ROCK COUNTY, WISCONSIN



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

COUNTY BOARD STAFF COMMITTEE TUESDAY – JANUARY 22, 2013 – 4:00 P.M. CONFERENCE ROOM N-1 – FIFTH FLOOR ROCK COUNTY COURTHOUSE-EAST

<u>Agenda</u>

- 1. Call to Order & Approval of Agenda
- 2. Approval of Minutes January 8, 2013
- 3. Citizen Participation, Communications and Announcements
- 4. Approval of Bills/Transfers/Pre-Approved Encumbrances
- 5. Resolution
 - A. Creation of Rock County Transportation Coordinating Committee
 - B. Recognizing Kathleen Crawford for Service to Rock Haven
- 6. Semi Annual Out of State Training and Conference Reports
 - A. Human Resources
 - B. Corporation Counsel
 - C. County Administrator
- 7. Approval of Easement Request by Alliant Energy on the Airport Property
- 8. Adjournment

Rock County - Production	01/17/13 COMMI	TTEE APPROVAL REP	ÖRT			Page 1
Account Number Name	Yearly Prcnt Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
0814200000-64200 TRAINING EXP	26,985.00 101,0% 12/31/12 -VN#C 12/31/12 -VN#C	144396 IHRKE	0.00 ,CONNIE NELL,DAVID	-282,45	88.49 16.70	
*** OVERDRAFT ***TRANSFER REC	UIRED	CLOSING BALA	NCE	-387.64		105.19
	HUMAN RESOURCE	S PROG-TOTAL-P	0		105.19	
I HAVE EXAMINED THE PRECEDING BILL INCURRED BY HUMAN RESOURCES, CLAIM AND HAVE BEEN PREVIOUSLY FUNDED. A. BILLS AND ENCUMBRANCES OVER 9 B. BILLS UNDER \$10,000 TO BE PAIC, ENCUMBRANCES UNDER \$10,000 TO COUNTY BOARD STAFF	S COVERING THE ITEMS ARE THESE ITEMS ARE TO BE TR 10,000 REFERRED TO THE C D. BE PAID UPON ACCEPTANCE	PROPER EATED AS FOLLOWS OUNTY BOARD. BY THE DEPARTMEN	T HEAD.		D	EPT-HEAD
37		DAT	Ε		C	HAIR

Rock County - Pro	duction	01/17/13	COMMITTE	e approval res	PORT	2012		Page 2
Account Number	Name	Yearl Appropriatio	y Prcnt n Spent Ex	YTD penditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
1919140000-62104	CONSULTING SERV P1	15,000.0 200007-P0# 12/31		2,187.75 51 TE BI	-2,187.74 RENNAN COMPANY	14,999,99	610.90	
				CLOSING BALA	ANCE	14,389.09		610.90
		RISK	MGMT,	PROG~TOTAL-	P0		610.90	
B, BILLS UNDER : C. ENCUMBRANCES	MANAGEMENT, CLAI VIOUSLY FUNDED. CUMBRANCES OVER \$10,000 TO BE PA UNDER \$10,000 T	MS COVERING THE THESE ITEMS ARE \$10,000 REFERRED ID. O BE PAID UPON A	ITEMS ARE PRI TO BE TREATI TO THE COUN CCEPTANCE BY	OPER ED AS FOLLOWS TY BOARD, THE DEPARTMEN	NT HEAD.			DEPT-HEAD
				DA				CHATR

2012

Rock County - Production	01/17/13 COMM	MITTEE APPROVAL REPORT	Ī			Page 3
Account Number Name	Yearly Pront Appropriation Spent		Encumb Amount	Unencumb Balance	Inv/Enc Amount	Tota'i
1919320000-64904 SUNDRY EX	RPENSE 8.780.00 77.0% P1203584-PO# 12/31/12 -VN# P1203730-PO# 12/31/12 -VN#	#027012 MMPR	0.00	2,019,14	201.50 17.62	
		CLOSING BALANCE		1,800.02		219,12
	EMPL.RELATED	PROG-TOTAL-PO			219.12	
INCURRED BY EMPLOYEE RELATE AND HAVE BEEN PREVIOUSLY FU A. BILLS AND ENCUMBRANCES B. BILLS UNDER \$10,000 TO C. ENCUMBRANCES UNDER \$10	,000 TO BE PAID UPON ACCEPTANC	ARE PROPER FREATED AS FOLLOWS COUNTY BOARD. DE BY THE DEPARTMENT H			n	EPT-HEAD
JAN 2	2 2013	HOUSE, CONTACTIONAL_			u	Eri-MEAU
= • • • •		DATE_			C	HAIR

CB-EMPL, RELATED

DEPT, PAGE 1

Rock County - Pro	duction	01/17/13	COMMITTEE	APPROVAL REPORT	L.	:V13•,		Page 1
Account Number	Name	Yearly Appropriation		YTD enditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
0113200000-63200	PUBL/SUBCR/DUES P13	3,654.00 300802-PO# 01/17/		409.00 WISCONSIN	0.00 STATE JOURNAL	3,245,00	123.50	
				CLOSING BALANCE		3,121.50		123.50
		COUNTY	ADMINISTR	PROG-TOTAL-PO			123,50	
	Y ADMINISTRATOR.	CLAIMS COVERING THESE ITEMS ARE 10,000 REFERRED	THE ITEMS ARI TO BE TREATEI	e proper D as follows	3.50			
COLLETY DOADD CTAE	r) BE PAID UPON ACC COMMITTEE APPROVI		THE DEPARTMENT HEA . COM-APPROVAL	AD .			_DEPT-HEAD
JA	N 2 2 2013			DATE	***************************************			_CHAIR

Rock County - Pro	duction	01/17/13	COMMITT	TEE APPROVAL REPORT		20	113.	Page 1
Account Number	Name	Year Appropriati	ly Pront on Spent E	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
0814200000-63100 ENC	OFC SUPP & E	XP 3,500. R1300912-PO# 01/0	00 3.2% 07/13 -VN#036	0.00 5201 AMAZON.CO	115,04 M	3,384.96	41.98	
				CLOSING BALANCE		3,342,98		41.98
0814200000-64200 ENC	TRAINING EXP	26,985. R1300937-PO# 01/0	00 0.0% 08/13 -VN#051	0.00 .712 WORKPLACE	0,00 Answers	26,985,00	4,458.25	
				CLOSING BALANCE		22,526,75		4,458.25
0814200000-64417 ENC	RH EXPENSES	8,500. R1300937-PO# 01/0	00 0.0% 08/13 -VN#051	0.00 712 WORKPLACE	0.00 ANSWERS	8,500.00	786 .75	
				CLOSING BALANCE		7.713.25		786.75
		HUMA	N RESOURCES	PROG-TOTAL-PO			5,286.98	
INCURRED BY HUMAN AND HAVE BEEN PRE A. BILLS AND EN B. BILLS UNDER C. ENCUMBRANCES	RESOURCES. C VIOUSLY FUNDE CUMBRANCES OV \$10,000 TO BE UNDER \$10,00	CLAIMS COVERING THE D. THESE ITEMS AR ER \$10,000 REFERRE PAID.	TTEMS ARE P E TO BE TREA D TO THE COU ACCEPTANCE B	NTED AS FOLLOWS INTY BOARD, BY THE DEPARTMENT HE		·		DEPT-HEAD
	an 2 2 201			DATE		···	-	CHAIR

RESOLUTION NO	AGENDA NO
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RESOLUTION ROCK COUNTY BOARD OF SUPERVISORS

Education, Veterans & Aging Services Committee INITIATED BY

Education, Veterans & Aging Services Committee SUBMITTED BY



Joyce Lubben DRAFTED BY

January 7, 2013 DATE DRAFTED

CREATION OF ROCK COUNTY TRANSPORTATION COORDINATING COMMITTEE

WHEREAS, under the federal SAFETEA-LU and Moving Ahead for Progress in the 21st Century Act
(MAP-21) laws, federal grant programs that support the transportation of the elderly and people with
disabilities all require that projects derive from a "locally developed, coordinated public transit-human services transportation plan" as a condition of funding; and,

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WHEREAS, the State of Wisconsin, Department of Transportation defines a transportation coordinating committee as being appointed by the county board for coordinating the county's specialized transportation; and,

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WHEREAS, the Transportation Coordinating Committee has at least the following duties:

- Monitor the expenditures of transportation funds being expended on transportation services for the elderly and disabled in Rock County;
- Review passenger transportation plans for Rock County;
- Review and comment on county aid applications under s.85.21, Stats.;
- Review and comment on capital assistance applications under s.85.22, Stats;
- Act as an informational resource for local transportation providers regarding the requirements of the Americans with Disabilities Act of 1990, 42 USC 12101 et seq.;
- Act on requests by local public bodies to be designated as coordinators of transportation services
 for elderly and disabled persons for the purpose of becoming eligible for assistance under the
 federal sec. 5310 program;
- Develop and administer a county Transportation Coordination Plan; and,

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31 32 WHEREAS, at least one representative from the following groups will serve on the committee:

- · County Board;
- County Aging Unit;
- · County Department of Human Services;
- County boards created under s.51.42 or 51.437, Stats.;
- Transportation providers public, proprietary and nonprofit, specifically metro transit systems, county 85.21 providers;
 - · County Mobility Manager;
 - · Area planning organizations;
 - Elderly and disabled citizen advocates;
- · Consumer and agency advocates.

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NOW, THEREFORE, BE IT RESOLVED that the Rock County Board of Supervisors duly assembled this ______ day of _______, 2013 does hereby establish a Rock County Transportation Coordinating Committee.

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BE IT FURTHER RESOLVED, that the Chair of the Rock County Board of Supervisors be authorized to appoint up to 15 individuals to serve on the Transportation Coordinating Committee.

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BE IT FURTHER RESOLVED, that the Chair shall appoint one-third to one-year terms, one-third to serve two-year terms, and one-third to three-year terms. Subsequent appointments shall be for three years.

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BE IT FURTHER RESOLVED, that the Chair shall appoint a member of the Steering Committee to serve as a temporary chair until such time that the Committee establishes a method for electing and elects a chair from its membership.

CREATION OF ROCK COUNTY TRANSPORTATION COORDINATING COMMITTEE Page 2

Respectfully submitted, County Board Staff Committee Education, Veterans and Aging Services Committee Terry Thomas, Chair J. Russell Podzilni, Chair Sandra Kraft, Vice Chair Dave Brown Eva Arnold Wayne Qustina Henry Brill Betty Jo Bussie Edwin Nash Marilynn Jensen FISCAL NOTE: Per County Board Rule IV-C, County Board Mary Mawhinney Supervisors who are members of additional special, single purpose or ad hoc committees are eligible for per meeting allowance and mileage Louis Peer reimbursement. Citizen members of such committees shall be eligible for mileage reimbursement only. Kurtis L. Yankee

Sherry Oja Finance Director

LEGAL NOTE:

The County board is authorized to take this action pursuant to sections 59.01 and 59.351, Wis. Stats. As well as Rule IV-C of the County Board Rules.

Jeffrey S. Kuglitsch Corporation Counsel

ADMINISTRATIVE NOTE:

Recommended.

Craig Knutson County Administrator

EXECUTIVE SUMMARY

The Rock County Council on Aging, along with other transportation providers located within the County, applies for various federal and state transportation grants that fund transportation services for the elderly and people with disabilities. Federal regulations state that that these projects must be derived from a "locally developed, coordinated public transit-human services transportation plan" as a condition of funding.

The Wisconsin Department of Transportation also requires that s.85.21 Elderly and Disabled Transportation Assistance to Counties applications be reviewed by a Transportation Coordinating Committee. State statues are in place to provide guidance as to composition and duties of this committee.

A Transportation Coordinating Committee has been meeting for the past several years. This resolution formalizes the Committee and ensures applications for funding meet this requirement.

No county tax levy is required.

RESOLUTION NO AGENDA

	ROCK COUNT	RESOLUTION FY BOARD OF	N SUPERVISORS					
	Health Services Committee INITIATED BY Health Services Committee SUBMITTED BY		Sherry Gunderson DRAFTED BY January 10, 2013 DATE DRAFTED					
	RECOGNIZING KATHLEEN O	CRAWFORD FO	OR SERVICE TO ROCK HAVEN					
2	WHEREAS, Kathleen Crawford has served dedicated and valued employee of Rock Co	ed the citizens of ounty; and,	Rock County over the past 18 years as a					
5 6 7	WHEREAS, Kathleen Crawford began he on February 7, 1995 as a Registered Nurse years there until all nursing home residents the residents to Rock Haven second floor;	on Health Care were moved to	Center third floor. She spent the next 9					
8 9 10 11	WHEREAS, Kathleen Crawford has work February 6, 2013; and,	ced diligently in	that position until her retirement on					
12 13	HEREAS, the Rock County Board of Supervisors, representing the citizens of Rock County, wishes commend Kathleen Crawford for her long and faithful service.							
16 17 18	NOW, THEREFORE, BE IT RESOLVED assembled this day of years of service and extend their best wish. BE IT FURTHER RESOLVED, that the	, 2013 does here es to her in her fi	by recognize Kathleen Crawford for her 18 uture endeavors; and,					
20	of this resolution to Kathleen Crawford. Respectfully Submitted,	COX						
	HEALTH SERVICES COMMITTEE		INTY BOARD STAFF COMMITTEE					
	Betty Jo Bussie, Chair	J. Ru —	issell Podzilni, Chair					
		Sand	ra, Vice Chair					
	Mary Beaver, Vice Chair	Eva	Arnold					
	Terry Fell	Henr	v Brill					

Betty Jo Bussie

Marilynn Jensen

Mary Mawhinney

Louis Peer

Kurtis Yankee

Bitty Bob Grahn

Steve Howland

ROCK COUNTY, WISCONSIN



Human Resources Dept. Rock County Courthouse 51 South Main Street Janesville, WI 53545 Phone: (608) 757-5520

FAX: (608) 757-5512

MEMORANDUM

TO:

Chair J. Russell Podzilni and Members

of the County Board Staff Committee

FROM:

Dave O'Connell

Human Resources Director

DATE:

January 17, 2013

RE:

Semi-Annual Report – Attendance at Trainings/Conventions/Conferences

Resolution No. 06-9A-087 requires each department head to report semi-annually all instances of attendances at all training, conventions and conferences that exceed costs of \$1,000 per event, per employee to their respective governing committee for informational purposes.

Please be advised that no one from my department attended any training, convention or conference that exceeds the cost of \$1,000 per event, per employee during the last six months of 2012.

cc: Craig Knutson, County Administrator



Corporation Counsel Office 51 South Main Street Janesville, WI 53545 (608) 757-5530 Fax: (608) 757-5511

MEMORANDUM

TO:

County Board Staff Committee

FROM:

Jeffrey S. Kuglitsch

Corporation Counsel

DATE:

December 17, 2012

RE:

Out-of-State Training and Conferences

Resolution No. 06-9A-087 requires each department head to report semi-annually all instances of attendances at all training, conventions and conferences that exceed costs of \$1,000 per event, per employee to their respective governing committee for informational purposes.

Please be advised that no one from my department has attended or will attend any training, conventions and conferences that exceed costs of \$1,000 per event, per employee during the last six months of 2012.

cc. Craig Knutson

MEMORANDUM

DATE:

December 19, 2012

TO:

County Board Staff Committee

FROM:

Craig Knutson, County Administrator

SUBJECT:

Out-of-State Training and Conferences

As required by Resolution #06-9A-087, which requires each department head to report semi-annually all instances of attendances at all training, conventions and conferences that exceed \$1,000 per event, per employee to their respective governing committee for informational purposes.

Please be advised that the County Administrator's Office did not have anyone who attended a conference that exceeded \$1,000 per event, per employee during the second six months of 2012.

CK/mb

MEM.OUT-OF-STATE

COPY

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MEMORANDUM

DATE:

November 27, 2012

TO:

Jeffrey S. Kuglitsch, Corporation Counsel

FROM:

Ronald D. Burdick, Airport Director 33

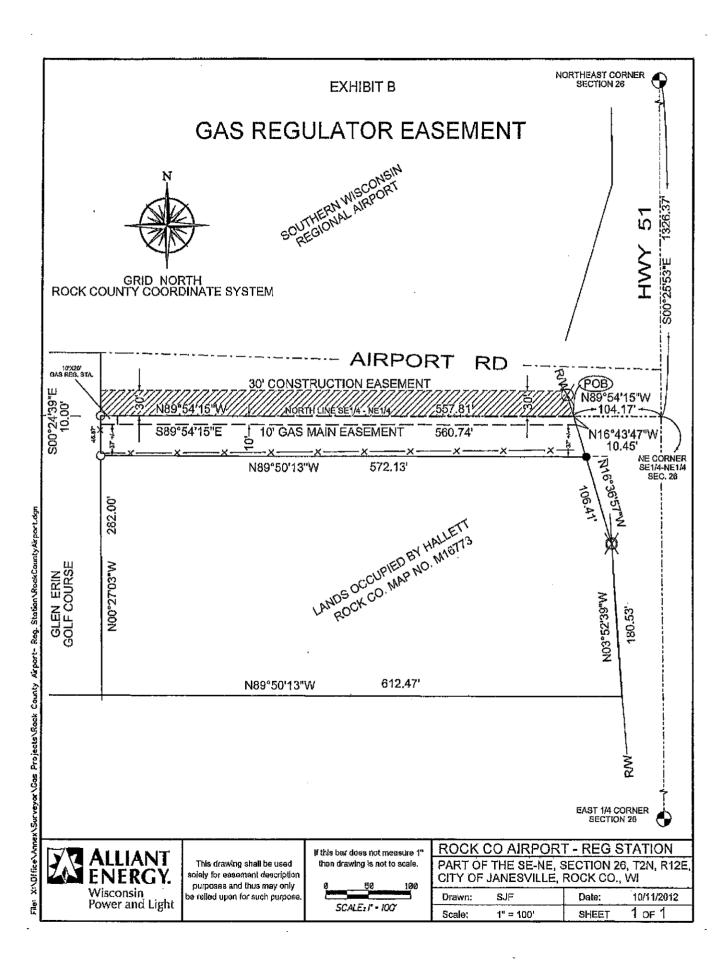
RE:

Gas Regulator Easement

Attached are documents I received from Alliant Energy for an easement along W. Airport Rd. to install a gas regulator. Alliant's intent is to replace the existing high pressure line that serves the businesses in the terminal area and located within our runway safety area with a new low pressure line outside of the safety area. The placement for the gas regulator would be the first step.

Please let me know what process I need to follow to move this request forward. Thank you.

RDB/cjh



Decument No.

EASEMENT NATURAL GAS PIPELINE AND REGULATOR

The undersigned Grantor(s) County of Rock, Wisconsin, (hereinafter called the "Grantor"), in consideration of the sum of one dollar (\$1.00) and other good and valuable consideration, receipt of which is hereby acknowledged, does hereby grant, convey and warrant unto Wisconsin Power and Light Company, a Wisconsin corporation (hereinafter called the "Grantee"), the Grantee's successors and assigns, the perpetual right and easement to construct, install, maintain, operate, repair, inspect, replace, add, relocate and remove the Designated Facilities, as indicated below, upon, in, over, through and across lands owned by the Grantor in the City of Janesville, County of Rock, State of Wisconsin, said Easement Area to be described as follows:

See attached Exhibits A & B.

This Easement is subject to the following conditions:

- Designated Facilittes: This easement is for underground natural gas line facilities, including but not limited to pipelines with valves, main and service laterals, and other appurtenant equipment above and underground associated with the transmission and distribution of natural gas products.
- 2. Access: The Grantee and its agents shall have the right of reasonable ingress and egress to, over and across the Granter's land adjacent to the Easement Area.
- Buildings and Structures: The Grantor agrees within the Easement Area not to construct or place buildings, structures, or other improvements, or place water, sewer or drainage facilities; all without the express written consent of the Grantee.
- 4. Landscaping and Vegetation: No plantings and landscaping are allowed within the Easement Area that will interfere with the easement rights herein granted. The Grantee has the right to trim or remove trees, bushes and brush within the Easement Area without replacement or compensation hereinafter. The Grantee may treat the stumps of any trees, bushes or brush to prevent re-growth and apply herbicides in accordance with applicable laws, rules and regulations, for tree and brush control.
- 5. Elevation: After the installation of the facilities and final grading of the Easement Area, the Grantor agrees not to alter the elevation of the existing ground surface by more than six (6) inches or place rocks or boulders more than eight (8) inches in diameter, within the Easement Area, without the express written consent of the Grantee.
- Restoration and Damages: The Grantee shall at its option, restore, cause to have restored or pay a reasonable sum for all
 damages to property, crops, fences, livestock, lawns, roads, fields and field tile (other than trees trimmed or cut down and removed),
 caused by the construction, maintenance or removal of said facilities.
- Rights not granted to the Grantee: The Grantee shall not have the right to construct or place fences, buildings or any other facilities other than the above Designated Facilities.
- 8. Reservation of use by the Grantor: The right is hereby expressly reserved to the Grantor, the heirs, successors and assigns, of every use and enjoyment of said land within the Easement Area consistent with rights herein granted,
- Binding Effect: This agreement is binding upon the heirs, successors and assigns of the parties hereto, and shall run with the lands described herein.

Record this document with the Register of Deeds

Name and Return Address:

Alliant Energy

Attn: Real Estate Department 4902 North Biltmore Lane, Suite 1000

Madison, WI 63718-2148

Parcel Identification Number(s): 241-0426200001

WITNESS the signature(s) of the Grant	or this	day of	, 20	
County of Rock, Wisconsin				
21	(SEAL)			(SEAL)
Signature		Signature		
rinted Name and Title		Printed Name and	Title	
	(ACAL)			(0541)
Signature	(SEAL)	Signature		(SEAL)
	**************************************	<u> </u>		
rinted Name and Title		Printed Name and	Title	
	ACKNOW	LEDGEMENT		
TATE OF WISCONSIN	} ss			
COUNTY OF ROCK	} 33			
ersonally came before me this	day of	, 20	, the above named	
	· · · · · · · · · · · · · · · · · · ·	, · · · -		to me
	Jigi	nature of Notary		
	Prin	ted Name of Notary		
	Note	ary Public, State of Wisc	onsin	
	My	Commission Expires (is)		
	•			
his Instrument drafted by:				
teve M. Betz		Project Title:	Rock County Airport Reg Station	
eter A. Chen		ERP Activity ID:		
hecked by:		Tract No.: PPN:	1 of 1	
ock County Gas Easement.docx clober 25, 2012		LLIK:	None	

ECRM715181 03/11

Exhibit A: Easement Description

A 10 foot wide easement across the Grantor's property located in a part of the East Half (E1/2) of the Northeast Quarter (NE1/4) of Section 26, Town 2 North, Range 21 East, City of Janesville, Rock County, Wisconsin, being described as:

Commencing at the Northeast Corner of Section 26, thence S00°25'33"E, 1326.37 feet; thence N89°34'15"W, 104.17 feet to the Point of Beginning for this description; thence N89°54'15"W, 557.81 feet; thence S00°24'39"E, 10.00 feet; thence S89°54'15"E, 560,74 feet; thence N16°43'47"W, 10.45 feet to the Point of Beginning.

Grantor's Award of Damages by the County of Rock, State of Wisconsin, being recorded January 4, 1965, in Volume 151 of Records, on Pages 522-523, as Document Number 683392, in the Office of the Register of Deeds for Rock County, Wisconsin.

Also; a 30-foot wide temporary construction easement lying northerly of, and immediately adjacent to the aforementioned north easement boundary. This temporary construction easement shall expire on the completion of the initial construction and restoration of said Designated Facilities.