Date: **OCT 03 2013**
to FE

Dept Head _____
 Committee Chair _____

RESOLUTION NO. _____

AGENDA NO. _____

**RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS**

Robert D. Spoden, Sheriff
INITIATED BY



Diane Michaelis
DRAFTED BY

Public Safety and Justice Committee
SUBMITTED BY

September 11, 2013
DATE DRAFTED

**Amending the Sheriff's 2013 Budget to Use
Wisconsin Department of Justice Funds for Training on
Internet Crimes Against Children**

1 **WHEREAS**, in September 1998, the U.S. Department of Justice began a national Internet Crimes
2 Against Children (ICAC) Task Force; and,
3
4 **WHEREAS**, Wisconsin's ICAC Task Force is administered through the Wisconsin Department of
5 Justice's Division of Criminal Investigation; and,
6
7 **WHEREAS**, the Sheriff's Office received a \$1,500 check, from the Wisconsin Department of Justice;
8 and,
9
10 **WHEREAS**, the funds are to be used exclusively for ICAC training; and,
11
12 **WHEREAS**, the funds were held in the balance sheet account, Revenue Collected in Advance, until a
13 training opportunity became available; and,
14
15 **NOW, THEREFORE, BE IT RESOLVED** by the Rock County Board of Supervisors duly assembled
16 this _____ day of _____, 2013 that the 2013 budget be amended as follows:

<u>Account/Description</u>	<u>Budget 09/01/13</u>	<u>Increase (Decrease)</u>	<u>Amended Budget</u>
Source of Funds			
21-2100-0000-42200 State Aid	\$0	\$1,500	\$1,500
Use of Funds			
21-2100-0000-64200 Training Expense	\$37,000	\$1,500	\$38,500

Respectfully submitted,

Public Safety and Justice Committee

Finance Committee Endorsement
Reviewed and approved on a vote of

Ivan Collins, Chair

Mary Beaver

Henry Brill

Brian Knudson

Larry Wiedenfeld

Mary Mawhinney, Chair

Amending the Sheriff's 2013 Budget to Use Wisconsin Department of Justice Funds for Training on Internet Crimes Against Children

Page 2

FISCAL NOTE:

This resolution authorizes the acceptance and expenditure of \$1,500 in State Aid to be used for ICAC training. No County matching funds are required.



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.


Jeffrey S. Kuglitsch
Corporation Counsel

ADMINISTRATIVE NOTE:

Recommended.



Craig Knutson
County Administrator

Executive Summary

Amending the Sheriff's 2013 Budget to Use Wisconsin Department of Justice Funds for Training on Internet Crimes Against Children

In September 1998, the U.S. Department of Justice began a national Internet Crimes Against Children (ICAC) Task Force program to counter the emerging threat of offenders using the Internet or other online technology to sexually exploit children. Wisconsin's ICAC Task Force is administered through the Wisconsin Department of Justice's Division of Criminal Investigation.

The Sheriff's Office received a \$1,500 check, in late 2012, from the Wisconsin Department of Justice. The accompanying letter from Attorney General J.B. Van Hollen instructed that the funds were to be used exclusively for ICAC training to further enhance the task force's efforts to protect children.

The funds were held in the balance sheet account, Revenue Collected in Advance, until a training opportunity became available. This resolution amends the Sheriff's 2013 budget to make the funds available for training.

RESOLUTION NO. _____

AGENDA NO. _____

RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS

Kate Flanagan
INITIATED BY



Rebecca Rudolph
DRAFTED BY

Human Services Board
SUBMITTED BY

September 17, 2013
DATE DRAFTED

**Creating one Bachelor Level Case Manager Position and one Master Level Social Worker Position
and Amending the 2013 Budget**

1 **WHEREAS**, the Human Services Department requests the creation of one new Bachelor Level Case
2 Manager position and one new Master Level Social Worker position assigned to the AODA Program to
3 provide treatment and case management for Rock County OWI court; and,
4
5 **WHEREAS**, the Department believes there are programmatic, service treatment and fiscal advantages to
6 Rock County by filling these positions; and,
7
8 **WHEREAS**, the cost of these positions and required training will be covered in 2013 with additional
9 Intoxicated Driver Program (IDP) fee revenue and Intoxicated Driver Program Enhancement grant
10 dollars; and,
11
12 **WHEREAS**, in 2014 these positions will continued to be supported with IDP fee and IDP Grant revenue
13 and the addition of new revenue from the Department of Corrections to offset OWI treatment services;
14 and,
15
16 **WHEREAS**, evidenced-based treatment including specialty topics will be provided to these clients who
17 are a high risk to Rock County public safety; and,
18
19 **NOW, THEREFORE, BE IT RESOLVED** that the Rock County Board of Supervisors duly assembled
20 this _____ day of _____, 2013 does hereby approve the creation of 1.0 FTE Bachelor Level
21 Case Manager position and 1.0 FTE Master Level Social Worker position and authorize the Human
22 Services Department to fill those positions; and,
23
24 **BE IT FURTHER RESOLVED**, that the 2013 Budget be amended as follows:

<u>Account/Description</u>	<u>Budget 09/01/13</u>	<u>Increase (Decrease)</u>	<u>Amended Budget</u>
<u>Source of Funds</u>			
36-3703-0000-42100/ Federal Aid	46,786	26,880	73,666
36-3704-0000-44100/ Fees	251,835	21,658	273,493
<u>Use of Funds</u>			
36-3690-0000-61100/ Regular Wages	1,276,601	20,977	1,297,578
36-3690-0000-61400/ FICA	98,501	1,605	100,106
36-3690-0000-61510/ Retirement	86,270	1,395	87,665
36-3690-0000-61610/ Health Insurance	386,700	12,584	399,284
36-3690-0000-61620/ Dental Insurance	10,216	324	10,540
36-3690-0000-68329/ IDP Allocation	(256,904)	(21,658)	(278,562)

Creating one Bachelor Level Case Manager Position and one Master Level Social Worker Position and Amending the 2013 Budget

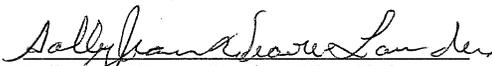
Page 2

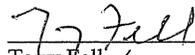
46				
47	36-3690-0000-68386/			
48	IDP Enhancement Allocation	(5,614)	(15,227)	(20,841)
49				
50	36-3703-0000-62119			
51	Other Contracted Services	41,172	(5,347)	35,825
52				
53	36-3703-0000-64604/			
54	Program Expense	0	17,000	17,000
55				
56	36-3703-0000-68208/			
57	Allocated MH/AODA	5,614	15,227	20,841
58				
59	36-3704-0000-68208/			
60	Allocated MH/AODA	256,904	21,658	278,562

Respectfully submitted,

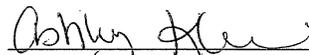
HUMAN SERVICES BOARD


 Brian Knudson, Chair

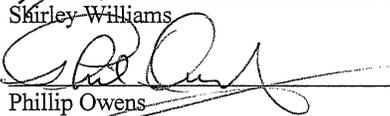

 Sally Jean Weaver-Landers, Vice Chair


 Terry Fell


 William Grahn


 Ashley Kleven


 Shirley Williams


 Phillip Owens

Absent
 Terry Thomas

Absent
 Marvin Wopat

COUNTY BOARD STAFF COMMITTEE


 J. Russell Podzilni, Chair


 Sandra Kraft, Vice Chair


 Eva Arnold


 Hank Brill


 Betty Jo Bussie


 Ivan Collins


 Marilyn Jensen


 Louis Peer


 Kurtis Yankee

FINANCE COMMITTEE ENDORSEMENT

Reviewed and approved on a vote of


 Mary Mawhinney, Chair

FISCAL NOTE:

This resolution authorizes the creation of two (2) new positions in the Human Services Department. These positions will be funded by IDP fee revenue and IDP Enhancement grant dollars.



Sherry Oja
Finance Director

LEGAL NOTE:

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



Jeffrey S. Kuglitsch
Corporation Counsel

ADMINISTRATIVE NOTE:

Recommended.



Craig Knutson
County Administrator

Executive Summary

The Rock County OWI Treatment Court program provides counseling and case management services to up to 25 clients who have received their 3rd OWI, and wish to make positive changes in their life. The Human Services Department requests the addition of two new positions, a 1.0 FTE Bachelor Level Case Manager and a 1.0 FTE Master Level Social Worker, to provide assessment and diagnosis, individual and group counseling, and case management services to clients who are participating in the OWI court program. These positions have previously been contracted out, but the Department believes there are programmatic, service treatment and fiscal advantages to Rock County by filling these positions internally. We would like to commence operation on November 15, 2013. Intoxicated Driver Program (IDP) enhancement grant dollars, and additional IDP fee revenue will be sufficient to cover the last quarter of 2013. Additional fee revenue from the Department of Corrections and IDP Enhancement grant funding have been included in the 2014 budget to offset the cost of these positions.

**RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS**

Land Conservation Comm.
INITIATED BY



Thomas Sweeney
DRAFTED BY

Land Conservation Comm.
SUBMITTED BY

September 25, 2013
DATE DRAFTED

**AMENDING THE 2013 LAND CONSERVATION DEPARTMENT BUDGET
TO OFFSET COSTS ASSOCIATED WITH THE CLEAN SWEEP PROGRAM**

1 **WHEREAS**, the Land Conservation Department (LCD) has participated in various components of the
2 Wisconsin Clean Sweep Program (Program), which is set up to allow homeowners, farm owners,
3 businesses and governmental units an affordable option for the disposal of hazardous chemicals no longer
4 accepted at land fills. The LCD has participated in the Program since 2002; and,
5

6 **WHEREAS**, from the beginning, until 2006 the program's success indicated that Rock County should
7 investigate the opportunity of developing an annual clean sweep collection program. During this time, the
8 County was eligible for grants from the Wisconsin Department of Agriculture Trade and Consumer
9 Protection (DATCP) on an every other year basis; and,
10

11 **WHEREAS**, in 2006, the LCD formed a Clean Sweep Program Workgroup to explore ways to fund an
12 annual Clean Sweep Program; and,
13

14 **WHEREAS**, in 2009, the LCD was allocated funding from the ATC Fund account, per Resolution 09-
15 2B-219, to fund various conservation projects and the Land Conservation Committee allocated a
16 portion of this balance to help fund the Clean Sweep Program and convert it to an annual collection;
17 and,
18

19 **WHEREAS**, the LCD continues to make an annual grant request to the DATCP for Clean Sweep
20 Program funding; and,
21

22 **WHEREAS**, various communities in Rock County continue to make monetary donations to help defray
23 the costs of this program; and,
24

25 **WHEREAS**, the 2013 grant from DATCP included an Agricultural Collection component that was not
26 included in the budget; and,
27

28 **WHEREAS**, the Land Conservation Committee requests a transfer from the ATC Fund account to
29 amend its budget to reflect the costs associated with the final billing for the Household and Agriculture
30 Clean Sweep Program.
31

32 **NOW, THEREFORE, BE IT RESOLVED** that the Rock County Board of Supervisors duly assembled
33 this ____ day of _____, 2013, amends the Land Conservation Department's budget as
34 follows:
35

<u>A/C DESCRIPTION</u>	<u>BUDGET AT</u> <u>09/01/2013</u>	<u>INCREASE</u> <u>(DECREASE)</u>	<u>AMENDED</u> <u>BUDGET</u>
<u>Source of Funds:</u>			
39 62-6300-0000-47000	\$30,371	\$4,150	\$34,521
40 Transfer In			
41			
<u>Use of Funds:</u>			
43 62-6300-0000-62119			
44 Other Contracted Services	\$28,000	\$4,150	\$32,150

Respectfully submitted:

LAND CONSERVATION COMMITTEE

Richard Bostwick, Chair

Larry Wiedenfeld, Vice Chair

Eva Arnold

Edwin Nash

Norvain Pleasant

Alan Sweeney

James Quade, USDA-FSA

Fred Yoss

FINANCE COMMITTEE ENDORSEMENT

Reviewed and approved on a vote of
_____.

Mary Mawhinney, Chair

FISCAL NOTE:

This resolution authorizes a transfer of \$4,150 from ATC Fees to the Clean Sweep account. The balance in Land Conservation ATC Fees is estimated to be \$572,867 at 9/30/13.


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.


Jeffrey S. Kuglitsch
Corporation Counsel

ADMINISTRATIVE NOTE:

Recommended.


Craig Knutson
County Administrator

EXECUTIVE SUMMARY

Since 2002 the Land Conservation Department has participated in the Wisconsin Clean Sweep Program. This program collects unwanted chemicals which are banned from landfills. This program offers home owners, small businesses, schools and farms an affordable option to dispose of chemicals that can no longer be used. The LCD transformed the program in 2010 from an every other year program to an annual collection with help of the ATC Fund. Funding for this program comes from grants from Wisconsin Department of Agriculture Trade and Consumer Protection, Local Contributions from many of the towns and cities in Rock County, and the County ATC Fund. Also, many communities provide in kind assistance to the program.

In 2013, Rock County was granted two awards, the standard Household Clean Sweep Program and the Agricultural Clean Sweep Program. The Annual program is built from the Household Clean Sweep Grant Program. Both of the Programs were overly popular in 2013, and the LCD set a new record for customers served, 313 households, 9 agriculture, and 5 businesses/schools.

The 2013 budget did not reflect the Agricultural Clean Sweep Program and underestimated the number of household participants, hence the overage of \$4,150. The Land Conservation Committee requests that the additional funding be transferred from the ATC Fund Balance.

RESOLUTION NO. _____

AGENDA NO. _____

**RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS**

General Services Committee
INITIATED BY

Randy Terronez
DRAFTED BY



General Services Committee
SUBMITTED BY

September 24, 2013
DATE DRAFTED

AUTHORIZING AWARD OF ROCK HAVEN PORCH SECURITY SCREENS

1 **WHEREAS**, residents moved into the new Rock Haven facility on May 13; and,
 2
 3 **WHEREAS**, installation of the porch security screens was removed from the main construction project
 4 and bid out separately due to costs and timing considerations as recommended by the Samuels Group;
 5 and,
 6
 7 **WHEREAS**, bids were received and the low bid from Rock River Construction of Beloit, WI. in the
 8 amount of \$39,906.00 is recommended.
 9
 10 **NOW, THEREFORE, BE IT RESOLVED**, by the Rock County Board of Supervisors duly assembled
 11 this ____ day of _____, 2013 that the County authorize the award of the Rock Haven Porch
 12 Security Screens to Rock River Construction of Beloit, WI. in the amount of \$39,906.00.

Respectfully Submitted,

GENERAL SERVICES COMMITTEE

PURCHASING PROCEDURAL ENDORSEMENT

Phillip Owens, Chair

Reviewed and approved on a vote of _____.

Henry Brill, Vice Chair

Mary Mawhinney, Chair

Ivan Collins

FISCAL NOTE:

Jason Heidenreich

Sufficient funds are available in the Rock Haven Building Project capital account, A/C 18-1851-0000-67200, for the cost of this project.

Edwin Nash

Sherry Oja
Finance Director

LEGAL NOTE:

The County Board is authorized to take this action pursuant to secs. 59.01 and 59.51, Wis. Stats. In addition, sec. 59.52(29), Wis. Stats. requires the project to be let to the lowest responsible bidder.

Jeffrey S. Kuglitsch
Corporation Counsel

ADMINISTRATIVE NOTE:

Recommended.

Craig Knutson
County Administrator

Executive Summary

Authorizing Award of Rock Haven Security Porch Screens

Screened porches for the new Rock Haven facility was originally included in the bid to the general contractor. Two porches per neighborhood (a total of eight porches) allow residents to be outside in a secure setting while looking out to the exterior of the facility. As a result of the state inspector requiring a second mezzanine stairway and fire egress, the area containing the exterior porch was the least costly to modify allowing for fire egress. Subsequently, it was decided to remove this feature from the general contractor and bid out separately.

Bids were received and the low bid from Rock River Construction of Beloit, WI in the amount of \$39,906.00 is recommended.

Additionally, the project scope calls for sidewalks to connect the fire egress from the screened porches to the outside sidewalk area. The current walkways consist of crushed limestone that will need on-going maintenance and not suitable for wheelchair traffic. Quotes have been obtained and a purchase order in the amount of \$5,000 is being issued to Powell Construction of Milton, WI.

Funds are available from the Rock Haven project account including a credit the County will be receiving from the general contractor budget.



BID SUMMARY FORM

PROJECT NUMBER 2013-39
 PROJECT NAME INSTALLATION OF PORCH SECURITY SCREENS
 BID DUE DATE SEPTEMBER 23, 2013 - 10:30 A.M.
 DEPARTMENT GENERAL SERVICES - ROCK HAVEN NURSING HOME

	ROCK RIVER CONSTRUCTION BELOIT WI	TOP NOTCH CONSTRUCTION JANESVILLE WI	CORPORATE CONSTRUCTORS BELOIT WI	GILBANK CONSTRUCTION CLINTON WI
FIRM BID PRICE	\$ 39,906.00	\$ 43,520.00	\$ 56,304.00	\$ 61,900.00
START DATE	10/14/13	11/15/13	9/28/13	11/12/13
COMPLETE DATE	12/30/13	12/15/13	11/6/13	12/30/13
ADDENDUM REC'D	YES	YES	YES	YES

Invitation to Bid was advertised in the Beloit Daily News and on the Internet. Five additional vendors were solicited that did not respond.

PREPARED BY: JODI MILLIS, PURCHASING MANAGER

DEPARTMENT HEAD RECOMMENDATION: ROCK RIVER CONSTRUCTION

Jodi Millis
SIGNATURE

9-24-13
DATE

GOVERNING COMMITTEE APPROVAL:

CHAIR

VOTE

DATE



PROJECT NUMBER #2013-43
 PROJECT NAME 2014 CALENDARS
 QUOTE DUE DATE SEPTEMBER 25, 2013 – 1:30 P.M.
 DEPARTMENT GENERAL SERVICES

	OFFICE PRO JANESVILLE	OFFICE PRO JANESVILLE
BRAND	ALTERNATE BRAND	AT-A-GLANCE
TOTAL BID 1,306 CALENDARS	\$ 8,371.14	\$ 14,735.75

Invitation to Bid was advertised in the Beloit Daily News and on the Internet. Two additional vendors were solicited that did not respond.

PREPARED BY: JODI MILLIS, PURCHASING MANAGER

DEPARTMENT HEAD RECOMMENDATION: OFFICE PRO – ALTERNATE BRAND

Robert Lew 9/25/13
 Signature Date

GOVERNING COMMITTEE APPROVAL:

 Chair Vote Date

PURCHASING PROCEDURAL ENDORSEMENT:

 Chair Vote Date

RESOLUTION NO. _____

AGENDA NO. _____

**RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS**

Mickey Crittenden, Director of IT
INITIATED BY



Mickey Crittenden, Director of IT
DRAFTED BY

Finance Committee
SUBMITTED BY

September 25, 2013
DATE DRAFTED

Authorizing Purchase of Liebert Data Center Air Conditioning Unit

- 1 **WHEREAS**, the Information Technology Department's Capital Project Account includes budgeted
- 2 funds for the purchase of a new data center air conditioning unit; and,
- 3
- 4 **WHEREAS**, the current data center air conditioning unit is over 27 years old; and,
- 5
- 6 **WHEREAS**, the Information Technology Department staff did research and specify the requirements
- 7 for a new unit and requested bids accordingly in coordination with the County's Purchasing Division;
- 8 and,
- 9
- 10 **WHEREAS**, the County received two bids from qualified vendors.
- 11
- 12 **NOW, THEREFORE, BE IT RESOLVED** by the Rock County Board of Supervisors duly assembled
- 13 this _____ day of _____, 2013 that a Purchase Order for the specified Liebert data center
- 14 air conditioning unit be issued to CDW-G in the amount of \$36,575.00; and,
- 15
- 16 **BE IT FURTHER RESOLVED** that payment be made to the vendor upon approval of the Information
- 17 Technology Director and the Finance Committee.

Respectfully submitted,

FINANCE COMMITTEE

PURCHASING PROCEDURAL ENDORSEMENT

Mary Mawhinney, Chair

Chair Vote Date

Sandra Kraft, Vice Chair

FISCAL NOTE:

Mary Beaver

Sufficient funding is available in the IT Infrastructure Upgrade account, A/C 07-1439-0000-67200, for the cost of this purchase;

Brent Fox

Sherry Oja
Finance Director

J. Russell Podzilni

LEGAL NOTE:

ADMINISTRATIVE NOTE:

Recommended.

The County Board is authorized to take this action pursuant to secs. 59.01 and 59.51, Wis. Stats. In addition, sec. 59.52(29), Wis. Stats. requires the project to be let to the lowest responsible bidder.

Craig Knutson
County Administrator

Jeffrey S. Kuglitsch
Corporation Counsel

Executive Summary

Purchase of a Data Center Air Conditioning Unit

The County's Capital Improvement Program includes a project for the purchase and installation of a new data center air conditioning unit. This budgeted purchase is funded by the Information Technology Department's Capital Projects Account. The purpose of the project is to more adequately and economically condition the air in the County's data center than is possible with the current air conditioning unit, which is over 27 years old.

The Information Technology staff specified the data center air conditioning requirements and accordingly solicited bids for the purchase of a Liebert unit designed for data center air conditioning. Two qualified vendors submitted bids based on the requested specifications for the following:

- A Liebert CRV Air-Cooled Precision Cooling System, Model CR035RA1C7, and
- A Liebert MC Air-Cooled Microchannel High Efficiency Condenser, Model MCM040E1YDA203.

The lowest bid was submitted by CDW-G, and the submitted bid price is \$36,575.00.

Separate bids will be requested separately for the associated installation and electrical work.



BID SUMMARY FORM

PROJECT NUMBER 2013-42
 PROJECT NAME LIEBERT AIR CONDITIONING UNIT
 QUOTE DUE DATE SEPTEMBER 25, 2013 – 10:30 A.M.
 DEPARTMENT INFORMATION TECHNOLOGY

	CDW-GOVERNMENT VERNON HILLS IL	ELECTROLINE APPLETON WI
FIRM BID PRICE INCLUDING DELIVERY	\$36,575.00	\$ 38,352.00

Invitation to Bid was advertised in the Beloit Daily News and on the Internet. Three additional vendors were solicited that did not respond.

PREPARED BY: JODI MILLIS, PURCHASING MANAGER

DEPARTMENT HEAD RECOMMENDATION: CDW-GOVERNMENT

Mickey Citterman Signature 9/25/13 Date

GOVERNING COMMITTEE APPROVAL:

Chair _____ Vote _____ Date _____

PURCHASING PROCEDURAL ENDORSEMENT:

Chair _____ Vote _____ Date _____