

**FINANCE COMMITTEE**  
**Minutes – June 20, 2013**

**Call to Order.** Chair Mawhinney called the meeting of the Finance Committee to order at 7:30 A.M. on Thursday, June 20, 2013, in Conference Room N-1 Rock County Courthouse East.

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

**Committee Members Excused:** None.

**Staff Members Present.** Sherry Oja, Finance Director; Randy Terronez and Nick Osborne, Assistants to County Administrator; Jeff Kuglitsch, Corporation Counsel; Jodi Millis, Purchasing Manager; Mickey Crittenden, Information Technology Director; Captain Gary Groelle, Sheriff's Office; Phil Boutwell, Human Services Deputy Director.

**Others Present:** Peggy Ramer, Santee Home Health Care; Amanda Beaver.

**Approval of Agenda.** Chair Mawhinney said item 9 will be moved up after item 3, there are two pre-approved encumbrance amendments and the additions of County Board Staff bills. Supervisor Podzilni moved approval of the agenda with these additions and change, second by Supervisor Fox. ADOPTED.

**Citizen Participation, Communications and Announcements.** Mr. Crittenden said the new countywide law records management system is up and running.

**Approval of Minutes – June 6, 2013.** Supervisor Kraft moved approval of the minutes of June 6, 2013 as presented, second by Supervisor Beaver. ADOPTED.

**Request to Donate Surplus Hospital Beds and Mattresses Outside the County Auction.** Ms. Mills introduced Ms. Peggy Ramer, Santee Home Health Care, and said the beds would be donated to Catholic Charities and they coordinate with Santee Home Health Care.

Supervisor Beaver moved to donate the hospital beds to Catholic Charities, second by Supervisor Kraft. ADOPTED.

Ms. Ramer thanked the Committee.

**Transfers and Appropriations.**

**Rock Haven**

**FROM**

<b><u>Account #</u></b>	<b><u>Amount</u></b>
32-8000-9300-64409	\$2,000
Furnishings	

**TO**

<b><u>Account #</u></b>	<b><u>Amount</u></b>
32-8000-9300-63111	\$2,000
Paper Products	

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

**Bills and Encumbrances**

Information Technology	\$	42,936.40
County Clerk		95.80
Information Technology		537.95

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

**Bills Over \$10,000**

3M Company	\$	16,915.00
Pro Tech		20,519.55
Samuels Group		31,587.00

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

**Encumbrances Over \$10,000** None.

**Pre-Approved Encumbrance Amendments.**

**Council on Aging**

Sentry Food Store	\$	1,000.00
Van Galder Bus Company		600.00

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

**Approval of Bills for Other Departments.**

**Education, Veterans and Aging Services**

Title III-B	\$	2,150.81
Delivered Meals		90.12
Title III-D		124.78
New Freedom Grant		118.43
Title III-E Family Caregiver Support		2,808.50
Veterans Service		2,651.38

Supervisor Fox moved approval of the above Bills and Encumbrances for Education, Veterans and Aging Services, second by Supervisor Podzilni. ADOPTED.

**County Board Staff**

County Board	\$	593.15
Human Resources		14,895.66
Risk Management		553.32

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

**Review and Purchasing Procedural Endorsement.**

**Awarding Contract to Potter Lawson to Design an Outdoor Recreation Yard for the Youth Services Center and Amending the 2013 Human Services Department Budget**

“NOW, THEREFORE, BE IT RESOLVED that the Rock County Board of Supervisors duly assembled this \_\_\_\_ day of \_\_\_\_\_, 2013 does hereby contract with Potter Lawson of Madison, Wisconsin, in the amount of \$38,000 for design services for a two phase project; and,

BE IT FURTHER RESOLVED that Phase One cost shall not exceed \$15,700 for a schematic design that must meet the approval of the Human Services Board and General Service committee prior to proceeding with Phase Two, which shall not exceed \$22,300 to develop the bid specifications for construction of an outdoor recreational yard; and,

BE IT FURTHER RESOLVED that the payments be made to the vendor upon approval of the human Services Board; and,

BE IT FINALLY RESOLVED that the 2013 budget be amended as follows to pay for design services:

...”

Supervisor Jensen said on line 4 “build” should be “built”.

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

**Review of Resolution**

**Authorizing Funding to Pay for Sandbags and Portable Latrines**

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

**Accepting Additional Income Maintenance Allocation and Amending the 2013 Budget to Hire, Equip and Train New Staff in Anticipation of Increased Caseloads with the Advent of the Affordable Care Act**

“NOW, THEREFORE, BE IT RESOLVED the Rock County Board of Supervisors duly assembled this \_\_\_\_ day of \_\_\_\_\_, 2013 does hereby authorize the 2013 County Budget be amended to accept the additional ACA related funding and the above Economic Support staffing changes to become effective upon passage of the State funding for ACA and passage of this resolution.

BE IT FURTHER RESOLVED that the 2013 Human Services Budget be amended as follows:

...”

Supervisor Kraft moved Finance Committee Endorsement of the above resolution, second by Supervisor Podzilni. Supervisor Fox said this is contingent on receiving the funding. ADOPTED.

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

**Amending 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 Podzilni. ADOPTED.

**Purchasing Procedural Endorsement**

**Awarding Contract for Painting at the Youth Services Center**

**“NOW, THEREFORE, BE IT RESOLVED** that the Rock County Board of Supervisors duly assembled this \_\_\_\_ day of \_\_\_\_\_, 2013, does hereby issue a purchase order to J Van Horn Painting of Milton, WI in the amount of \$58,600 for the painting at the Rock County Youth Services Center.

**BE IT FURTHER RESOLVED**, that payment be made to the vendor upon approval by the Human Services Board.”

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

**Authorizing the Purchase of Rust-Oleum Paint and Primer for UW-Extension – Fairgrounds** Supervisor Fox moved approval of the purchase of paint and primer for UW-Extension – Fairgrounds, second by Supervisor Kraft. ADOPTED. Chair Mawhinney asked Ms. Millis to find out what is being painted.

**Report on Cash Balances and Investments.** Ms. Oja updated the Committee on cash balances and investments for May 31, 2013.

**Adjournment.** Supervisor Fox moved adjournment at 8:19 A.M., second by Supervisor Podzilni. ADOPTED.

Respectfully submitted,

Marilyn Bondehagen  
Confidential Administrative Assistant

**NOT OFFICIAL UNTIL APPROVED BY COMMITTEE.**