

FINANCE COMMITTEE
February 16, 2012

Call to Order. Chair Mawhinney called the meeting of the Finance Committee to order at 7:30 A.M. on Thursday, February 16, 2012, 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.

Committee Members Excused: None.

Staff Members Present. Sherry Oja, Finance Director; Craig Knutson, County Administrator; Randy Terronez and Nick Osborne, Assistants to the County Administrator; Mickey Crittenden, Information Technology Director; Ben Coopman, Public Works Director; Jodi Millis, Purchasing Manager; Vicki Brown, Treasurer; Captain Gary Groelle; Diane Michaelis, Finance Office Manager, Sheriff's Office; Dave Sudmeier, Comptroller, Rock Haven; Matt Fosmoen, Rock Haven Accounting; Sue Balog, Courthouse Accounting.

Others Present: None.

Approval of Agenda. Supervisor Podzilni moved approval of the agenda as presented, second by Supervisor Diestler. ADOPTED.

Approval of Minutes. Supervisor Kraft moved approval of the minutes of February 2, 2012, second by Supervisor Beaver. ADOPTED.

Citizen Participation, Communications, Announcements, Information. Ms. Oja told the Committee and staff that Carol Wirth, Wisconsin Public Finance Professionals, LLC., brought Paczki for us this morning. Committee and staff asked to have their thanks sent to Ms. Wirth.

Ms. Brown gave an update on the 2011 tax collections in the Treasurer's Office and handed out a report by municipality.

Ms. Brown informed the Committee that her Chief Deputy, Denise Cole, is working on trying to collect taxes still owed and, at this point, they are down to 357 properties.

Transfers and Appropriations. None.

Bills/Encumbrances - 2011

Finance Director	\$ 8,666.44
Information Technology	21,020.36
IT GL Upgrade	1,520.00
IT Capital Project	15,000.00

Bills/Encumbrances - 2012

Finance Director	\$ 1,916.09
County Clerk	484.64
Information Technology	27,631.03

Stray Dogs 50.00

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

Bills Over \$10,000 - 2011.

AVI Systems Inc.	\$ 12,911.00
Core BTS Inc.	15,000.00
DHS-637	10,250.50
Honeywell Inc.	14,570.00
Valia Excavating LLC	14,974.50

Bills Over \$10,000 - 2012.

AT&T Global Services Inc.	\$ 35,229.58
General Communications Inc.	191,592.00
Hewlett Packard	18,089.94
Simplex Grinnell LP	10,020.67

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

Encumbrances Over \$10,000.

Board of Regents	\$ 48,397.00
Children’s Service Society	97,845.00
Rock Walworth Comprehensive Family Services	57,468.00
Southwest Wisconsin Workforce Development	47,000.00

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

Pre-Approved Encumbrance Amendments. None.

Approval of Bills for Other Departments.

County Board Staff

County Administrator	\$ 234.00
County Board	2,713.82
Human Resources	25.00

Supervisor Kraft moved approval of the above Bills for Other Departments – County Board Staff, second by Supervisor Beaver. ADOPTED.

Resolution.

Carryover of 2011 Budget Appropriations to 2012

“NOW, THEREFORE, BE IT RESOLVED, by the Rock County Board of Supervisors duly assembled this ____ day of _____, 2012 that the 2012 Budget be amended as follows:

...”

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

Review of Resolutions.

Amending the Sheriff’s 2012 Budget to Use Equitably Shared Funds

“NOW, THEREFORE, BE IT RESOLVED by the Rock County Board of Supervisors duly assembled this ____ day of _____, 2012 that the 2012 budget be amended as follows:

...”

Supervisor Podzilni moved Finance Committee Endorsement of the above resolution contingent on Public Safety and Justice Committee approval, second by Supervisor Beaver. ADOPTED.

Accepting Pipeline Safety Education from Enbridge Inc. and Amending the 2012 Rock County Communications Center Budget

“NOW, THEREFORE, BE IT RESOLVED by the Rock County Board of Supervisors duly assembled this ____ day of _____, 2012 does hereby authorize the Rock County Communications Center to accept the \$1,000 Pipeline Safety Education grant from Enbridge Inc., and amend the 2012 Rock County Communications Center Budget as follows:

...”

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

Purchasing Procedural Endorsement.

Authorizing Purchase of Motorcycles from Kutter Harley-Davidson, Janesville, WI for the Rock County Sheriff’s Office

“NOW, THEREFORE, BE IT RESOLVED by the Rock County Board of Supervisors duly assembled this ____ day of _____, 2012 that a Purchase Order is issued as follows:

\$28,000 to Kutter Harley-Davidson for two FLHTP Electra Glide Police Motorcycles

BE IT FURTHER RESOLVED that payment be made to the vendor upon receipt and acceptance by the Rock County Sheriff.”

Supervisor Diestler moved Purchasing Procedural Endorsement of the above resolution contingent on Public Safety and Justice Committee approval, second by Supervisor Kraft. ADOPTED.

Awarding a Contract for Installation of an Electrical Service and Reallocating Funds within the Public Works Department Budget

“NOW, THEREFORE, BE IT RESOLVED, that the Department of Public Works is hereby authorized by the Rock County Board of Supervisors convened this ____ day of _____, 2012 to award the bid for the installation of these items to the lowest responsible bidder, Agsun Corporation of Janesville, WI in the amount of \$23,950; and,

BE IT FURTHER RESOLVED, that the Department of Public Works is authorized to revise, defer or reallocate other DPW building projects in 2012 to undertake this project.”

Supervisor Diestler moved Purchasing Procedural Endorsement of the above resolution, second by Supervisor Beaver. ADOPTED.

Write-Off Uncollectible Receivables.

Rock Haven Mr. Sudmeier and Mr. Fosmoen explained the write-offs for Rock Haven and their efforts to collect these funds.

Department of Public Works - Airport Ms. Oja explained the write-off for Public Works – Airport Division.

Supervisor Beaver moved Finance Committee approval to write-off \$71,515.95 for Rock Haven and \$122.66 for the Department of Public Works – Airport Division, second by Supervisor Podzilni. ADOPTED.

Report on Cash Balances and Investments. Ms. Oja updated the Committee on cash balances and investments as of January 31, 2012.

Adjournment. Supervisor Beaver moved adjournment at 8:17 A.M., second by Supervisor Diestler. ADOPTED.

Respectfully submitted,

Marilyn Bondehagen
Confidential Administrative Assistant

NOT OFFICIAL UNTIL APPROVED BY COMMITTEE.