



FINANCE COMMITTEE
Minutes – March 21, 2019

Call to Order. Chair Mawhinney called the meeting of the Finance Committee to order at 7:30 A.M. on Thursday, March 21, 2019, in Conference Room N-1, Fifth Floor, Courthouse-East.

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

Committee Members Excused: Supervisor Yeomans.

Staff Members Present. Sherry Oja, Finance Director; Josh Smith, County Administrator; Randy Terronez, Assistant to the County Administrator; Lisa Tollefson, County Clerk; Richard Greenlee, Corporation Counsel; Brent Sutherland, Facilities Management Director; Diana Arneson, Assistant to Information Technology Director; Jodi Millis, Purchasing Manager; Michelle Roettger, County Treasurer; Joanne Foss, Controller, Rock Haven.

Others Present: Kathleen Walters and Kristin Hanson, PFM Asset Management LLC.

Approval of Agenda. Supervisor Fox moved approval of the agenda, second by Supervisor Podzilni. ADOPTED.

Citizen Participation, Communications and Announcements. None.

Report from PFM Asset Management Ms. Walters handed out the Rock County Core Investment Performance Review for the Quarter Ended December 31, 2018. She briefly went over how the market did touching on that the markets have been very volatile, most being geo-political. She went over the County's portfolio, where funds are invested; unemployment rate is at 3.8% for February 2019; portfolio earnings are good; allocation is 50.8% in U.S. Treasury, 17.2% in Federal Agency/GSE, 16.3% in Corporate, 8.6% in Supra National, 6.3% in Asset-Backed, and 0.8% in Municipal; the maturity distribution is placed well; the credit quality of the portfolio is AA or better; and the individual makeup of the portfolio, again showing the distribution of funds is well placed, no area is too large.

Approval of Minutes – March 7, 2019. Supervisor Podzilni moved approval of the minutes of March 7, 2019 as presented, second by Supervisor Fox. ADOPTED.

Transfers and Appropriations.

Rock Haven

FROM

<u>Account #</u>	<u>Amount</u>
32-7260-7400-62176 Laboratory	\$9,093
32-9000-9910-65109 Other Insurance	8,876
32-7260-7400-62189	8,197

TO

<u>Account #</u>	<u>Amount</u>
32-8000-9500-62491 Software Maintenance	\$10,904
32-8000-8200-63109 Other Supplies & Expenses	10,807
32-8000-9200-62470	7,426

Other Medical Services		Building Repair and Maintenance	
32-8000-8100-64003	2,971		
Oxygen Supplies			
32-9000-9940-61720	27,583	32-7260-7400-62186	31,699
Unemployment Comp		Speech Therapy	
32-8000-9300-62163	21,051	32-8000-9550-64902	22,715
Laundry Services		Indirect Costs	
32-8000-9200-62460	13,511	32-9000-9920-62202	15,699
Building Service Equipment		Water	
32-8000-9200-62420	7,968		
Machinery & Equipment Repair			
32-8000-8100-64408	7,270	32-8000-9200-62463	6,118
Disposables		Fire Alarm System	
32-8000-9500-62109	4,394	32-8000-8100-63109	5,546
Personnel Services		Other Supplies & Expenses	
32-8000-8100-64003	5,215	32-7260-7400-62171	7,237
Oxygen Supplies		Ambulance	
32-9000-9930-62210	2,022		
Telephone			
32-8000-9100-64109	9,120	32-9000-9910-65103	15,496
Cash Food Supplement		Public Liability	
32-8000-9200-62450	3,201		
Grounds & Grounds Improvement			
32-8000-9200-62420	3,175		
Machinery & Equipment Repair			

Information Technology

FROM

<u>Account #</u>	<u>Amount</u>
07-1444-0000-67161	\$29,262
Capital Assets	

TO

<u>Account #</u>	<u>Amount</u>
07-1444-0000-62210	\$29,262
Telephone	

Supervisor Beaver moved approval of the above Transfers for Rock Haven and Information Technology, second by Supervisor Fox. ADOPTED.

Review of Payments. The Committee accepted the reports.

Review of Payments Over \$10,000. The Committee accepted the reports.

Requests for Purchases.

Authorization to Purchase Replacement Switches from CoreBTS

Supervisor Fox moved approval to purchase replacement switches from CoreBTS in the amount of \$20,207.50, second by Supervisor Beaver. ADOPTED.

Authorization to Purchase Work Stations and Monitors for the Jail Door Control System

Supervisor Beaver moved approval to purchase work stations and monitors for the Jail Door Control System from CDWG, Inc. in the amount of \$18,003.33, second by Supervisor Podzilni. ADOPTED.

Updates and Possible Action.

Write-off of Uncollectible Receivables

Rock Haven Supervisor Podzilni moved approval to write-off Private Pay Accounts Receivable in the amount of \$70,345.35 and Medicaid Accounts Receivable in the amount of \$16,634.26, for a total of \$86,979.61, second by Supervisor Beaver.

Ms. Foss said they collected \$96,917 in 2018 from past years write-offs.

ADOPTED.

Airport Supervisor Fox moved approval to write-off \$2,269.24 in uncollectible accounts receivable, second by Supervisor Podzilni. ADOPTED.

Potential Remediation of 110 S. Water Street Site Mr. Smith said he has heard back from the DNR and they are satisfied with the letter from the City of Janesville regarding the consultant they have contracted with. He added that we will continue to watch and make sure everything progresses as it should.

Adjournment. Supervisor Podzilni moved adjournment at 7:58 A.M., second by Supervisor Fox. ADOPTED.

Respectfully submitted,

Marilyn Bondehagen
Office Coordinator

NOT OFFICIAL UNTIL APPROVED BY COMMITTEE.