

**FINANCE COMMITTEE**  
**Minutes – February 21, 2013**

**Call to Order.** Vice Chair Kraft called the meeting of the Finance Committee to order at 7:30 A.M. on Thursday, February 21, 2013, in Conference Room N-1 Rock County Courthouse East.

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

**Committee Members Excused:** Supervisors Mawhinney and Fox.

**Staff Members Present.** Sherry Oja, Finance Director; Craig Knutson, County Administrator; Randy Terronez and Nick Osborne, Assistants to County Administrator; Mickey Crittenden, Information Technology Director; Jodi Millis, Purchasing Manager; Lori Stottler, County Clerk; Ben Coopman, Public Works Director; Joyce Lubben, Director of Elderly Programs; Lori Williams, Parks Director.

**Others Present:** None.

**Approval of Agenda.** Ms. Oja said there was a bill for General Services under 4. E. Supervisor Podzilni moved approval of the amended agenda with this addition, second by Supervisor Beaver. ADOPTED.

**Citizen Participation, Communications and Announcements.** Ms. Oja said she had a message from the County Treasurer that all 29 municipalities have paid their February settlement and the first installment collections went smoothly.

**Transfers and Appropriations.** None.

**Bills and Encumbrances - 2012**

|                        |    |           |
|------------------------|----|-----------|
| Information Technology | \$ | 50,287.71 |
| Elections              |    | 2,749.94  |

**Bills and Encumbrances - 2013**

|                        |    |           |
|------------------------|----|-----------|
| County Board           | \$ | 773.89    |
| Information Technology |    | 99,388.92 |
| Stray Dogs             |    | 60.00     |

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

**Bills Over \$10,000**

|                                  |    |           |
|----------------------------------|----|-----------|
| Advanced Correctional Healthcare | \$ | 23,338.14 |
| CESA 2                           |    | 18,155.99 |
| Dell                             |    | 48,320.71 |
| Productive Living Systems Inc.   |    | 21,098.03 |
| Enterprise Systems Group         |    | 33,991.00 |
| Netsmart Technologies Inc.       |    | 46,421.40 |

|                                   |           |
|-----------------------------------|-----------|
| Wisconsin Department of Justice   | 10,998.00 |
| Gielows Lawn and Garden Equipment | 13,824.65 |

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

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

|  |    |           |
|--|----|-----------|
| Alcocare Inc.                              | \$ | 20,000.00 |
| University of Wisconsin Medical Foundation |    | 30,000.00 |
| Willis Milwaukee                           |    | 42,525.00 |

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

**Pre-Approved Encumbrance Amendments.** None.

**Approval of Bills for Other Departments.**

**General Services - 2012**

|                                   |    |           |
|-----------------------------------|----|-----------|
| Gielows Lawn and Garden Equipment | \$ | 13,824.65 |
|-----------------------------------|----|-----------|

Supervisor Podzilni moved approval of the above Bills and Encumbrances for General Services, second by Supervisor Beaver. ADOPTED.

**Update on Passport Fee Checking Account in County Clerk's Office.** Ms. Stottler handed out a copy of the Passport Account Journal and went over it.

Supervisor Podzilni moved to accept the report, second by Supervisor Beaver. ADOPTED.

**Resolution and Purchasing Procedural Endorsement.**

**Authorizing Purchase of Cisco Servers and Amending the 2013 Budget**

“NOW, THEREFORE, BE IT RESOLVED by the Rock County Board of Supervisors duly assembled this \_\_\_\_ day of \_\_\_\_\_, 2013 that a Purchase Order for 5 Cisco servers be issued to Core BTS of Madison, WI in the amount of \$51,994.95.

BE IT FURTHER RESOLVED, the 2013 Information Technology budget be amended as follows:

...”

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

**Purchasing Procedural Endorsement.**

**Authorizing Award of Contract for Magnolia Bluff Park Trail Improvements**

“NOW, THEREFORE, BE IT RESOLVED that the Rock County Board of Supervisors duly assembled this \_\_\_\_ day of \_\_\_\_\_, 2013, does hereby authorize a contract be awarded to the lowest responsible bidder, Ultimate Excavating of Fort Atkinson, WI in the amount of \$48,300 for trail improvements, including labor and materials, at Magnolia Bluff County Park.”

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

**Authorizing DPW to Install Rock Haven Access Driveway**

“NOW, THEREFORE, BE IT RESOLVED by the Rock County Board of Supervisors duly assembled this \_\_\_\_ day of \_\_\_\_\_, 2013, that the County DPW be authorized to install the access driveway between the Health Care Center parking lot and the new Rock Haven facility driveway in an amount not to exceed \$11,820, inclusive of soils testing, with funds to come from the HCC/Jail Complex Capital Projects account.”

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

**Review of Resolutions.**

**Amending the 2013 Council on Aging Budget to Accept Additional NSIP and Long Term Care Sustainability Initiative on Falls Prevention Grant Funds**

“NOW, THEREFORE, BE IT RESOLVED that the Rock County Board of Supervisors duly assembled this \_\_\_\_ day of \_\_\_\_\_, 2013 does hereby amend the Adopted 2013 Council on Aging budget 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 \_\_\_\_\_, 2013 to approve and authorize the acceptance of \$28,320 of HIDTA grant funds and to authorize the Sheriff to sign the award documents; and,

**BE IT FURTHER RESOLVED**, that the 2013 Sheriff's budget be amended as follows:

...”

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

**Resolution.**

**Carryover of 2012 Budget Appropriations to 2013**

“**NOW, THEREFORE, BE IT RESOLVED** by the Rock County Board of Supervisors duly assembled this \_\_\_\_ day of \_\_\_\_\_, 2013 that the 2013 Budget be amended as follows:

...”

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

**Report on Cash Balances and Investments.** Ms. Oja updated the Committee on cash balances and investments as of January 31, 2013.

**Adjournment.** Supervisor Podzilni moved adjournment at 8:00 A.M., second by Supervisor Beaver. ADOPTED.

Respectfully submitted,

Marilyn Bondehagen  
Confidential Administrative Assistant

**NOT OFFICIAL UNTIL APPROVED BY COMMITTEE.**