



FINANCE COMMITTEE
Minutes – September 5, 2019

Call to Order. Chair Mawhinney called the meeting of the Finance Committee to order at 7:30 A.M. on Thursday, September 5, 2019 in Conference Room N-1, Fifth Floor, Rock County Courthouse-East.

Committee Members Present. Supervisors Mawhinney, Beaver, Yeomans, Fox and Podzilni at 7:52 A.M.

Committee Members Excused: None.

Staff Members Present. Sherry Oja, Finance Director; Lisa Tollefson, County Clerk; Bridget Laurent, Deputy Corporation Counsel; Rich Greenlee, Corporation Counsel; Terri Carlson, Risk Manager; Michelle Roettger, County Treasurer; Annette Mikula, Human Resources Director; Josh Smith, County Administrator; Randy Terronez, Assistant to the County Administrator; Brent Sutherland, Facilities Management Director; Kathleen Holford, Computer Network Engineer.

Others Present: Andrea Jansen, Baker Tilly Virchow Krause, LLP.

Approval of Agenda. Chair Mawhinney said that items 7, 8 and 10.H. will be removed and added to the September 19th agenda. Supervisor Fox moved approval of the amended agenda, second by Supervisor Yeomans. ADOPTED.

Review and Comments on the 2018 Certified Audit – Baker Tilly Virchow Krause, LLP. Ms. Jansen reviewed the reports titled “Financial Statements” and “Communication to Those Charged with Governance and Management” with the committee.

Supervisor Podzilni arrived at 7:52 A.M., during the audit presentation.

Approval of Minutes – August 15, 2019 and August 27, 2019. Supervisor Yeomans moved approval of the minutes of August 15, 2019 and August 27, 2019 as presented, second by Supervisor Beaver. ADOPTED.

Citizen Participation, Communications and Announcements. None.

Transfers and Appropriations. None.

Committee Review and Approval of Per Meeting Allowances. Supervisor Yeomans moved approval of per meeting allowances in the amount of \$12,585.28, second by Supervisor Podzilni. ADOPTED.

Resolutions and Committee Endorsement.

Initial Resolution Authorizing General Obligation Bonds and/or Notes in an Amount not to Exceed \$3,455,000.

“NOW, THEREFORE, BE IT RESOLVED, by the Rock County Board of Supervisors duly assembled this ____ day of _____ 2019, that there shall be issued, pursuant to Chapter 67, Wisconsin Statutes, General Obligation Bonds and/or Notes in an amount not to exceed \$3,455,000 for highway construction and improvement projects.”

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

Initial Resolution Authorizing General Obligation Bonds and/or Notes in an Amount not to Exceed \$3,000,000.

“NOW, THEREFORE, BE IT RESOLVED, by the Rock County Board of Supervisors duly assembled this ____ day of _____ 2019, that there shall be issued, pursuant to Chapter 67, Wisconsin Statutes, General Obligation Bonds and/or Notes in an amount not to exceed \$3,000,000 for highway construction and improvement projects.”

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

Authorizing Overlap of Payroll Manager Position and Amending the 2019 Financial Services Budget.

“NOW, THEREFORE, BE IT RESOLVED that the Rock County Board of Supervisors duly assembled this ____ day of _____, 2019 does hereby authorize temporarily overlapping the Payroll Manager position, not to exceed two months, and amends the Financial Services budget as follows:

.....”

Supervisor Podzilni moved approval of the above resolution, second by Supervisor Beaver. ADOPTED.

Authorizing Purchase of Replacement Motor Pool Vehicle and Amending the 2019 Budget.

“NOW, THEREFORE, BE IT RESOLVED by the Rock County Board duly assembled this ____ day of _____, 2019 that a Purchase Order be issued to Ewald Automotive Group of Hartford, Wisconsin for \$29,741.00 for the purchase of one (1) 2020 Ford F-250 Super Duty truck: and, that a Purchase Order be issued

Monroe Truck Equipment of Monroe, Wisconsin for \$9,378.00 for the purchase of one (1) Boss 8'2" plow, Luverne running boards and safety rack.

BE IT FURTHER RESOLVED that the Motor Pool 2019 budget be amended to authorize funds for the purchase as follows:

.....”

Supervisor Fox moved Committee Endorsement of the above resolution, second by Supervisor Yeomans. ADOPTED.

Contracting for Public Works Welding Shop Ventilation Upgrade and Amending 2019 Facilities Management Capital Budget.

“**NOW, THEREFORE, BE IT RESOLVED** by the Rock County Board of Supervisors duly assembled this ____ day of _____, 2019, authorizes contracting with Tri-Cor Mechanical a division of Total Mechanical of Janesville WI in the amount of \$44,500.

BE IT FURTHER RESOLVED, that a contingency in the amount of \$4,500 also be approved to cover any unforeseen items.

BE IT FURTHER RESOLVED, that the Facilities Management 2019 budget be amended as follows:

.....”

Supervisor Fox moved Committee Endorsement of the above resolution, second by Supervisor Yeomans. ADOPTED.

Increasing Contingency Funds for Rock County Courthouse Phase 2 & 3 Security Upgrades, Parking Ramp & Renovations and Amend 2019 Facilities Management Capital Budget.

“**NOW, THEREFORE, BE IT RESOLVED** by the Rock County Board of Supervisors duly assembled this ____ day of _____, 2019, authorizes increasing the contingency from \$519,547 to \$687,521 and amend the Facilities Management 2019 budget as follows:

.....”

Supervisor Beaver moved Committee Endorsement of the above resolution, second by Supervisor Podzilni.

Mr. Sutherland explained the reason for the increase. Supervisor Yeomans was concerned about emergency vehicles being able to access the parking structure because of weight

restrictions. Mr. Sutherland said he spoke with the Janesville Fire Department and they have a 'collapse zone' protocol. The parking structure is in that collapse zone so they would not use the parking structure in an emergency. Mr. Sutherland said while the west parking structure is being repaired they are also going to make some adjustments to the planters by the front door and the loading dock.

ADOPTED.

Authorizing Acceptance of Edward Byrne Memorial Justice Assistance Grant and Amending 2019 Budget.

“NOW, THEREFORE, BE IT RESOLVED, that the Rock County Board of Supervisors duly assembled this ____ day of _____, 2019, does approve and authorize the acceptance of the Edward Byrne Memorial Justice Assistance Grant; and,

BE IT FURTHER RESOLVED, that the Chair of the Rock County Board of Supervisors is authorized to accept all funds on behalf of the County of Rock, the City of Beloit, and the City of Janesville; and,

BE IT FURTHER RESOLVED, that the Sheriff’s Office budget for 2019 be amended as follows:

.....”

Supervisor Beaver moved Committee Endorsement of the above resolution, second by Supervisor Podzilni. ADOPTED.

Authorizing Additional Funds for Purchase, Removing Ground Lease and Amending 2019 Facilities Management Capital Budget for a New Public Works Garage in Town of Turtle.

“NOW, THEREFORE, BE IT RESOLVED by the Rock County Board of Supervisors duly assembled this ____ day of _____, 2019, to authorize an additional \$25,000 in the acquisition of the 3.98 acres of property at 3503 E. Shopiere Lane (Parcel #6-19-97A) in the Town of Turtle be approved which will bring the total amount of the property purchase at \$275,000.

BE IT FURTHER RESOLVED that a Ground Lease, that was also included in the prior resolution, be rescinded and removed.

BE IT FURTHER RESOLVED that the County Board Chair and the County Clerk be authorized to execute required property acquisition documents.

BE IT FURTHER RESOLVED, the Facilities Management 2019 capital budget be amended as follows:

.....”

Supervisor Fox moved Committee Endorsement of the above resolution, second by Supervisor Beaver.

Mr. Smith reviewed the resolution with the committee. Mr. Sutherland explained the time that has been invested in this location and the timing of getting a new garage up by the time the interstate is complete. There would be an impact on the County if the shed is not completed in time. Mr. Greenlee explained the opportunity cost and cost of possible litigation.

Supervisor Podzilni moved to amend the resolution with the following changes, second by Supervisor Beaver:

Change title to read: **Not Authorizing Additional Funds for Purchase, Removing Ground Lease for a New Public Works Garage in Town of Turtle.**

Line 17: strike ‘an additional’

Line 18: strike ‘\$25,000’

Line 20: change ‘\$275,000’ to ‘\$250,000’

Line 23: at the end of the sentence add wording ‘at the County’s expense.’

Strike Lines 28 through 39

Recommended for approval as amended. ADOPTED.

Updates, Discussion and Possible Action.

Discussion and Possible Action on Opening Bid Prices of the Foreclosed Tax Lien Properties and Auction Date/Time. A handout was provided of the properties and recommended prices. The committee reviewed the handout. Supervisor Mawhinney felt the property on Waite Rd. in Bradford was priced too high. Ms. Roettger said the Town of Bradford is interested in buying this property.

Supervisor Podzilni moved to change the bid price on 9919 E Waite Rd (across St.) to \$5,000, second by Supervisor Mawhinney. ADOPTED.

Supervisor Fox moved to adopt the opening bid prices as amended, second by Supervisor Podzilni. ADOPTED.

Discussion and Possible Action on Contracting for Workers Compensation Third Party Administrative (TPA) Services. Ms. Carlson provided a handout of a Worker’s Compensation TPA Comparison with explanation. Ms. Carlson reviewed the handout with the committee. Mr. Greenlee said that we are an equity member with WMMIC. WMMIC also has a nice reporting dashboard. Ms. Carlson said she has reviewed our worker’s compensation claims

and we have been trending down over the last five years. Our current litigation cases would be able to be turned over to WMMIC as well.

Supervisor Fox moved to approve the recommendation of moving primary TPA services and enter into a multiple year contract with WMMIC beginning January 1, 2020 and move claim history data to the WMMIC platform in the fourth quarter of 2019, second by Supervisor Yeomans. ADOPTED.

Adjournment. Supervisor Fox moved adjournment at 9:21 A.M., second by Supervisor Podzilni. ADOPTED.

Respectfully submitted,

Tracey VanZandt
Human Resources Secretary

NOT OFFICIAL UNTIL APPROVED BY COMMITTEE.