

ROCK COUNTY, WISCONSIN

NOTE: This is a Teleconference



FINANCE COMMITTEE THURSDAY – AUGUST 13, 2020 - 5:00 P.M. CALL: 1-312-626-6799 MEETING ID: 857 6784 0931

Join Zoom Meeting

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If you are interested in providing public comments on items on this agenda, you must submit your comments by noon on Wednesday, June 3, 2020. To submit a public comment use the following email: marilyn@co.rock.wi.us.

Join from a telephone:

- On your phone, dial the phone number provided above
- Enter the meeting ID number when prompted, using your dial-pad.
- Please note that long-distance charges may apply. This is not a toll-free number.

- Supervisors: Please identify yourself by name
- Please mute your phone when you are not speaking to minimize background noises
- We are new at holding meetings this way, so please be patient

Instructions for the hearing impaired –

<https://support.zoom.us/hc/en-us/articles/207279736-Getting-started-with-closed-captioning>

**FINANCE COMMITTEE
THURSDAY – AUGUST 13, 2020 - 5:00 P.M.**

AGENDA

1. Call to Order
2. Approval of Agenda
3. Approval of Minutes – July 23, 2020 and July 28, 2020 Joint Meeting with County Board Staff Committee
4. Citizen Participation, Communications and Announcements
5. Transfers and Appropriations
 - A. Facilities Management
 - B. Information Technology
6. Review of Payments
7. Review of Payments Over \$10,000
8. Committee Review and Approval of Per Meeting Allowances
9. Resolutions and Committee Endorsements
 - A. Amending the 2020 Council on Aging Budget to Adjust State of Wisconsin, Department of Transportation 85.21 Elderly / Handicapped Allocations
 - B. Authorizing Purchase of Replacement Motor Pool Vehicle for Facilities Management Super-Duty Truck and Amending the 2020 Budget
 - C. Accepting DOJ EBDM Pretrial Plot Sites Project Grant and Amending the Budget
 - D. Awarding the Contract for the Renovation of 1717 Center Avenue Building and Amending the 2020 Facilities Management Capital Budget
 - E. Initial Resolution Authorizing General Obligation Bonds and/or Notes in an Amount Not to Exceed \$22,610,000
10. Update, Discussion and Possible Action
 - A. Semi-Annual Reports
11. Adjournment

The County of Rock will provide reasonable accommodations to people with disabilities. Please contact us at 608-757-5510 or e-mail countyadmin@co.rock.wi.us at least 48 hours prior to a public meeting to discuss any accommodations that may be necessary.



FINANCE COMMITTEE
Minutes – July 23, 2020

Call to Order. Chair Mawhinney called the meeting of the Finance Committee to order at 5:00 P.M. on Thursday, July 23, 2020, via teleconference.

Committee Members Present. Supervisors Mawhinney, Aegerter, Fox, Purviance and Davis.

Committee Members Excused: None.

Staff Members Present. Sherry Oja, Finance Director; Josh Smith, County Administrator; Randy Terronez, Assistant to County Administrator; Bridget Laurent, Deputy Corporation Counsel; Richard Greenlee, Corporation Counsel; Paula Schutt, Council on Aging Director; Jim Sandvig, IT Director; Kate Luster, Human Services Director.

Others Present: None.

Approval of Agenda. Supervisor Davis moved approval of the agenda, second by Supervisor Purviance. ADOPTED.

Approval of Minutes – July 9, 2020. Chair Mawhinney said there was a correction to Page 2, Committee Review and Approval of Per Meeting Allowances, it was Supervisor Fox who voted NO and Supervisor Davis voted YES.

Supervisor Aegerter moved approval of the minutes of July 9, 2020 with this change, second by Supervisor Purviance. ADOPTED with this change.

Citizen Participation, Communications and Announcements. Chair Mawhinney welcomed Ms. Bondehagen back.

Transfers and Appropriations. None.

Resolutions and Committee Endorsements.

Amending the 2020 Council on Aging Budget to Accept FFCRA and CARES Funding

“NOW, THEREFORE, BE IT RESOLVED that the Rock County Board of Supervisors duly assembled on this _____ day of _____, 2020 does hereby amend the 2020 Rock County Council on Aging budget as follows:

...”

Supervisor Purviance moved approval of the above resolution, second by Supervisor Davis. ADOPTED.

Amending the 2020 Council on Aging Budget to Adjust the Following Older Americans Act Programs: Title III-B, C1, C2, Title III D, NFCSP, AFCSP Allocations

“NOW, THEREFORE, BE IT RESOLVED that the Rock County Board of Supervisors duly assembled on this _____ day of _____, 2020 does hereby amend the 2020 Rock County Council on Aging budget as follows:

...”

Supervisor Aegerter moved approval of the above resolution, second by Supervisor Davis. ADOPTED.

Amending the 2020 HSD Budget to Accept CLTS Funds and Creating 2.0 FTE Human Services Professional Positions

“NOW, THEREFORE, BE IT RESOLVED that the Rock County Board of Supervisors duly assembled on this _____ day of _____, 2020 does hereby approve the creation of 2.0 FTE Case Manager positions in CLTS, and the purchase of computers, cell phones, and mobile hotspots for the new positions.

BE IT FURTHER RESOLVED that the 2020 Budget be amended as follows:

...”

Supervisor Aegerter moved approval of the above resolution, second by Supervisor Davis. ADOPTED.

Amending the 2020 Human Services Department Budget to Accept a COVID Behavioral Health Grant

“NOW, THEREFORE, BE IT RESOLVED that the Rock County Board of Supervisors duly assembled on this _____ day of _____, 2020 does hereby authorize the acceptance of the COVID Behavioral Health Grant.

BE IT FURTHER RESOLVED that the Human Services Department budget for 2020 be amended as follows:

...”

Supervisor Purviance moved approval of the above resolution, second by Supervisor Fox. ADOPTED.

Request for Authorization to Purchase Ivanti Asset Discovery

Supervisor Fox moved approval to purchase this software and services from CWG, Inc in the amount of \$18,810, second by Supervisor Davis. ADOPTED.

Request for Authorization to Purchase Asset Manager OnBoarding Services

Supervisor Fox moved approval to purchase these services from Network Consulting Services, Inc. at a cost of \$13,000, second by Supervisor Davis. ADOPTED.

Update, Discussion and Possible Action. None

Adjournment. Supervisor Fox moved adjournment at 5:05 P.M., second by Supervisor Davis. ADOPTED.

Respectfully submitted,

Marilyn Bondehagen
Office Coordinator

NOT OFFICIAL UNTIL APPROVED BY COMMITTEE.



COUNTY BOARD STAFF/FINANCE COMMITTEES
Minutes – July 28, 2020

Call to Order. Chair Purviance called the joint meeting of the County Board Staff Committee and Finance Committee to order at 6:00 P.M. via telephone conference.

Committee Members Present via Phone: County Board Staff Committee - Supervisors Purviance, Rich Bostwick, Brien, Podzilni, Sweeney, Peer, Zajac and Leavy. Finance Committee – Supervisors Aegerter, Purviance, Mawhinney and Davis.

Committee Members Absent: Supervisor Yeomans, County Board Staff Committee; Supervisor Fox, Finance Committee.

Staff Members Present via Phone: Josh Smith, County Administrator; Randy Terronez, Assistant to County Administrator; Sherry Oja, Finance Director; Terri Carlson, Risk Manager; Bridget Laurent, Deputy Corporation Counsel; Sheriff Troy Knudson, Chief Deputy Craig Strouse, Commander Erik Chellevoid, Commander Jude Maurer, Captain Brent DeRemer, Captain Jay Wood, Captain Kim Litsheim, Sergeant Shena Kohler, Michelle Wilson, Regina Holmberg, Diane Kowal, Sheriff's Office.

Others Present: Supervisors Beaver and Wilde; Barb Tillman.

Approval of Agenda. Supervisor Davis moved approval of the agenda, second by Supervisor Rich Bostwick. ADOPTED.

Public Comment. None.

Approval of Minutes. Supervisor Davis moved approval of the minutes from June 30, 2020, July 7, 2020, July 14, 2020 and July 21, 2020, second by Supervisor Brien. ADOPTED.

Review and Discussion of Preliminary 2021 Budget Projections and Program Information – Sheriff's Office. Sheriff Knudson shared his PowerPoint presentation with the committee (attached).

Supervisor Davis asked if there was enough HazMat coverage. Sergeant Kohler said they have a contract with City of Janesville. She mentioned that the contract was up this year.

Adjournment. Supervisor Zajac moved adjournment at 6:57 P.M., second by Supervisor Peer. ADOPTED.

Respectfully submitted,

Marilyn Bondehagen
Office Coordinator

NOT OFFICIAL UNTIL APPROVED BY COMMITTEE.



Rock County Sheriff's Office



2021 Pre-Budget Presentation

Sheriff Troy J. Knudson

07/28/20

CHARTER
SHERIFF'S OFFICE
2021



MISSION STATEMENT

The mission of the Rock County Sheriff's Office is to enhance the quality of life in Rock County by working cooperatively with the public to enforce the law, preserve the peace, reduce the fear of crime and provide for a safe environment. Also, through the effective operation of the Rock County Jail, we must provide a safe, secure and humane environment for those persons committed to our custody. To accomplish this mission, we are committed to a set of values that guide our work and decisions and help us contribute to the quality of life in Rock County. We, the members of the Rock County Sheriff's Office, are committed to these values:

HUMAN LIFE - We revere human life and dignity above all else.

INTEGRITY - We believe that integrity is the basis for personal and public trust.

LAWS AND CONSTITUTION - We believe in the principles embodied in the Constitution of the United States and the Constitution of the State of Wisconsin. We recognize the authority of federal, state and local laws.

EXCELLENCE - We strive for personal and professional excellence, dedication to duty and service to the public.

ACCOUNTABILITY - We are accountable to each other and to the citizens we serve who are the source of our authority.

COOPERATION - We believe that cooperation among ourselves, members of the community, government entities, and other law enforcement agencies will enable us to combine our diverse backgrounds, skills and styles to achieve common goals.

PROBLEM SOLVING - We are most effective when we help identify and solve community problems.

OURSELVES - We are capable, caring people who are doing important and satisfying work for the citizens of Rock County.

OFFICE OF SHERIFF

Sheriffs in the State of Wisconsin have been viewed as the top law enforcement officer within the County. Of all the offices elected from the entire County, the Sheriff has among the widest assigned and implied responsibilities which are mostly defined by State Statutes.



The office of Sheriff was created by the State of Wisconsin Constitution (Article VI, Section 4, County Officers). As a constitutional officer, the Sheriff and his/her Deputies are sworn to uphold the Constitutions of the State and Nation. The Preamble of both Constitutions states the reason or intent of these important documents. The Wisconsin Constitution Preamble reads:

"We the people of Wisconsin, grateful to Almighty God for our freedom, in order to secure its blessing, form a more perfect government, insure domestic tranquillity and promote the general welfare, do establish this constitution."

The office of Sheriff created in our State Constitution is the governmental entity established to "insure domestic tranquillity and promote the general welfare" of the County's citizens.

The Rock County Sheriff and appointed Deputies have the general authority to enforce State Statutes and ordinances of the County. Deputies may also enforce town or other municipal ordinances if established under law. The authority to act as a Deputy Sheriff may be extended beyond jurisdictional boundaries pursuant to mutual aid agreements [175.46(1)(6) or requests 66.0313].

Statutory Responsibilities

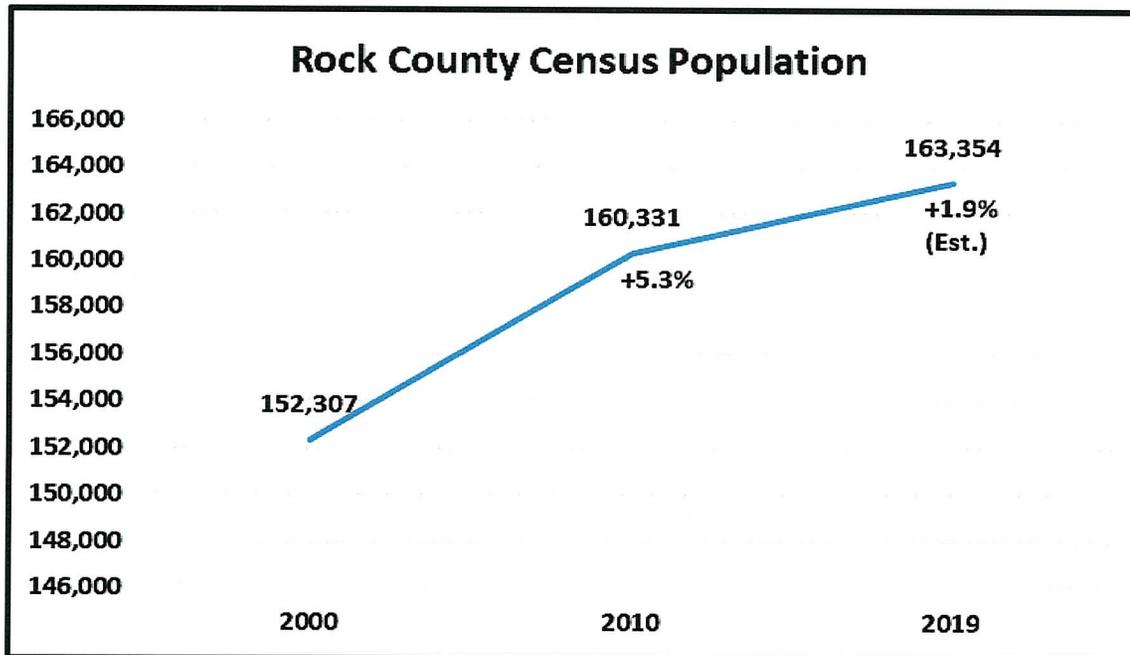
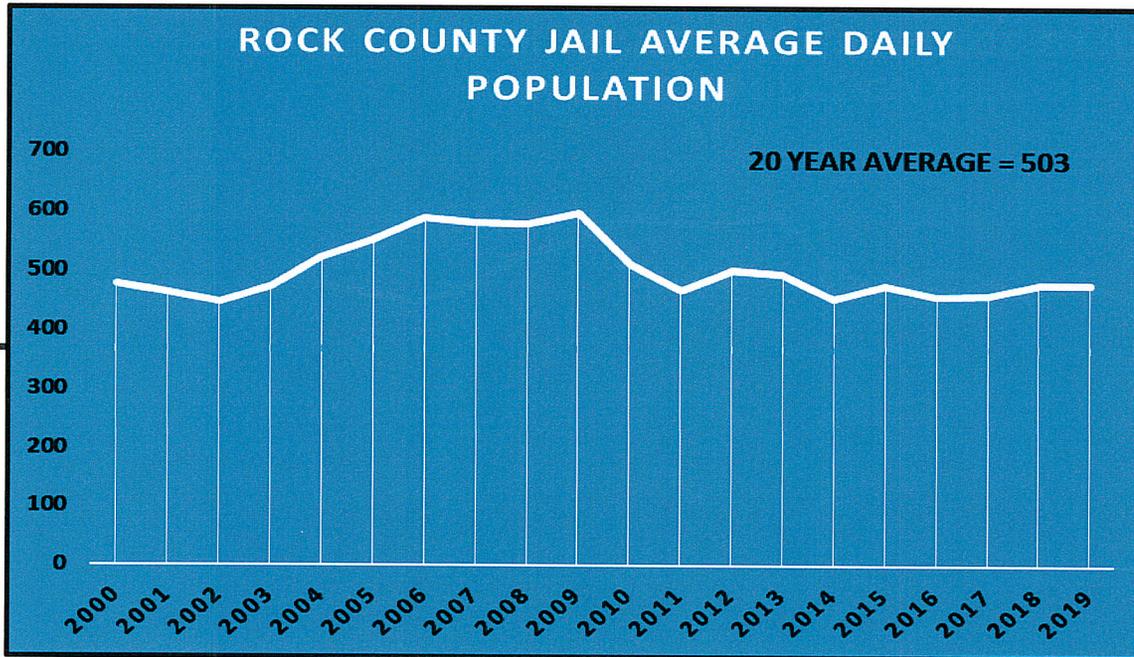
59.27(1) – Charge and Custody of the Jail

59.27(3) – Attend upon the Circuit Court

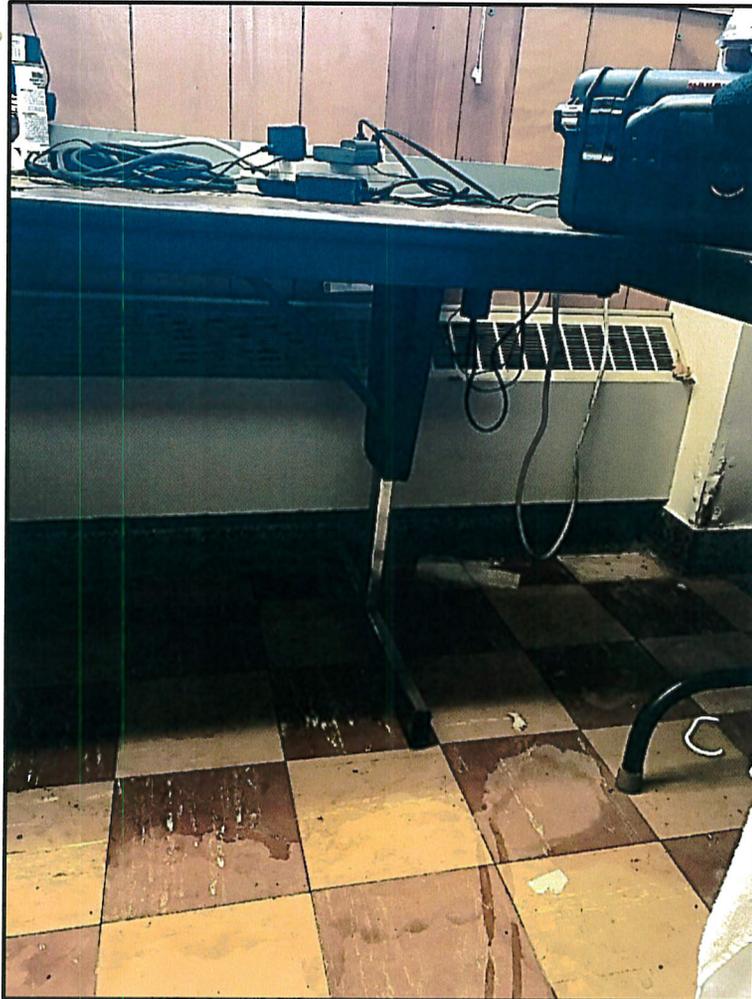
59.27(4) – Civil Process

59.27(11) – Water Rescue and Recovery

59.28 – Keep and Preserve the Peace



Pinehurst Building Redesign Project





Executive Summary

Highlights of the 2021 Pre-Budget:

■ LAW ENFORCEMENT SERVICES

- Efforts to enhance water patrol by replacing the 13-year old Boston Whaler with a smaller and more navigable boat for the Rock River; DNR depreciation of \$6,000 per year for five years applies
- Request for new investigative software to better combat human trafficking and sex crimes against children
- Request for new portable radios to be purchased in conjunction with Janesville Police and Fire Departments



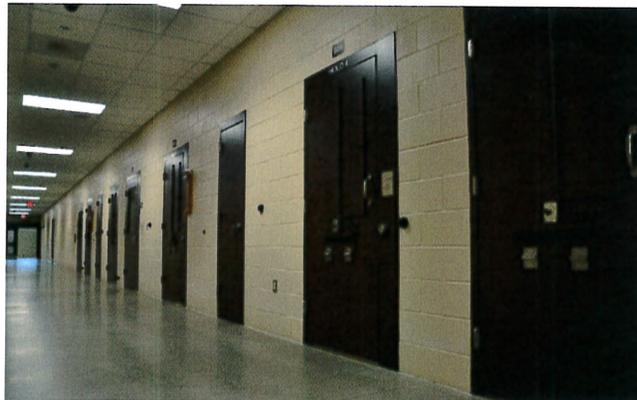


Executive Summary

Highlights of the 2021 Pre-Budget:

■ **CORRECTIONAL SERVICES**

- **Maintain Correctional Services' operations at current levels and enhance the treatment, re-entry, and diversion programs**
- **Continue to enhance treatment options for inmates incarcerated with drug addictions**
- **Continue to facilitate Evidence Based Decision Making (EBDM) initiatives within the jail**
- **Lexipol Policy Project - continued efforts to operate all aspects of the facility according to correctional best practices**





Personnel-2021

Sheriff	1.00
Chief Deputy/Undersheriff	1.00
Commander	2.00
Captain	6.00
Sergeant	19.00
Detective	6.00
Deputy Sheriff	63.00
Courthouse Deputies	2.2
Correctional Supervisor	5.00
Correctional Officers	81.00
RECAP Site Supervisor	1.00
Financial Office Manager	1.00
Administrative Secretary	1.00
Secretary II	2.00
Secretary I	3.00
Administrative Assistant	15.00
Optical Imaging Specialist	1.00
Payroll Specialist	1.00
Account Clerk III	2.00
Vehicle Maintenance Supervisor	0.45
Vehicle Maintenance Technician	0.30
Investigative Assistant	0.30
Sheriff Clerk	<u>0.30</u>
	214.55



Law Enforcement Services



ROCK COUNTY
SHERIFF



**Rock County Sheriff's Office
2021 Pre-Budget
LAW ENFORCEMENT - ADMINISTRATION - SUPPORT SERVICES**

	<i>2020 Budget</i>	<i>2020 Estimate</i>	<i>2021 Request</i>	<i>Increase (Decrease)</i>	<i>% of Change</i>
2100 REVENUES:					
41500 County Sales Tax	428,044	428,044	609,393	181,349	42.37%
42200 State Aid for Snowmobiles	7,295	7,295	7,650	355	4.87%
42202 State Aid for Water Patrol	21,831	26,074	26,819	4,988	22.85%
42205 State Aid for Training	11,680	11,680	11,680	0	0.00%
43104 Parking Tickets	1,000	1,000	1,244	244	24.40%
44121 Traffic Police Fees	10,000	10,000	10,000	0	0.00%
44122 False Alarm Fees	500	500	500	0	0.00%
44126 Officer Fees	92,746	92,746	92,746	0	0.00%
46000 Contributions	25,000	25,000	25,000	0	0.00%
46200 Sale of County Property	0	0	0	0	0.00%
46205 Compensation Loss - Fixed Assets	0	0	0	0	0.00%
47013 Supp Appr From Pr/Yr Carryover	0	52,334	0	0	0.00%
47400 Transfer In - Fund Balance	0	0	0	0	0.00%
REVENUE TOTALS:	598,096	654,673	785,032	186,936	31.26%



Rock County Sheriff's Office
2021 Pre-Budget
LAW ENFORCEMENT - ADMINISTRATION - SUPPORT SERVICES

		<i>2020 Budget</i>	<i>2020 Estimate</i>	<i>2021 Request</i>	<i>Increase (Decrease)</i>	<i>% of Change</i>
2100 PERSONNEL:						
61100	Regular Wages	5,720,946	5,885,136	5,720,946	0	0.00%
61108	Seasonal Wages	0	0	0	0	0.00%
61169	Other Wages	101,100	0	101,100	0	0.00%
61210	Overtime Wages-Productive	415,150	340,627	415,150	0	0.00%
61400	FICA	478,864	496,393	478,864	0	0.00%
61510	Retirement-Employers	820,697	792,800	820,697	0	0.00%
61610	Health Insurance	2,429,157	2,462,175	2,429,157	0	0.00%
61620	Dental Insurance	39,527	40,903	39,527	0	0.00%
61630	Life Insurance	7,224	6,109	7,224	0	0.00%
PERSONNEL TOTALS:		10,012,665	10,024,142	10,012,665	0	0.00%



**Rock County Sheriff's Office
2021 Pre-Budget
LAW ENFORCEMENT - ADMINISTRATION - SUPPORT SERVICES**

		<i>2020 Budget</i>	<i>2020 Estimate</i>	<i>2021 Request</i>	<i>Increase (Decrease)</i>	<i>% of Change</i>
2100	OPERATIONAL:					
61710	Workers Compensation	71,059	71,059	74,612	3,553	5.00%
61920	Physicals	30,680	30,680	26,293	(4,387)	-14.30%
62109	Personnel Services	138,137	138,137	143,671	5,534	4.01%
62119	Other Contracted Services	10,000	10,000	10,000	0	0.00%
62122	Attorney Fees	1,000	1,000	1,000	0	0.00%
62210	Telephone	86,000	86,000	90,419	4,419	5.14%
62217	Teletype Services	4,320	4,320	4,320	0	0.00%
62400	Repair & Maintenance Services	23,953	33,963	22,949	(1,004)	-4.19%
62410	Repair & Maintenance-Vehicles	170,000	170,000	175,000	5,000	2.94%
62420	Machinery & Equip R & M	6,900	6,900	6,900	0	0.00%
62491	Software Maintenance	108,753	108,753	116,174	7,421	6.82%
63100	Office Supplies & Expense	10,335	10,335	10,335	0	0.00%
63101	Postage	9,110	9,110	8,473	(637)	-6.99%
63200	Publications/Subscriptions/Due	3,800	3,800	3,800	0	0.00%
63300	Travel	1,200	1,200	1,200	0	0.00%
63405	Security Supplies	37,133	45,291	46,700	9,567	25.76%
63406	Clothing & Uniforms	94,271	94,271	94,637	366	0.39%
63407	Computer Supplies	29,000	29,000	27,745	(1,255)	-4.33%
63409	Crime Scene Supplies	9,000	9,000	10,000	1,000	11.11%
63501	Gasoline & Other Fuel	215,000	215,000	215,000	0	0.00%
63900	Ammunition & Range Supplies	39,713	46,097	39,713	0	0.00%
63902	Crime Prevention Program	6,000	6,000	6,000	0	0.00%

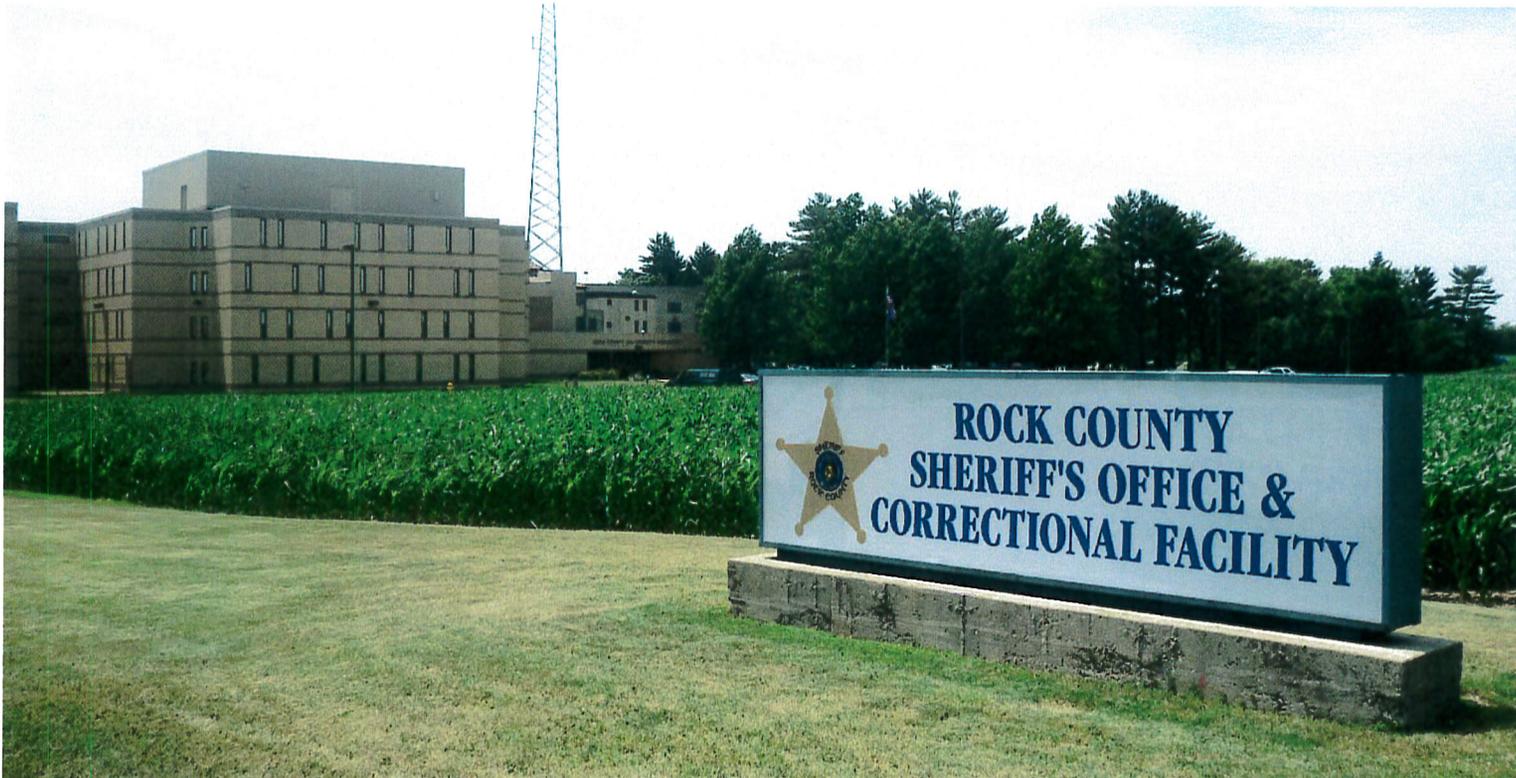


**Rock County Sheriff's Office
2021 Pre-Budget
LAW ENFORCEMENT - ADMINISTRATION - SUPPORT SERVICES**

	2020 Budget	2020 Estimate	2021 Request	Increase (Decrease)	% of Change
63904 Police/1st Aid Supplies	83,220	94,175	81,124	(2,096)	-2.52%
63905 Pistol Range-County Share	2,100	2,100	2,100	0	0.00%
63906 Uniform Cleaning	0	0	0	0	0.00%
63908 Investigative Expenses	1,200	1,200	3,700	2,500	208.33%
64200 Training Expense	51,000	51,000	51,000	0	0.00%
64205 Staff Education	40,478	40,478	8,847	(31,631)	-78.14%
64424 Employee Recognition	3,575	3,758	3,575	0	0.00%
64701 Software Purchase	3,750	3,750	9,348	5,598	149.28%
64904 Sundry	25,000	25,000	25,000	0	0.00%
65103 Public Liability	27,219	29,887	34,370	7,151	26.27%
65321 Building Office Lease	2,486	2,486	2,486	0	0.00%
65331 Equipment Lease	0	0	0	0	0.00%
67105 Motor Vehicles	262,100	298,776	297,802	35,702	13.62%
67120 Capital Assets \$2,000-\$25,000	59,606	63,392	62,484	2,878	4.83%
67125 Capital Assets \$25,000 or More	74,000	75,188	639,393	565,393	764.04%
67130 Terminals & PC's	39,000	39,000	25,300	(13,700)	-35.13%
67131 IT Equipment Over \$25,000	0	0	0	0	0.00%
67160 Capital Asset \$500 to \$4999	0	0	0	0	0.00%
67161 Capital Asset \$5000 or More	0	0	0	0	0.00%
68000 Cost Allocations	(6,650)	(2,078)	(3,637)	3,013	-45.31%
68101 Allocated Wages	0	0	0	0	0.00%
OPERATIONAL TOTALS:	1,773,448	1,858,029	2,377,833	604,385	34.08%
TOTAL EXPENSES	11,786,113	11,882,171	12,390,498	604,385	5.13%
COUNTY SHARE	11,188,017	11,227,498	11,605,466	417,449	3.73%



Correctional Facility





**Rock County Sheriff's Office
2021 Pre-Budget
Correctional Facility**

		<i>2020 Budget</i>	<i>2020 Estimate</i>	<i>2021 Request</i>	<i>Increase (Decrease)</i>	<i>% of Change</i>
2200 REVENUES:						
42106	SCAAP Fees	28,973	28,973	26,627	(2,346)	-8.10%
42107	SSI Fees	20,780	15,600	20,600	(180)	-0.87%
42205	State Aid for Training	17,440	17,440	17,440	0	0.00%
44100	Fees (Jail Diversion)	201,582	115,062	220,832	19,250	9.55%
44127	Board of Prisoners-Huber	62,707	38,042	41,184	(21,523)	-34.32%
44148	Civil Process Fees	118,000	56,656	118,254	254	0.22%
44158	Warrant Fees	0	3,368	0	0	0.00%
44170	Commissary Commissions	193,702	230,140	193,702	0	0.00%
45001	Board of Prisoners-Federal	19,389	11,233	19,389	0	0.00%
45102	Board of Prisoners - State	305,755	400,000	305,755	0	0.00%
45110	Felony Holds	158,930	158,930	165,000	6,070	3.82%
45202	Board of Prisoners-Municipal	41,290	15,704	69,317	28,027	67.88%
46901	Add'l Revenue	30,982	30,982	0	(30,982)	-100.00%
47400	Transfer In - Fund Balance	150,000	150,000	150,000	0	0.00%
REVENUE TOTALS:		1,349,530	1,272,130	1,348,100	(1,430)	-0.11%



**Rock County Sheriff's Office
2021 Pre-Budget
Correctional Facility**

		<i>2020 Budget</i>	<i>2020 Estimate</i>	<i>2021 Request</i>	<i>Increase (Decrease)</i>	<i>% of Change</i>
2200 PERSONNEL:						
61100	Regular Wages	6,411,266	6,384,359	6,411,266	0	0.00%
61108	Seasonal Wages	0	0	0	0	0.00%
61169	Other Wages	28,800	0	29,700	900	3.13%
61210	Overtime Wages-Productive	611,514	402,000	672,150	60,636	9.92%
61400	FICA	539,446	535,368	539,446	0	0.00%
61510	Retirement-Employers	857,448	829,586	857,448	0	0.00%
61610	Health Insurance	2,019,972	1,882,992	2,019,972	0	0.00%
61611	PEHP Benefit	21,060	20,340	21,060	0	0.00%
61620	Dental Insurance	58,957	57,232	58,957	0	0.00%
61630	Life Insurance	3,408	3,706	3,408	0	0.00%
PERSONNEL TOTALS:		10,551,871	10,115,582	10,613,407	61,536	0.58%



**Rock County Sheriff's Office
2021 Pre-Budget
Correctional Facility**

	<i>2020 Budget</i>	<i>2020 Estimate</i>	<i>2021 Request</i>	<i>Increase (Decrease)</i>	<i>% of Change</i>
2200 OPERATIONAL:					
61710 Workers Compensation	71,058	71,058	71,058	0	0.00%
62109 Personnel Services	25,592	25,592	26,661	1,069	4.18%
62119 Other Contracted Services	240,473	255,581	280,761	40,288	16.75%
62161 Household Services	42,000	42,000	42,000	0	0.00%
62163 Laundry Services	77,000	77,000	77,000	0	0.00%
62170 Physicians & Other Services	1,032,335	1,325,072	1,092,508	60,173	5.83%
62420 Machinery & Equip R & M	5,095	6,060	5,459	364	7.14%
63100 Office Supplies & Expenses	5,772	4,358	5,595	(177)	-3.07%
63200 Publications/Subscriptions/Due	368	368	404	36	9.78%
63300 Travel	17,000	17,000	17,000	0	0.00%
63406 Clothing & Uniforms	99,017	99,017	97,017	(2,000)	-2.02%
63906 Uniform Cleaning	0	0	0	0	0.00%
64125 Board of Prisoners	576,741	466,652	582,453	5,712	0.99%
64200 Training Expense	38,814	38,814	40,959	2,145	5.53%
64904 Sundry Expense	193,702	193,702	193,702	0	0.00%
65103 Public Liability	33,813	36,570	42,056	8,243	24.38%
65321 Building/Office Lease	88,740	88,740	90,515	1,775	2.00%
67120 Capital Assets \$2,000- \$25,000	0	0	5,150	5,150	0.00%
OPERATIONAL TOTALS:	2,547,520	2,747,584	2,670,298	122,778	4.82%
TOTAL EXPENSES	13,099,391	12,863,166	13,283,705	184,314	1.41%
COUNTY SHARE	11,749,861	11,591,035	11,935,605	185,744	1.58%

Rock County Education and Criminal Addictions Program (RECAP)





**Rock County Sheriff's Office
2021 Pre-Budget
RECAP**

		<i>2020 Budget</i>	<i>2020 Estimate</i>	2021 Request	<i>Increase (Decrease)</i>	<i>% of Change</i>
2167 REVENUES:						
45102	Board of Prisoners - State	288,000	288,000	288,000	0	0.00%
46000	Contributions - Recap	10,000	10,000	10,000	0	0.00%
REVENUE TOTALS:		298,000	298,000	298,000	0	0.00%
2167 PERSONNEL:						
61100	Regular Wages	52,096	54,857	52,096	0	0.00%
61108	Seasonal Wages	0	0	0	0	0.00%
61210	Overtime Wages-Productive	2,084	0	2,084	0	0.00%
61400	FICA	4,144	4,166	4,144	0	0.00%
61510	Retirement-Employers	3,549	3,703	3,549	0	0.00%
61610	Health Insurance	26,951	26,951	26,951	0	0.00%
61620	Dental Insurance	647	666	647	0	0.00%
61630	Life Insurance	16	17	16	0	0.00%
PERSONNEL TOTALS:		89,487	90,360	89,487	0	0.00%



**Rock County Sheriff's Office
2021 Pre-Budget
RECAP**

		<i>2020 Budget</i>	<i>2020 Estimate</i>	<i>2021 Request</i>	<i>Increase (Decrease)</i>	<i>% of Change</i>
2167 OPERATIONAL:						
62119	Contracted Services	201,993	201,993	220,449	18,456	9.14%
63101	Postage	0	0	0	0	0.00%
64904	Sundry Expense	10,000	10,000	10,000	0	0.00%
OPERATIONAL TOTALS:		211,993	211,993	230,449	18,456	8.71%
TOTAL EXPENSES		301,480	302,353	319,936	18,456	6.12%
COUNTY SHARE		3,480	4,353	21,936	18,456	530.34%

Drug Court/Treatment Alternatives and Diversion (TAD)



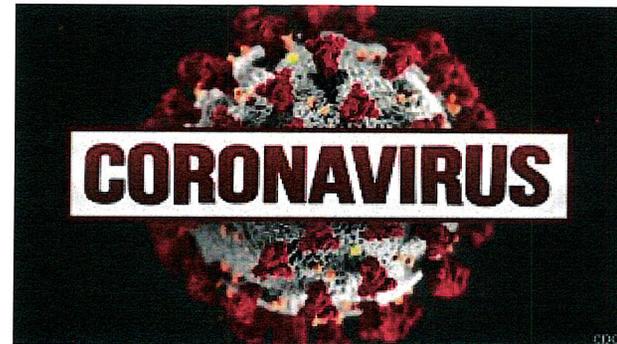
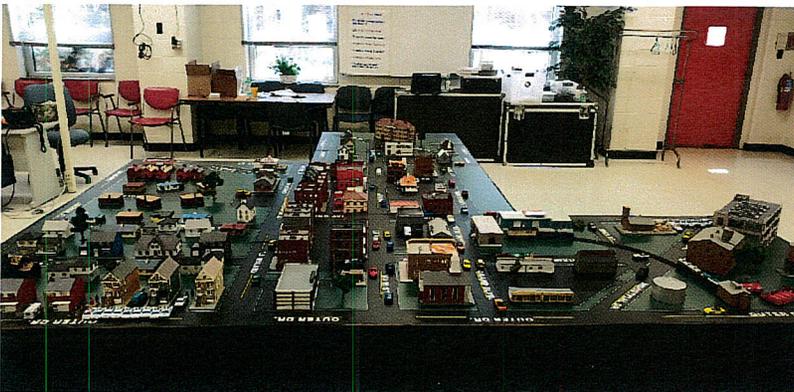
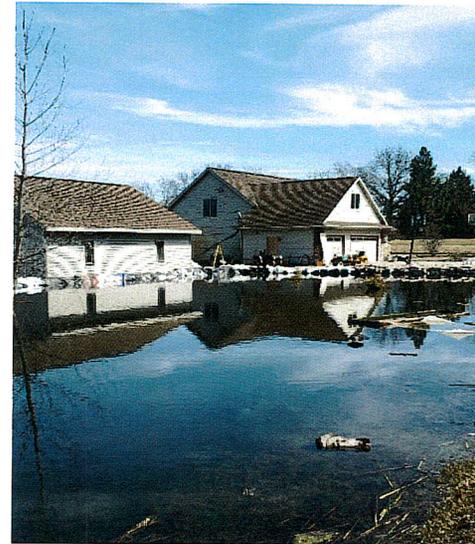


**Rock County Sheriff's Office
2021 Pre-Budget
DRUG COURT/TAD**

	<i>2020 Budget</i>	<i>2020 Estimate</i>	<i>2021 Request</i>	<i>Increase (Decrease)</i>	<i>% of Change</i>
2171 REVENUES:					
42200 State Aid	125,000	125,000	125,000	0	0.00%
44100 Fees	35,895	28,288	35,895	0	0.00%
47000 Transfer In	0	0	0	0	0.00%
REVENUE TOTALS:	160,895	153,288	160,895	0	0.00%
2171 OPERATIONAL:					
62100 Contracted Personnel Services	318,918	302,864	318,918	0	0.00%
63100 Office Supplies & Expenses	0	0	0	0	0.00%
OPERATIONAL TOTALS:	318,918	302,864	318,918	0	0.00%
COUNTY SHARE	158,023	149,576	158,023	0	0.00%



Emergency Management





**Rock County Sheriff's Office
2021 Pre-Budget
EMERGENCY MANAGEMENT**

		<i>2020 Budget</i>	<i>2020 Estimate</i>	<i>2021 Request</i>	<i>Increase (Decrease)</i>	<i>% of Change</i>
2500 REVENUES:						
42100	Federal Aid	89,550	89,550	89,550	0	0.00%
42200	State Aid	4,000	4,000	4,000	0	0.00%
REVENUE TOTALS:		93,550	93,550	93,550	0	0.00%
2500 PERSONNEL:						
61100	Regular Wages	122,525	116,480	122,525	0	0.00%
61108	Seasonal Wages	0	0	0	0	0.00%
61169	Other Wages	1,800	0	1,800	0	0.00%
61210	Overtime Wages-Productive	10,453	26,930	10,453	0	0.00%
61400	FICA	10,310	10,968	10,310	0	0.00%
61510	Retirement-Employers	17,658	19,637	17,658	0	0.00%
61610	Health Insurance	26,308	35,614	26,308	0	0.00%
61620	Dental Insurance	1,294	1,220	1,294	0	0.00%
61630	Life Insurance	84	93	84	0	0.00%
PERSONNEL TOTALS:		190,432	210,943	190,432	0	0.00%



**Rock County Sheriff's Office
2021 Pre-Budget
EMERGENCY MANAGEMENT**

		<i>2020 Budget</i>	<i>2020 Estimate</i>	<i>2021 Request</i>	<i>Increase (Decrease)</i>	<i>% of Change</i>
2500	OPERATIONAL:					
62100	Contracted Personnel	1,500	1,500	1,500	0	0.00%
62106	Courier Services	392	378	400	8	2.09%
62200	Utilities	1,700	1,401	1,750	50	3.28%
62210	Telephone	2,460	3,178	2,525	65	3.01%
62422	Radio Repair/Maintenance	350	350	360	10	0.00%
62491	Software Maintenance	0	1,000	1,470	1,470	0.00%
63100	Office supplies	2,610	2,610	1,815	(795)	-55.45%
63101	Postage	200	200	200	0	0.00%
63104	Printing/Duplicating	412	412	412	0	0.00%
63200	Publications/Subscriptions	50	50	50	0	0.00%
63300	Travel	3,325	3,325	3,400	75	5.18%
63406	Clothing and Uniforms	1,345	1,345	1,345	0	0.00%
63500	Repair/Maintenance-Sirens	10,700	10,700	11,000	300	5.31%
63906	Uniform Cleaning	0	0	0	0	0.00%
64200	Training	3,000	3,000	3,000	0	0.00%
64213	Anit-Terrorism Training	4,000	4,000	4,000	0	0.00%
64701	Software Purchase	0	0	0	0	0.00%
65321	Building/Office Lease	16,500	16,500	17,000	500	3.59%
67120	Capital Assets \$2,000-\$25,000	16,000	16,000	16,000	0	0.00%
67130	Terminals/PCs	0	0	0	0	0.00%
67160	Capital Asset \$500 to \$4,999	0	0	0	0	0.00%
67161	Capital Asset \$5,000 More	0	0	0	0	0.00%
68000	Cost Allocations	(3,164)	0	(4,255)	(1,091)	9.05%
OPERATIONAL TOTALS:		61,380	65,949	61,972	592	1.84%
TOTAL EXPENSES		251,812	276,892	252,404	592	0.27%
COUNTY SHARE		158,262	183,342	158,854	592	0.44%



Summary

- Tax levy percent increase 2.67%
- Tax levy dollar increase \$622,241



**Rock County Sheriff's Office
2021 Pre-Budget
SUMMARY**

	2019 Budget	2019 Actual	2020 Budget	2020 Estimated	Requested 2021 Budget
REVENUES:					
LES/Support Services	327,438	338,725	598,096	654,673	785,032
Correctional Facility	1,464,799	1,516,610	1,349,530	1,272,130	1,348,100
RECAP	298,000	310,155	298,000	298,000	298,000
Drug Court/TAD	160,895	170,895	160,895	153,288	160,895
Emergency Management	92,268	88,268	93,550	93,550	93,550
Level B Hazmat Team	19,813	24,118	4,000	4,000	4,000
Computer and Hazmat Equip	10,000	7,472	10,000	10,000	10,000
Revenue Totals:	2,373,213	2,456,243	2,514,071	2,485,641	2,699,577
PERSONNEL:					
LES/Support Services	9,818,738	10,120,014	10,012,665	9,975,738	10,012,665
Correctional Facility	10,126,927	10,161,744	10,551,871	10,115,582	10,613,407
RECAP	89,487	92,074	89,487	90,360	89,487
Emergency Management	184,296	189,408	190,432	210,943	190,432
Personnel Totals:	20,219,448	20,563,240	20,844,455	20,392,622	20,905,991



**Rock County Sheriff's Office
2021 Pre-Budget
SUMMARY**

	<i>2019 Budget</i>	<i>2019 Actual</i>	<i>2020 Budget</i>	<i>2020 Estimated</i>	Requested 2021 Budget
OPERATIONAL:					
LES/Support Services	1,578,188	1,582,335	1,773,448	1,858,029	2,377,833
Correctional Facility	2,436,073	2,456,225	2,547,520	2,747,584	2,670,298
RECAP	203,776	201,972	211,993	211,993	230,449
Drug Court/TAD	318,918	328,918	318,918	302,864	318,918
Emergency Management	60,248	32,166	61,380	65,949	61,972
Level B Hazmat Team	50,447	55,151	55,350	55,350	55,350
Computer and Hazmat Equip	12,500	6,640	12,500	12,500	12,500
Operational Totals:	4,660,150	4,663,406	4,981,109	5,254,268	5,727,320
COUNTY SHARE	22,506,385	22,770,403	23,311,493	23,161,249	23,933,734
TAX LEVY	22,506,385	22,770,403	23,311,493	23,161,249	23,933,734
Increase (decrease) in Tax Levy	5.97%		3.58%		2.67%
Better (Worse) than Budget		-1.17%		0.64%	
2021 Tax Levy Better (Worse) than 2020:					(622,241)



- Any questions?

- Budget reduction analysis page 30-32



Budget Reduction Analysis

0.30	0.30 Vehicle Maintenance Technician	\$13,151	Maintenance and routine cleaning of squads would be cut back as there would be no staff to supervise the inmates who carry out these tasks. Patrol staff would also be needed to transport vehicles to service sites at greater costs to the Sheriff's Office.
0.30	Investigative Assistant	\$18,338	Background checks would be completed by the Detectives. This would result in overtime costs.
0.45	0.45 Vehicle Maintenance Supervisor	\$23,792	Sheriff's Office Fleet Maintenance would not have a coordinator to facilitate the maintaining of the multitude of emergency response vehicles.
.50	Secretary I Detective Bureau 1 st Shift	\$34,047	The detectives and clerical staff would have to assume the clerical duties.



Budget Reduction Analysis

0.50	0.50 Sheriff's Office User Support Specialist	\$46,282	Computer related duties would fall back on other Information Technology Staff.
0.05	Sheriff's Office User Support Specialist; reduce full position by 0.05 to a 0.95 position	\$4,628	The myriad of computer-related duties that are conducted by this position would fall back on other County Information Technology staff, which would impact their operations as well. Sheriff's Office 24/7 operation relies heavily on computer technology.
1.00	Correctional Officer in Classification	\$76,551	This action would reduce efficiency in the classification area. Other correctional officers and the correctional supervisor would be pulled away from their regular duties to assist the classification area.



Budget Reduction Analysis

	Other Contracted Services-LES	\$10,000	Employees will be left without a much needed professional service.
	Jail Overtime	\$395,452	The overtime budget will be reduced to an unrealistic number as it was in past budgets.
	TOTAL REDUCTIONS	\$622,241	The 2021 tax levy would be equal to the 2020 levy if the above reductions were put into place.

Rock County Transfer Request - Over \$5,000

TO: FINANCE DIRECTOR Date March 2, 2020 Transfer No. 20-05
 Requested By Facilities Management Department Brent Sutherland Department Head

FROM:	AMOUNT	TO:	AMOUNT
Account #: 18-1842-0000-67200 Description: Courthouse Capital Current Balance: \$1,186,346	\$34,132	Account #: 18-1842-0000-67125 Description: Courthouse Capital	\$34,132
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 did not complete the replacement of the cooling unit in the PBX room. We found an alternate that was a less costly repair.

REASON TRANSFER IS NECESSARY - BE SPECIFIC

We budgeted \$40,000 for the upgrade and replacement of the sound system in Courtroom H. The actual cost to replace under Wisconsin State contract.#ENT-M18-AudioVideo-01 was actually \$74,131.48

FISCAL NOTE:

Sufficient funds are available for transfer *S Balog 3/24/20*

ADMINISTRATIVE NOTE:

John Smith 3/24/20

REQUIRED APPROVAL

Governing Committee

DATE

8/4/20

COMMITTEE CHAIR

15/Jeremy Zajac

Finance Committee

Rock County Transfer Request - Over \$5,000

TO: FINANCE DIRECTOR Date July 31, 2020

Transfer No. 20-10

Requested By Information Technology
Department

James Sandvig
Department Head

FROM:	AMOUNT	TO:	AMOUNT
Account #: 0714300000-61108 Description: Intern not filled 2020 Current Balance: \$21,600	\$10,000	Account #: 0714300000-61210 Description: Overtime Overages	\$10,000
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

Intern position will not be filled this fiscal year due to COVID restrictions.

REASON TRANSFER IS NECESSARY - BE SPECIFIC

Overtime has run higher than anticipated due to an increase in call volume / help desk tickets for remote working.

FISCAL NOTE:

Sufficient funds are available for transfer. *S. Balog* 8/5/20

ADMINISTRATIVE NOTE:

James Sandvig 8/5/20

REQUIRED APPROVAL

DATE

COMMITTEE CHAIR

Governing Committee _____

Finance Committee _____

**COMMITTEE REVIEW REPORT
WITH DESCRIPTION**
FOR THE MONTH OF JULY 2020

Account Number	Account Name	PO#	Check Date	Vendor Name	Description	Inv/Enc Amt
00-0000-0001-17100	POSTAGE METER CH					
		P2000004	07/16/2020	UNITED MAILING SERVICES INC	MONTHLY CHARGES	686.41
		P2000007	07/30/2020	UNITED STATES POSTAL SERVICE	REPLENISH POSTAGE	20,000.00
GENERAL FUND PROG TOTAL						20,686.41
00-0000-0071-29264	DLF-SUPPLIES/EXP					
		P2001576	07/16/2020	WILD MARKETING GROUP	2021 DOG TAGS	1,730.89
AGENCY FUNDS PROG TOTAL						1,730.89

I have reviewed the preceding payments in the total amount of **\$22,417.30**

Date: _____ Dept Head _____
Committee Chair _____

**COMMITTEE REVIEW REPORT
WITH DESCRIPTION
FOR THE MONTH OF JULY 2020**

Account Number	Account Name	PO#	Check Date	Vendor Name	Description	Inv/Enc Amt
05-1500-0000-63100	Office&Misc Exp	P2000006	07/16/2020	US BANK	ACCOUNTING SUPPLIES	165.93
05-1500-0000-63107	Legal Notices	P2000005	07/30/2020	ADAMS PUBLISHING GROUP OF SOUT	JUNE PURCHASING LEGALS	72.96
05-1500-0000-68010	Expense Alloc	P2000008	07/09/2020	PACKAGE PRO EXPRESS DELIVERY I	JUNE COURIER SERVICES	3,776.50
		P2000662	07/09/2020	FINANCE DEPARTMENT PURCHASING	APRIL-JUNE PURCH PETTY CASH	6.66
					Financial Services PROG TOTAL	4,022.05
05-1560-0000-62400	R & M Services	P2000212	07/16/2020	RHYME BUSINESS PRODUCTS	2020 COLOR COPIER LEASE	844.00
05-1560-0000-63100	Office&Misc Exp	P2000006	07/16/2020	US BANK	MAIL ROOM SUPPLIES / FRAUD	274.35
05-1560-0000-63104	Print/Duplicate	P2000006	07/16/2020	US BANK	DUPLICATION SUPPLIES	2,039.87
					Central Services PROG TOTAL	3,158.22

**COMMITTEE REVIEW REPORT
WITH DESCRIPTION**
FOR THE MONTH OF JULY 2020

<u>Account Number</u>	<u>Account Name</u>	<u>PO#</u>	<u>Check Date</u>	<u>Vendor Name</u>	<u>Description</u>	<u>Inv/Enc Amt</u>
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I have reviewed the preceding payments in the total amount of \$7,180.27

Date:

Dept Head _____

Committee Chair _____

**COMMITTEE REVIEW REPORT
WITH DESCRIPTION
FOR THE MONTH OF JULY 2020**

Account Number	Account Name	PO#	Check Date	Vendor Name	Description	Inv/Enc Amt
07-1430-0000-62119	Other Services					
		P2000264	07/30/2020	DIGGERS HOTLINE INC	EMAIL FEES APRIL-JUNE 2020	13.92
		P2000266	07/30/2020	US BANK	ARRIN REGISTRATION	150.00
07-1430-0000-62400	R & M Services					
		P2001513	07/16/2020	CORE BTS INC	CON-PSUT-1 CORECARE 8X5XNBD	1,821.72
07-1430-0000-62421	Computer R&M					
		P2000260	07/30/2020	US BANK	IT, HLTH, SO, HSD,LNDCN, DA,ME	620.82
		P2000266	07/30/2020	US BANK	IT WEBCAM, HUBS, ST SUPPLIES	306.34
		P2001483	07/02/2020	MARCO TECHNOLOGIES LLC	POLY EXTRA USB BATTERY FOR REM	44.92
07-1430-0000-62491	Software Maint					
		P1902375	07/16/2020	ORACLE CORPORATION	ORACLE DATABASE STANDARD	1,122.86
		P2000260	07/30/2020	US BANK	HLTH, SO, HSD, LNDCN, DA, ME,	2,168.12
		P2000862	07/09/2020	SMARSH INC	MOBILE GUARD - US CELLULAR CLO	9,506.33
		P2001159	07/30/2020	US BANK	ZOOM CHARGES	1,499.11
		P2001591	07/30/2020	WISNET	QUICK SSL PREMIUM CERTIFICATE	335.00
07-1430-0000-63100	Office&Misc Exp					
		P2000266	07/30/2020	US BANK	HSD,RCSO, HLTH	44.95
		P2000858	07/16/2020	OFFICE PRO INC	SHREDDING	2.20
		P2001561	07/30/2020	HALO BRANDED SOLUTIONS INC	363807 NIKE DRI-FIT MICRO PIQU	206.90
07-1430-0000-63101	Postage					
		P2000266	07/30/2020	US BANK	IT- UPS STORE CHARGES	38.97
07-1430-0000-63407	Computer Supply					
		P2000260	07/30/2020	US BANK	HLTH, SO, HSD, LNDCN, DA, ME.	287.05
		P2000266	07/30/2020	US BANK	IT TOOLBOX, ST SUPPLIES	404.88
07-1430-0000-67130	Terminals/PCs					
		P2000260	07/30/2020	US BANK	HLTH, SO, HSD, LNDCN, DA, ME	3,478.54
		P2001159	07/30/2020	US BANK	IT-AMANDA'S PRINTER	212.43
07-1430-0000-67132	CW Replacements					
		P2000260	07/30/2020	US BANK	HLTH, SO.HSD, LNDCN,DA,ME	14,423.37
Information Technology PROG TOTAL						36,688.43
07-1435-0000-62400	R & M Services					
		P2000746	07/09/2020	MARCO TECHNOLOGIES LLC	2020 FULL MAINTENANCE SUPPORT	39,867.00

**COMMITTEE REVIEW REPORT
WITH DESCRIPTION
FOR THE MONTH OF JULY 2020**

Account Number	Account Name	PO#	Check Date	Vendor Name	Description	Inv/Enc Amt
Telephone Operations PROG TOTAL						39,867.00
07-1440-0000-64701	Software Purch	P1702101	07/02/2020	SUPERION LLC	OS-UPG-7.9-FIN ONESOLUTION 7.9	1,200.00
General Ledger Upgrade PROG TOTAL						1,200.00
07-1444-0000-67130	Terminals/PCs	P2001438	07/30/2020	CDW GOVERNMENT INC	NETWORK SERVER REPLACEMENT PRO	98,116.21
07-1444-0000-67135	Software>\$25,000	P1901764	07/30/2020	EDCI	CITRIX UPGRADE 6.5 TO 7.15 LTS	1,526.25
		P2001540	07/30/2020	CDW GOVERNMENT INC	IVANTI 1 YR GLOBAL ACADEMY	0.00
IT Capital Projects PROG TOTAL						99,642.46
07-1450-0000-62400	R & M Services	P2000746	07/09/2020	MARCO TECHNOLOGIES LLC	FULL MAINTENANCE 24X7X365	2,290.50
		P2001444	07/16/2020	CUMMINS ALLISON CORP	JETSCAN, I121, IFX MAINTENANCE	679.00
07-1450-0000-62491	Software Maint	P2000260	07/30/2020	US BANK	HLTH, SO.HSD, LNDCN,DA,ME	2,119.40
		P2000860	07/09/2020	TRADS	TLOXP SUBSCRIPTION SOFTWARE	180.80
		P2000924	07/30/2020	AMERICAN DATA	AMERICAN DATA RENEWAL OF USAGE	5,091.27
		P2001172	07/09/2020	RELIAS LLC	CONTRACT INCREASES	289.57
		P2001241	07/30/2020	FIDLAR COMPANIES	AVID LIFE CYCLE SERVICE	18,844.56
07-1450-0000-63100	Office&Misc Exp	P2000266	07/30/2020	US BANK	HLTH	294.00
07-1450-0000-64701	Software Purch	P2000260	07/30/2020	US BANK	HLTH, SO,HSD, LNDCN, DA, ME	996.87
07-1450-0000-67143	IT Cross-Charges	P2000260	07/30/2020	US BANK	HLTH, SO. HSD, LNDCN, DA, ME	2,762.06
		P2000266	07/30/2020	US BANK	IT-AMAZON	42.00
		P2001375	07/30/2020	FASTER ASSET SOLUTIONS INC	ANNUAL UPGRADES AND SUPPORT	5,277.52
		P2001458	07/30/2020	PARAGON DEVELOPMENT SYSTEMS IN	6AU22AV HP ELITEDESK 800 G5 65	676.38
		P2001468	07/30/2020	MARCO TECHNOLOGIES LLC	LIBERTY-PREMIUM HDMI MALE TO M	700.46

**COMMITTEE REVIEW REPORT
WITH DESCRIPTION
FOR THE MONTH OF JULY 2020**

Account Number	Account Name	PO#	Check Date	Vendor Name	Description	Inv/Enc Amt
IT Charges to Departments PROG TOTAL						40,244.39

I have reviewed the preceding payments in the total amount of **\$217,642.28**

Date: _____
Dept Head _____
Committee Chair _____

**COMMITTEE REVIEW REPORT
WITH DESCRIPTION
FOR THE MONTH OF JULY 2020**

Account Number	Account Name	PO#	Check Date	Vendor Name	Description	Inv/Enc Amt
14-1410-0000-44155	Work Permits					
		P2000013	07/16/2020	EQUAL RIGHTS DIVISION	WORK PERMITS	172.50
14-1410-0000-63100	Office&Misc Exp					
		P2000009	07/16/2020	US BANK	PHOTO PAPER FROM B&H	124.30
County Clerk PROG TOTAL						296.80
14-1411-0000-63103	Legal Forms					
		P2000012	07/16/2020	ILLINOIS OFFICE SUPPLY	52019 BALLOTS	16,976.81
Elections PROG TOTAL						16,976.81

I have reviewed the preceding payments in the total amount of **\$17,273.61**

Date: _____
Dept Head _____
Committee Chair _____

**COMMITTEE REVIEW REPORT
WITH DESCRIPTION
FOR THE MONTH OF JULY 2020**

Account Number	Account Name	PO#	Check Date	Vendor Name	Description	Inv/Enc Amt
15-1540-0000-64926	Bank Charges	P2000016	07/16/2020	BRINKS INC	MONTHLY CHARGE /DAILY PICKUP	590.93
County Treasurer PROG TOTAL						590.93

I have reviewed the preceding payments in the total amount of **\$590.93**

Date: _____ Dept Head _____
Committee Chair _____

**COMMITTEE REVIEW REPORT
WITH DESCRIPTION
FOR THE MONTH OF JULY 2020**

Account Number	Account Name	PO#	Check Date	Vendor Name	Description	Inv/Enc Amt
19-1915-0000-62119	Other Services					
		P2000435	07/16/2020	PBA INC	RUNOUT FEES APRIL 2020	11,240.00
					Health Insurance PROG TOTAL	11,240.00
19-1915-0066-61610	Health Insurance					
		P2000953	07/16/2020	MEDITERRANEAN WELLNESS LLC	JULY WELLNESS EDUCATION	1,112.00
19-1915-0066-62104	Consult Services					
		P2000484	07/16/2020	ASSOCIATED BENEFITS AND RISK C	AUGUST CONSULTING	3,250.00
19-1915-0066-62119	Other Services					
		P2000254	07/16/2020	MYIDEALDOCTOR LLC	CONSULTING/MEMBERSHIP FEES	4,776.00
					Health Insurance PROG TOTAL	9,138.00
19-1933-0000-64904	Sundry Expense					
		P2000020	07/30/2020	US BANK	ROCK N WELL CHALL RAFFLES	123.96
					Employee Wellness Activities PROG TOTAL	123.96

I have reviewed the preceding payments in the total amount of **\$20,501.96**

Date: _____ Dept Head _____
 Committee Chair _____

**COMMITTEE REVIEW REPORT
WITH DESCRIPTION
FOR THE MONTH OF JULY 2020**

Account Number	Account Name	PO#	Check Date	Vendor Name	Description	Inv/Enc Amt
21-2590-0000-64604	Program Expense					
		P2001363	07/30/2020	ALSCO INC	COVID ISOLATION CENTER LINENS	981.77
21-2590-0000-64904	Sundry Expense					
		P2001248	07/30/2020	MENARDS	COVID WALLS FOR COURTS	989.76
		P2001281	07/30/2020	ULINE	PURELL TOUCH FREE DISPENSER	3,015.16
		P2001293	07/02/2020	FASTENAL COMPANY	SOLID POLYETHYLENE	188.16
		P2001357	07/30/2020	NASSCO INC	VARIOUS COVID SUPPLIES EOC	1,227.44
		P2001372	07/02/2020	GRAINGER	100% POLYPROPYLENE GOWN	62,250.00
		P2001401	07/02/2020	HOME DEPOT CREDIT SERVICES	COVID SUPPLIES	301.72
		P2001415	07/09/2020	SCHWAAB INC	SHIPPING	2,456.45
		P2001431	07/30/2020	CITY GLASS CO INC	PLEXIGLASS	4,187.00
		P2001541	07/09/2020	GENERAL COMMUNICATIONS INC	MOVE 3 CONSOLES FROM 911 TO DP	5,025.00
		P2001543	07/30/2020	QUALITY FAB INC	JURY DIVIDER COVID	3,802.50
21-2590-0000-67120	Capital Assets					
		P2001551	07/16/2020	US BANK	2MTHFR-2M FACE RECOGNITION ACC	4,440.00
COVID-19 Purchases PROG TOTAL						88,864.96
21-2590-0099-64904	Sundry Expense					
		P2001306	07/02/2020	ABC FIRE AND SAFETY INC	INVOICE: 62734	308.00
		P2001331	07/16/2020	CUBICLE CURTAIN FACTORY	CUBICLE CURTAINS	7,800.00
		P2001399	07/02/2020	BJ ELECTRIC SUPPLY INC	CRAIG CENTER SUPPLIES ELECTRIC	517.64
Isolation Shelter PROG TOTAL						8,625.64

I have reviewed the preceding payments in the total amount of **\$97,490.60**

Date: _____ Dept Head _____
 _____ Committee Chair _____

Rock County

REPORT OF PAYMENTS OVER \$10,000

07/30/2020

<u>PO Number</u>	<u>Department Name</u>	<u>Program Name</u>	<u>Vendor Name</u>	<u>Description</u>	<u>Amount Paid</u>
	DPW	Co Road Construc	WE ENERGIES	CTH A UTILITY RELOCATION	23,632.22
P1900727	911 COMM.	Comm Center	PICTOMETRY INTERNATIONAL CORP	FLYOVER AND DIGITAL MAPPING	112,825.12
P1901642	FACILITIES	HSD Building	VENTURE ARCHITECTS LLC	DESIGN SERVICES FOR RENOVATION	158,819.30
P2000007	NOT APPLICABLE	GENERAL FUND	UNITED STATES POSTAL SERVICE	REPLENISH POSTAGE	20,000.00
P2000012	COUNTY CLERK	Elections	ILLINOIS OFFICE SUPPLY	52019 BALLOTS	16,976.81
P2000123	FACILITIES	HWY Bldg/Grounds	DIVERSIFIED BUILDING MAINTENAN	CLEANING DPW	22,901.10
P2000124	FACILITIES	Eclipse Center	HENDRICKS COMMERCIAL PROPERTIE	MONTHLY RENT	11,776.69
P2000171	SHERIFF	Corrections	ARAMARK CORRECTIONAL SERVICES	JUNE INMATE MEALS	34,721.58
P2000173	SHERIFF	Corrections	ADVANCED CORRECTIONAL HEALTHCA	AUG INMATE MENTAL HEALTH	81,734.22
P2000182	SHERIFF	Corrections	BI INC	JUNE MONITORING	20,324.09
P2000260	INFORMATION TECH	IT Cross Charges	US BANK	HLTH, SO. HSD, LND CN, DA, ME	26,856.23
P2000308	FACILITIES	HCC Bldg Complex	DIVERSIFIED BUILDING MAINTENAN	CLEANING CONTRACT	10,341.67
P2000435	ALL OTHER GEN	Health Ins	PBA INC	RUNOUT FEES APRIL 2020	11,240.00
P2000538	ROCK HAVEN	Contract Service	GENESIS REHABILITATION SERVICE	ST	43,571.42
P2000597	ROCK HAVEN	Administration	WISCONSIN DEPARTMENT OF HEALTH	PROVIDER TAX	21,760.00
P2000728	SHERIFF	Sheriff LES	EWALDS HARTFORD FORD LINCOLN L	2020 FORD TRANSIT CARGO VAN T-	32,012.50
P2000746	INFORMATION TECH	IT Cross Charges	MARCO TECHNOLOGIES LLC	FULL MAINTENANCE 24X7X365	42,157.50
P2000940	911 COMM.	Comm Center	GENERAL COMMUNICATIONS INC	ANTENNA SYSTEM	28,218.23
P2001023	FACILITIES	Pinehurst Projec	VENTURE ARCHITECTS LLC	CONSULTING SERVICES TO CONDUCT	21,707.50

Rock County

REPORT OF PAYMENTS OVER \$10,000

07/30/2020

<u>PO Number</u>	<u>Department Name</u>	<u>Program Name</u>	<u>Vendor Name</u>	<u>Description</u>	<u>Amount Paid</u>
P2001227	911 COMM.	Comm Center	INTRADO LIFE AND SAFETY SOLUTI	VIPER HARDWARE UPGRADE	75,275.66
P2001241	INFORMATION TECH	IT Cross Charges	FIDLAR COMPANIES	AVID LIFE CYCLE SERVICE	18,844.56
P2001372	SHERIFF	COVID-19	GRAINGER	100% POLYPROPYLENE GOWN	62,250.00
P2001438	INFORMATION TECH	IT Capital Proj	CDW GOVERNMENT INC	NETWORK SERVER REPLACEMENT PRO	98,116.21
P2001461	FACILITIES	HWY Bldg/Grounds	CORPORATE CONTRACTORS INC	CONSTRUCTION OF NEW DPW GARAGE	44,644.00

CLAIMS IN THE AMOUNT OF \$1,040,706.61 HAVE BEEN PAID FOR THE MONTH OF JULY 2020

PLEASE CONTACT THE FINANCE DIRECTOR WITH ANY QUESTIONS:

SHERRY OJA

608-757-5534

SHERRY.OJA@CO.ROCK.WI.US

**RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS**

Education, Veterans & Aging
Services Committee
INITIATED BY



Paula Schutt
DRAFTED BY

Education, Veterans & Aging
Services Committee
SUBMITTED BY

March 24, 2020
DATE DRAFTED

**AMENDING THE 2020 COUNCIL ON AGING BUDGET TO ADJUST STATE OF
WISCONSIN, DEPARTMENT OF TRANSPORTATION 85.21 ELDERLY / HANDICAPPED
ALLOCATIONS**

1 **WHEREAS**, the Council on Aging receives funds from the State of Wisconsin, Department of
2 Transportation; and,
3

4 **WHEREAS**, with the most recent 2020 allocations, excess funding has become available and shall be
5 divided between Counties, allowing Rock County an additional amount of funding
6

7 **NOW, THEREFORE, BE IT RESOLVED** that the Rock County Board of Supervisors duly assembled
8 this _____ day of _____, 2020 does hereby amend the 2020 Rock County Council on
9 Aging budget as follows:

<u>Account/Description</u>	<u>Budget at 1/1/2020</u>	<u>Increase (Decrease)</u>	<u>Amended Budget</u>
<u>Specialized Transit 85.21</u>			
<u>Source of Funds</u>			
30-3905-0000-42200 Federal Aid	\$469,891	\$2,180	\$472,071
<u>Use of Funds</u>			
30-3905-0000-624410 Repair & Maintenance of Vehicles	95,321	2,180	97,501

Respectfully submitted,

EDUCATION, VETERANS AND AGING
SERVICES COMMITTEE

FINANCE COMMITTEE ENDORSEMENT

Reviewed and approved on a vote of

Rick Richard, Chair

Kevin Leavy

Mary Mawhinney Chair

Tom Brien

FISCAL NOTE:

This resolution amends the Council on Aging's 2020 budget to match actual awards. No County matching funds are required

Craig Gramke

/s/ Sherry Oja

Phillip Owens

Sherry Oja
Finance Director

LEGAL NOTE:

As an amendment to the adopted 2020 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.

ADMINISTRATIVE NOTE

Recommended

/s/ Richard Greenlee

/s/ Josh Smith

Richard Greenlee
Corporation Counsel

Josh Smith
County Administrator

EXECUTIVE SUMMARY

The State of Wisconsin Department of Transportation has identified certain Counties that will not be using all of their allotted grant monies. They have chosen to divide the unused amount between remaining counties. There will be no more additional match required for the extra funds. With our aging fleet, I felt that earmarking the extra funding for repair and maintenance of vehicles would be appropriate.

**RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS**

Public Works Committee
INITIATED BY



Duane Jorgenson, Public Works Director
DRAFTED BY

Public Works Committee
SUBMITTED BY

July 21, 2020
DATE DRAFTED

**AUTHORIZING PURCHASE OF REPLACEMENT MOTOR POOL VEHICLE FOR
FACILITIES MANAGEMENT SUPER-DUTY TRUCK AND AMENDING THE 2020
BUDGET**

1 **WHEREAS**, the Department of Public Works maintains a pool of vehicles used by various
2 Rock County departments; and,

3
4 **WHEREAS**, Facilities Management 1997 Chevrolet Cheyenne ¾ ton pick-up truck has
5 been rendered unusable due to condition; and,

6
7 **WHEREAS**, Ewald Automotive Group, Hartford, WI is authorized to sell Ford, Chevrolet
8 and Dodge vehicles under State of Wisconsin Contract #505ENT-M19-2019VEHICS-03 for
9 passenger vehicles; and, Monroe Truck Equipment, Monroe, WI is authorized to sell Boss
10 snow plows under Sourcewell purchasing cooperative contract #080117-MTE and J&D Car
11 Care provides rustproofing and undercoating services.

12
13 **WHEREAS** Purchasing and Public Works did review the State of Wisconsin bid
14 specifications for compliance and recommends purchasing one (1) 2020 Ford F-350 Super-
15 Duty truck equipped with a Boss 8’2” plow.

16
17 **WHEREAS** due to impacts of the COVID-19 pandemic, Ford Motor Company is
18 experiencing hardships in manufacturing and the supply chain. This vehicle may fall into
19 the 2021 model year upon order. A \$1,500.00 contingency has been added to cover the cost
20 of model year increase, should it be required.

21
22 **NOW, THEREFORE, BE IT RESOLVED** by the Rock County Board duly assembled
23 this _____ day of _____, 2020 that a Purchase Order be issued to Ewald
24 Automotive Group of Hartford, Wisconsin for \$31,990.00, plus a \$1,500.00 contingency for
25 the purchase of one (1) 2020 Ford F-350 Super Duty truck: and, that a Purchase Order be
26 issued Monroe Truck Equipment of Monroe, Wisconsin for \$8,948.00 for the purchase of
27 one (1) Boss 8’2” plow, Luverne running boards and safety rack: and, that a Purchase Order
28 be issued to J & D Car Care for rustproofing and bed liner installation services for
29 \$1,519.90.

30
31 **BE IT FURTHER RESOLVED**, that the Motor Pool 2020 budget be amended to authorize
32 funds for the purchase as follows:

<u>Account/Description</u>	<u>Budget at 7/01/2020</u>	<u>Change</u>	<u>Amended Budget</u>
<u>Source of Funds:</u>			
41-4290-4290-68109 Capital Asset Allocation	(\$201,000)	(\$43,958)	(\$244,958)
<u>Use of Funds:</u>			
41-4290-4290-67105 Motor Vehicle Purchase	\$201,000	\$43,958	\$244,958

20-8A-055

AUTHORIZING PURCHASE OF REPLACEMENT MOTOR POOL VEHICLE FOR FACILITIES
MANAGEMENT SUPER-DUTY TRUCK AND AMENDING THE 2020 BUDGET
Page 2

Respectfully Submitted,

PUBLIC WORKS COMMITTEE

Absent
Rick Richard, Chair

/s/ Mary Mawhinney
Mary Mawhinney, Vice Chair

/s/ Mike Mulligan
Mike Mulligan

/s/ Yuri Rashkin
Yuri Rashkin

/s/ Bob Yeomans
Bob Yeomans

FINANCE COMMITTEE ENDORSEMENT

Reviewed and approved on a vote of _____

Mary Mawhinney, Chair Date

FISCAL NOTE:

These purchases are being funded with cash and expensed through future depreciation expenses.
The motor pool account is funded by mileage chargebacks to departments.

/s/ Sherry Oja

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. As an amendment to the adopted 2020 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.

/s/ Richard Greenlee

Richard Greenlee
Corporation Counsel

ADMINISTRATIVE NOTE:

Recommended.

/s/ Josh Smith

Josh Smith
County Administrator

-EXECUTIVE SUMMARY-

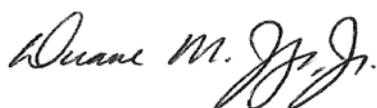
AUTHORIZING PURCHASE OF MOTOR POOL VEHICLES
FOR THE ROCK COUNTY DEPARTMENT OF PUBLIC WORKS

The purpose of this resolution is to authorize the purchase of one (1) 2020 Ford F-350 Super Duty truck equipped with a plow to be utilized by the Rock County Facilities Management Department for plowing parking lots at the Rock County Job Center and the 1717 Center Avenue Facility. This truck will also be used for various maintenance activities throughout the year, such as, hauling parts, equipment, branches and yard waste. It will also be used to travel to outlying rental buildings for repairs (Eclipse Center, Franklin Street, and Court Street). This vehicle will be a replacement for a 1997 Chevrolet Cheyenne ¾ ton pick-up with 58,456 miles. While the vehicle has low miles it has been utilized as a general maintenance and winter salting truck and has been rendered unusable due to the center cross member rusting through. This has caused the cross member to fail which has resulted in loss of structural support, the gas tank shifting, and the shifting of the center support bearing (supports drive shaft) making the vehicle inoperable. The current NADA value for this vehicle is \$2,175.00. This vehicle was recommended to be replaced in the 2021 budget, however, in its current condition this vehicle has been removed from service. Replacement prior to the 2020-2021 plowing season would assist in efficient winter maintenance efforts.

The contingency funds will only be utilized if a 2020 model year cannot be obtained and a 2021 model year is necessary due to manufacturing delays caused by the COVID-19 pandemic.

Therefore, it is recommended that one (1) 2020 Ford F-350 Super Duty truck be acquired from the current best bid on the State Vehicle bid program, through Ewald Automotive Group of Hartford, Wisconsin and include the following upgrades: one (1) Boss 8'2" plow, running boards and safety rack be acquired from the current Sourcewell purchasing cooperative contract through Monroe Truck Equipment, Monroe, Wisconsin; and rustproofing and bed liner services from our general vendor, J&D Car Care, Janesville, Wisconsin.

Respectfully submitted,



Duane M. Jorgenson Jr., P.E.
Director of Public Works

**RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS**

Evidence-Based Decision Making
Committee
INITIATED BY



Elizabeth Pohlman McQuillen
DRAFTED BY

Public Safety & Justice Committee
SUBMITTED BY

July 28, 2020
DATE DRAFTED

**ACCEPTING DOJ EBDM PRETRIAL PILOT SITES PROJECT GRANT AND AMENDING
THE BUDGET**

1 **WHEREAS**, Rock County has been engaged with the Evidence-Based Decision Making (EBDM)
2 Initiative in partnership with the National Institute of Corrections and the State of Wisconsin since 2015
3 to establish and test the application of evidence-based practices to criminal justice decisions; and,
4

5 **WHEREAS**, Rock County identified pretrial and risk assessments as a top priority through this process
6 and has been working toward establishing a pretrial assessment and monitoring system for individuals
7 going through the justice system in Rock County; and,
8

9 **WHEREAS**, Rock County has been working with six other Wisconsin counties and the Wisconsin
10 Department of Justice to develop and implement pretrial programs in the pilot sites following best and
11 evidence-based practices in pretrial. The pilot programs will utilize data and research to develop a
12 model that can be tested and evaluated to determine the effectiveness, to potentially lead to replication
13 in other counties; and,
14

15 **WHEREAS**, the decision to release or detain a defendant during the pretrial phase of a criminal case
16 has both short- and long-term consequences for defendants, the justice system, and the general public.
17 Pretrial seeks to achieve three underlying goals: (1) maximize the release of pretrial defendants
18 (recognizing the presumption of innocence and the harmful effects of pretrial detention); (2) maximize
19 public safety; and (3) maximize court appearance; and,
20

21 **WHEREAS**, in April 2019, Rock County applied for a Wisconsin Department of Justice JAG EBDM
22 Pretrial Pilot Sites Project Grant to fund a pretrial case manager, provide pretrial monitoring supports
23 (GPS, SCRAM, Portable Breath), and allow the County's Justice System Manager, who oversees the
24 pretrial pilot, to attend the National Association of Pretrial Services Agencies annual conference; and,
25

26 **WHEREAS**, the WI Department of Justice awarded Rock County a JAG EBDM Pretrial Pilot Site
27 Project grant in the amount of \$150,000 to fund the aforementioned items.
28

29 **NOW, THEREFORE, BE IT RESOLVED** that the Rock County Board of Supervisors duly assembled
30 this _____ day of _____, 2020, does hereby authorize the acceptance of \$150,000 of WI DOJ
31 grant funds and to authorize the signing of the award documents.
32

33 **BE IT FURTHER RESOLVED** that the 2020 budget be amended as follows:

Account/ Description	Budget at 6/30/2020	Increase (Decrease)	Amended Budget
<u>Source of Funds</u>			
29-9005-0000-42200 State Aid	0	\$150,000	\$150,000
<u>Use of Funds</u>			
29-9005-0000-64904 Program Expenses	\$481,000	\$150,000	\$631,000

20-8A-049

Executive Summary

ACCEPTING DOJ EBDM PRETRIAL PILOT SITES PROJECT GRANT AND AMENDING THE BUDGET

Rock County has been working with the State of Wisconsin and the National Institute of Corrections as an Evidence-Based Decision Making (EBDM) Initiative local site since 2015. Through a deliberative, collaborative process, using data and research to help guide decision-making, the County decided to enhance various areas of its criminal justice system. Through this process the County decided to establish a pretrial and assessment service program for individuals going through the criminal justice system.

The decision to release or detain a defendant during the pretrial phase of a criminal case has both short- and long-term consequences for defendants, the justice system, and the general public. Pretrial seeks to achieve three underlying goals: (1) maximize the release of pretrial defendants (recognizing the presumption of innocence and the harmful effects of pretrial detention); (2) maximize public safety; and (3) maximize court appearance. According to the research, making pretrial release and detention decisions without actuarial assessment guidance can have harmful effects on both defendants and the general public. Releasing extremely high risk defendants without assessment or matched supervision can be a threat to public safety. At the same time, recent research has also demonstrated that detaining low and moderate risk defendants in jail for even short periods of time (i.e., 2–3 days) can increase their risk for misconduct both short- and long-term. Pretrial risk assessment results will be used to guide release decisions and level of supervision necessary to ensure offender does not recidivate and attends all court appearances during the pendency of the case. A monitoring system to ensure compliance with release conditions will also be established.

Rock County, along with six other EBDM Pretrial Sites and the State of Wisconsin Department of Justice have been working to develop and implement pretrial programs in the pilot sites. These programs are designed to maximize public safety and court appearance while maximizing pretrial release. The pilot programs will utilize data and research to develop a model that can be tested and evaluated to determine the effectiveness, to potentially lead to replication in other counties. To this end, the WI DOJ established a grant opportunity to assist these sites with the aforementioned goals. Monies received under this grant will fund a pretrial case manager, which is contracted through JusticePoint (as the result of a competitive RFQ process), tools for pretrial supervision (GPS monitoring, SCRAM monitoring, Remote Breath monitoring), and allow for the County's Justice System Manager, who oversees the pretrial pilot program in Rock County, to attend the National Association of Pretrial Services Agencies annual conference.

RESOLUTION

ROCK COUNTY BOARD OF SUPERVISORS

General Services Committee
INITIATED BY

General Services Committee
SUBMITTED BY



Brent Sutherland –
Facilities Management Director
DRAFTED BY

July 27, 2020
DATE DRAFTED

Awarding the Contract for the Renovation of 1717 Center Avenue Building and Amending the 2020 Facilities Management Capital Budget

1 **WHEREAS**, one of the priorities in the Rock County Facilities Master Plan is consolidating
2 most of the Human Services programs into one location, centrally located to the clients served;
3 and

4
5 **WHEREAS**, Rock County Facilities Management in partnership with Human Services,
6 Administration and other outside agencies reviewed several options including building new,
7 renovating a building and leasing; and

8
9 **WHEREAS**, the review showed the most cost effective option was to renovate a vacant
10 building Rock County recently purchased at 1717 Center Avenue in Janesville; and

11
12 **WHEREAS**, specifications were drafted and bids solicited with eight (8) contractors submitting
13 bids; and

14
15 **WHEREAS**, the two lowest bids were rejected due to failure to comply with the specification
16 requirements; and

17
18 **WHEREAS**, the lowest, most responsive and responsible bidder was JP Cullen and Sons of
19 Janesville, Wisconsin.

20
21 **NOW, THEREFORE, BE IT RESOLVED**, that the Rock County Board of Supervisors duly
22 assembled this ____ day of _____, 2020 does hereby approve and authorize
23 awarding a contract in the amount of \$21,531,921 to JP Cullen and Sons of Janesville, WI for the
24 renovation project at 1717 Center Avenue in Janesville, Wisconsin.

25
26 **BE IT FURTHER RESOLVED**, a contingency fund of \$ 1,076,600 be established to cover any
27 unforeseeable issues that arise.

28
29 **BE IT FURTHER RESOLVED**, that the Facilities Management 2020 budget be amended as
30 follows:

<u>ACCOUNT/DESCRIPTION</u>	<u>BUDGET</u> <u>7/27/20</u>	<u>INCREASE/</u> <u>(DECREASE)</u>	<u>AMENDED</u> <u>BUDGET</u>
<u>Source of Funds</u>			
18-1857-0000-49100 Debt Issue	- 0 -	\$22,608,521	\$22,608,521
<u>Use of Funds:</u>			
18-1857-0000-67200 Capital Improvements	\$174,000	\$22,608,521	\$22,782,521

20-8A-050

Awarding the Contract for the Renovation of 1717 Center Avenue Building and Amending the 2020 Facilities Management Capital Budget
Page 2

Respectfully submitted,

GENERAL SERVICES COMMITTEE

/s/ Jeremy Zajac
Jeremy Zajac, Chair

/s/ Robert Potter
Robert Potter, Vice Chair

/s/ Tom Brien
Tom Brien

/s/ Brent Fox
Brent Fox

/s/ Dave Homan
Dave Homan

FINANCE COMMITTEE ENDORSEMENT

Reviewed and approved on a vote of _____

Mary Mawhinney, Chair Date

FISCAL NOTE:

This resolution authorizes the use of debt to fund the renovation of 1717 Center Ave.

/s/ Sherry Oja

Sherry Oja
Finance Director

ADMINISTRATIVE NOTE:

I recommend that we move forward with this project, despite the increase in costs. Significant effort has been put into developing the current plan, and I do not think re-bidding or a significant rework of the project will result in a lower cost or deliver the project the County needs in the long term. In addition, the longer the County occupies the Health Care Center building the more we will face unplanned costs for maintenance. Given the increased level of borrowing that will be necessary for this project, in future budgets the County may want to reconsider timelines for other projects currently included in the facilities master plan.

/s/ Josh Smith

Josh Smith
County Administrator

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. Pursuant to sec. 66.0901(4), Wis. Stats., the County may reject any bid when it is not satisfied with the sufficiency of a bidders proof of responsibility. As an amendment to the adopted 2020 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.

/s/ Richard Greenlee

Richard Greenlee
Corporation Counsel

Executive Summary

Awarding the Contract for the Renovation of 1717 Center Avenue Building and Amending the 2020 Facilities Management Capital Budget

The resolution before you awards a contract for renovation of 1717 Center Avenue project, which consolidates many Human Services programs, such as Adult Protective Services, Aging and Disability Resources, Child Protective Services, Children's Long Term Support, Community Support Program, Comprehensive Community Services, Crisis, Economic Support Services, Outpatient Services, Treatment Court Services, and Youth Justice. Other programs that are not under our Human Services Department programs are the current Council on Aging, Job Center programs, Aver Health, Genoa Healthcare, Professional Services Group and Justice Point.

Bids were solicited with eight contractors responding. The two lowest bids were rejected based on the following.

Bid of Pacific Construction Service, LLC

Bidders were required to complete and submit with their Bid, the Bidders Qualification Statement provided in the bid specification packet. As part of that qualifications statement, bidders were required to list projects they had completed that were of similar size and scope to this bid project. The apparent low bidder, Pacific Construction Services LLC, listed two projects under the section for projects of equal scope (size/cost) indicating that they had been the contractor on both projects. The Director of Facilities Management contacted the references for both projects.

- Project 1: US Army Corps of Engineers, Fort Sheridan Army Reserve Center, Kevin Finley Rating 5 out of 10
 - This reference indicated that the contract was not with Pacific Construction LLC, but was with Accel/Pacific JV LLC.
 - On July 13, 2020, the Rock County Purchasing Manager requested clarification from Pacific Construction via e-mail as to their relationship with Accel and what specific way Pacific Construction contributed to the completion of the project.
 - Pacific Construction responded to this request on July 16, 2020.
 - The Purchasing Manager, Facilities Management Director, Corporation Counsel and County Administrator reviewed the response and are in agreement that the additional information supplied by Pacific Construction, did not clearly identify the role Pacific Construction LLC performed on this project.

- Project 2: Chicago Food, Andrew Hong - Rating 10 out of 10
 - This reference was extremely happy with Pacific Construction but their project was not of the same size (square footage) or scope (cost) as Rock County's project. One of the projects that Pacific completed for them was 90,000 square feet and one was 30,000 square feet. Our project is approximately 129,000 square feet. The cost for both these projects combined was approximately \$12 million and our project is over \$20 million.

Based on the fact that Pacific Construction LLC did not meet the requirement of having completed work of similar size and scope to the Human Services Office Building Renovation, and did not meet the requirement of establishing that Pacific Construction Services was a responsible bidder, as such, its bid was rejected.

Bid of Osman Construction Corporation

The second low bidder, Osman Construction Corporation, included a separate letter submitted with their bid referencing Clarifications and Alternates and listing several items they excluded from the base bid.

- Osman omitted a Knightwall Rainscreen Attachment System which was required by the bid specifications.
- Osman omitted water proofing under the concrete floor as required by the structural foundation plans.
- Osman proposed to use existing stone instead of new stone for concrete slab. This requirement was addressed by Addendum 3, which stated, "civil specs currently do not allow for crushed concrete to be used as base course."

- Pursuant to spec 9 72-16.10, contractor was to supply VWC-8 vinyl wall covering. Osman incorrectly stated that this was to be owner supplied.
- Osman listed the Moisture Mitigation System as per spec 09 65 00 2.1 as being, “if required” and additionally \$2 per square ft. This system was required as a part of the base bid.

Accordingly, this bid was rejected based on not providing what was required in the specifications. The Architect/Engineering Firm, Purchasing Manager, Facilities Management Director, Corporation Counsel and County Administrator all reviewed the exclusions and alternates and are in agreement that this bid should be rejected.

Bid of JP Cullen & Sons Inc.

The third low Bidder, JP Cullen & Sons Inc., included two items for clarification with their bid. JP Cullen stated

1. Per addendum number three, you requested us to clarify whether we were using wire mesh or fiber mesh in the concrete. Our bid includes fiber mesh reinforcing at a rate of three pounds per cubic yard.
2. Spec section 03 30 00 Cast in Place Concrete calls for a 15 mil Stego vapor barrier while section - 07 13 00 calls for 1.2mm Preprufe waterproofing membrane. We are in compliance with 03 3000 because we believe that was your intent (Preprufe is used in underground structures with a groundwater problem).

These clarifications were reviewed by the Architect and determined to meet the requirements of the specifications and determined to be the lowest responsible bidder in accordance with Wis. Stat. § 66.0901(1m)(a)2.

The Director of Facilities Management is recommending awarding the bid to the lowest, most responsive and responsible bidder which is JP Cullen and Sons located in Janesville Wisconsin in the amount of \$ 21,531,921. This resolution also approves a \$1,076,600 contingency fund for any unforeseeable issues that may arise. This cost does not include the furniture cost which will be purchased through Rock County’s contracted furniture supplier. All the bids were higher than projected. Original proposal estimated renovation to be \$16,000,000 including furniture. The variance is due to the increase in the program space, higher level of security controls, conference room space, AV technology, IT infrastructure, and parking lot redesign. This was identified during the design development phase.

ROCK COUNTY, WISCONSIN
FINANCE DIRECTOR

PURCHASING DIVISION



BID SUMMARY FORM

BID NUMBER 2020-22
BID NAME HUMAN SERVICES BUILDING RENOVATION
BID DUE DATE JUNE 16, 2020 – 1:30 P.M.
DEPARTMENT FACILITIES MANAGEMENT

	PACIFIC CONSTRUCTION CHICAGO IL	OSMAN CONSTRUCTION ARLINGTON HEIGHTS IL	JP CULLEN & SONS JANESVILLE WI	CORPORATE CONTRACTORS BELOIT WI	GILBANK CONSTRUCTION CLINTON WI	CAMOSY CONSTRUCTION KENOSHA WI	SCHERRER CONSTRUCTION BURLINGTON WI	VOGEL BROTHERS MADISON WI
BASE BID	18,999,069.00	20,999,000.00	21,379,921.00	21,840,000.00	22,479,000.00	23,784,000.00	24,418,077.00	24,440,000.00
ALTERNATE 1	192,000.00	156,644.00	152,000.00	158,000.00	169,000.00	160,850.00	155,495.00	182,000.00
TOTAL BID	\$ 19,191,069.00	\$ 21,155,644.00	\$ 21,531,921.00	\$ 21,998,000.00	\$ 22,648,000.00	\$ 23,944,850.00	\$ 24,573,572.00	\$ 24,622,000.00
BID BOND	YES	YES	YES	YES	YES	YES	YES	YES
QUALIFICATIONS	YES	YES	YES	YES	YES	YES	YES	YES
ADDENDA 1 & 2 & 3	YES	YES	YES	YES	YES	YES	YES	YES
START DATE	AUGUST 2020	JUNE 2020	JUNE 2020	JULY 2020	JULY 2020	JULY 2020	AUGUST 2020	AUGUST 2020
COMPLETION	APRIL 2021	NOVEMBER 2021	JUNE 2021	JULY 2021	NOVEMBER 2021	SEPTEMBER 2021	SEPTEMBER 2021	NOVEMBER 2021

Invitation to Bid was advertised in the Janesville Gazette and on the Internet.
 Alternate 1 – Mill and overlay existing pavement.

PREPARED BY: JODI MILLIS, PURCHASING MANAGER

DEPARTMENT HEAD RECOMMENDATION: JPCullen and Sons

Brent Sutherland 7/27/2020
 SIGNATURE DATE

GOVERNING COMMITTEE APPROVAL: _____
CHAIR VOTE DATE

**RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS**

Finance Committee
INITIATED BY



Sherry Oja, Finance Director
DRAFTED BY

Finance Committee
SUBMITTED BY

June 30, 2020
DATE DRAFTED

**INITIAL RESOLUTION AUTHORIZING GENERAL OBLIGATION
BONDS AND/OR NOTES IN AN AMOUNT NOT TO EXCEED \$22,610,000**

- 1 **WHEREAS**, on August 13, 2020 the Rock County Board of Supervisors approved \$22,608,521 for
- 2 the renovation of the building and property at 1717 Center Avenue, Janesville, WI, and,
- 3
- 4 **WHEREAS**, the land and building will have long-term benefits and are most appropriately funded by
- 5 debt issuance.
- 6
- 7 **NOW, THEREFORE, BE IT RESOLVED**, by the Rock County Board of Supervisors duly
- 8 assembled this _____ day of _____, 2020, that there shall be issued, pursuant to Chapter 67,
- 9 Wisconsin Statutes, General Obligation Bonds and/or Notes in an amount not to exceed \$22,610,000
- 10 for the renovation of the building and property at 1717 Center Avenue, Janesville, WI.

Respectfully submitted,

FINANCE COMMITTEE

Mary Mawhinney, Chair

Wes Davis, Vice Chair

Stephanie Aegerter

Brent Fox

Kara Purviance

20-8A-057

INITIAL RESOLUTION AUTHORIZING GENERAL OBLIGATION BONDS AND/OR
NOTES IN AN AMOUNT NOT TO EXCEED \$22,610,000

Page 2

FISCAL NOTE:

The purpose of this resolution is to authorize expenditures for the renovation of the land and building at 1717 Center Avenue, Janesville, WI prior to actual debt issuance. If the County adopts this resolution, the renovation costs and issuance costs will be included in a subsequent resolution that authorizes the issuance of General Obligation Bonds and/or Notes.

1993 Wisconsin Act 16 (the State Budget Bill) established property tax levy rate limits for Wisconsin Counties, beginning with the 1993 payable 1994 levy. The Wisconsin Department of Revenue's Administrative Rules authorize an increase in the debt levy rate under certain conditions, including resolutions authorizing debt issuance that are adopted by affirmative vote of at least three-fourths of the members of the County Board. The County Board may also approve the issuance of debt by adopting a resolution which provides a reasonable expectancy that the new debt will not cause the County to increase its debt levy rate.

/s/ Sherry Oja

Sherry Oja
Finance Director

LEGAL NOTE:

This is only an initial resolution. Pursuant to sec. 67.05(10), Stats., the County Board, before issuing any contemplated long-term debt, must adopt a resolution levying a direct, annual tax sufficient in an amount to pay for the express purpose of paying the interest on such bonds as it falls due, and also to pay and discharge the principal thereof at maturity. That will happen at a later date.

A majority vote is necessary to adopt this resolution. However, a three-fourths vote of the "members-elect" would avoid any potential issue relative to the debt levy rate limit.

/s/ Richard Greenlee

Richard Greenlee
Corporation Counsel

ADMINISTRATIVE NOTE:

Recommended.

/s/ Josh Smith

Josh Smith
County Administrator

ROCK COUNTY, WISCONSIN

*Office of the Rock County Clerk
51 South Main Street
Janesville, WI 53545*

Lisa Tollefson, Rock County Clerk



*Office (608) 757-5660
Fax (608) 757-5662
www.co.rock.wi.us
tollefson@co.rock.wi.us*

July 9, 2020

TO: Finance Committee Chair Mawhinney and Committee Members

Cc: Josh Smith, Administrator

Re: Semi-Annual Report Attendance at Conventions/Conferences

Dear Chair Mawhinney and Committee Members;

Per Resolution 06-9A-087 & 96-8A-050, I am required to submit semi-annually all instances of attendance at all training, conventions and conferences that exceed costs of \$1,000 per event, per employee.

January 1, 2020 – June 30, 2020

No training, convention, or conference attended exceeded \$1,000. r

Respectfully Submitted,

A handwritten signature in cursive script, appearing to read "L. Tollefson", is written in black ink.

Lisa Tollefson
Rock County Clerk

MEMORANDUM

DATE: August 4, 2020
TO: Finance Committee
FROM: Sherry Oja, Finance Director
RE: Semi-Annual Report of Training Costs Exceeding
\$1,000 per Employee per Event

In accordance with Resolution 06-9A-087, adopted September 14, 2006, this is to advise you that no Financial Services staff incurred training costs exceeding \$1,000 per event for the period January 1, 2020 through June 30, 2020.

Please contact me if you have any questions on this matter.

MEMO

TO: Finance Committee
FROM: James Sandvig, Director of Information Technology
DATE: June 30, 2020
SUBJECT: Semi-Annual Report – Attendance at Conventions/Conferences

Per request, I respectfully submit the following report for your review:

Employee Name	Event Description	Location	Dates Attended	Expense	Item Type	Event Amount
Heather Butler	Citrix Virtual Apps	Online	01/31/2020	\$4,000.00	Class	\$4,000.00
Shelly Zartman	Implementing & Administering Cisco	Online	03/17/2020	\$3,235.00	Class	\$3,235.00
Craig Hurda	Agile Project Management Workshop	Rock County ~ In House	02/18/2020- 02/19/2020	\$9,950.00	Class	\$9,950.00
Total Department Amount						\$17,185.00

CC: Josh Smith
Dara Mosley
Amanda Lagle

MEMO

TO: Finance Committee
FROM: James Sandvig, Director of Information Technology
DATE: July 13, 2020
SUBJECT: Semi-Annual Report – Attendance at Conventions/Conferences ~ Followup
CC: Josh Smith, Dara Mosley, Amanda Lagle

Per request, I respectfully submit the following report for follow-up of training questions.

Heather Butler-Citrix Virtual Apps ~ Five Day Conference ~ \$4,000

Citrix Virtual Apps and Desktop 7 teaches you how to deploy, install, configure, setup profile management, configure policies, printing and basic security features for on-premises Virtual Apps and Desktop solution building, and then migrating to Citrix Cloud.

Shelly Zartman-Implementing & Administering Cisco ~ Four Days ~ \$3,235

The Implementing and Administering Cisco Solutions (CCNA) v1.0 course gives you a broad range of fundamental knowledge for all IT careers. Through a combination of lecture, hands-on labs, and self-study, you will learn how to install, operate, configure, and verify basic IPv4 and IPv6 networks. The course covers configuring network components such as switches, routers, and wireless LAN controllers; managing network devices; and identifying basic security threats. The course also gives you a foundation in network programmability, automation, and software-defined networking.

Craig Hurda-Agile Project Management Workshop ~ \$9,950

The training for Craig was attended by 12 IT Staff members.
Craig organized it as well as attended it. So it was 2 days of training for 12 people.



MEMORANDUM

DATE: 6/30/2020

TO: Mary Mawhinney, Finance Committee Chair

CC: Josh Smith, County Administrator

FROM: Sandy Disrud

RE: Semi-Annual Report – Attendance at Conventions/Conferences

For the period April 1, 2020-June 30, 2020, the Register of Deeds office did not have any training, conventions, or conferences that exceeded the total cost of \$1000 per event/per employee.

Michelle L Roettger
County Treasurer

Stephanie L Kleinheinz
Deputy Treasurer



Office of County Treasurer
51 South Main Street
Janesville, WI 53545
Office: 608-757-5670
Fax: 608-757-5577

ROCK COUNTY, WISCONSIN

To: Finance Committee

From: Michelle Roettger, Rock County Treasurer

Date: July 2, 2020

Re: Semi-Annual – Attendance at Conferences/Conventions

No staff member in the Treasurer's Office attended any training, conference, or convention that exceeds the cost of \$1,000 per event, per employee over the past six months.

Cc: Josh Smith