

## FINANCE COMMITTEE

January 6, 2011

**Call to Order.** Chair Mawhinney called the meeting of the Finance Committee to order at 7:30 A.M. on Thursday, January 6, 2011, in Conference Room N-1 on the fifth floor of the Rock County Courthouse-East.

**Committee Members Present.** Supervisors Mawhinney, Kraft, Beaver, Podzilni and Diestler (7:33 A.M.).

**Committee Members Excused:** None.

**Staff Members Present.** Jeff Smith, Finance Director; Craig Knutson, County Administrator; Mickey Crittenden, Information Technology Director; Sherry Oja, Senior Accountant/Assistant to the Finance Director; Michelle Schultz, Real Property Lister; Tom Sweeney, Land Conservationist; Dave Sudmeier, Controller – Rock Haven; Lori Stottler, County Clerk; Jeff Kuglitsch, Corporation Counsel; Joyce Lubben, Director of Elderly Programs.

**Others Present:** None.

**Approval of Agenda.** Mr. Smith said there was a transfer for the 911 Communications Center to be added as 4.D and Health Services Committee bills to be added as 6.E. Supervisor Podzilni moved approval of the agenda with these additions, second by Supervisor Beaver. ADOPTED as amended.

**Committee Review and Approval of Per Meeting Allowances.** Supervisor Podzilni moved approval of Per Meeting Allowances in the amount of \$10,718.59, second by Supervisor Beaver. ADOPTED.

**Approval of Minutes.** Supervisor Beaver moved approval of the minutes of December 16, 2010, second by Supervisor Kraft. ADOPTED.

**Citizen Participation, Communications, Announcements, Information.** Mr. Smith handed out the Sales Tax Report through November and said they are \$70,000 over budget with one month to go. He said Cutwater will be here on Thursday, March 17<sup>th</sup> to give an update on investments.

Chair Mawhinney said at the last General Services meeting they discussed technology upgrades for County Board. She said Supervisor Combs had requested this be discussed at County Board.

Supervisor Podzilni handed out a letter he had received from Mr. J.P. Cullen in opposition to hiring a mobility manager for the County and a draft of our response.

**Transfers and Appropriations.**

**Mediation & Family Court Services**

**FROM**

**TO**

<u>Account #</u>	<u>Amount</u>
22-1201-0000-61100	\$ 2,300
Regular Wages	

<u>Account #</u>	<u>Amount</u>
22-1201-0000-62114	\$ 2,300
Other Contracted Services	

**Public Health**

**FROM**

<u>Account #</u>	<u>Amount</u>
31-3000-0000-64000	\$3,500
Medical Supplies	

**TO**

<u>Account #</u>	<u>Amount</u>
31-3000-0000-62119	\$ 800
Other Contracted Services	
31-3000-0000-62503	1,200
Interpreter Fees	
31-3000-0000-64010	1,500
Lab Supplies	

**Sheriff's Office**

**FROM**

<u>Account #</u>	<u>Amount</u>
21-2158-0000-63908	\$ 5,000
Investigative Expense JAG	
21-2100-0000-62109	5,000
Personnel Services	

**TO**

<u>Account #</u>	<u>Amount</u>
21-2158-0000-67171	\$ 5,000
Capital Assets \$1,000 + JAG	
21-2100-0000-63501	5,000
Gasoline & Other Fuel	

**911 Communications Center**

**FROM**

<u>Account #</u>	<u>Amount</u>
23-2400-0000-64200	\$1,500
Training Expense	

**TO**

<u>Account #</u>	<u>Amount</u>
23-2400-0000-62400	\$1,500
R&M Services	

Supervisor Diestler moved approval of the above Transfers for the Finance Committee, second by Supervisor Kraft. ADOPTED.

**Bills/Encumbrances - 2010**

Finance Director	\$ 100.00
Tax Deed Expense	75.75
Register of Deed	2,000.00
Employee Related	149.97
Information Technology	43,074.73
IT Capital Project	29,991.81

**Bills/Encumbrances - 2011**

Finance Director	\$ 2,324.00
County Treasurer	354.48

Supervisor Kraft moved approval of the above Bills and Encumbrances for the Finance Committee, second by Supervisor Diestler. ADOPTED.

**Bills Over \$10,000.**

Blackhawk Technical College	\$ 17,515.07
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Digicorp, Inc. 26,650.00

Supervisor Kraft moved approval of the above Bills Over \$10,000 for the Finance Committee, second by Supervisor Diestler. ADOPTED.

**Encumbrances Over \$10,000.**

Beloit Properties Inc.	\$ 130,213.34
Eppstein Uhen Architects	450,600.00
Johnson Controls Inc.	22,895.00
Nutrition and Health Associates Inc.	11,200.00
Peterson Cleaning Inc.	190,380.00
Samuels Group, The	125,000.00
Siemens Industry Inc.	11,352.00
Simplex Grimmell LP	10,997.00
Beloit Meals on Wheels Inc.	40,000.00
Best Events	209,000.00
Fagan Truck and Trailer	35,000.00
Fleet Services	70,000.00
JBM Patrol and Protection Corp.	135,400.00
Manpower Inc.	365,992.00
Nutrition and Health Associates Inc.	13,488.00
Retired Senior Volunteer Program	10,650.00
Senior Services of Rock County Inc.	24,152.00
SGTS Inc.	33,020.00
Trane Company	24,914.00

Supervisor Diestler moved approval of the above Encumbrances Over \$10,000 for the Finance Committee, second by Supervisor Beaver. ADOPTED.

**Pre-Approved Encumbrance Amendments.**

**Finance Director**

WMMIC \$ 263.00

Supervisor Diestler moved approval of the above Pre-Approved Encumbrance Amendments for the Finance Committee, second by Supervisor Podzilni. ADOPTED.

**Approval of Bills for Other Departments.**

**Health Services Committee**

**2010**

HCC \$ 9,757.03  
HCC 15,907.85

**2011**

HCC 3,100.00

Supervisor Diestler moved approval of the above Bills/Encumbrances for Other Departments – Health Services Committee for the Finance Committee, second by Supervisor Beaver. ADOPTED.

**Review of Resolutions**

**Accepting Health Impact Assessment Grant and Amending the 2011 Rock County Health Department Budget**

“NOW, THEREFORE, BE IT RESOLVED that the Rock County Board of Supervisors duly assembled this \_\_\_\_ day of \_\_\_\_\_, 2011, does hereby authorize the Rock County Health Department to accept the Health Impact Assessment Grant in the amount of \$10,000, and amend the 2011 Rock County Health Department budget as follows:

...”

Supervisor Kraft moved Finance Committee Endorsement of the above resolution, second by Supervisor Diestler. ADOPTED.

**Amending 2011 Land Conservation Department Budget for Purchase of Tablet Computer and a Computer Project for Implementation of the PACE Program**

“NOW, THEREFORE, BE IT RESOLVED that the Rock County Board of Supervisors duly assembled this \_\_\_\_ day of \_\_\_\_\_, 2011, approves transferring the \$3,100 of the LGIP ATC Account and hereby amends the Land Conservation Department’s budget as follows:

...”

Supervisor Diestler moved Finance Committee Endorsement of the above resolution, second by Supervisor Kraft. ADOPTED.

**Amending the 2011 Council on Aging Budget for Congregate Nutrition Program, Volunteer Driver Program, New Freedom Program and Creating Position of Mobility Manager**

“NOW, THEREFORE, BE IT RESOLVED by the Rock County Board of Supervisors duly assembled this \_\_\_\_ day of \_\_\_\_\_, 2011 that the position of Mobility Manager be created in Pay Range 13 effective January 14, 2011 through December 31, 2011 and the 2011 Council on Aging budget be amended as follows:

...”

Supervisor Podzilni asked if anyone on staff would be able and had time to do this with Ms. Lubben stating that no one on staff had that amount of time to

do this. Ms. Lubben said this is a position funded by grant funds and she can apply each year for the grant.

Ms. Knutson said they need to have a Transportation Plan written as well as having an implementation plan in place. The concern is that there are transportation vehicles at other facilities, such as Riverfront, that sit much of the time and these vehicles could be put to better use during these down times. This is an attempt to take assets in the community and utilize them for the better good of the community.

Ms. Lubben said the Transportation Coordinating Committee has a list of all transportation vehicles in the county and the Mobility Manager would work on bringing everyone together to make better use of the vehicles, to get cooperative agreements and work on getting rid of any barriers that may be there.

Mr. Knutson added that this is much different from a privately run company which owns all of the vehicles. This position would coordinate many different entities. Ms. Lubben added they would also look at where and when clients are being picked up and dropped off and coordinate the routes as well.

Supervisor Kraft moved Finance Committee Endorsement of the above resolution, second by Supervisor Diestler. ADOPTED.

**Acceptance of Wisconsin Hospital Emergency Preparedness Program  
FY2010 Licensed Nursing Home Grant and Amending 2011 Budget**

**“NOW, THEREFORE, BE IT RESOLVED** that the Rock County Board of Supervisors duly assembled this \_\_\_\_ day of \_\_\_\_\_, 2011 does hereby accept the Wisconsin Hospital Emergency Preparedness Program FY2010 Licensed Nursing Home Grant.

**BE IT FURTHER RESOLVED** that Rock Haven Nursing Home Administration be authorized to file all necessary documents for administration and reimbursement of this program.

...”

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

**Authorizing Acceptance of Project Safe Neighborhoods Grant and Amending  
2011 Budget**

**“NOW, THEREFORE, BE IT RESOLVED,** that the Rock County Board of Supervisors duly assembled this \_\_\_\_ day of \_\_\_\_\_, 2011, does approve and authorize the acceptance of the Project Safe Neighborhoods 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 2011 be amended as follows:

...”

Supervisor Diestler moved Finance Committee Endorsement of the above resolution, second by Supervisor Kraft. ADOPTED.

**Awarding Contract for the Health Care Center Replacement Boiler Project and Amending the Capital Budget**

**“NOW, THEREFORE, BE IT RESOLVED** by the Rock County Board of Supervisors duly assembled this \_\_\_\_ day of \_\_\_\_\_, 2011 that a contract be awarded to H&H Industries of Madison, WI in the amount of \$768,860 for replacement boiler system in the Health Care Center; and,

**BE IT FINALLY RESOLVED** that the Health Care Center Boiler Replacement Capital Project budget be amended as follows:

...”

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

**Semi-Annual Departmental Out of State Training and Conference Report.** The Committee accepted reports from the Register of Deeds, Finance Director, Real Property/Land Records, County Treasurer and County Clerk.

**Adjournment.** Supervisor Beaver moved adjournment at 8:33 A.M., second by Supervisor Podzilni. ADOPTED.

Respectfully submitted,

Marilyn Bondehagen  
Confidential Administrative Assistant

**NOT OFFICIAL UNTIL APPROVED BY COMMITTEE.**