



**FINANCE COMMITTEE
Minutes – November 1, 2018**

Call to Order. Chair Mawhinney called the meeting of the Finance Committee to order at 7:30 A.M. on Thursday, November 1, 2018, in Conference Room N-1, Fifth Floor, Rock County Courthouse-East.

Committee Members Present. Supervisors Mawhinney, Beaver, Fox, Podzilni and Yeomans.

Committee Members Excused: None.

Staff Members Present. Sherry Oja, Finance Director; Josh Smith, County Administrator; Randy Terronez, Assistant to the County Administrator; Richard Greenlee, Corporation Counsel; Bridget Laurent, Deputy Corporation Counsel; Dara Mosley, Interim Information Technology Director; Lisa Tollefson, County Clerk; Michelle Roettger, County Treasurer; Sandy Disrud, Register of Deeds; Jodi Millis, Purchasing Manager; Brent Sutherland, Facilities Management Director.

Others Present: Dave Godek, City of Janesville Clerk - Treasurer.

Approval of Agenda. Chair Mawhinney said Item 7B will be moved up for discussion as soon as Mr. Greenlee arrives. Supervisor Beaver moved approval of the agenda with this change, second by Supervisor Podzilni. ADOPTED.

Citizen Participation, Communications and Announcements. None.

Transfers and Appropriations. None.

Committee Review and Approval of Per Meeting Allowances. Supervisor Yeomans moved approval of Per Meeting Allowances in the amount of \$14,696.58, second by Supervisor Beaver. ADOPTED.

Resolutions and Committee Endorsements.

Cancellation of Checks Over Two Years Old

“NOW, THEREFORE, BE IT RESOLVED, that the Rock County Board of Supervisors duly assembled this ____ day of November, 2018, does hereby authorize that the following checks that are over two years old be cancelled and credited back to the proper accounts.

...”

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

Request for Authorization to Purchase – Network Routers Mr. Mosley said this request is to replace a number of routers that are at the end-of-life and these new routers will keep them current and are more secure.

Supervisor Beaver moved approval to purchase the routers from CoreBTS in an amount not to exceed \$24,704.80, second by Supervisor Fox. ADOPTED.

Updates and Possible Action.

Discussion and Possible Action on Rick Properties Mr. Greenlee brought up on the Smartboard a copy of the map for the Rick properties and handed out the information on the properties. The County owns 9 properties, 13 properties are owned by the Ricks and are 10 years delinquent. Discussion ensued on the interest, penalties, expenses and specials assessed on the properties. Mr. Godek gave a brief history on the ownership and subsequent bankruptcy on the properties. There was further discussion on how to make the properties more marketable, cost to eliminate the split properties, the timeframe and total costs the City and County will have into accomplishing this.

The Committee suggested Corporation Counsel work with the County Treasurer, City of Janesville Attorney and City of Janesville Treasurer to come up with a viable plan.

Review of 2019 Recommended Budget

County Clerk Ms. Tollefson briefly went over her budget and said they are proposing to raise the passport photo charge from \$12 to \$13. Discussion on what the retail market charges for passport photos and the County should not charge less as this may take business away from them.

Supervisor Yeomans moved to raise the charge for passport photos from \$12 to \$15, second by Supervisor Podzilni. PASSED on the following vote: YES – Supervisors Fox, Podzilni and Yeomans; NOES – Supervisors Beaver and Mawhinney.

Finance Director Ms. Oja explained the position Facilities Management and Finance are sharing, and the addition of a 0.4 FTE Payroll Specialist position.

Information Technology Mr. Mosley went over his budget and said it is slightly less than the prior year. He said they are looking at various programs to see which ones should be continued. Mr. Mosely also explained the moving of backup equipment to other locations to make the County less vulnerable.

Supervisor Fox asked about the Baker Tilly review. Mr. Mosley said they should have a report for the December 13th meeting.

Register of Deeds Ms. Disrud said recording fees will be going down a bit next year as they will not have the extra ones from the I-90 project, a few other larger projects, and the weatherization program was eliminated. She said Register of Deeds is of one of the departments that takes in more revenue than expense.

Treasurer Ms. Roettger said there are no real changes to her budget. The Committee discussed the fees with Ms. Roettger and if any of the fees should be raised. Ms. Oja said she would put on the calendar to do a cost analysis in March on the fees.

Supervisor Fox left at 9:01 A.M.

Other – Community Agency Initiatives Mr. Terronez said a contract with HealthNet was approved in 2018 for \$57,000 to provide dental and medical services for uninsured inmates and this is recommended again for 2019.

Supervisor Yeomans asked if there were any procedures in place to track and report back on the use of funds for the programs being funded through the Community Agency Initiatives. Mr. Smith said there is nothing in place for this budget but will have something in place for next year to report on how the funds are used to see if they should continue to be funded in the future and at what rate. Supervisor Yeomans said he feels it is important to have accountability for services provided and suggested having quarterly reports.

Supervisor Podzilni said the request for the 2018 one-time additional \$20,000 allocation for RSVP was not approved for 2019. Mr. Smith said the Education, Veterans and Aging Services Committee felt this was a one-time stop gap amount to help with the issues they had with the transportation program.

Adjournment. Supervisor Beaver moved adjournment at 9:13 A.M., second by Supervisor Podzilni. ADOPTED.

Respectfully submitted,

Marilyn Bondehagen
Confidential Administrative Assistant

NOT OFFICIAL UNTIL APPROVED BY COMMITTEE.