

**FINANCE COMMITTEE**  
**Minutes – February 19, 2015**

**Call to Order.** Chair Mawhinney called the meeting of the Finance Committee to order at 7:30 A.M. on Thursday, February 19, 2015, in Conference Room N-1 Rock County Courthouse East.

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

**Committee Members Excused:** Supervisor Fox.

**Staff Members Present.** Sherry Oja, Finance Director; Josh Smith, County Administrator; Nick Osborne, Assistant to County Administrator; Mickey Crittenden, Information Technology Director; Joyce Lubben, Director of Council on Aging; Sara Mooren, Administrative Services Division Manager, Human Services; Dave Sudmeier, Controller, Rock Haven.

**Others Present:** None.

**Approval of Agenda.** Chair Mawhinney said there is an addition of a transfer for 911 Communications Center and bills for the Planning Department. Supervisor Podzilni moved approval of the amended agenda with these additions, second by Supervisor Kraft. ADOPTED.

**Citizen Participation, Communications and Announcements.** None.

**Approval of Minutes – February 5, 2015.** Supervisor Beaver moved approval of the minutes of February 5, 2015 as presented, second by Supervisor Podzilni. ADOPTED.

**Transfers and Appropriations.**

**Clerk of Circuit Court**

<b><u>FROM</u></b>		<b><u>TO</u></b>	
<b><u>Account #</u></b>	<b><u>Amount</u></b>	<b><u>Account #</u></b>	<b><u>Amount</u></b>
22-1209-0000-63101	\$ 3,520	22-1209-0000-63100	\$ 1,268
Postage		Office Supplies	
		22-1209-0000-67160	2,252
		Capital Assets	
22-1209-0000-63100	3,435	22-1209-0000-67160	3,435
Office Supplies		Capital Assets	

**911 Communications Center**

<b><u>FROM</u></b>		<b><u>TO</u></b>	
<b><u>Account #</u></b>	<b><u>Amount</u></b>	<b><u>Account #</u></b>	<b><u>Amount</u></b>
23-2400-0000-62210	\$ 3,179	23-2400-0000-64701	\$ 3,179
Telephone		Software Purchase	

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

**Bills and Encumbrances - 2014**

Information Technology	\$ 4,378.50
IT Capital Projects	3,677.50
IT Cross Charges	3,178.50

**Bills and Encumbrances - 2015**

Finance Director	\$ 750.00
Information Technology	6,202.64
IT Capital Projects	77,873.25
IT Cross Charges	27,613.68
County Clerk	165.00
IT-Cross Charges	13,195.32

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

**Bills Over \$10,000**

Catholic Charities	\$ 14,780.70
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Supervisor Beaver moved approval of the above Bills Over \$10,000 for the Finance Committee contingent on approval by the Human Services Board, second by Supervisor Podzilni. ADOPTED.

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

Childrens Service Society of WI	\$ 121,655.00
Rock Walworth Comprehensive Fa	48,056.00
King Consulting	33,386.00
O'Brien and Associates Inc.	63,844.00
Marcus, Jeffrey A	70,000.00
Psychology Clinic Inc.	20,000.00
Cerner Corporation	13,195.32
Fidlar Companies	221,758.00

Supervisor Podzilni moved approval of the above Bills Over \$10,000 for the Finance Committee contingent on approval of the Human Services Board, second by Supervisor Kraft. ADOPTED.

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

**Approval of Bills for Other Departments.**

**Education, Veterans & Aging Services**

Nutrition Program	\$ 8,091.58
Delivered Meals Program	9,320.62
Elderly & Handicapped Transportation Program	3,558.77
Title III-E Family Caregiver Support Program	1,385.90
Elderly & Handicapped Transportation Program	802.98
Title III-D Program	134.93
Title III-E Family Caregiver Support Program	763.00

Mobility Manager Grant	70.00
Veterans Service Program	50.00

**Planning & Development**

Planning	\$ 237.60
Board of Adjustment	34.33

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

**Resolutions.**

**Carryover of 2014 Budget Appropriations to 2015**

“NOW, THEREFORE, BE IT RESOLVED by the Rock County Board of Supervisors duly assembled this \_\_\_\_ day of \_\_\_\_\_, 2015 that the 2015 Budget be amended as follows:

...”

Ms. Oja handed out copies of the resolution with changes made to Finance and Medical Examiner to remove the carryover to the Terminals & PCs as the bills will be reflected as 2014.

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

**Committee Approvals.**

**Authorizing Purchase of Replacement Pursuit Vehicle and Amending the Rock County Sheriff's Budget**

“NOW, THEREFORE, BE IT RESOLVED by the Rock County Board of Supervisors duly assembled this \_\_\_\_ day of \_\_\_\_\_, 2015 that a Purchase Order be issued to Ewald Automotive of Oconomowoc, Wisconsin, in the amount of \$24,722.00, for the purchase of a 2015 Dodge Charger to replace Squad #4.

**BE IT FURTHER RESOLVED** that payment be made to the vendor upon receipt and acceptance by the Rock County Sheriff.

**BE IT FURTHER RESOLVED** that the Sheriff's Office 2015 budget be amended 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 \_\_\_\_\_, 2015 to approve and authorize the acceptance of \$11,623 of HIDTA grant funds and to authorize the Sheriff to sign the award documents.

**BE IT FURTHER RESOLVED** that the 2015 Sheriff’s budget be amended as follows:

...”

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

Chair Mawhinney and the Committee asked about the reference to leased vehicles in the Executive Summary and that they thought at least one vehicle had already been purchased for undercover use. Ms. Oja said she would check into this.

ADOPTED.

**Amending the 2015 Budget to Accept Treatment Alternative Program Funding and Creating 1.0 FTE Master Social Worker, a .4 FTE Psychiatric Technician and a .2 FTE Registered Nurse**

**“NOW, THEREFORE, BE IT RESOLVED** that the Rock County Board of Supervisors duly assembled this \_\_\_\_ day of \_\_\_\_\_, 2015, does hereby authorize the acceptance of \$225,000 for the Treatment Alternative Program; and,

**BE IT FURTHER RESOLVED**, that the creation of 1.0 FTE Master Level Social Worker, .2 FTE Registered Nurse, .4 FTE Psychiatric Technician are approved.

**BE IT FURTHER RESOLVED**, that the Human Services Department budget for 2015 be amended as follows:

...”

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

**Authorization to Purchase IP Phones for the IT Department** Mr. Crittenden said this proposal is using State Contract #4616 and they were also able to use a two-for-one sale through Enterprise Systems Group.

Supervisor Beaver moved approval to purchase IP phones for the IT department in the amount of \$9,750.90, second by Supervisor Podzilni. ADOPTED.

**Write-off of Uncollectible Receivables.** Mr. Sudmeier went over the report with the Committee and answered questions.

Moved by Supervisor Beaver to approve the write-off of \$58,258.00 of uncollectible receivables for Rock Haven, second by Supervisor Podzilni. ADOPTED.

**Report on Cash Balances and Investments.** Ms. Oja updated the Committee on cash balances and investments as of January 31, 2015.

**Adjournment.** Supervisor Beaver moved adjournment at 8:01 A.M., second by Supervisor Podzilni. ADOPTED.

Respectfully submitted,

Marilyn Bondehagen  
Confidential Administrative Assistant

**NOT OFFICIAL UNTIL APPROVED BY COMMITTEE.**