

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

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

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

**Committee Members Excused:** None.

**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; Jeff Kuglitsch, Corporation Counsel; Sherry Gunderson, Rock Haven Administrator; Dave Sudmeier, Rock Haven Controller; Michelle Schultz, Real Property Lister.

**Others Present:** Kurt Berner, The Samuels Group.

**Approval of Agenda.** Ms. Oja said the bills for Education, Veterans and Aging Services will be 6.E.2. Supervisor Fox moved approval of the agenda with this addition, second by Supervisor Podzilni. ADOPTED.

**Executive Session.** Supervisors Podzilni and Kraft moved to go into Executive Session at 7:30 A.M. per Section 19.85(1)(g) Wis. Stats. Conferring with Legal Counsel Regarding Potential Litigation. ADOPTED on a roll call vote with the following: Ayes – Supervisors Beaver, Fox, Kraft, Mawhinney, and Podzilni. All present.

Chair Mawhinney announced that the Committee would meet in closed session per Section 19.85(1)(g) Wis. Stats. Conferring with Legal Counsel Regarding Potential Litigation.

Supervisor Fox moved to go out of Executive Session at 7:49 A.M., second by Supervisor Podzilni. ADOPTED.

**Citizen Participation, Communications and Announcements.** Ms. Oja handed out the Sales Tax Receipts report and went over it.

**Approval of Minutes – March 7, 2013.** Supervisor Podzilni moved approval of the minutes of March 7, 2013 as presented, second by Supervisor Beaver. ADOPTED.

**Transfers and Appropriations.**

**Coroner**

**FROM**

**Account #**

28-2600-0000-62170

Physicians & Other Services

**Amount**

\$4,094

**TO**

**Account #**

28-2600-0000-61300

Per Diems

**Amount**

\$4,094

28-2600-0000-62170 2,361  
Physicians & Other Services

28-2600-0000-63300 2,361  
Travel

**Sheriff's Office**

**FROM**

<u>Account #</u>	<u>Amount</u>
21-2130-2012-67171	\$65,000
Capital Assets \$1,000+	
21-2140-2012-61210	7,751
Overtime – HIDTA12	
21-2140-2012-63908	2,055
Investigative Exp. HIDTA12	

**TO**

<u>Account #</u>	<u>Amount</u>
21-2130-2012-67172	\$65,000
Capital Assets \$500-\$999	
21-2140-2012-67171	9,265
Cap Assets \$500-\$999	
21-2140-2012-69501	541
Aid to Localities	

**Rock Haven**

**FROM**

<u>Account #</u>	<u>Amount</u>
32-8000-9300-633111	\$6,910
Sup Srv – Env Paper Products	
32-9000-9940-61610	17,475
Gen Svc Emp Ben Health Ins	
32-7250-7400-62176	2,660
RH Contract Svc Pharmacy	
32-8000-8100-63104	1,370
Sup Svc Mat Prnt & Duplicating	
32-9000-9940-61610	101,265
Gen Svc Emp Ben Health Ins	

**TO**

<u>Account #</u>	<u>Amount</u>
32-8000-9300-63404	\$5,010
Sup Srv – Env Jan/Clean Supply	
32-8000-9300-64409	1,900
Sup Srv Env Furnishings	
32-8000-9500-62109	8,300
Sup Svc Admin Personnel Srv	
32-8000-95500-64902	9,175
Sup Srv Med Rec Indirect Cost	
32-7260-7400-62171	1,125
RH Contract Svc Ambulance	
32-7260-7400-62181	550
RH Contract Svc Laboratory	
32-7500-7100-62622	985
RH Nrsg Admin Transportation	
32-8000-8100-63100	1,370
Sup Svc Mat Office Supplies	
32-9000-9940-61710	90,000
Gen Svc Emp Ben Wrkrs Comp	
32-9000-9940-61720	10,250
Gen Svc Emp Ben Unemp Cmp	
32-9000-9940-61920	1,015
Gen Svc Emp Ben Physicals	

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

**Bills and Encumbrances**

Finance Director	\$	5,900.00
Elections		1,173.17
Land Records		420.00
ROD Redaction		5,963.25
Information Technology		22,294.67

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

**Bills Over \$10,000**

Core BTS Inc.	\$	11,980.00
---------------	----	-----------

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

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

Manpower Inc.	\$	38,750.00
Netsmart Technologies Inc.		245,350.00
Rao, Ramachandra		25,000.00
Steinig Tal Kennel LLC		11,000.00
Ultimate Excavating Inc.		48,300.00

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

**Pre-Approved Encumbrance Amendments.**

**General Services**

CG Schmidt	\$	25,393.00
------------	----	-----------

**Rock Haven**

William West MD	\$	100,000.00
-----------------	----	------------

Supervisor Fox moved approval of the above Pre-Approved Encumbrance Amendments, second by Supervisor Beaver. ADOPTED.

**Approval of Bills for Other Departments.**

**County Board Staff**

Human Resources	\$	51.93
-----------------	----	-------

**Education, Veterans & Aging Services**

Title III-B	\$	1,694.16
Nutrition Program		205.00
E&H Transportation		50.00
Title III-D		4,649.10
New Freedom Program		75.00
Title III-E		1,463.25

Supervisor Podzilni moved approval of the above Bills and Encumbrances for County Board Staff and Education, Veterans & Aging Services, second by Supervisor Kraft. ADOPTED.

**Review of Resolutions.**

**Approving Additional Contingency Funding and Amending the 2013 Budget for the Rock Haven Facility Replacement Project**

“NOW, THEREFORE, BE IT RESOLVED, by the Rock County Board of Supervisors duly assembled this \_\_\_\_ day of \_\_\_\_\_, 2013 that the Contingency budget be increased a total of \$214,845 to cover change orders and related project costs as recommended by the Samuels Group with funds to come from the Net Assets of the Rock Haven operational account, and that the 2013 budget be amended as follows:

...

BE IT FINALLY RESOLVED, that the General Services Committee be delegated the authority to approve all change orders for the Rock Haven Facility Replacement Project and report any change orders over \$10,000 to the Rock County Board of Supervisors at its regularly scheduled meeting.”

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

**Accepting Digital Content Buying Pool Grant and Amending the 2013 Arrowhead Library System Budget**

“NOW, THEREFORE, BE IT RESOLVED that the Rock County Board of Supervisors duly assembled this \_\_\_\_ day of \_\_\_\_\_, 2013 amends the Arrowhead Library System’s budget as follows:

...”

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

**Accepting Arrowhead Libraries Offer Computer Training Grant and Amending the 2013 Arrowhead Library System Budget**

“NOW, THEREFORE, BE IT RESOLVED that the Rock County Board of Supervisors duly assembled this \_\_\_\_ day of \_\_\_\_\_, 2013 amends the Arrowhead Library System’s budget as follows:

...”

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

**Report on Cash Balances and Investments.** Ms. Oja updated the Committee on cash balances and investments as of February 28, 2013.

**Adjournment.** Supervisor Beaver moved adjournment at 8:05 A.M., second by Supervisor Fox. ADOPTED.

Respectfully submitted,

Marilyn Bondehagen  
Confidential Administrative Assistant

**NOT OFFICIAL UNTIL APPROVED BY COMMITTEE.**