

FINANCE COMMITTEE
Minutes – July 3, 2013

Call to Order. Chair Mawhinney called the meeting of the Finance Committee to order at 7:30 A.M. on Wednesday, July 3, 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. Sue Balog, Senior Accountant/Assistant to Finance Director; Craig Knutson, County Administrator; Randy Terronez and Nick Osborne, Assistants to County Administrator; Mickey Crittenden, Information Technology Director; Sue Prostko, Rock Haven Administrator; Michelle Schultz, Real Property Lister.

Others Present: Amanda Beaver.

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

Committee Review and Approval of Per Meeting Allowances. Supervisor Podzilni moved approval of per meeting allowances in the amount of \$12,529.92, second by Supervisor Fox. ADOPTED.

Approval of Minutes – June 20, 2013. Chair Mawhinney said on page 3, line 29 it should be Chair Mawhinney. Supervisor Beaver moved approval of the minutes of June 20, 2013 with this change, second by Supervisor Kraft. ADOPTED.

Citizen Participation, Communications and Announcements. Mr. Crittenden said in today's Janesville Gazette there is an article on our new law records system.

Transfers and Appropriations.

Sheriff's Office

FROM

Account #

21-2100-0000-64701
Software Purchase - LES

Amount
\$ 4,367

TO

Account #

21-2100-0000-67130
Terminals & PCs - LES
21-2100-0000-67171
Capital Assets \$1,000+

Amount
\$ 1,250

3,117

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

Bills and Encumbrances

Balance Sheet – County Clerk
Finance Director
Information Technology

\$ 511.76
300.00
13,149.80

Land Records	140.00
Elections	148.35
ROD Redaction	3,166.50
Employee Wellness Activities	281.24

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

Bills Over \$10,000

Bandt Communications Inc	\$ 20,953.25
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Supervisor Fox moved approval of the above Bills Over \$10,000 for the Finance Committee, second by Supervisor Podzilni. ADOPTED.

Encumbrances Over \$10,000 None.

Pre-Approved Encumbrance Amendments.

Corporation Counsel

Willis	\$ 150.00
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Supervisor Podzilni moved approval of the above Pre-Approved Encumbrance Amendments, second by Supervisor Fox. ADOPTED.

Approval of Bills for Other Departments. None.

Purchasing Procedural Endorsement.

Retaining Engineering Firm to Prepare Plans and Specifications for Mass Notification and Security Upgrades at the UW-Rock Campus

“NOW, THEREFORE, BE IT RESOLVED by the Rock County Board of Supervisors duly assembled this _____ day of _____, 2013 that Arnold & O’Sheridan of Madison be retained to complete the plans and specifications for a mass notification and security system upgrades at the UW-Rock Campus in the amount of \$69,000; and,

BE IT FURTHER RESOLVED that a reimbursable expense and design contingency account be established in an amount not to exceed \$10,000.”

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

Review of Resolutions.

Authorizing Acceptance of Grant for Beloit Area Sewer Service Area Planning and Amending the 2013 Planning Department Budget

“NOW, THEREFORE, BE IT RESOLVED, that the Rock County Board of Supervisors duly assembled this _____ day of _____, 2013, does hereby

authorize Rock County Planning and Development agency to accept the 2013 DNR funding for Beloit Area Sewer Service Area planning; and,

BE IT FURTHER RESOLVED, that the 2013 County Budget be amended as follows:

...”

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

Approving Additional Contingency Funding and Amending 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 \$70,539 to cover a change order 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 Beaver moved Purchasing Procedural and Finance Committee Endorsement of the above resolution, second by Supervisor Podzilni. ADOPTED.

Adjournment. Supervisor Beaver moved adjournment at 7:51 A.M., second by Supervisor Kraft. ADOPTED.

Respectfully submitted,

Marilyn Bondehagen
Confidential Administrative Assistant

NOT OFFICIAL UNTIL APPROVED BY COMMITTEE.