

FINANCE COMMITTEE
Minutes – November 7, 2013

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

Committee Members Present. Supervisors Mawhinney, Beaver, Kraft, 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; Lori Stottler, County Clerk; Michelle Schultz, Real Property Lister; Ben Coopman, Public Works Director.

Others Present: None.

Approval of Agenda. Chair Mawhinney said there was an addition, item 6.C. Transfer for Register of Deeds. Supervisor Fox moved approval of the agenda with this addition, second by Supervisor Podzilni. ADOPTED.

Review, Discussion and Recommended Revisions to the 2014 Recommended Budget.
None.

Chair Mawhinney expressed her concerns on the position of Assistant to the Public Works Director. Mr. Knutson explained the reasons he feels this is a needed position and went over some of the upcoming Public Works projects.

Committee Review and Approval of Per Meeting Allowances. Supervisor Podzilni moved approval of per meeting allowances in the amount of \$15,642.31, second by Supervisor Beaver. ADOPTED.

Approval of Minutes – October 17, 2013. Supervisor Kraft moved approval of the minutes of October 17, 2013 as presented, second by Supervisor Fox. ADOPTED.

Citizen Participation, Communications and Announcements. Ms. Oja handed out copies of the County Sales Tax Receipts through October 2013.

Mr. Knutson reminded the County Board Staff Committee members they would be meeting for a joint meeting with General Services Committee on November 12th at 8 A.M., prior to County Board. He added that the Finance Committee will be meeting during a recess at County Board, about 9:15 A.M. Supervisors Beaver and Fox said they would be out of town, but the other three would be in attendance.

Ms. Oja asked the Committee if they would like to meet at 7:30 A.M. on November 21st or if they would like to meet prior to County Board that evening. The Committee agreed on 5 P.M. prior to County Board.

Transfers and Appropriations.

911 Communications Center

FROM

<u>Account #</u>	<u>Amount</u>
23-2400-0000-46205	\$12,046.75
Insurance Proceeds	

TO

<u>Account #</u>	<u>Amount</u>
23-2400-0000-62420	\$12,046.75
Machinery/Equipment R&M	

Sheriff's Office

FROM

<u>Account #</u>	<u>Amount</u>
21-2100-0000-64904	\$ 8,000
Sundry – LES	
21-2100-0000-67172	\$ 660
Capital Assets \$500 - \$999 - LES	

TO

<u>Account #</u>	<u>Amount</u>
21-2100-0000-67171	\$ 8,660
Capital Assets - \$1,000+ - LES	

Register of Deeds

FROM

<u>Account #</u>	<u>Amount</u>
17-1710-0000-63101	\$ 400
Postage	
17-1710-0000-63103	400
Legal Forms	
17-1710-0000-63105	200
Record Books	

TO

<u>Account #</u>	<u>Amount</u>
17-1710-0000-63106	\$ 1,000
Plat Books	

Supervisor Podzilni moved approval of the above Communications Center, Sheriff's Office, and Register of Deeds Transfers for the Finance Committee, second by Supervisor Kraft. ADOPTED.

Bills and Encumbrances

Information Technology	\$ 29,377.94
Land Records	1,566.00
Tax Deed Expense	243.07
ROD Redaction Project	2,754.00
Employee Wellness Activities	13.66

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

Bills Over \$10,000

Advanced Correctional Healthcare	\$ 12,494.98
Blackhawk Technical College	11,698.37

Supervisor Kraft 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.

DD Board

Alpha Homes of Wisconsin, Inc.	\$ 10,363.00
Alpha Homes of Wisconsin, Inc.	94,279.00

Rock Haven

MJ Care Inc.	\$ 19,500.00
MJ Care Inc.	19,500.00

Supervisor Fox moved approval of the above Pre-Approved Encumbrance Amendment for DD Board and Rock Haven, contingent on Health Services Committee approval, second by Supervisor Beaver. ADOPTED.

Approval of Bills for Other Departments. None.

Review of Resolutions.

Accepting Back-to-Sleep and Cribs for Kids Mini-Grants and Amending the 2013 Rock County Health Department Budget

“NOW, THEREFORE, BE IT RESOLVED, that the Rock County Board of Supervisors duly assembled on this ____ day of _____, 2013, does hereby authorize the Rock County Health Department to accept the \$2,500 SSM Health Care and Mercy Health Systems Corporation mini-grant, and the \$2,500 Cribs for Kids mini-grant, and amend the 2013 Rock County Health Department budget as follows:

...”

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

Resolutions

Designating a Qualified Newspaper for all Rock County Legal Publications for 2014

“NOW, THEREFORE, BE IT RESOLVED, that the Rock County Board of Supervisors duly assembled this ____ day of _____, 2013, does hereby designate the Janesville Gazette as the official county newspaper for all county legal publications for 2014.”

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

Cancellation of Checks Over Two Years Old

“NOW, THEREFORE, BE IT RESOLVED, that the Rock County Board of Supervisors duly assembled this 12th day of November, 2013, the following checks that are over two years old be cancelled and credited back to the proper accounts.

...”

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

Adjournment. Supervisor Beaver moved adjournment at 8:09 A.M., second by Supervisor Fox. ADOPTED.

Respectfully submitted,

Marilyn Bondehagen
Confidential Administrative Assistant

NOT OFFICIAL UNTIL APPROVED BY COMMITTEE