

FINANCE COMMITTEE
April 5, 2012

Call to Order. Chair Mawhinney called the meeting of the Finance Committee to order at 7:30 A.M. on Thursday, April 5, 2012, in Conference Room N-1 Rock County Courthouse East.

Committee Members Present. Supervisors Mawhinney, Kraft, Beaver and Podzilni.

Committee Members Excused: Supervisor Diestler.

Staff Members Present. Sherry Oja, Finance Director; Craig Knutson, County Administrator; Nick Osborne, Assistant to County Administrator; Jodi Millis, Purchasing Manager; Mickey Crittenden, Information Technology Director; Phil Boutwell, Human Services Deputy Director; Sue Balog, Controller; Dara Mosley, IT Public Safety Systems Manager; Vicki Brown, Treasurer.

Others Present: Marie Strombeck and Julie Miller, First National Bank and Trust; Jean Wulf, City of Janesville Treasurer.

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

Committee Review and Approval of Per Meeting Allowances. Supervisor Kraft moved approval of per meeting allowances in the amount of \$13,810.63, second by Supervisor Podzilni. ADOPTED.

Approval of Minutes – March 1, 2012, March 15, 2012 and March 22, 2012. Supervisor Beaver moved approval of the minutes of March 1, 2012, March 15, 2012 and March 22, 2012 minutes as presented, second by Supervisor Podzilni. ADOPTED.

Citizen Participation, Communications, Announcements, Information. Ms. Brown said they had been at 400 parcels owing 2008 taxes and they are now at 270 parcels, with 130 of them in subdivisions.

Ms. Oja said the sales tax collections through February were good, but it slowed down in March. Rock County is still ahead of last year overall.

Supervisor Kraft said at the Board of Health meeting the prior evening the use of credit card machines at immunizations clinics was discussed and asked if this was in the budget, to which Mr. Knutson said they did budget for credit card fees. She also asked if there was a way for the County not to pay these fees. Ms. Strombeck and Ms. Miller explained that it is illegal to pass the fee on to the customer, but if a processor was used they could do this. Mr. Crittenden said he felt it would put the County at risk to store any credit card numbers and information. Ms. Strombeck offered to pass information regarding the representative the other municipalities use on to the County.

Transfers and Appropriations.

Sheriff's Office

FROM

<u>Account #</u>	<u>Amount</u>
21-2200-0000-62161	\$ 7,846
Household Services	
21-2100-0000-63501	8,027
Gasoline & Other Fuel	
21-2130-2012-67172	65,000
Capital Assets \$500-\$999	

TO

<u>Account #</u>	<u>Amount</u>
21-2200-0000-63406	\$ 7,846
Clothing & Uniforms	
21-2100-0000-63405	2,356
Security Supplies	
21-2100-0000-63406	3,499
Clothing & Uniforms	
21-2100-0000-63407	2,172
Computer Supplies	
21-2130-2012-67171	65,000
Capital Assets \$1,000+	

Supervisor Beaver moved approval of the above Transfers for the Finance Committee, second by Supervisor Podzilni. ADOPTED.

Bills and Encumbrances

Finance Director	\$	286.33
County Clerk		275.00
Elections		9,582.21
County Treasurer		213.72
Register of Deeds		216.85
Land Records		64.00
Information Technology		10,756.91
Infrastructure		68,752.15
Information Technology		168.31

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

Bills Over \$10,000.

CESA 2	\$	15,615.27
Quality Power Solutions LLC		67,745.00
Streichers Inc		11,920.00

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

Encumbrances Over \$10,000.

Arjo Inc.	\$	28,675.40
Direct Supply Equipment		22,226.99
Direct Supply Equipment		21,775.10

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

Pre-Approved Encumbrance Amendments.

Council on Aging

Fagan Automotive \$ 11,946.00

General Services

CG Schmidt \$ 123,185.64

Rock Haven

Gulf South Medical Supply \$ 10,000.00

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

Approval of Bills for Other Departments.

County Board Staff

County Board \$ 970.47

Human Resources 3,356.73

Risk Management 395.40

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

Discussion and Possible Action on Bank Contract Renewal Ms. Brown said we are at the end of a 3-year contract with First National Bank and Trust Company and the Committee needed to make a decision if they wished to renew the contract.

Ms. Strombeck said First National Bank and Trust has two options for the County on interest. 1) The rate for excess funds would earn the Daily Federal Funds rate minus .25% and the collateral requirements would remain with US Government issued securities with a fixed rate of .45%; or 2) the County would have a one-year Federal Home Loan Bank Letter of Credit with a fixed rate of .65%.

Supervisor Podzilni moved to table the issue of the investment policy to the April 19th meeting, second by Supervisor Beaver. TABLED to April 19, 2012.

Supervisor Kraft moved to remain with First National Bank and Trust Company, second by Supervisor Podzilni. ADOPTED.

Discussion and Possible Action on Increase of Flat Fee Rate for First Installment Collections Ms. Brown handed out a spreadsheet showing the current charges per municipality, what the charges would be if increased by 5¢ per parcel, and the charge if we would use a flat fee increase of \$150.00. Ms. Brown added that the last time there was an increase was in 2006, that

the cost of the functions (i.e. bank charges, trips to the post office, etc) are the same for her office no matter the size of the municipality, and so in her opinion a flat fee would be the more fair way to go.

Supervisor Podzilni moved increase the flat fee rate, second by Supervisor Beaver. FAILED on the following vote: AYE – Supervisors Podzilni and Beaver; NO – Supervisors Kraft and Mawhinney.

Supervisor Kraft moved to increase fees by 5¢ per parcel, second by Supervisor Mawhinney. ADOPTED.

Review of Resolutions.

Amending the Council on Aging 2012 Budget to Transfer Funds from the Specialized Transit Trust Fund

“NOW, THEREFORE, BE IT RESOLVED that the Rock County Board of Supervisors duly assembled on this ____ day of _____, 2012 does hereby amend the Adopted 2012 Council on Aging Budget as follows:

...”

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

Accepting Rock County Coalition for Sexually Transmitted Infections Prevention Grant and Amending the 2012 Rock County Health Department Budget

“NOW, THEREFORE, BE IT RESOLVED, that the Rock County Board of Supervisors duly assembled this ____ day of _____, 2012 does hereby authorize the Rock County Health Department to accept this Rock County Coalition for Sexually Transmitted Infections Prevention Grant in the amount of \$45,664 from the Wisconsin Partnership Program, and amend the 2012 Rock County Health Department Budget as follows:

...”

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

Upgrading Two Bachelor’s Level Social Worker Positions to Master’s Level Social Worker Positions and Amending the 2012 Budget

“NOW, THEREFORE, BE IT RESOLVED that the Rock County Board of Supervisors duly assembled this ____ day of _____, 2012 does hereby upgrade the 2.0 FTE vacant Bachelor’s level Social Worker positions to Master’s

level Social Workers and authorized the Human Services Department to fill those positions; and,

BE IT FURTHER RESOLVED, that the 2012 Budget be amended as follows:

...”

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

Authorizing Acceptance of the Intoxicated Driver Program Enhancement Grant 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 upgrade the acceptance of the Intoxicated Driver Enhancement Grant.

BE IT FURTHER RESOLVED, the Human Services Director is authorized to sign all Intoxicated Driver Program Enhancement Grant documents on behalf of Rock County; 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 Podzilni. ADOPTED.

Accepting High Intensity Drug Trafficking Area (HIDTA) Grant and Amending the Sheriff’s Budget

“NOW, THEREFORE, BE IT RESOLVED by the Rock County Board of Supervisors duly assembled this ____ day of _____, 2012 to approve and authorize the acceptance of \$30,000 of HIDTA grant funds and to authorize the Sheriff to sign the award documents; and,

BE IT FURTHER RESOLVED, that the 2012 Sheriff’s budget be amended as follows:

...”

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

Authorizing Acceptance of Grant for Beloit Area Sewer Service Area Planning

“NOW, THEREFORE, BE IT RESOLVED, that the Rock County Board of Supervisors duly assembled this ____ day of _____, 2012, does hereby authorize Rock County Planning and development Agency to accept the 2012 DNR funding for Beloit Area Sewer Service Area planning; and,

BE IT FURTHER RESOLVED, that the Rock County Board of Supervisors authorizes the Planning Director to sign, on behalf of Rock County, the respective Grant Agreement with the State of Wisconsin Department of Natural Resources; and,

BE IT FURTHER RESOLVED, that the 2012 County Budget be amended as follows:

...”

Supervisor Podzilni moved Finance Committee Endorsement of the above resolution contingent on Planning and Development Committee approval, second by Supervisor Kraft. ADOPTED.

Purchasing Procedural Endorsement.

Authorizing Purchase of Two Bladder Scans and One Cart for Rock Haven

“NOW, THEREFORE, BE IT RESOLVED, that the Rock County Board of Supervisors duly assembled this ____ day of _____, 2012 does hereby recommend that a Purchase Order for two Bladder Scans and one cart be issued to Direct Supply in the amount of \$22,226.99.”

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

Authorizing Purchase of Ten Bariatric Beds and Five Bariatric Mattresses for Rock Haven

“NOW, THEREFORE, BE IT RESOLVED that the Rock County Board of Supervisors duly assembled this ____ day of _____, 2012 does hereby recommend that Purchase Orders be issued as follows: Direct Supply \$21,775.10 for the purchase of ten Gendron Model 4748SB bariatric beds and Gulf South Medical \$7,394.70 for the purchase of five Span American Model 8040-29 APM bariatric mattresses.”

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

Authorizing Purchase of Portable and Mobile Radios 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 to General Communications of Madison, Wisconsin in the amount of \$65,000.00 to purchase twenty-six portable radios and thirteen mobile radios.

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

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

Authorizing Purchase of Ionit Digital Video Recorder from SGTS, Inc.

Supervisor Beaver moved Purchasing Procedural Endorsement for the purchase of Ionit Digital Video Recorder from SGTS, Inc., second by Supervisor Podzilni. ADOPTED.

Chair Mawhinney said the Committee will miss Supervisor Diestler and they are sorry to see him go.

Adjournment. Supervisor Podzilni moved adjournment at 8:36 A.M., second by Supervisor Beaver. ADOPTED.

Respectfully submitted,

Marilyn Bondehagen
Confidential Administrative Assistant

NOT OFFICIAL UNTIL APPROVED BY COMMITTEE.