

**FINANCE COMMITTEE**  
**March 15, 2012**

**Call to Order.** Chair Mawhinney called the meeting of the Finance Committee to order at 7:30 A.M. on Thursday, March 15, 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; Jeff Kuglitsch, Corporation Counsel; Randy Terronez and Nick Osborne, Assistants to the County Administrator; Mickey Crittenden, Information Technology Director; Michelle Schultz, Real Property Lister; Lori Stottler, County Clerk; Randy Leyes, Register of Deeds; Paul Benjamin, Planning and Development Director; Colin Byrnes, Zoning Administrator; Jennifer Borlick, GIS Manager; Sara Mooren, Administrative Services Division Manager, Human Services.

**Others Present:** None.

**Approval of Agenda.** Supervisor Podzilni moved approval of the amended agenda, second by Supervisor Diestler. ADOPTED.

**Citizen Participation, Communications, Announcements, Information.** Supervisor Kraft said Ms. Oja's daughter was recognized in the Janesville Gazette as Student of the Week for Harrison School.

Ms. Stottler informed the Committee that it appears there will be recall elections on May 8<sup>th</sup> and June 5<sup>th</sup>, and she will be working on amending her budget to accommodate these additional elections.

Ms. Oja said the contract with First National Bank will be up soon and asked if April 5<sup>th</sup> would work for them to make a presentation to the Committee. The Committee agreed this would be a good date for the presentation.

**Transfers and Appropriations.**

**Rock Haven**

**FROM**

<b><u>Account #</u></b>	<b><u>Amount</u></b>
32-8000-9500-2451 Special Assessments	\$22,000
32-8000-9300-62163 Laundry Services	800
32-8000-9700-62174 Medical Staff Internist	7,500
32-9000-9910-65109	600

**TO**

<b><u>Account #</u></b>	<b><u>Amount</u></b>
32-8000-9300-63404 Janitorial/Cleaning	\$22,000
32-8000-9300-64402 Linen Room Supplies	800
32-8000-9550-64902 Medical Records Indirect Cost	7,500
32-9000-9910-65103	600

Other Insurance	
32-9000-9940-61710	7,500
Workers Compensation	
32-9000-9940-61915	800
Certifications/Licenses/Other	
32-8000-8100-64408	2,100
Disposables	
32-8000-8200-62104	1,400
Consulting Services	
32-8000-9100-63109	1,100
Other Supplies & Expense	
32-7260-7400-62180	11,000
Physical Therapy	
32-7260-7400-62185	7,650
Occupational Therapy	
32-7260-740062186	1,000
Speech Therapy	

Public Liability	
32-9000-9940-61720	2,000
Unemployment	
32-9000-9940-63406	6,300
Clothing & Uniforms	
32-8000-8100-64000	1,500
Medical Supplies	
32-8000-8200-63109	2,000
Other Supplies & Expense	
32-8000-9100-63111	1,100
Paper Products	
32-7260-7400-62171	3,350
Ambulance	
32-7260-7400-62176	1,300
Laboratory	
32-7260-7400-62179	15,000
Pharmacy	

**Developmental Disabilities**

**FROM**

<u>Account #</u>	<u>Amount</u>
33-3310-0000-62604	\$104,724
Nursing Home Relocation	
33-3310-0000-62606	26,234
Family Support	
33-3310-0000-63100	26
Office Supplies	
33-3310-0000-62620	86,937
Community Integration Program	
33-3310-0000-62601	21,705
Purchase of Care	
33-3310-0000-62604	1,270
Nursing Home Relocation	

**TO**

<u>Account #</u>	<u>Amount</u>
33-3310-0000-62601	\$104,724
Purchase of Care	
33-3310-0000-62633	26,234
Children's Long Term Waiver	
33-3310-0000-63200	26
Publications/Subscriptions	
33-3310-0000-62604	108,642
Nursing Home Relocation	
33-3310-0000-62627	1,270
Brain Trauma	

**Public Works**

**FROM**

<u>Account #</u>	<u>Amount</u>
41-4350-4280-46205	\$6,104.19
Comp -- Loss of Fixed Assets	

**TO**

<u>Account #</u>	<u>Amount</u>
41-4350-4280-67110	\$6,104.19
Capital Equipment	

**Human Services**

**FROM**

<u>Account #</u>	<u>Amount</u>
36-3604-0000-61108	\$ 6,854
ESS Season Wages	
36-3666-0000-64604	871
LTS Program Expense	
36-3696-0000-6/208	8,830

**TO**

<u>Account #</u>	<u>Amount</u>
36-3604-0000-67160	\$ 1,330
ESS Equipment Under 5,000	
36-3604-0000-67130	5,524
ESS Terminals & PCs	
36-3666-0000-67130	871

TAP Allocation

LTS Terminals & PCs  
36-3696-0000-62119 8,830  
TAP Other Contracted

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

**Bills/Encumbrances**

Finance Director	\$ 63.21
Elections	97.28
County Treasurer	163.00
Land Records	1,266.12
Information Technology	24,077.47
Stray Dogs	50.00
Land Records	88.24

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

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

CESA 2	\$ 15,790.06
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Supervisor Kraft moved approval of the above Bills Over \$10,000 for the Finance Committee, second by Supervisor Podzilni. ADOPTED.

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

Health Net of Janesville Inc.	\$ 57,867.00
Independent Journeys Inc.	93,797.96
King Consulting	19,200.00
Rock Valley Community Programs Inc.	302,514.00
University of Wisconsin Medical Foundation	40,000.00

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

**Pre-Approved Encumbrance Amendments.**

**DD Board**

Abilities Inc.	\$ 54,397.00
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**General Services**

Professional Service Industries	\$ 30,000.00
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Supervisor Beaver moved approval of the above Pre-Approved Encumbrance Amendment for the Finance Committee, second by Supervisor Podzilni. ADOPTED.

**Approval of Bills for Other Departments.**

**County Board Staff**

Human Resources	\$	945.74
Employee Related		284.29

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

**Resolution.**

**Voter Assistance Initiative and Amending Register of Deeds Budget**

**“NOW, THEREFORE, BE IT RESOLVED**, that the Rock County Board of Supervisors duly assembled this \_\_\_\_\_ day of \_\_\_\_\_, 2012 approves the Rock County Voter Assistance Initiative Program modeled after the Milwaukee County program.

**BE IT FURTHER RESOLVED**, that the Register of Deeds shall provide free birth certificates for the purpose of obtaining a state issued ID card for voting purposes only, with the following rules/limitations:

- Individuals seeking a free birth certificate need to state in writing that the birth certificate is being obtained for the sole purpose of obtaining a state issued ID card for voting purposes.
- Individuals will need to fill out a Birth Certificate Application.
- Individuals must be of voting age as of the November 2012 election.
- Only one free birth record will be given per applicant.
- Free birth records will be stamped: FOR VOTER ID USE ONLY.
- Will need to present acceptable forms of identification per state statute.
- Eligible persons must be born in Rock County and a resident of Rock County (i.e., plan to vote in a Rock County election).

**BE IT FURTHER RESOLVED**, that the Register of Deeds Budget be amended as follows to provide up to 200 free birth certificates for voter identification:

...

**BE IT FURTHER RESOLVED**, that once the 200 free certificates have been issued in 2012, the program will be terminated unless extended by action of the Rock County Board of Supervisors.”

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

Supervisor Kraft moved to add **“BE IT FURTHER RESOLVED**, that this resolution will become effective when a court of competent jurisdiction determines Voter ID is required”, second by Supervisor Podzilni. ADOPTED.

ADOPTED as amended.

**Authorizing the Amendment of the 2010 LiDAR Contract with Ayres Associates, Inc. and Amending the 2012 Land Records Budget**

“NOW, THEREFORE, BE IT RESOLVED, that the Rock County Board of Supervisors duly assembled this \_\_\_\_ day of \_\_\_\_\_, 2012 does hereby amend the 2012 Land Records Budget as follows:

...

**BE IT FURTHER RESOLVED**, that the existing contract with Ayres Associates, Inc. be amended to include these additional funds of \$12,500 to complete the updated Countywide Topographic Dataset.”

Ms. Schultz handed out a map showing the two areas impacted. Ms. Schultz said she will be seeking additional grant funds to reimburse for this cost.

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

**Authorizing Purchase of Additional Disk Storage**

“NOW, THEREFORE, BE IT RESOLVED that the Rock County Board of Supervisors duly assembled this \_\_\_\_ day of \_\_\_\_\_, 2012 that a Purchase Order to add disk storage to the County’s storage area network be issued to AE Business Solutions in the amount of \$16,988.00.”

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

**Review of Resolutions.**

**Amending the 2012 Land Conservation Department Budget Tree and Shrub Sales Program**

“NOW, THEREFORE, BE IT RESOLVED that the Rock County Board of Supervisors duly assembled this \_\_\_\_ day of \_\_\_\_\_, 2012 hereby amended the Land Conservation Department’s 2012 Budget as follows:

...”

Supervisor Kraft moved approval of the above resolution and Finance Committee Endorsement, second by Supervisor Beaver. ADOPTED.

**Authorizing Acceptance of Permanency Roundtable Funding and Amending the 2012 Human Services Department Budget**

**“NOW, THEREFORE, BE IT RESOLVED** by the Rock County Board of Supervisors duly assembled this \_\_\_\_ day of \_\_\_\_\_, 2012 does hereby authorize the acceptance Permanency Roundtable funding; and,

**BE IT FURTHER RESOLVED**, that the Human Services Department budget for 2012 be amended as follows:

...”

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

**Ordinance.**

**Repeal and Re-Creation Chapter VI of the Rock County Ordinance (Re-  
Apportionment of Supervisory Districts)**

**“NOW, THEREFORE, BE IT RESOLVED** that the Rock County Board of Supervisors duly assembled this 22nd day of March, 2012 hereby authorizes and approves the Repeal and Recreation of Chapter VI of the Rock County Ordinances – Rock County Supervisory Districts.”

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

Mr. Byrnes, Ms. Borlick handed out maps and tables. Ms. Stottler explained that when the State first drafted the boundaries they used census block information, which they found out recently does not match with the counties information. The State has asked that the census block information be removed from the ordinances and to use the more accurate county information to help alleviate possible future problems. Ms. Stottler asked the Committee what they thought would be most helpful at County Board. The Committee felt the table would be the more helpful and less confusing than the maps.

ADOPTED.

**Discussion on Investment Advisor.** Ms. Oja informed the Committee that Cutwater is still working on obtaining a representative in Wisconsin. Mr. Kuglitsch and Ms. Oja said the RFP had required a representative in Wisconsin, which Cutwater had at the time, but the contract does not state this. She asked the Committee if they felt the County should go out for RFP, or continue with Cutwater until the end of 2013. The Committee said they are happy with Cutwater at this time and asked that staff discuss if a representative in Wisconsin is still necessary with so much being done electronically now. Staff will discuss this, bring the results back to the Committee, and a decision will then be made at the end of 2013 to either go out for RFP or to use the renew option until 2016.

**Report on Cash Balances and Investments.** Ms. Oja updated the Committee on cash balances and investments as of February 29, 2012 and handed out the County Sales Tax Receipts for February 2012.

**Adjournment.** Supervisor Diestler moved adjournment at 8:40 A.M., second by Supervisor Podzilni. ADOPTED.

Respectfully submitted,

Marilyn Bondehagen  
Confidential Administrative Assistant

**NOT OFFICIAL UNTIL APPROVED BY COMMITTEE.**