

ROCK COUNTY, WISCONSIN



Board of Supervisors
51 S. Main Street
Janesville, WI 53545
Phone: 608/757-5510
FAX: 608/757-5511
www.co.rock.wi.us

**Amended:
12/12/18**

**ROCK COUNTY BOARD OF SUPERVISORS' MEETING
THURSDAY, DECEMBER 13, 2018 – 6:00 P.M.**

**COUNTY BOARD ROOM/COURTROOM H
FOURTH FLOOR/COURTHOUSE EAST**

Agenda

1. CALL TO ORDER
2. INVOCATION & PLEDGE OF ALLEGIANCE
3. ROLL CALL
4. ADOPTION OF AGENDA
5. APPROVAL OF MINUTES – November 5, 2018, November 7, 2018, November 13, 2018 and November 15, 2018
6. PUBLIC HEARING
7. CITIZEN PARTICIPATION, COMMUNICATIONS AND ANNOUNCEMENTS
8. NOMINATIONS, APPOINTMENTS AND CONFIRMATION
 - A. Appointment to the 911 Communications Commission
 - B. Appointment to the Transportation Coordinating Committee
9. RECOGNITION OF COUNTY EMPLOYEES OR OTHERS
 - A. Recognizing Joyce Lubben
 - B. Recognizing Sergeant Brian D. Aubrey
 - C. Recognizing Sergeant Wayne K. Hansen
 - D. Recognizing Correctional Officer Barbara A. Meister
 - E. Recognizing Detective Brian L. Meister
 - F. Recognizing Sergeant Karl R. Weberg
 - G. Recognizing Deputy Todd C. Wecker
 - H. Recognizing Bonita "Bonnie" VanBlaricom
 - I. To Recognize Connie Mageland
 - J. Recognizing Michael Turk
 - K. To Recognize Michael J. Jones
10. INTRODUCTION OF NEW RESOLUTIONS OR ORDINANCES BY SUPERVISORS FOR REFERRAL TO APPROPRIATE COMMITTEE
11. REPORTS
 - A. Courthouse Security Project – Parking and Access to Building

The County of Rock will provide reasonable accommodations to people with disabilities. Please contact us at 608-757-5510 or e-mail countyadmin@co.rock.wi.us at least 48 hours prior to a public meeting to discuss any accommodations that may be necessary.

ROCK COUNTY BOARD OF SUPERVISORS

DECEMBER 13, 2018

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12. NEW BUSINESS

A. Supplementary Appropriations and Budget Changes - Roll Call

1. Amending the 2018 Council on Aging Budget to Adjust Alzheimer's Family & Caregiver Program Allocation
2. Amending Budget and Approving Change Order for Courts Video Conferencing Project

B. Contracts – Roll Call

1. Awarding Bid to Aramark Correctional Services for Food Services at the Rock County Jail
2. Authorizing Upgrade of Mitel Voice Mail System
3. Authorizing Purchase of Network Switches
4. Authorizing the Upgrade to the Honeywell Controllers at the Rock County Jail
5. Authorizing Furlong Industrial Systems to Refurbish the Health Care Center Cooling Tower
6. Retaining SGTS Inc. for Professional Services for the Jail Camera Systems Upgrade
7. Awarding Bid for the D-Unit Jail Showers Remodeling
8. Authorizing Trane to Rebuild the Courthouse Chillers
9. Awarding Contract for Carpet Replacement at Rock County Courthouse
10. Authorizing Purchase of ArcServe Backup System
11. Awarding of Rock County Farm Crop Land Rental Lease
12. **Awarding Bid for the B-Unit Jail Showers Remodeling**

C. Amending the County's Personnel Ordinance (Second Reading and Adoption)

D. Approval of Incentive Payment from the Land and Water Resource Management Program

E. Recommending Modifications to Madison Metropolitan Sewage District's Wastewater Pollution Discharge Elimination System Permit to Improve Surface Water Quality and Address Public Health Concerns when Sewage is not Required to be Disinfected Seasonally

F. To Ratify the 2019 Labor Agreement Between Rock County and the Correctional Officers in the Sheriff's Office

13. ADJOURNMENT

APPOINTMENT TO THE 911 COMMUNICATIONS COMMISSION

POSITION: Member of the 911 Communications Commission

AUTHORITY: County Board Resolution #91-7A-053

TERM: Indefinite

PER DIEM: Yes, Per Board Rule IV.J.
For County Board Supervisors Only

PRESENT MEMBER: Chief Randall Banker

CONFIRMATION: Yes, by County Board of Supervisors

NEW APPOINTMENT: Deputy Chief James Ponkauskas
Janesville Fire Department
303 Milton Ave.
Janesville, WI 53545

EFFECTIVE DATE: January 11, 2019

APPOINTMENT TO THE TRANSPORTATION COORDINATING COMMITTEE

POSITION: Member of the Transportation Coordinating Committee

AUTHORITY: County Board Resolution 13-1B-241

TERM: Unexpired Term Ending December 31, 2019

PER DIEM: For County Board Supervisors Only
(Per Board Rule IV.J.)

PRESENT MEMBER: Joyce Lubben

CONFIRMATION: Yes, by County Board of Supervisors

APPOINTMENT: Lachel Fowler
Council on Aging

EFFECTIVE DATE: January 3, 2019

**RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS**

Education, Veterans, and Aging
Services Committee
INITIATED BY
Education, Veterans, and Aging
Services Committee
SUBMITTED BY



Nick Osborne
DRAFTED BY
November 1, 2018
DATE DRAFTED

RECOGNIZING JOYCE LUBBEN

- 1 **WHEREAS**, Joyce Lubben was hired as Director of Elderly Programs on April 22, 1996; and,
- 2
- 3 **WHEREAS**, Ms. Lubben has successfully overseen the Council on Aging Department and its ever changing
- 4 role in providing congregate meals, home delivered meals, elderly nutrition, and specialized transit; and,
- 5
- 6 **WHEREAS**, Ms. Lubben has had many accomplishments, including:
- 7
- 8 - Completing research and evaluations on the Stand Up, Stepping On, and Lighten Up Programs to
- 9 make them more effective and evidence based
- 10 - Spearheading the idea of Health Promotion and Information and Assistance Specialists for
- 11 seniors
- 12 - Establishing new programs such as Mobility Management and Cycling Without Age
- 13
- 14 **WHEREAS**, Ms. Lubben's extensive knowledge of senior citizen programs and commitment to her clients
- 15 will be missed; and,
- 16
- 17 **WHEREAS**, Ms. Lubben will be retiring from service to Rock County on January 2, 2019; and,
- 18
- 19 **WHEREAS**, the Rock County Board of Supervisors wishes to recognize Joyce Lubben for her
- 20 achievements and significant contributions to Rock County.
- 21
- 22 **NOW, THEREFORE, BE IT RESOLVED** that the Rock County Board of Supervisors duly assembled
- 23 this _____ day of _____, 2018 does hereby recognize Joyce Lubben for her over 22 years of
- 24 service and extends best wishes in her future endeavors.

18-12A-128

Respectfully submitted,

EDUCATION, VETERANS, AND AGING SERVICES COMMITTEE

Rick Richard
Rick Richard, Chair

Norvain Pleasant
Norvain Pleasant, Vice Chair

Tom Brien
Tom Brien

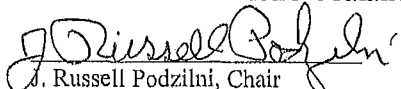
Craig Granke
Craig Granke

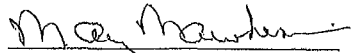
Phillip Owens
Phillip Owens

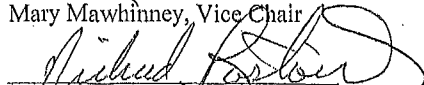
RECOGNIZING JOYCE LUBBEN

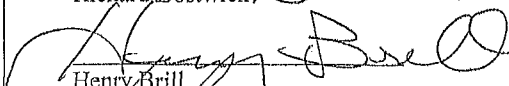
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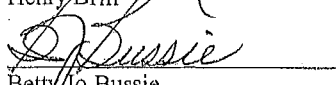
COUNTY BOARD STAFF COMMITTEE

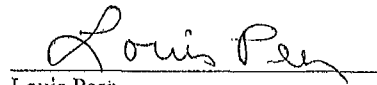

J. Russell Podzilni, Chair

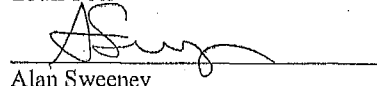

Mary Mawhinney, Vice Chair

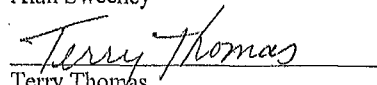

Richard Bostwick

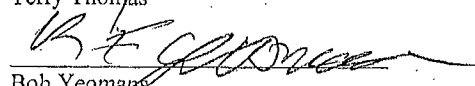

Henry Brill


Betty Jo Bussie


Louis Peer


Alan Sweeney


Terry Thomas


Bob Yeomans

RESOLUTION

ROCK COUNTY BOARD OF SUPERVISORS

Sheriff Robert D. Spoden
INITIATED BY



Chief Deputy Barbara J. Tillman
DRAFTED BY

Public Safety & Justice Committee
SUBMITTED BY

November 15, 2018
DATE DRAFTED

RECOGNIZING SERGEANT BRIAN D. AUBREY

- 1 WHEREAS, Brian D. Aubrey began his employment with Rock County on June 13, 1990, as a Correctional
- 2 Officer at the Rock County Sheriff's Office; and,
- 3
- 4 WHEREAS, Brian D. Aubrey was promoted to a Deputy Sheriff in the Rock County Sheriff's Office on
- 5 November 21, 1993, working in both the Jail and Patrol Division and the Court Services Bureau then was
- 6 promoted to the rank of Sergeant on October 13, 2005; and,
- 7
- 8 WHEREAS, throughout his tenure with the Sheriff's Office, Sergeant Aubrey has served in many capacities
- 9 including: DARE Officer, Firearms Instructor, Stalene Area Narcotics Enforcement Team (SLANT), and
- 10 SWAT Team; and,
- 11
- 12 WHEREAS, Sergeant Aubrey has received numerous commendations and letters of appreciation including
- 13 the WPPA 2001 Meritorious Award for actions taken during a 2001 SWAT call and was the F. Joseph Black
- 14 Award recipient in 2017; and,
- 15
- 16 WHEREAS, Sergeant Aubrey will retire from public service on December 26, 2018.
- 17
- 18 NOW, THEREFORE, BE IT RESOLVED that the Rock County Board of Supervisors duly assembled
- 19 this _____ day of _____, 2019, does hereby recognize Sergeant Brian D. Aubrey for his over
- 20 28 years of faithful service and recommends that a sincere expression of appreciation be given to Sergeant
- 21 Brian D. Aubrey along with best wishes for the future.

18-12A-129

Respectfully submitted,

PUBLIC SAFETY & JUSTICE COMMITTEE

Mary Beaver
Mary Beaver, Chair

Phillip Owens
Phillip Owens, Vice Chair

Absent
Terry Fell

Kara Hawes
Kara Hawes

Brian Knudson
Brian Knudson

COUNTY BOARD STAFF COMMITTEE

J. Russell Podzilni
J. Russell Podzilni, Chair

Mary Mawhinney
Mary Mawhinney, Vice Chair

Richard Bostwick
Richard Bostwick

Henry Brill
Henry Brill

Betty Jo Bussie
Betty Jo Bussie

Louis Peer
Louis Peer

Alan Sweeney
Alan Sweeney

Terry Thomas
Terry Thomas

Bob Yeomans
Bob Yeomans

RESOLUTION

ROCK COUNTY BOARD OF SUPERVISORS

Sheriff Robert D. Spoden
INITIATED BY

Chief Deputy Barbara J. Tillman
DRAFTED BY



Public Safety & Justice Committee
SUBMITTED BY

November 15, 2018
DATE DRAFTED

RECOGNIZING SERGEANT WAYNE K. HANSEN

- 1 **WHEREAS**, Wayne K. Hansen began his employment with Rock County on February 16, 1987, as a
- 2 Correctional Officer in the Rock County Sheriff's Office; and,
- 3
- 4 **WHEREAS**, Wayne K. Hansen was promoted to the rank of Deputy on January 24, 1989, working in the
- 5 Patrol Division and promoted to the rank of Sergeant on June 2, 2001; and,
- 6
- 7 **WHEREAS**, throughout his tenure with the Sheriff's Office, Sergeant Hansen has served in many
- 8 capacities including: K9 Officer and K9 Supervisor, Jail Training Officer, and SWAT; and,
- 9
- 10 **WHEREAS**, Sergeant Hansen has received numerous commendations and letters of appreciation; and,
- 11
- 12 **WHEREAS**, Sergeant Hansen will retire from public service on December 28, 2018.
- 13
- 14 **NOW, THEREFORE, BE IT RESOLVED** that the Rock County Board of Supervisors duly assembled
- 15 this _____ day of _____, 2018, does hereby recognize Sergeant Wayne K. Hansen for his
- 16 over 31 years of faithful service and recommends that a sincere expression of appreciation be given to
- 17 Sergeant Wayne K. Hansen along with best wishes for the future.

Respectfully submitted,

PUBLIC SAFETY & JUSTICE COMMITTEE

COUNTY BOARD STAFF COMMITTEE

Mary Beaver
Mary Beaver, Chair

J. Russell Podzilni
J. Russell Podzilni, Chair

Phillip Owens
Phillip Owens, Vice Chair

Mary Mawhinney
Mary Mawhinney, Vice Chair

Absent
Terry Fell

Richard Bostwick
Richard Bostwick

Kara Hawes
Kara Hawes

Henry Brill
Henry Brill

Brian Knudson
Brian Knudson

Betty Jo Bussie
Betty Jo Bussie

Louis Peer
Louis Peer

Alan Sweeney
Alan Sweeney

Terry Thomas
Terry Thomas

Bob Yeomans
Bob Yeomans

18-12A-130

RESOLUTION

ROCK COUNTY BOARD OF SUPERVISORS

Sheriff Robert D. Spoden
INITIATED BY

Deputy Chief Barbara J. Tillman
DRAFTED BY

Public Safety & Justice Committee
SUBMITTED BY

November 2, 2018
DATE DRAFTED



RECOGNIZING CORRECTIONAL OFFICER BARBARA A. MEISTER

1 **WHEREAS**, Barbara A. Meister began her employment with Rock County on July 12, 1996, as a
 2 Correctional Officer in the Rock County Sheriff's Office working in both the Jail and Classification
 3 Unit; and,
 4
 5 **WHEREAS**, throughout her tenure with the Sheriff's Office, Correctional Officer Meister has served in
 6 many capacities including: Jail Transition Team, Implementing the Transition from Offendertrak to
 7 Spillman and becoming one of the first Classification Officers; and,
 8
 9 **WHEREAS**, Correctional Officer Meister has received numerous commendations and letters of
 10 appreciation; and,
 11
 12 **WHEREAS**, Correctional Officer Meister will retire from public service on December 28, 2018;
 13
 14 **NOW, THEREFORE, BE IT RESOLVED** that the Rock County Board of Supervisors duly
 15 assembled this _____ day of _____, 2018, does hereby recognize Correctional Officer
 16 Barbara A. Meister for her over 22 years of faithful service and recommends that a sincere expression of
 17 appreciation be given to Correctional Officer Barbara A. Meister along with best wishes for the future.

Respectfully submitted,

PUBLIC SAFETY & JUSTICE COMMITTEE

COUNTY BOARD STAFF COMMITTEE

Mary Beaver
Mary Beaver, Chair

J. Russell Podzilni
J. Russell Podzilni, Chair

Phil Owens
Phil Owens, Vice Chair

Mary Mawhinney
Mary Mawhinney, Vice Chair

Absent
Terry Fell

Richard Bostwick
Richard Bostwick

Kara Hawes
Kara Hawes

Henry Brill
Henry Brill

Brian Knudson
Brian Knudson

Betty Jo Bussie
Betty Jo Bussie

Louis Peer
Louis Peer

Alan Sweeney
Alan Sweeney

Terry Thomas
Terry Thomas

Bob Yeomans
Bob Yeomans

18-12A-131

RESOLUTION

ROCK COUNTY BOARD OF SUPERVISORS

Sheriff Robert D. Spoden
INITIATED BY



Chief Deputy Barbara J. Tillman
DRAFTED BY

Public Safety & Justice Committee
SUBMITTED BY

November 2, 2018
DATE DRAFTED

RECOGNIZING DETECTIVE BRIAN L. MEISTER

1 WHEREAS, Brian L. Meister began his employment with Rock County on January 2, 1992, as a
 2 Correctional Officer in the Rock County Sheriff's Office; and,
 3
 4 WHEREAS, Brian L. Meister was promoted to the rank of Deputy on January 9, 1995, working in the
 5 Patrol Division and promoted to the rank of Detective on July 30, 2007; and,
 6
 7 WHEREAS, throughout his tenure with the Sheriff's Office, Detective Meister has served in many
 8 capacities including: SWAT, Field Training Officer, and the ICAC (Internet Crimes Against Children)
 9 Task Force; and,
 10
 11 WHEREAS, Detective Meister has received numerous commendations and letters of appreciation; and,
 12
 13 WHEREAS, Detective Meister will retire from public service on December 28, 2018;
 14
 15 NOW, THEREFORE, BE IT RESOLVED that the Rock County Board of Supervisors duly
 16 assembled this _____ day of _____, 2018, does hereby recognize Detective Brian L.
 17 Meister for his over 26 years of faithful service and recommends that a sincere expression of
 18 appreciation be given to Detective Brian L. Meister along with best wishes for the future.

Respectfully submitted,

PUBLIC SAFETY & JUSTICE COMMITTEE

Mary Beaver
Mary Beaver, Chair

Phil Owens
Phil Owens, Vice Chair

Absent
Terry Fell

Kara Hawes
Kara Hawes

Brian Knudson
Brian Knudson

COUNTY BOARD STAFF COMMITTEE

J. Russell Podzilni
J. Russell Podzilni, Chair

Mary Mawhinney
Mary Mawhinney, Vice Chair

Richard Bostwick
Richard Bostwick

Henry Brill
Henry Brill

Betty Bussie
Betty Bussie

Louis Peer
Louis Peer

Alan Sweeney
Alan Sweeney

Terry Thomas
Terry Thomas

Bob Yeomans
Bob Yeomans

18-12A-132

RESOLUTION

ROCK COUNTY BOARD OF SUPERVISORS

Sheriff Robert D. Spoden
INITIATED BY



Chief Deputy Barbara J. Tillman
DRAFTED BY

Public Safety & Justice Committee
SUBMITTED BY

November 14, 2018
DATE DRAFTED

RECOGNIZING SERGEANT KARL R. WEBERG

1 WHEREAS, Karl R. Weberg began his employment with Rock County on March 27, 1996, as a Deputy
2 Sheriff in the Rock County Sheriff's Office working in both the Patrol Division and Court Services
3 Bureau; and,
4

5 WHEREAS, Karl R. Weberg was promoted to the rank of Sergeant on January 24, 2011; and,
6

7 WHEREAS, throughout his tenure with the Sheriff's Office, Sergeant Weberg has served in many
8 capacities including: Hostage Negotiation Team and Field Training Officer; and,
9

10 WHEREAS, Sergeant Weberg has received numerous commendations and letters of appreciation
11 including the WPPA 2008 Meritorious Award for actions taken apprehending the bank robbers of the
12 Footville bank and was the 2008 Deputy of the Year, also receiving the 2008 Rock County Sheriff's
13 Office Medal of Valor for the Footville bank robbery; and,
14

15 WHEREAS, Sergeant Weberg will retire from public service on December 31, 2018.
16

17 NOW, THEREFORE, BE IT RESOLVED that the Rock County Board of Supervisors duly
18 assembled this _____ day of _____, 2019, does hereby recognize Sergeant Karl R. Weberg
19 for his over 22 years of faithful service and recommends that a sincere expression of appreciation be
20 given to Sergeant Karl R. Weberg along with best wishes for the future.

Respectfully submitted,

PUBLIC SAFETY & JUSTICE COMMITTEE

COUNTY BOARD STAFF COMMITTEE

Mary Beaver
Mary Beaver, Chair

J. Russell Podzilni
J. Russell Podzilni, Chair

Phil Owens
Phil Owens, Vice Chair

Mary Mawhinney
Mary Mawhinney, Vice Chair

Absent
Terry Fell

Richard Bostwick
Richard Bostwick

Kara Hawes
Kara Hawes

Henry Brill
Henry Brill

Brian Knudson
Brian Knudson

Betty Bussie
Betty Bussie

Louis Peer
Louis Peer

Alan Sweeney
Alan Sweeney

Terry Thomas
Terry Thomas

Bob Yeomans
Bob Yeomans

18-12A-133

RESOLUTION

ROCK COUNTY BOARD OF SUPERVISORS

Sheriff Robert D. Spoden
INITIATED BY



Chief Deputy Barbara J. Tillman
DRAFTED BY

Public Safety & Justice Committee
SUBMITTED BY

January 2, 2019
DATE DRAFTED

RECOGNIZING DEPUTY TODD C. WECKER

1 **WHEREAS**, Todd C. Wecker began his employment with Rock County on August 31, 1989, as a
2 Correctional Officer in the Rock County Sheriff's Office; and,
3
4 **WHEREAS**, Todd C. Wecker was promoted to the rank of Deputy on March 19, 1990, working in both
5 the Patrol Division and Court Services Bureau; and,
6
7 **WHEREAS**, throughout his tenure with the Sheriff's Office, Deputy Wecker has served in many
8 capacities including: SWAT, and Boat Patrol; and,
9
10 **WHEREAS**, Deputy Wecker has received numerous commendations and letters of appreciation; and,
11
12 **WHEREAS**, Deputy Wecker will retire from public service on December 28, 2018;
13
14 **NOW, THEREFORE, BE IT RESOLVED** that the Rock County Board of Supervisors duly
15 assembled this _____ day of _____, 2018, does hereby recognize Deputy Todd C. Wecker
16 for his over 29 years of faithful service and recommends that a sincere expression of appreciation be
17 given to Deputy Todd C. Wecker along with best wishes for the future.

Respectfully submitted,

PUBLIC SAFETY & JUSTICE COMMITTEE

COUNTY BOARD STAFF COMMITTEE

Mary Beaver, Chair

Phillip Owens, Vice Chair

Terry Fell

Kara Hawes

Brian Knudson

J. Russell Podzilni, Chair

Mary Mawhinney, Vice Chair

Richard Bostwick

Henry Brill

Betty Jo Bussie

Louis Peer

Alan Sweeney

Terry Thomas

Bob Yeoman

18-12A-134

**RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS**

Public Safety & Justice Committee
INITIATED BY



Jacki Gackstatter, Clerk of Court
DRAFTED BY

Public Safety & Justice Committee
SUBMITTED BY

November 26, 2018
DATE DRAFTED

RECOGNIZING BONITA 'BONNIE' VANBLARICOM

- 1 **WHEREAS**, Bonnie VanBlaricom has served the citizens of Rock County for over the past 43 years as a
- 2 dedicated and valued employee of Rock County; and,
- 3
- 4 **WHEREAS**, Bonnie VanBlaricom began her career on June 7, 1976 as a Clerk Steno II for the World of
- 5 Adults grant program, and
- 6
- 7 **WHEREAS**, Bonnie VanBlaricom was hired on October 15, 1976 by the Sheriff's Office as a Clerk
- 8 Typist III serving under Sheriff Archie Devine and Sheriff Fred Falk, and,
- 9
- 10 **WHEREAS**, Bonnie VanBlaricom acquired the position of Deputy Register in Probate under Register in
- 11 Probate Earl Young on June 9, 1980, and,
- 12
- 13 **WHEREAS**, On March 6, 1987, Bonnie VanBlaricom took a position as a Deputy Clerk of Court in
- 14 Branch 6 of the Circuit Court under the Honorable Judge Patrick J. Rude. One of Bonnie's many job
- 15 duties was to manage the jury functions. Jury duty is the foundation of our judicial system, Bonnie's
- 16 dedication to her role reflected the importance of this function; and,
- 17
- 18 **WHEREAS**, over the course of her career, Bonnie has worked under four Presiding Judges: the
- 19 Honorable John Lussow, the Honorable James Daley, the Honorable Richard Werner and the Honorable
- 20 Daniel Dillon; and,
- 21
- 22 **WHEREAS**, over the course of her career, Bonnie VanBlaricom has worked with three Clerks of Court:
- 23 Clerk of Court Wayne Pfister, Clerk of Court Eldred Mielke and Clerk of Court Jacki Gackstatter; and,
- 24
- 25 **WHEREAS**, Bonnie VanBlaricom held the offices of President, Chief Steward, Secretary and Treasurer
- 26 during her many years of union membership for AFSCME 2489, and, .
- 27
- 28 **WHEREAS**, Bonnie VanBlaricom worked diligently in her position as Deputy Clerk of Court until her
- 29 well-deserved retirement on December 14, 2018; and,
- 30
- 31 **WHEREAS**, the Rock County Board of Supervisors, representing the citizens of Rock County, wishes to
- 32 commend Bonnie VanBlaricom for her long and faithful service.
- 33
- 34 **NOW, THEREFORE, BE IT RESOLVED** that the Rock County Board of Supervisors duly assembled
- 35 this _____ day of _____, 2018 does hereby recognize Bonnie VanBlaricom for her many
- 36 years of dedicated service and extend their best wishes to her in her future endeavors.

18-12A-135

Recognizing Bonita "Bonnie" VanBlaricom
Page 2

Respectfully submitted,

PUBLIC SAFETY AND JUSTICE COMMITTEE

Mary Beaver, Chair

Philip Owens, Vice Chair

Terry Fell

Kara Hawes

Brian Knutson

COUNTY BOARD STAFF COMMITTEE

J. Russell Podzilni, Chair

Mary Mawhinney, Vice Chair

Richard Bostwick

Henry Brill

Betty Jo Bussie

Louis Peer

Alan Sweeney

Terry Thomas

Bob Yeomans

RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS

Katherine Luster
INITIATED BY



April Helm
DRAFTED BY

Human Service Board
SUBMITTED BY

November 8, 2018
DATE DRAFTED

TO RECOGNIZE CONNIE MAGELAND

1 **WHEREAS**, Connie Mageland has served the citizens of Rock County for over seventeen (17) years
2 as a dedicated and valued employee of Rock County; and,
3

4 **WHEREAS**, Ms. Mageland began her career on August 20, 2001 with the Rock County
5 Communication Center as a Telecommunicator with 911. She served various Law Enforcement, Fire,
6 and Emergency Medical Services Departments throughout Rock County, and,
7

8 **WHEREAS**, Ms. Mageland began in the Economic Support (ES) Division of the Human Services
9 Department on October 7, 2002. As an Income Maintenance Worker, Ms. Mageland worked with
10 individuals in need of Medical Assistance and/or FoodShare. She provided general and technical
11 information regarding programs of assistance as well as case management services for state contracted
12 programs; and,
13

14 **WHEREAS**, Ms. Mageland, transitioned to Childcare Coordinator on December 29, 2007, serving
15 various families in need of affordable childcare services, certification of new childcare providers, and
16 monitoring daily attendance for the Department of Children and Families Wisconsin Shares program;
17 and,
18

19 **WHEREAS**, Ms. Mageland, began as supervisor for the W-2 program on October 16, 2008. She held
20 this position overseeing the administration of the W-2 programs and placement, employability plans,
21 and service provision for families requesting financial assistance; and,
22

23 **WHEREAS**, Ms. Mageland, started her position as an Elderly, Blind, and Disabled (EBD) ES
24 Specialist on January 1, 2012 with a focus in EBD Medicaid and Long Term Care programs. She
25 worked with the most vulnerable citizens and assisted them with their applications, renewals, and other
26 case management processing ensuring quality service provision to those in need; and,
27

28 **WHEREAS**, Ms. Mageland has decided to retire from Rock County after 17 years of dedicated service
29 on December 7, 2018; and,
30

31 **WHEREAS**, Ms. Mageland has shown a variety of skills and knowledge for the clients she has served
32 in Rock County. She has especially demonstrated her proficiency when assisting individuals with
33 Medical Assistance eligibility. Ms. Mageland has worked with various community service providers
34 ensuring continuity of care through eligibility under various EBD Medicaid and Long Term Care
35 programs. She has shared her wisdom with fellow co-workers, assisting with case review, team
36 collaboration, and passing her exceptional knowledge on to other staff. She has provided quality
37 customer service on the call center as an agent with the Southern Consortium Call Center where her
38 expertise was utilized to serve customers in all 7 counties in the consortium. She has been a positive
39 force on the team, demonstrating compassion and understanding for clients and co-workers alike. Her
40 time, energy, and talent will be missed; and,
41

42 **WHEREAS**, the Rock County Board of Supervisors, representing the citizens of Rock County, wishes
43 to recognize Connie Mageland for her achievements and significant contributions to the citizens of
44 Rock County and her many dedicated years of service.
45

46 **NOW, THEREFORE, BE IT RESOLVED** that the Rock County Board of Supervisors, duly
47 assembled this _____ day of _____ 2018, does hereby recognize Connie Mageland for her 17
48 years of service and extend best wishes to her in her future endeavors.

18-12A-136

Resolution to Recognize Connie Mageland
Page 2

ROCK COUNTY HUMAN SERVICES BOARD

Brian Knudson
Brian Knudson, Chair

Sally Jean Weaver Landers
Sally Jean Weaver-Landers, Vice Chair

Stephanie Aegerter

Vicki L. Brown
Vicki L. Brown

Terry Fell
Terry Fell

Ashley Kleven
Ashley Kleven

Kathy Schultz
Kathy Schultz

Terry Thomas
Terry Thomas

Shirley Williams
Shirley Williams

COUNTY BOARD STAFF COMMITTEE

J. Russell Podzilni
J. Russell Podzilni, Chair

Mary Mawhinney
Mary Mawhinney, Vice Chair

Richard Bostwick
Richard Bostwick

Henry Brill
Henry Brill

Betty Jo Bussie
Betty Jo Bussie

Bob Yeomans
Bob Yeomans

Louis Peck
Louis Peck

Alan Sweeney
Alan Sweeney

Terry Thomas
Terry Thomas

RESOLUTION

ROCK COUNTY BOARD OF SUPERVISORS

Public Works Committee
INITIATED BY



Duane M. Jorgenson Jr.,
Director of Public Works
DRAFTED BY

Public Works Committee
SUBMITTED BY

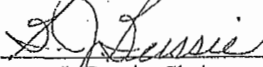
November 16, 2018
DATE DRAFTED

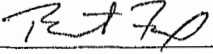
RECOGNIZING MICHAEL TURK


- 1 **WHEREAS**, Michael Turk began his career at the Rock County Department of Public Works as a
- 2 Mechanic on September 11, 1978; moved to Crew Leader on October 28, 1985; and was promoted
- 3 to Shop Superintendent on July 27, 1988 and remained in that position until his retirement; and
- 4
- 5 **WHEREAS**, Mr. Turk has served the citizens of Rock County for over forty years as a dedicated
- 6 and valued employee of Rock County, and will retire from public service effective December 1,
- 7 2018; and
- 8
- 9 **WHEREAS**, the Rock County Board of Supervisors representing the citizens of Rock County,
- 10 wishes to recognize Mr. Turk for his long, faithful and dedicated service.
- 11
- 12 **NOW, THEREFORE, BE IT RESOLVED**, by the Rock County Board of Supervisors at its
- 13 regular meeting this _____ day of _____, 2018, directs that a sincere expression of
- 14 recognition be given to Mr. Turk for his over forty years of service and expresses to him best
- 15 wishes for the future.

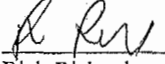
Respectfully submitted,

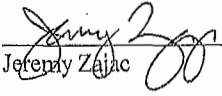
PUBLIC WORKS COMMITTEE


Betty Jo Bussie, Chair

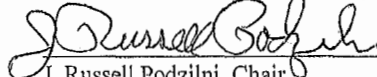

Brent Fox, Vice Chair

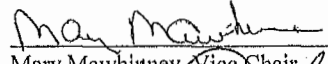

Brenton Driscoll



Rick Richard



Jeremy Zajac

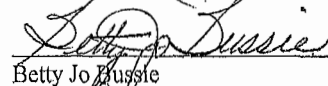
COUNTY BOARD STAFF COMMITTEE

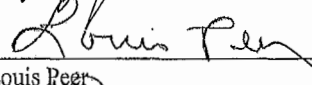

J. Russell Podzilni, Chair

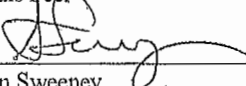

Mary Mawhinney, Vice Chair

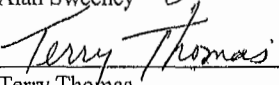

Richard Bostwick

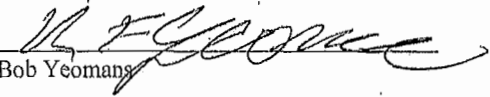

Henry Brill


Betty Jo Bussie


Louis Peer


Alan Sweeney


Terry Thomas


Bob Yeomans

18-12A-137

RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS

Bette Trimble
DRAFTED BY

Katherine Luster
INITIATED BY

Human Service Board
SUBMITTED BY



December 3, 2018
DATE DRAFTED

TO RECOGNIZE MICHAEL J. JONES

1 WHEREAS, Mike Jones has served the citizens of Rock County for twenty-eight (28) years as a
2 dedicated and valued employee of Rock County; and,
3

4 WHEREAS, Mr. Jones began his career with Rock County on October 22, 1990 as a Bachelor of
5 Social Work School Liaison-Adolescent Day Services. Mike moved to the position of crisis
6 intervention worker on 10/26/1992 where he remained until his retirement on 12/1/2018. In his role as
7 a crisis intervention worker, Mike provided support to Rock County residents who were experiencing a
8 mental health emergency including facilitating hospital admissions, creating safety plans to allow the
9 resident to remain in their home, linking the resident to community services and providing phone
10 support to distressed callers to the crisis unit. Through his work, he developed many strong
11 relationships with community service partners and he is considered by all to be a strong advocate for
12 the Rock County residents served by the Crisis Intervention Unit; and,
13

14 WHEREAS, Mike's work has exemplified the core values of respect and hope outlined in the HSD
15 mission statement. In his work, he has consistently gone above and beyond his assigned duties to
16 assure that the residents of Rock County received the best possible service. His work in the afterhours
17 required the ability to be flexible and creative in responding to resident needs. Mike excelled in this
18 area. He is regarded by his coworkers and community partners as a dedicated, compassionate and
19 steady presence that will be greatly missed by all who have had the honor to work with him; and,
20

21 WHEREAS, Mike has proven himself to be an exemplary steward of the HSD mission and a
22 committed advocate for the residents of Rock County, and,
23

24 WHEREAS, the Rock County Board of Supervisors, representing the citizens of Rock County, wishes
25 to recognize Mike Jones for his achievements and significant contributions to the citizens of Rock
26 County and his many dedicated years of service.
27

28 NOW, THEREFORE, BE IT RESOLVED that the Rock County Board of Supervisors, duly
29 assembled this _____ day of _____, 2018 does hereby recognize Mike Jones for his 28 years
30 of service and extend best wishes to him in his future endeavors.

Sincerely,

HUMAN SERVICES BOARD

Brian Knudson, Chair

Ashley Kleven

Sally Jean Weaver-Landers, Vice Chair

Kathy Schulz

Stephanie Aegerter

Terry Thomas

Vicki L. Brown

Shirley Williams

Terry Fell

18-12A-138

To Recognize Michael J. Jones
Page 2

COUNTY BOARD STAFF COMMITTEE

J. Russell Podzilni, Chair

Mary Mawhinney, Vice Chair

Richard Bostwick

Henry Brill

Betty Jo Bussie

Louis Peer

Alan Sweeney

Terry Thomas

Bob Yeomans

RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS

Education, Veterans & Aging
Services Committee
INITIATED BY



Joyce Lubben
DRAFTED BY

Education, Veterans & Aging
Services Committee
SUBMITTED BY

November 2, 2018
DATE DRAFTED

AMENDING THE 2018 COUNCIL ON AGING BUDGET TO ADJUST ALZHEIMER'S
FAMILY & CAREGIVER PROGRAM ALLOCATION

1 WHEREAS, the Council on Aging receives funds from the Greater Wisconsin Agency on Aging
2 Resources to administer the Alzheimer's Family and Caregiver Program in support of families dealing
3 with dementia; and,
4

5 WHEREAS, the most recent 2018 allocation has been received.
6

7 NOW, THEREFORE, BE IT RESOLVED that the Rock County Board of Supervisors duly assembled
8 this _____ day of _____, 2018 does hereby amend the 2018 Rock County Council on
9 Aging budget as follows:
10

11 Account/Description	Budget at	Increase	Amended
12	09/01/2018	(Decrease)	Budget
13 <u>Alzheimer's Family Caregiver Support Program</u>			
14 <u>Source of Funds</u>			
15 30-3920-0000-42200	\$68,469	\$2,077	\$70,546
16 State Aid			
17 <u>Use of Funds</u>			
18 30-3920-0000-64615	\$54,212	\$2,077	\$56,289
19 Client Related Costs			

Respectfully submitted,

EDUCATION, VETERANS AND AGING SERVICES
COMMITTEE

FINANCE COMMITTEE
ENDORSEMENT

Rick Richard
Rick Richard, Chair

Reviewed and approved on a vote of
4-0

Norvain Pleasant
Norvain Pleasant, Vice Chair

Mary Mawhinney
Mary Mawhinney, Chair

Tom Brien
Tom Brien

Craig Granke
Craig Granke

Phillip Owens
Phillip Owens

18-12A-139

AMENDING THE 2018 COUNCIL ON AGING BUDGET TO ADJUST ALZHEIMER'S FAMILY &
CAREGIVER PROGRAM ALLOCATION
PAGE 2

FISCAL NOTE:

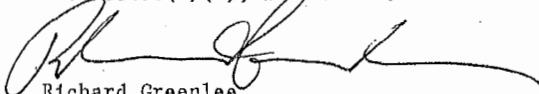
The resolution authorizes the acceptance and expenditure of \$2,077 in additional state aid for the Alzheimer's Family and Caregiver program.



Sherry Oja
Finance Director

LEGAL NOTE:

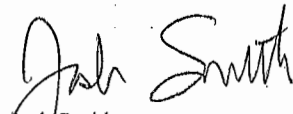
The County Board is authorized to accept grant funds pursuant to sec. 59.52(19), Wis. Stats. As an amendment to the adopted 2018 County Budget, this Resolution requires a 2/3 vote of the entire membership of the County Board pursuant to sec. 65.90(5)(a), Wis. Stats.



Richard Greenlee
Corporation Counsel

ADMINISTRATIVE NOTE:

Recommended.



Josh Smith
County Administrator

EXECUTIVE SUMMARY

From time to time the Greater Wisconsin Agency on Aging Resources, the area agency on aging adjusts funding allocations. This resolution increases funding for the 2018 AFCSP program by \$2,077.

No county tax levy is required.

RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS

Finance Committee
INITIATED BY



Dara Mosley and Randy
Terronez
DRAFTED BY

Finance Committee
SUBMITTED BY

November 27, 2018
DATE DRAFTED

AMENDING BUDGET AND APPROVING CHANGE ORDER FOR COURTS
VIDEO CONFERENCING PROJECT

1 WHEREAS, the County Board of Supervisors approved an award of the Courts Video Conferencing
2 Project to Enterprise Systems Group in the amount of \$424,176.65 at the June 28, 2018, meeting;
3 and,
4

5 WHEREAS, a change order for electrical work is requested totaling \$61,850 in order for the project
6 to be implemented; and,
7

8 WHEREAS, a budget amendment is necessary to fund a portion of the change order and establish
9 a project contingency with funds to be transferred from the IT Department's repair and maintenance
10 account.
11

12 NOW, THEREFORE, BE IT RESOLVED that the Rock County Board of Supervisors duly
13 assembled this _____ day of _____, 2018 approve Change Order #1 for electrical work in
14 the amount of \$61,850 to the Enterprise Systems Group contract for the Courts Video Conferencing
15 Project;
16

17 BE IT FURTHER RESOLVED, that the Information Technology Courts Video Conferencing
18 Project 2018 budget be amended as follows:
19

<u>ACCOUNT/DESCRIPTION</u>	<u>BUDGET</u> <u>11/30/18</u>	<u>INCREASE/</u> <u>(DECREASE)</u>	<u>AMENDED</u> <u>BUDGET</u>
<u>Source of Funds</u>			
24 07-1430-0000-62400	\$203,614	(\$42,227)	\$161,387
25 IT Repair & Maintenance			
<u>Use of Funds:</u>			
28 07-1446-0000-64701	\$450,000	\$42,227	\$492,227
29 Courts Video Conferencing Project			

Respectfully submitted,

FINANCE COMMITTEE

Mary Mawhinney, Chair

Mary Beaver, Vice Chair

Brent Fox

J. Russell Podzinski

Bob Yeomans

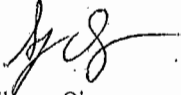
18-12A-140

AMENDING BUDGET AND APPROVING CHANGE ORDER FOR COURTS VIDEO
CONFERENCE PROJECT

Page 2

FISCAL NOTE:

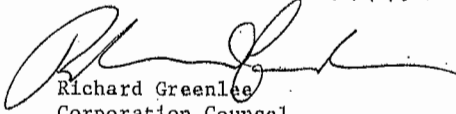
This resolution approves a change order of \$61,850 for the Courts video conferencing project. This resolution also approves a transfer of \$42,227 from the IT repair and maintenance account to help fund the change order. Sufficient funds are available for transfer.



Sherry Oja
Finance Director

LEGAL NOTE:

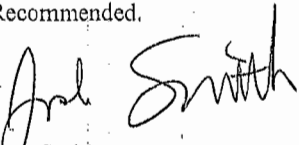
The County Board is authorized to take this action pursuant to secs. 59.01 and 59.51, Wis. Stats. As an amendment to the adopted 2018 County Budget, this Resolution requires a 2/3 vote of the entire membership of the County Board pursuant to sec. 65.90(5)(A), Wis. Stats,



Richard Greenlee
Corporation Counsel

ADMINISTRATIVE NOTE:

Recommended.



Josh Smith
County Administrator

Executive Summary

This resolution requests an amendment to the Courts Video Conferencing Project budget and approval of a change order for electrical work. The Courts Video Conferencing project was originally budgeted as part of the 2017 budget in the amount of \$450,000.

On June 28, 2018, the County awarded the project to ESG in the amount of \$424,176.65. While the proposal specification called for the electrical work to be part of the response, ESG (as well as the 2nd responder) excluded electrical from their price.

Subsequent to the proposal award, staff discovered that the electrical work was excluded from the proposal. The County's options are:

1. prepare a bid specification for the electrical (approximately six-eight weeks) or
2. request a project change order from ESG.

Given the Court's anticipation of the project implementation as well as the projected costs savings incorporated into the 2019 Sheriff's Office vehicle (\$22,699) and overtime (\$114,019) budgets, totaling \$136,718, a change order request is being recommended.

The change order totals \$61,850 and covers the following sites:

- A. Existing video conferencing capability: Courtrooms A & C, Jury Assembly Room, Jail and Youth Services Center hearing rooms.
- B. Expanded video conferencing capability: Courtrooms B & D

Funds are available in the project budget in the amount of \$25,823. The 2018 IT operational budget contains funds for the balance of the change order - \$36,027, and a recommended contingency for any unforeseen issues of \$6,200.

In conclusion, the resolution would amend the project budget by \$42,227 and approve Change Order #1 in the amount of \$61,850 for the electrical work.

**RESIDENTIAL
COMMERCIAL**

**INDUSTRIAL
VOICE / DATA**



2738 Bartells Dr.
Beloit, WI 53511

608-365-9390
FAX 608-365-2175

REVISED November 26, 2018

To: Enterprise System Group
Attn: Jeff Seager
2305 Kelbe Dr
Little Chute, WI 54140

Job: Video Conferencing System
Rock County Courthouse
51 South Main Street
Janesville, WI 53545

For Courtrooms A, B, C, D, and the Jury Assembly Room our proposal includes the following each:

1. Provide and install cable and terminations for (7) ceiling speakers
2. Provide and install cable and terminations for (7) microphones
3. Provide and install cable and terminations for (8) data locations. (18) cables total in courtroom
4. Provide and install (2) 20 amp circuits for A/V rack.
5. Provide and install (1) 20 amp circuit for (2) TVs.
6. Courtroom home runs to existing AV rack
7. Provide and install (4) data runs to nearest data room.
8. No Premium time included.

For Youth Services our proposal includes:

1. Provide and install (4) data drops.
2. Provide and install 120 volt power outlet for A/V cart.
3. No Premium time included.

For Jail Court Room our proposal includes:

1. Provide and install (2) data drops.
2. No Premium time included.

Total Bid..... \$61,850.00

Thank you,

Jeff Toberman

Jeff Toberman
Estimator – Project Manager
608-365-9390 OFFICE
608-436-0371 MOBILE
608-365-2175 FAX

RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS

Sheriff Robert Spoden
INITIATED BY



Cmdr. Troy Knudson
DRAFTED BY

Public Safety & Justice Committee
SUBMITTED BY

October 31, 2018
DATE DRAFTED

AWARDING BID TO ARAMARK CORRECTIONAL SERVICES FOR FOOD SERVICES AT THE ROCK COUNTY JAIL

1 WHEREAS, The Rock County Jail provides an estimated 478,000 meals each year; and,
 2
 3 WHEREAS, The Rock County Purchasing Division did solicit qualifications from firms experienced
 4 in correctional food service with three firms responding (results attached); and,
 5
 6 WHEREAS, Sheriff's Office and Purchasing staff did review all submittals received and recommend
 7 awarding the contract to Aramark Correctional Services, the most qualified, most responsive; and,
 8
 9 WHEREAS, Aramark Correctional Services has significant expertise and experience in delivering
 10 high quality, cost effective, secure correctional food service operations for jails, including the Rock
 11 County Jail since September of 2003.
 12
 13 NOW, THEREFORE BE IT RESOLVED that the Rock County Board of Supervisors duly
 14 assembled this _____ day of _____, 2018, awards a contract to Aramark Correctional
 15 Services of Downers Grove, Illinois for comprehensive food service operations for the Rock County
 16 Jail.

18-12A-141

Respectfully submitted,

PUBLIC SAFETY & JUSTICE COMMITTEE

Mary Beavers
Mary Beavers, Chair

Phillip Owens
Phillip Owens, Vice Chair

Absent
Terry Fell

Kara Hawes
Kara Hawes

Brian Knudson
Brian Knudson

FISCAL NOTE:

Funding for these services has been included in the 2019 recommended budget for the 2019 contract year.

Sherry Oja
Sherry Oja
Finance Director

LEGAL NOTE:

The County Board is authorized to take this action pursuant to secs. 59.01 and 59.51, Wis. Stats. In addition, sec. 59.52(29), Wis. Stats. requires the project to be let to the lowest responsible bidder.

Richard Greenlee
Richard Greenlee
Corporation Counsel

ADMINISTRATIVE NOTE:

Recommended,

Josh Smith
Josh Smith
County Administrator

AWARDING BID TO ARAMARK CORRECTIONAL SERVICES FOR FOOD SERVICES AT THE ROCK COUNTY JAIL

EXECUTIVE SUMMARY

In 2003, the Sheriff's department began contracting out the food service operation at the Jail. Rock County has been able to realize significant cost savings by contracting out the food service operations while maintaining good quality management and services.

Rock County Purchasing solicited Requests for Qualifications and Cost Proposals from qualified firms and corporations to provide Correctional Food Services at the Jail. Three firms submitted qualifications and cost proposals.

Billing for food services is based on "cost per meal". Rock County's cost would be calculated based on the actual number of meals served. This will be a four year contract (2019-2022) with the option to renew for two additional one-year periods (2023 and 2024). Prices during the first year cannot be changed. Price increases in subsequent years of the contract will be based on the annual percentage increase in the Consumer Price Index, U.S. City Average, Food Away from Home Index as published by the U.S. Department of Labor.

Sheriff's Office and Purchasing staff did review the Qualifications and Cost Proposals submitted and recommend awarding the contract to Aramark as the most responsive and responsible firm. Aramark has extensive experience in providing food services for correctional facilities throughout Wisconsin that are approximately the same size (and much larger than) the Rock County Jail. They also have experience in training and supervision of inmate kitchen workers. Currently 14 inmates assist in food preparation at the Jail.



PROPOSAL SUMMARY FORM

CONTRACTED FOOD SERVICES

19-03

SEPTEMBER 26, 2018 – NOON

SHERIFF'S OFFICE

ARAMARK DOWNERS GROVE IL	SUMMIT SIOUX FALLS SD	TRINITY SERVICES OLDSMAR FL
1.174	1.389	1.112
285	255	240
301	272	247
293	273	265
879	800	752

the following criteria (maximum score 325 points):

CH - Statement of qualifications explaining firm believes it is especially qualified to undertake this project.

ST - Incremental cost-per-meal format for inmates and staff meals as outlined on cost worksheets.

ICE

INT EXPERIENCE & SCHEDULE

ABILITY OF CONTRACTOR

E PROGRAM

IAL STRENGTH & PROCEDURES

advertised in the Janesville Gazette and on the Internet. Two additional vendors were solicited that did not

LLIS
ASING MANAGER

COMMENDATION: ARAMARK CORRECTIONAL SERVICES

Robert Gardner

10-31-18

DATE

APPROVAL:

4-0

VOTE

11/9/18

DATE

**RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS**

Finance Committee
INITIATED BY



Dara Mosely
DRAFTED BY

Finance Committee
SUBMITTED BY

November 29, 2018
DATE DRAFTED

AUTHORIZING UPGRADE OF MITEL VOICE MAIL SYSTEM

- 1 **WHEREAS**, the existing voice mail system utilized by Rock County is nearing end-of-life; and,
- 2
- 3 **WHEREAS**, the County's reseller, Enterprise Service Group (ESG), has negotiated a substantial discount
- 4 with the software manufacturer on the County's behalf; and,
- 5
- 6 **WHEREAS**, this upgrade will be purchased from the County's authorized Mitel telephone system
- 7 provider, who will perform the upgrade; and,
- 8
- 9 **WHEREAS**, this upgrade is available from ESG on State Contract # C 4616 -- Mitel PBX Telephone
- 10 Systems, Repair and Support Services; and,
- 11
- 12 **WHEREAS**, funds for the purchase of new phones were included as part of the 2019 Rock County budget.
- 13
- 14 **NOW, THEREFORE, BE IT RESOLVED** that the Rock County Board of Supervisors duly assembled
- 15 this _____ day of _____, 2018 authorize a Purchase Order be issued to Enterprise Service Group
- 16 in an amount not to exceed \$34,940 for the purchase of a voice mail software upgrade.

Respectfully submitted,

FINANCE COMMITTEE

Mary Mawhinney
Mary Mawhinney, Chair

Mary Beaver, Vice Chair

Brent Fox
Brent Fox

Russell Podzinski
Russell Podzinski

Bob Yeomans
Bob Yeomans

FISCAL NOTE:

Funds have been included in the 2019 budget for the cost of this upgrade.

Sherry Oja
Sherry Oja
Finance Director

LEGAL NOTE:

The County Board is authorizing to take this action pursuant to secs. 59.01 and 59.51, Wis. Stats. In addition, sec. 59.52(29), Wis. Stats. requires the project to be let to the lowest responsible bidder. Enterprise Service Group is the sole source provider of the software.

ADMINISTRATIVE NOTE:

Recommended.

Josh Smith
Josh Smith
County Administrator

Richard Greenlee
Richard Greenlee
Corporation Counsel

18-12A-142

Executive Summary

The voice mail system used by Rock County is nearing end-of-life. The existing system supplies over 1000 voice mail boxes for county staff.

Rock County's value added reseller, Enterprise System Group (ESG) has negotiated a discounted rate for the upgrade.

This upgrade is available from ESG on State Contract # C 4616 – Mitel PBX Telephone Systems, Repair and Support Services; and,

This resolution authorizes the County to issue a Purchase Order to Enterprise System Group for a total not to exceed \$34,490 for the upgrade of the County voice mail system.



Date: 11/19/2018
 Account Rep: Terry DeBauche
 Prepared By: Mike DeBaal
 TP SO #: _____
 TP Spprt Hrs #: _____

Quotation and Sales Agreement

CUSTOMER: Rock County
 Address: 3535 N Cty Hwy F
 City/State/Zip: Janesville, WI 53545
 County: Rock
 Contact: Tracy Moseley
 Telephone #: 608-757-5044
 E-Mail: tracy@co.rock.wi.us

SHIP TO: Same
 Address: _____
 City/State/Zip: _____
 County: _____
 Ship Attention To: _____
 Telephone #: _____
 Acct Type: Exlsting Ship Via: ESG
 Install: Project

Qty	Part #	Description	Unit Price	Extn'd Price
1		Mitel MICollab Server w/NuPoint Conversion Program from Mitel	\$34,940.00	\$34,940.00
		*See Schedule A for Details		
		**Quote based on Customers Data Network being in compliance for a VOIP implementation including POE Switches and QoS throughout Voice VLAN/WAN. Station cabling clearly marked and tested. Customer to provide necessary rack space, power and carrier connections. ESG recommends UPS on service affecting controllers and servers.		

Subtotal: \$34,940.00

Estimated Lease Opt: N/A
60 Month

Estimated rates are based on 0 payments in advance. This is a One Dollar Buy Out Purchase Option. Tax is not included in lease payment. Rates are in effect for 30 days from the date of quote and are subject to credit approval.

PAYMENT METHOD
 P.O. P.O.#: _____
 Check Check #: _____
 Lease

Shipping & Handling: _____
 Sales Tax: _____
TOTAL PURCHASE: _____

Payment Schedule Phase Billing
 (Does not include any applicable taxes or shipping charges.)

\$8,735.00	25% Upon Contract Signing
\$17,470.00	50% Upon Staging/Delivery
\$6,988.00	20% Upon Cutover
\$1,747.00	5% Upon Acceptance

Quotation is valid for 30 days.

PROPRIETARY AND CONFIDENTIAL - Do not distribute without the written consent of Enterprise Systems Group.
 Any additions or deletions to the agreement must be approved in writing by the Purchaser and Seller. The above prices, specifications and conditions are satisfactory and are hereby accepted. Seller is authorized to proceed with work as specified. This agreement is subject to ESG's terms and conditions attached and to the acceptance of any order or any change by an authorized officer of ESG.

 Authorized Signature

 Enterprise Systems Group

 Date

 Date

ENTERPRISE SYSTEMS GROUP, a Division of
 WISCONSIN WIRELESS COMMUNICATIONS CORPORATION
 ADDITIONAL TERMS AND CONDITIONS OF QUOTATION AND SALE AGREEMENT

(Rev. 11/8/2016)

1. **DEFINITIONS.** "Product(s)" as used herein means goods sold pursuant to this Agreement, including material, systems, supplies, software, equipment, and installation thereof (installation, only if provided for in this Agreement). "Seller" as used herein means Enterprise Systems Group (ESG), a division of Wisconsin Wireless Communications Corporation (WWCC). "Purchaser" means the buyer of the Product as indicated in the Quotation and Sales Agreement. "Agreement," as used herein, means the entire contents of this Quotation and Sales Agreement, these Terms and Conditions (which are a part of the Quotation and Sales Agreement), and any Exhibits or Schedules attached hereto if referenced in the Agreement.
2. **AGREEMENTS OF SALE.** Any of the terms and provisions of Purchaser's request for proposal, purchase order, or other similar document sent or delivered by Purchaser to Seller which are different from, in addition to, or inconsistent with conditions hereof shall not be binding on the Seller and shall not be considered applicable to the sale, shipment, or installation of Product referred to herein. Seller makes sales of its Products only under these terms and conditions unless otherwise agreed to in writing by a duly authorized representative of the Seller.
3. **PRICES.** All prices are in United States dollars and are subject to change with or without notice prior to Seller's acceptance of Agreement.
4. **PAYMENT, CREDIT, AND INTEREST.** Payment terms are as represented in the Agreement. Purchaser agrees to pay interest charges of 1.5% per month (18% annual rate) on past due invoices and pay all costs of collection for past due invoices. If Purchaser is in default, Seller may elect to make partial shipments and bill Purchaser upon delivery of each shipment. Shipments and deliveries by Seller on credit shall at all times be subject to credit approval by Seller.
5. **SUPPORT HOURS.** Any Block of Support Hours (Hours) purchased commence on the date of the Agreement and terminate two (2) years from the Agreement date unless modified in writing by Purchaser and Seller. Any remaining Hours following termination will be forfeited.
6. **DELIVERY AND TITLE.** Shipments are made FOB Shipping Point. Title passes to Purchaser and Purchaser assumes risk of loss upon delivery by Seller to the carrier at the FOB Shipping Point with the carrier acting as Purchaser's agent. Absent specific instructions from Purchaser in selecting a carrier, Seller will exercise its own best discretion.
7. **SUSPENSION OF OBLIGATIONS OF SELLER:** The obligations of Seller hereunder shall be suspended to the extent and for the period of time that Seller is hindered or prevented from complying therewith because of labor disturbances, including strikes, lockouts, acts of God, fires, storms, water, unreasonable delays in transportation, governmental action, and/or other similar causes beyond Seller's control.
8. **LICENSES AND PERMITS.** The timely securing of any local licenses or building permits required in connection with any purchase or Product installation hereunder shall be the sole responsibility of Purchaser and Purchaser shall bear the full cost thereof.
9. **ACCEPTANCE.** All purchase orders from Purchaser under this Agreement must be approved by an authorized officer of Seller in Little Chute, Wisconsin before acceptance.
10. **PURCHASER RESPONSIBILITIES.** If requested by Seller, Purchaser is responsible for providing: (i) accurate drawings showing size and construction materials of any areas where Products or related components are to be installed, (ii) all connections to and programming of other network equipment that interfaces with the Products, and (iii) a remote connection to enable remote diagnostics by Seller. Purchaser is also responsible for compliance with Seller's environmental requirements. If Seller is to perform installation, Purchaser shall provide appropriate environmental conditions, all cabling except as noted in the Agreement; necessary commercial power facilities for the Product, access to the premises, a secure equipment storage area, suitable conditions for the Seller's workers, and, if required, conduit and/or special fire retardant cabling. Failure of Purchaser to timely meet Purchaser's obligations under this Section shall be cause for adjustment to the schedule, contract prices, and other applicable terms of this Agreement.
11. **TAXES.** All prices set forth in this Agreement are exclusive of any sales, use, excise, property or any other taxes imposed by any governmental entity and applicable to sale, use, or delivery of the Products, including import duties and withholding taxes, now or hereafter enacted, all of which will be paid by Purchaser separately or added by Seller to the invoice where Seller is required by law to collect the same, unless Purchaser provides Seller with a proper tax exemption certification.
12. **CONTROLLING LAW.** This Agreement shall be governed by the laws of the State of Wisconsin. Any disagreement under this Agreement shall be resolved in a court of competent jurisdiction located in Wisconsin.
13. **ASSIGNMENT.** Purchaser may not assign this Agreement or any interest or right herein, other than to a parent or subsidiary, without the prior written consent of Seller.
14. **SUBSEQUENT PURCHASES.** All subsequent purchases of Product by Purchaser shall be subject to the same terms and conditions contained in this Agreement unless specifically agreed to in writing by both Purchaser and Seller.
15. **LIABILITY INSURANCE:** Seller agrees to maintain General Liability Insurance, Worker's Compensation and Employer's Liability Insurance to cover all its personnel engaged in the performance of the Products herein described. Seller further agrees to require its subcontractor(s), if any, to maintain General Liability Insurance, Worker's Compensation and Employer's Liability Insurance.
16. **EXPRESS WARRANTIES:** All third-party manufacturers' warranties shall pass through Purchaser. In addition, Seller warrants that Seller's installation of Products shall be free from defects and installed in accordance with industry-standard practices; said warranty shall apply for a period of one year from the date of installation. **SELLER DISCLAIMS ALL OTHER WARRANTIES.**
17. **DISCLAIMER OF IMPLIED WARRANTIES: THERE ARE NO WARRANTIES THAT EXTEND BEYOND THE DESCRIPTION ON THE FACE HEREOF. THERE ARE NO IMPLIED WARRANTIES OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE. ALL IMPLIED WARRANTIES ARE DISCLAIMED.**
18. **PURCHASER'S NEGLIGENCE:** Seller shall not be liable for Purchaser's damages arising from Purchaser's negligence.
19. **LIMITATION OF LIABILITY:** As used herein, "damages" shall include claims and causes of action, whether known or unknown, liquidated or unliquidated. In no event shall either party be liable to the other party or any third party for any incidental, indirect, special or consequential damages, including but not limited to, loss of profits, loss of use, interference with other systems, business interruption, lost or damaged files or data, loss of goodwill, personal injury, or health related issues, regardless of whether such alleged liability arises in contract or tort. Both parties acknowledge that this limitation of liability provision is material to this Agreement, and that each party would not have entered into this agreement without the inclusion and enforceability of this section. Except as may otherwise be provided in this Agreement, Seller's liability, if any, for direct damages shall be limited to the actual price paid by Purchaser for Products.
20. **HACKING AND TOLL FRAUD DISCLAIMER/WARNING: SELLER DISCLAIMS ANY EXPRESS OR IMPLIED WARRANTY THAT THE EQUIPMENT PROVIDED IS TECHNICALLY IMMUNE FROM OR PREVENTS FRAUDULENT INTRUSIONS INTO AND/OR UNAUTHORIZED USE OF THE PRODUCT (INCLUDING THE INTERCONNECTION TO LONG DISTANCE NETWORK). PURCHASER IS HEREBY WARNED THAT FRAUDULENT USE OF THE PRODUCT IS POSSIBLE AND PURCHASER ASSUMES THE RISK OF SUCH.**
21. **INVASION OF PRIVACY DISCLAIMER/WARNING: SELLER DISCLAIMS ANY EXPRESS OR IMPLIED WARRANTY THAT THE PRODUCT IS TECHNICALLY IMMUNE FROM OR PREVENTS UNLAWFUL AND/OR UNAUTHORIZED UTILIZATION THAT MAY RESULT IN INVASION OF ONE'S RIGHT TO PRIVACY. SELLER WARNS PURCHASER THAT SUCH RISK IS POSSIBLE AND PURCHASER ASSUMES THE RISK OF SUCH.**
22. **COMMON CARRIER CHARGES:** In no event shall Seller be liable for common carrier charges resulting from installation of equipment, and further, shall not be liable for charges incurred from unlawful, unauthorized or unintentional access to and from the public network.
23. **REPRESENTATION OF PURCHASER:** The individual signing or accepting this Agreement represents, covenants and warrants to Seller that he/she has the authority or other power to make and perform this Agreement and that the making and performance of this Agreement by Purchaser has been duly authorized by all necessary corporate or other action of Purchaser and will not violate any provision of law or Purchaser's Articles of Incorporation or Bylaws, or result in the breach of any agreement to which Purchaser is a party.
24. **NON-SOLICITATION.** During the term of this Agreement and for twelve months after any termination of this Agreement, Purchaser will not, without the prior written consent of Seller, either directly or indirectly, solicit or attempt to solicit, divert or hire away any person employed by the Seller.
25. **ENTIRE AGREEMENT:** This Agreement including the attached Schedules: (i) supersedes all proposals and negotiations and constitutes the entire Agreement between Seller and Purchaser; no representation or statement not expressed herein shall be binding upon Seller; (ii) may be changed only by an instrument in writing signed by both parties; (iii) is binding upon the successors and assigns of both parties. *This instrument contains the entire Agreement between Seller and Purchaser.*
26. **ANTICIPATED CUTOVER DATE/SUBCONTRACTING RIGHTS.** Seller will use Seller's best efforts to complete the installation and cutover of the Product in accordance with a timetable established and agreed upon by both Seller and Purchaser. The term "cutover" shall be defined as the point of first beneficial use of the Product as evidenced by substantial utilization of the Product.
27. **GRANT OF SECURITY INTEREST/LANDLORD SUBORDINATION.** Purchaser grants Seller a security interest in the Product purchased hereunder and authorizes Seller, as Purchaser's attorney-in-fact, to file a U.C.C. financing statement without Purchaser's signature in order to perfect Seller's security interest in the Product until paid in full. In addition to Seller's rights as a secured party, Seller is also entitled to disconnect the Product or render it unusable in the event of payment default.
28. **DEFAULT.** In the event Purchaser shall fail to pay any sum hereunder when due, Seller may, at its option cease installing the Product until paid in full and/or enter Purchaser's premises without liability for trespass or damage, with or without notice and take possession of and remove the Product and the Seller, at its option, may either (i) terminate this Agreement, retaining all sums theretofore paid hereunder as liquidated damages, or (ii) dispose of the Product for Purchaser's account for the best price obtainable at public or private sale, and apply the proceeds first to Seller's expenses for repossession, including any cancellation charges Seller may incur, with the balance applied to the purchase price set forth in this Agreement. Purchaser shall remain liable for any deficiency.
29. **TITLE.** Unencumbered title to the Product shall pass to Purchaser upon full payment of all installments plus any additions and minus any deletions made to this Agreement during the installation process.
30. **SUBSEQUENT WORK.** Unless a new Agreement is entered into between the Parties in writing, all subsequent work performed by Seller, including but not limited to Product programming and changes; work done under a service request; and warranty service or maintenance shall be accomplished subject to the terms and conditions of this Agreement.

Schedule A

MICollab

Description	Qty	Price	Ext. Cust.
Licences System			
MICollab Virtual Appliance	1	995.00	995.00
Licences			
NPUM Record A Call	1	0.00	0.00
UCCv4 Basic to Entry for Enterprise	1,000	55.00	55,000.00
Software Assurance			
SWA Std	1	100.00	100.00
Professional Services			
Labor Services: Deployment of MICollab Server along with programming of Mailboxes from Current NuPoint Platform. Cutover designated time with customer coordination	1	29,700.00	29,700.00
End User Training Quick Reference Guides	1		Included
1 Year Warranty on Mitel Parts and Labor	1		Included
Remote MICollab Overview Admin Training	1	750.00	750.00
HP Server for MICollab Application	1	3,395.00	3,395.00
Sub-Total			\$89,940.00
Mitel NuPoint to MICollab Conversion Program Discount			-55,000.00
Total			<u>\$34,940.00</u>

RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS

Finance Committee
INITIATED BY



Dara Mosley
DRAFTED BY

Finance Committee
SUBMITTED BY

November 27, 2018
DATE DRAFTED

AUTHORIZING PURCHASE OF NETWORK SWITCHES

- 1 **WHEREAS**, additional networked devices continue to be added to Rock County's existing networking
- 2 infrastructure; and,
- 3
- 4 **WHEREAS**, additional network switches are needed to supply the necessary capacity of the additional
- 5 devices; and,
- 6
- 7 **WHEREAS**, these switches will increase capacity at four existing County locations; and,
- 8
- 9 **WHEREAS**, these switches are available from CoreBTS, Inc. on State Contract 505ENT-M16-
- 10 DATACOMMUN-01; and,
- 11
- 12 **WHEREAS**, funds for new switches are included in the 2018 Information Technology budget.
- 13
- 14 **NOW, THEREFORE, BE IT RESOLVED** that the Rock County Board of Supervisors duly assembled
- 15 this _____ day of _____, 2018 authorize a purchase order be issued to CoreBTS, Inc. for an
- 16 amount not to exceed \$25,063.90 for the purchase of network switches.

18-12A-143

Respectfully submitted,

FINANCE COMMITTEE

Mary Mawhinney
Mary Mawhinney, Chair

Mary Beaver, Vice Chair

Brent Fox
Brent Fox

J. Russell Podzilni
J. Russell Podzilni

Bob Yeomans
Bob Yeomans

FISCAL NOTE:

Funds are available in the budget for the cost of the new network switches.

Sherry Oja
Sherry Oja
Finance Director

LEGAL NOTE:

The County Board is authorized to take this action pursuant to secs. 59.01 and 59.51, Wis. Stats. In addition, sec. 59.52(29), Wis. Stats. requires the project to be let to the lowest responsible bidder.

Richard Greenlee
Richard Greenlee
Corporation Counsel

ADMINISTRATIVE NOTE:

Recommended.

Josh Smith
Josh Smith
County Administrator

Executive Summary

The demand on the Rock County computer network continues to expand. To satisfy the increasing use of networked devices switches must be added to provide more connections.

These switches will be additions to our network and will expand the availability of network connections at the following sites: Court St, Franklin St, Eclipse Center, and the Health Care Center.

The 2018 Rock County budget includes funds for the purchase of replacement switches.

We are requesting authorization to purchase these network switches and networking adapters to expand the existing networking infrastructure from CoreBTS for a total not to exceed \$25,063.90.



Sales Operations Rep: Jason Warren
 Phone: 608-661-7719
 Fax: 608-661-7701
 E-mail: jason.warren@corebts.com

Account Manager: Michael Smith
 Phone: (608) 217-6616
 Fax: (608) 661-7701
 E-mail: michael.smith@corebts.com

Quote Number: 000Q85206
 Quote Date: 11/21/2018
 Expiration Date: 12/21/2018
 Customer Account #: 0011124
 Customer: Rock County
 Payment Terms: 25
 Shipping Method: BEST WAY
 Customer Reference #:
 Customer PO #:

Bill To:
 Rock County
 TJ
 3530 N Cty Hwy F
 PO Box 351
 Janesville, WI 53547

Ship To:
 Rock County
 3530 N Cty Hwy F
 PO Box 351
 Janesville, WI 53547

Qty	Item Number	Description	Price	Ext Price
5	WS-C2960X-48FPS-L	Catalyst 2960-X 48 GigE PoE 740W, 4 x 1G SFP, LAN Base	\$4,041.50	\$20,207.50
5	CON-SW-WSC294SL	12 months - SNTC-NO RMA Catalyst 2960-X 48 GigE PoE 740W, 4 x 1G	\$266.23	\$1,331.15
5	CAB-16AWG-AC	AC Power cord, 16AWG	\$0.00	\$0.00
5	C2960X-STACK	Catalyst 2960-X FlexStack Plus Stacking Module	\$705.05	\$3,525.25
5	CAB-STK-E-0,5M	Cisco FlexStack 50cm stacking cable	\$0.00	\$0.00
			Subtotal:	\$25,063.90
1	WI-CONTRACT-505ENT-M16-DC-01	WI STATE CISCO CONTRACT#505ENT-M16-DATACOMMUN-01, MASTER AGREEMENT #AR-233 (14-19)	\$0.00	\$0.00
1	NOFGHT	NO FREIGHT CHARGE TO CLIENT	\$0.00	\$0.00

Quote Subtotal: \$25,063.90
 Sales Tax: \$0.00
 Quote Total: \$25,063.90

Notes:

Wisconsin state Cisco contract#505ENT-M16-DATACOMMUN-01, Master Agreement#AR-233 (14-19).

Accepted by: _____ Printed name: _____ Date: _____

To ensure fastest processing, please send purchase order/signed quote to purchase.orders@corebts.com and CC the two individuals listed above. If changes are required, please request a revised quote. Thank you for your business!

This proposal is confidential, and shall not be used or disclosed, in whole or in part, for any purpose other than evaluation within the client organization. This quote shall expire on the "Expiration Date" above. Notwithstanding the foregoing, all product and pricing information is based on the latest information available and is subject to change without notice, including at any time prior to the expiration of the quote. All prices are in U.S. dollars. Prices and tax rates are valid in the U.S. only and are subject to change. Sales tax is based on the "ship to" address on your purchase order. Please indicate your taxability status on your purchase order. Product availability is subject to change and cannot be guaranteed. All shipments are FOB origin. Appropriate freight charges will be added at the time of invoice. Please note that this quote may include items which may be subject to vendor restocking fees if returned, or may not be returnable if not defective (all returns are subject to vendor RMA approval). Core passes through all vendor restocking terms and fees without modification, markup, or additional fees.

**RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS**

General Services Committee
INITIATED BY



Brent Sutherland
DRAFTED BY

General Services Committee
SUBMITTED BY

November 27, 2018
DATE DRAFTED

Authorizing the Upgrade to the Honeywell Controllers at the Rock County Jail

- 1 WHEREAS, the 1986 Honeywell Building Automation System controllers are in need of upgrading; and,
- 2
- 3 WHEREAS, the funds are available in 2019 budget to upgrade controllers for Air Handling Units 1A,
- 4 2A, 5A, 7A & 15; and,
- 5
- 6 WHEREAS, the system components are proprietary, obsolete, and no longer available; and,
- 7
- 8 WHEREAS, a failure of this controller, will affect the building HVAC systems and smoke dampers
- 9 controls during a fire situation.
- 10
- 11 NOW, THEREFORE, BE IT RESOLVED that the Rock County Board of Supervisors duly assembled
- 12 this _____ day of _____, 2018, issue a purchase order to Honeywell Building Solutions of
- 13 Madison, Wisconsin, in the amount of \$29,775, for the required engineering, equipment, installation,
- 14 setup, and programming for the Honeywell Controller.
- 15
- 16 BE IT FURTHER RESOLVED, that a \$3,000 contingency also be approved to cover any possible
- 17 unforeseen items.

18-12A-144

Respectfully submitted,

GENERAL SERVICES COMMITTEE

Henry Brill
Henry Brill, Chair

Jeremy Zajac
Jeremy Zajac, Vice Chair

Tom Brien
Tom Brien

Robert Potter
Robert Potter

Yuri Rashtkin
Yuri Rashtkin

FISCAL NOTE:

Funds were included in the 2019 budget for this project. This project is being funded by sales tax revenue.

Sherry Oja
Sherry Oja
Finance Director

LEGAL NOTE:

The County Board is authorized to take this action pursuant to secs. 59.01 and 59.51, Wis. Stats. In addition, sec. 59.52(29), Wis. Stats. requires the project to be let to the lowest responsible bidder. Honeywell Building Solutions is the sole source provider.

ADMINISTRATIVE NOTE:

Recommended.

Josh Smith
Josh Smith
County Administrator

Richard Greenlee
Richard Greenlee
Corporation Counsel

Executive Summary

Upgrade the Honeywell Controller at the Jail

The Resolution before you authorizes the upgrade of the controllers for Air Handling Units 1A, 2A, 5A, 7A and 15 at the Jail. These controllers control the HVAC system as well as the smoke dampers in a fire situation to prevent the spread of smoke. This controller is part of the building automation system that receives the programming from the head end system.

This is proprietary equipment to Honeywell Building Solutions.

RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS

General Services Committee
INITIATED BY



Brent Sutherland
DRAFTED BY

General Services Committee
SUBMITTED BY

November 27, 2018
DATE DRAFTED

Authorizing Furlong Industrial Systems to Refurbish the Health Care Center
Cooling Tower

- 1 **WHEREAS**, funds were included in the 2018 budget to refurbish the 20-year old Baltimore Air Coil
- 2 cooling tower at the Health Care Center; and,
- 3
- 4 **WHEREAS**, refurbishing the cooling tower to extend the life an additional 20 years, will be
- 5 approximately half the cost of replacement; and,
- 6
- 7 **WHEREAS**, Furlong Industrial Systems is the only factory authorized service agent in Wisconsin to
- 8 complete this work.
- 9
- 10 **NOW, THEREFORE, BE IT RESOLVED** that the Rock County Board of Supervisors duly assembled
- 11 this _____ day of _____, 2018, that a purchase order be issued to Furlong Industrial
- 12 Systems of Germantown, Wisconsin, in the amount of \$87,890 for the refurbishing of the Health Care
- 13 Center cooling tower.
- 14
- 15 **BE IT FURTHER RESOLVED**, that a \$4,500 contingency also be approved to cover any unforeseen
- 16 items.

18-12A-145

Respectfully submitted,

GENERAL SERVICES COMMITTEE

Henry Brill, Chair

Jeremy Zajac, Vice Chair

Tom Brien

Robert Potter

Yuri Rashkin

FISCAL NOTE:

Funds were included in the 2018 budget for this project. This project is being funded by sales tax revenue.

Sherry Oja
Finance Director

LEGAL NOTE:

The County Board is authorized to take this action pursuant to secs. 59.01 and 59.51, Wis. Stats. In addition, sec. 59.52(29), Wis. Stats. requires the project to be let to the lowest responsible bidder. Furlong Industrial Systems is the sole source provider of the refurbishing service.

Richard Greenlee
Corporation Counsel

ADMINISTRATIVE NOTE:

Recommended.

Josh Smith
County Administrator

Executive Summary

Refurbish Health Care Center Cooling Tower

The Resolution before you authorizes Furlong Industrial Systems of Germantown, Wisconsin, to refurbish the Health Care Center Cooling tower for \$87,890, plus a \$4,500 contingency. The cooling tower has been repaired several times and is at the end of its useful life. The cost to refurbish is less than half the cost to replace. Furlong is the only Factory Authorized Agent in Wisconsin to complete this work.

RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS

General Services Committee
INITIATED BY



Brent Sutherland- Director of
Facilities Management
DRAFTED BY

General Services Committee
SUBMITTED BY

November 27, 2018
DATE DRAFTED

Retaining SGTS Inc. for Professional Services
for the Jail Camera Systems Upgrade

- 1 WHEREAS, funds were budgeted in 2018 the upgrade of the jail camera system; and,
- 2
- 3 WHEREAS, SGTS, as our security integrator will design, develop specifications, install, program,
- 4 integrate and commission the new camera system at the Jail; and,
- 5
- 6 WHEREAS, SGTS will develop the equipment list and specification for the equipment needed; and,
- 7
- 8 WHEREAS, Rock County will go out for bid for the equipment purchase.
- 9
- 10 NOW, THEREFORE, BE IT RESOLVED by the Rock County Board of Supervisors duly assembled
- 11 this _____ day of _____, 2018, that a contract for professional services be awarded to
- 12 SGTS Inc., of Madison, Wisconsin, in the amount of \$331,205; and,
- 13
- 14 BE IT FURTHER RESOLVED, that a \$16,000 contingency also be approved to cover any needed
- 15 changes in the scope of services.

18-12A-146

Respectfully submitted,

GENERAL SERVICES COMMITTEE

Henry Brill, Chair

Jeremy Zajac, Vice Chair

Tom Brien

Robert Potter

Yuri Rashkin

FISCAL NOTE:

Funds were included in the 2018 budget for this project. This project is being funded by sales tax revenue.

Sherry Oja
Finance Director

LEGAL NOTE:

The County Board is authorized to take this action pursuant to secs. 59.01 and 59.51, Wis. Stats. Professional services are not subject to bidding requirements of § 59.52(29), Stats.

Richard Greenlee
Corporation Counsel

ADMINISTRATIVE NOTE:

Recommended.

Josh Smith
County Administrator

Executive Summary

Retaining SGTS Inc for Professional Services for the Design, Integration, Installation and Commissioning for the Upgrade to the Jail Camera System

The Resolution before you awards a contract to SGTS Inc of Madison Wisconsin, for professional services to upgrade the jail camera system. The current Jail camera system is out dated and unreliable. As Rock County's security system integrator, SGTS is being hire to design, install, program and commission the upgrade to the Jail camera system.

Additionally, SGTS will develop the specifications for Rock County to bid out the actual camera equipment. Funds were budgeted for this in 2018.

**RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS**

General Services Committee
INITIATED BY

General Services Committee
SUBMITTED BY



Brent Sutherland
DRAFTED BY

November 27, 2018
DATE DRAFTED

Awarding Bid for the D-Unit Jail Showers Remodeling

- 1 **WHEREAS**, the Pinehurst facility was renovated into inmate housing in 1986, along with construction of
- 2 the Jail facility; and,
- 3
- 4 **WHEREAS**, the inmate showers in both areas were in need of remodeling in order to maintain proper
- 5 sanitation for a secured detention environment; and,
- 6
- 7 **WHEREAS**, funds were budgeted, specifications prepared, and bids solicited for the work; and,
- 8
- 9 **WHEREAS**, this contract will be completing two showers in D-unit.
- 10
- 11 **NOW, THEREFORE, BE IT RESOLVED** that the Rock County Board of Supervisors duly assembled
- 12 this _____ day of _____, 2018, award a contract with Badger Specialty Coatings Inc, of
- 13 Janesville WI, in the amount of \$42,000.

Respectfully submitted,

GENERAL SERVICES COMMITTEE

Henry Brill
Henry Brill, Chair

Jeremy Zajac
Jeremy Zajac, Vice Chair

Tom Brien
Tom Brien

Robert Potter
Robert Potter

Yuri Rashkin
Yuri Rashkin

ADMINISTRATIVE NOTE:

Recommended.

Josh Smith
Josh Smith
County Administrator

FISCAL NOTE:

Funds were included in the 2019 budget for this project. This project is being funded by sales tax revenue.

Sherry Oja

Sherry Oja
Finance Director

LEGAL NOTE:

The County Board is authorized to take this action pursuant to secs. 59.01 and 59.51, Wis. Stats. In addition, sec. 59.52(29), Wis. Stats. requires the project to be let to the lowest responsible bidder.

Richard Greenlee
Richard Greenlee
Corporation Counsel

18-12A-147

Executive Summary

Resolution Awarding Contract for Shower Renovations in D-Unit at the Jail

The Resolution before you awards a contract to Badger Specialty Coatings of Janesville, Wisconsin, for the renovation of the two D-Unit shower rooms located in the Jail. After nearly 30 years of use, the walls, floors and ceilings have deteriorated and are in need of repair. The work will include; repair of the substrate, preparation of the surfaces and the application of a fiberglass reinforced coating.

An Invitation to Bid for refurbishment of two showers in the C-unit at the Jail was release in early 2018. The lowest most responsive and responsible bidder, Badger Specialty Coatings, agreed to hold their 2018 price for the two additional D-Unit showers to be renovated in 2019. Funds were included in the 2019 budget to complete this work.

There is a total of thirteen (13) showers all together at the Jail. After these two showers in the D-Unit are completed, there will be two left to be renovated. The total contract cost is for the two D-Unit showers is \$42,000.

ROCK COUNTY, WISCONSIN
FINANCE DIRECTOR

PURCHASING DIVISION



BID SUMMARY

PROJECT NUMBER 2018-12
PROJECT NAME JAIL D-UNIT SHOWER REMODELING
BID DUE DATE FEBRUARY 9, 2018 - 1:30 (LOCAL TIME)
DEPARTMENT FACILITIES MANAGEMENT

	BADGER SPECIALTY COATINGS JANESVILLE WI
TOTAL PROJECT COST	\$ 42,000.00

Invitation to Bid was advertised in the Janesville Gazette and on the Internet. Four additional vendors were solicited that did not respond.

PREPARED BY: JODI MILLIS, PURCHASING MANAGER

DEPARTMENT HEAD RECOMMENDATION: BADGER SPECIALTY COATINGS

SIGNATURE

DATE

GOVERNING COMMITTEE APPROVAL:

CHAIR

VOTE

DATE

[Signature] 12-4-18

5-0

12/4/18

**RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS**

General Services Committee
INITIATED BY



Brent Sutherland
DRAFTED BY

General Services Committee
SUBMITTED BY

November 27, 2018
DATE DRAFTED

Authorizing Trane to Rebuild the Courthouse Chillers

- 1 **WHEREAS**, the two Courthouse chillers have reached the end of their 20-year useful life; and,
- 2
- 3 **WHEREAS**, rebuilding the chillers to extend the life an additional 20-years will be less costly than
- 4 replacement; and,
- 5
- 6 **WHEREAS**, the Trane Chillers are proprietary and funds were budgeted for these rebuilds in 2019.
- 7
- 8 **NOW, THEREFORE, BE IT RESOLVED** that the Rock County Board of Supervisors duly assembled
- 9 this _____ day of _____, 2018, issue a purchase order to Trane US Inc. of Madison,
- 10 Wisconsin, in the amount of \$120,019, for rebuilding the two Courthouse chillers.
- 11
- 12 **BE IT FURTHER RESOLVED**, that an \$8,500 contingency also be approved to cover any items not
- 13 part of the rebuild such as additional refrigerant.

Respectfully submitted,

GENERAL SERVICES COMMITTEE

Henry Brill, Chair

Jeremy Zajac, Vice Chair

Tom Brien

Robert Potter

Yuri Rashkin

FISCAL NOTE:

Funds were included in the 2019 budget for this project. This project is being funded by sales tax revenue.

Sherry Oja
Finance Director

LEGAL NOTE:

The County Board is authorized to take this action pursuant to secs. 59.01 and 59.51, Wis. Stats. In addition, sec. 59.52(29), Wis. Stats. requires the project to be let to the lowest responsible bidder. Trane US Inc. of Madison is the sole source provider.

ADMINISTRATIVE NOTE:

Recommended.

Josh Smith
County Administrator

Richard Greenlee
Corporation Counsel

18-12A-148

Executive Summary

Rebuild the Courthouse Trane Chillers

The Resolution before you authorizes Trane US Inc. to rebuild the two Courthouse Trane Chillers in the amount of \$120,019. Both chillers are twenty (20) years old and at the end of their useful lives. Trane US will be able to rebuild these chillers and get an additional 20 years life out of them versus the higher cost to replace with new. The Resolution also includes an \$8,500 contingency for items that are not part of the rebuild such as additional refrigerant. These chillers are proprietary to Trane.

**RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS**

General Services Committee
INITIATED BY



Brent Sutherland- Director-
Facilities Management
DRAFTED BY

General Services Committee
SUBMITTED BY

November 27, 2018
DATE DRAFTED

Awarding Contract for Carpet Replacement at Rock County Courthouse

- 1 **WHEREAS**, the 2019 budget included \$30,000 for replacement of carpet at the Rock County
- 2 Courthouse; and
- 3
- 4 **WHEREAS**, funds are budgeted over several years for carpet replacement at the Courthouse; and
- 5
- 6 **WHEREAS**, an inspection was completed and a list drafted of the areas to be replaced this year; and
- 7
- 8 **WHEREAS**, Halverson flooring has the State bid #505ENT-015-FLOORING-05 for carpet.
- 9
- 10 **NOW, THEREFORE, BE IT RESOLVED** that the Rock County Board of Supervisors duly assembled
- 11 this _____ day of _____, 2018, awards a contract to replace carpet at the Rock County
- 12 Courthouse in the amount of \$30,000 to Halverson Flooring of Janesville, WI.

Respectfully submitted,

GENERAL SERVICES COMMITTEE

Henry Brill
Henry Brill, Chair

Jeremy Zajac
Jeremy Zajac, Vice Chair

Tom Brien
Tom Brien

Robert Potter
Robert Potter

Yuri Rashkin
Yuri Rashkin

FISCAL NOTE:

Funds were included in the 2019 budget for carpet replacement.

Sherry Oja

Sherry Oja
Finance Director

LEGAL NOTE:

The County Board is authorized to take this action pursuant to secs. 59.01 and 59.51, Wis. Stats. In addition, sec. 59.52(29), Wis. Stats. requires the project to be let to the lowest responsible bidder.

Richard Greenlee

Richard Greenlee
Corporation Counsel

ADMINISTRATIVE NOTE:

Recommended.

Josh Smith

Josh Smith
County Administrator

18-12A-149

Executive Summary

Awarding Contract for Carpet Replacement at the Courthouse

There is a need to replace a certain amount of carpet each year at the Courthouse. \$30,000 was budgeted in 2018 and the worst, most worn and damaged areas were replaced this year. Another \$30,000 was budgeted in 2019 to continue the replacement program. An assessment was completed and a list compiled of the most worn, stained and damaged carpet to be replaced in 2019.

Halverson Flooring holds the current state contract for flooring. The State Contract number is 505ENT-015-Flooring-05.

**RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS**

Finance Committee
INITIATED BY



Dara Mosley
DRAFTED BY

Finance Committee
SUBMITTED BY

November 27, 2018
DATE DRAFTED

AUTHORIZING PURCHASE OF ARCSERVE BACKUP SYSTEM

- 1 WHEREAS, the existing Unitrends backup solution will no longer be supported after this year; and,
- 2
- 3 WHEREAS, the Information Technology department has reviewed reputable backup solutions currently
- 4 available and has determined that ArcServe most reasonably suits the needs for Rock County's diverse
- 5 systems; and,
- 6
- 7 WHEREAS, ArcServe is a cost effective solution that can reliably protect County data as well as assist
- 8 with the migration of data to new hardware platforms; and,
- 9
- 10 WHEREAS, ArcServe is available from CDWG, Inc. on State Contract 505ENT-M16-
- 11 VARSOFTWARE-04; and,
- 12
- 13 WHEREAS, funds for a new backup system are included in the 2018 Information Technology budget.
- 14
- 15 NOW, THEREFORE, BE IT RESOLVED that the Rock County Board of Supervisors duly assembled
- 16 this _____ day of _____, 2018 authorize a three-year agreement with CDW-G for an amount not
- 17 to exceed \$64,408.38 for the purchase of the ArcServe backup appliance.

18-12A-150

Respectfully submitted,

FINANCE COMMITTEE

Mary Mawhinney
Mary Mawhinney, Chair

Mary Beaver
Mary Beaver, Vice Chair

Brent Fox
Brent Fox

J. Russell Podzilni
J. Russell Podzilni

Bob Yeomans
Bob Yeomans

FISCAL NOTE:

Funds are available in the 2018 and 2019 budgets and will need to be included in the 2020 budget for the cost of this contract.

Sherry Oja

Sherry Oja
Finance Director

LEGAL NOTE:

The County Board is authorized to take this action pursuant to secs. 59.01 and 59.51, Wis. Stats. In addition, sec. 59.52(29), Wis. Stats. requires the project to be let to the lowest responsible bidder.

ADMINISTRATIVE NOTE:

Recommended.

Josh Smith
Josh Smith
County Administrator

Richard Greenlee
Richard Greenlee
Corporation Counsel

Executive Summary

A trusted backup solution is a vital component of the Information Technology department's effort to ensure the integrity of County data. A backup system protects our data by allowing us to have a good copy of our data to have in the event that production data is lost, deleted, corrupted, or victimized by a cyber-attack. In addition, the backup system allows us to create end-of-month, and end-of-year copies of our data in order to keep Rock County in compliance with records retention policies.

The Unitrends backup solution utilized by Rock County has reached its end-of-life. In preparation for this, Rock County budgeted for a new backup system for 2018.

The Information Technology department reviewed backup solutions and found that ArcServe is the most economical system that also technically meets the needs of Rock County.

ArcServe works with varying operating systems and databases. In addition, ArcServe provides a hardware appliance for its solution which eliminates the need for Rock County to purchase a server for the application.

Among other features, ArcServe also offers additional protections against Ransomware attacks on their backup data, which provides another layer of protection for County data.

The County Board's approval of this purchase will provide Rock County with the ArcServe solution for a three year period, at a cost of \$64,408.38.

QUOTE CONFIRMATION

DEAR DAVE TINKER,

Thank you for considering CDWG for your computing needs. The details of your quote are below. [Click here](#) to convert your quote to an order.

Thanks,

ACCOUNT MANAGER NOTES: Adam Flynn
Executive Account Manager
866-723-3621
adamfly@cdwg.com

QUOTE #	QUOTE DATE	QUOTE REFERENCE	CUSTOMER #	GRAND TOTAL
KDMM170	10/10/2018	ARCSERVE APPLIANCE	4119697	\$64,408.38

QUOTE DETAILS

ITEM	QTY	CDW#	UNIT PRICE	EXT. PRICE
<u>Arcserve UDP 8300 - recovery appliance - Arcserve GLP</u> Mfg. Part#: NAADR065FLW830N00G UNSPSC: 43222636 Contract: MARKET	1	4359531	\$34,000.00	\$34,000.00
<u>Arcserve Platinum Maintenance extended service agreement - 3 years - on-slt</u> Mfg. Part#: MAADR065MAW830P36G UNSPSC: 81111812 Electronic distribution - NO MEDIA Contract: MARKET	1	4407642	\$22,000.00	\$22,000.00
<u>Arcserve UDP 8300 disk expansion (upfront at factory only) - Upto 6x - hard</u> Mfg. Part#: NAADR065FLW83EN00G UNSPSC: 43201803 Contract: MARKET	5	4493018	\$0.00	\$0.00
<u>Arcserve Platinum Maintenance extended service agreement - 3 years - on-slt</u> Mfg. Part#: MAADR065MAW83EP36G UNSPSC: 81111812 Contract: MARKET	5	4581060	\$0.00	\$0.00
<u>Arcserve UDP Premium Plus Edition - upgrade license - 1 license</u> Mfg. Part#: NAPPR065FLW840N00G UNSPSC: 43233415 Electronic distribution - NO MEDIA Contract: State of Wisconsin Software, Support and Maint Gov (50SENT-M16-VARSOFWARE-04)	1	4545368	\$2,602.36	\$2,602.36
<u>Arcserve UDP Premium Plus Edition - maintenance / upgrade license (3 years)</u> Mfg. Part#: MAPPR065MAW840E36G UNSPSC: 43233415	1	4545358	\$1,606.02	\$1,606.02

Billing Address: TJ JOHNSON ROCK COUNTY INFORMATION TECHNOLOGY 3530 N COUNTY HWY F JANESVILLE, WI 53545-0766 Phone: (608) 757-5035 Payment Terms: Master Card	SHIPPING	\$0.00
	SALES TAX	\$0.00
	GRAND TOTAL	\$64,408.38
DELIVER TO	Please remit payments to:	
Shipping Address: ROCK COUNTY INFORMATION TECHNOLOGY DAVE TINKER 3530 N COUNTY HWY F JANESVILLE, WI 53545-0766 Phone: (608) 757-5035 Shipping Method: DROP SHIP-GROUND	CDW Government 75 Remittance Drive Suite 1515 Chicago, IL 60675-1515	

Need Assistance? CDW•G SALES CONTACT INFORMATION



Adam Flynn

(866) 723-3621

adamfly@cdwg.com

This quote is subject to CDW's Terms and Conditions of Sales and Service Projects at <http://www.cdw.com/content/terms-conditions/product-sales.aspx>
 For more information, contact a CDW account manager.

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RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS

Agriculture and Extension Education Committee
INITIATED BY



Nick Baker and Rich Bostwick
DRAFTED BY

Agriculture & Extension Education Committee
SUBMITTED BY

November 29, 2018
DATE DRAFTED

Awarding of Rock County Farm Crop Land Rental Lease

- 1 WHEREAS, the Rock County Farm crop land lease is up for renewal beginning January 1, 2019 and,
- 2
- 3 WHEREAS, the Rock County Purchasing Department solicited bids for potential renters and of which 5
- 4 successful bids were received.
- 5
- 6 NOW, THEREFORE, BE IT RESOLVED that the Rock County Board of Supervisors duly assembled
- 7 this _____ day of _____, 2018, does hereby approve and authorize awarding a rental
- 8 contract for the Rock County Farm Crop Land to Flemming Farm for the rental amount of \$252 per acre
- 9 annually for the term of January 1, 2019 through December 31, 2023 upon successfully completing the
- 10 terms of the agreed to lease.

Respectfully submitted,

AGRICULTURE AND EXTENSION EDUCATION COMMITTEE

Richard Bostwick, Chair

Wes Davis, Vice Chair

Stephanie Aegerter

Brenton Driscoll

Alan Sweeney

FISCAL NOTE:

Lease payments are credited to Farm Fees,
A/C 56-5625-0000-44100.

Sherry Oja
Finance Director

LEGAL NOTE:

The County Board is authorized to take
this action pursuant to § 59.52(6),
Wis. Stats.

Richard Greenlee
Corporation Counsel

ADMINISTRATIVE NOTE:

Recommended.

Josh Smith
County Administrator

18-12A-151

Executive Summary

Awarding of Rock County Farm Land Rental Lease

The Rock County Farm has 385 acres that are rented out to the highest successful bidder for a given contract term. The current contract expires on December 31, 2018 and the Rock County Purchasing Department successfully solicited bids for the next contract cycle.

Five successful bids were received for the Crop Land Rental Lease which runs from January 1, 2019 through December 31, 2023. It is recommended that awarding a contract to rent the Rock County Farm Crop Land to Flemming Farm for an amount of \$252.00 per acre annually, or a total income to Rock County of \$97,020 annually.

**RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS**

The General Services Committee
INITIATED BY

The General Services Committee
SUBMITTED BY



Brent Sutherland
DRAFTED BY

December 12, 2018
DATE DRAFTED

Awarding Bid for the B-Unit Jail Showers Remodeling

- 1 **WHEREAS**, this Jail section was constructed in 1986; and,
- 2
- 3 **WHEREAS**, the inmate showers are in need of remodeling in order to maintain proper sanitation for a
- 4 secured detention environment; and,
- 5
- 6 **WHEREAS**, funds were not budgeted in 2018 for this final unit however funds are available due to the
- 7 Rock Haven demolition cost coming in under budget; and,
- 8
- 9 **WHEREAS**, completing this final shower unit at this time allows us an opportunity to have it completed
- 10 under the 2018 bid at a reduced cost; and,
- 11
- 12 **WHEREAS**, this contract will be completing two showers in B-unit. This is the last of the shower units
- 13 to be renovated.
- 14
- 15 **NOW, THEREFORE, BE IT RESOLVED** that the Rock County Board of Supervisors duly assembled
- 16 this _____ day of _____, 2018, award a contract with Badger Specialty Coatings Inc, of
- 17 Janesville, WI, in the amount of \$42,000.

18-12A-155

Respectfully submitted,

GENERAL SERVICES COMMITTEE:

Henry Brill, Chair

Jeremy Zajac, Vice Chair

Tom Brien

Robert Potter

Yuri Rashkin

ADMINISTRATIVE NOTE:

Recommended.

Josh Smith
County Administrator

FISCAL NOTE:

There are funds available in the 2018 budget for this project.

Sherry Oja
Finance Director

LEGAL NOTE:

The County Board is authorized to take this action pursuant to secs. 59.01 and 59.51, Wis. Stats. In addition, sec. 59.52(29), Wis. Stats. requires the project to be let to the lowest responsible bidder.

Richard Greenlee
Corporation Counsel

Executive Summary

Resolution Awarding Contract for Shower Renovations in B-Unit at the Jail

The Resolution before you awards a contract to Badger Specialty Coatings of Janesville, Wisconsin, for the renovation of the two B-Unit shower rooms located in the Jail.

An Invitation to Bid for refurbishment of two showers in the C-unit at the Jail was released in early 2018. The lowest most responsive and responsible bidder was Badger Specialty Coatings. They agreed to hold their 2018 price for the two additional D-Unit showers to be renovated in 2019 and B-Unit Showers units in 2018. This is the last of the 13 showers to be completed. Funds were not budgeted for this final shower unit in 2018 however funds are available due to the Rock Haven Demolition cost being under budgeted. Completing the final showers now verses 2020 allows us to complete them at a reduced cost.

The total contract cost is for the final two B-Unit showers is \$42,000.

ORDINANCE
ROCK COUNTY BOARD OF SUPERVISORS

Annette Mikula
INITIATED BY

Amy Spoden, Asst. Human Resource Director
DRAFTED BY

County Board
Staff Committee
SUBMITTED BY



November 6, 2018
DATE DRAFTED

AMENDING THE COUNTY'S PERSONNEL ORDINANCE

1 WHEREAS, Rock County has an established Personnel Ordinance; and,
2
3 WHEREAS, it is good practice to review the personnel ordinance language on an annual basis; and
4
5 WHEREAS, certain additional changes have been suggested by Employees and Department Managers; and,
6
7 WHEREAS, the County wants to incorporate these additional changes to the Personnel Ordinance effective at
8 12:01 a.m. January 1, 2018.
9
10 NOW, THEREFORE, BE IT RESOLVED, that the Rock County Board of Supervisors assembled this
11 _____ day of _____, 2018 does hereby amend Chapter XVIII, the County's Personnel
12 Ordinance as follows:

Section 4: Salary Administration

Productivity/Incentive Awards
18,496

18 ~~Extraordinary productivity/incentive awards may be granted in recognition of exceptional performance in~~
19 ~~addition to an employee's regular pay. Recommendations for such pay shall be initiated by the employee's~~
20 ~~supervisor and/or Department Head, reviewed and approved by the Human Resources Director, County~~
21 ~~Administrator, appropriate Governing Committee and the County Board Staff Committee. Specific~~
22 ~~guidelines for the administration of the Productivity/Incentive Awards Program shall be the responsibility~~
23 ~~of the Human Resources Director to establish and maintain subject to approval by the County~~
24 ~~Administrator and County Board Staff Committee. Such requests shall be in writing and supported by~~
25 ~~evidence of the following:~~

- 27 (a) ~~The employee has personally conceived and suggested a procedure or device~~
28 ~~which has resulted in substantially greater operating efficiency or in a marked~~
29 ~~decrease in operating expenses; or,~~
- 31 (b) ~~The employee has performed extensive collateral duties or has continually~~
32 ~~completed difficult work assignments, which significantly increased the efficiency~~
33 ~~and effectiveness of his/her department's program or the County service.~~

Section 5: Fringe Benefits

Holidays
18,501

39 The following holidays are observed by the County and shall be granted to regular employees with pay and to
40 temporary employees without pay, unless such employees are required to be on scheduled work:

- 42 (a) New Year's Day
- 43 (b) Spring Holiday to be observed the Friday immediately preceding
44 Easter
- 45 (c) Memorial Day
- 46 (d) July 4th
- 47 (e) Labor Day
- 48 (f) Thanksgiving Day

18-11D-119

AMENDING THE COUNTY'S PERSONNEL ORDINANCE

Page 2

- 49 (g) Friday following Thanksgiving
 50 (h) Day before Christmas
 51 (i) Christmas Day
 52 (j) One Floating Holiday
 53 (k) Any additional holiday granted by the County Board.
 54 (l) The County Administrator may designate additional holidays in
 55 unusual circumstances with the approval of the County Board Chair
 56 and/or Vice Chair.
 57

58 For employees working the standard work schedule, when a holiday falls on Saturday, it shall be observed on
 59 the preceding Friday. When a holiday falls on a Sunday, the following Monday shall be observed.
 60

61 For employees not working the standard work schedule see the HR Policies and Procedures.
 62

63 ~~Unilateral A Positions who are required to work a holiday, will be paid or granted compensatory time off at a~~
 64 ~~rate of time and one half and receive an additional day in lieu thereof.~~
 65

66 ~~Pool/Relief of Unilateral A positions who are required to work a holiday will be paid at a rate of time and one~~
 67 ~~half.~~
 68

69 ~~For supervisors working at the 911 Communication Center, who are required to work on a holiday, they will be~~
 70 ~~paid or granted compensatory time off at a rate of time and one half for all hours worked between 7:00 a.m. the~~
 71 ~~day of the holiday through 6:59 a.m. the day after the holiday, and earn 8 hours of holiday time in lieu of~~
 72

73 ~~Whenever a designated holiday falls on an employee's scheduled day off, an additional day shall be granted in~~
 74 ~~lieu thereof.~~
 75

75 ~~Unilateral C Employees (FLSA exempt) who work on a holiday shall receive a day in lieu thereof.~~
 76

77 ~~Regular part-time employees who normally work sixteen or more hours per week shall be paid for holidays~~
 78 ~~which fall on days for which they would otherwise be scheduled to work, according to the number of hours for~~
 79 ~~which they would be scheduled to work on that day.~~
 80

81 ~~When a holiday falls within a period of leave with pay, the employee shall receive pay for the holiday.~~
 82

83 ~~When a holiday falls within a pay period of leave without pay, the employee shall receive no pay for the~~
 84 ~~holiday.~~
 85

86 ~~In order to receive holiday pay, employees must normally be scheduled to work for not less than 4 hours the~~
 87 ~~regular workday before and not less than 4 hours the regular workday after the holiday, unless on authorized~~
 88 ~~paid time off (sick leave, vacation) or on paid FMLA.~~
 89

90 Floating holidays must be taken in whole day increments (pro-rated for part-time employees).
 91

92 The floating holiday shall accrue to the employee effective any work shift starting on or after 4 a.m. of
 93 January 1st of each year. Employees need to use the floating holiday before December 31 of each
 94 calendar year. If the floating holiday is not used by December 31, the floating holiday will be
 95 forfeited. During their first year of employment, Employees hired after November 30, will have until
 96 January 31 of the following year to use their floater from the previous year.
 97

98 The floating holiday may be taken upon at least 7 days advance notice. The floating holiday request
 99 will normally be approved, however, it may be denied by the Department Head, even with a 7 day
 100 advance notice, if granting the request would put the department, division, unit, or shift below the
 101 minimum staffing needs of the department, division, unit or shift. A floating holiday with less than 7
 102 day notice may be granted in an emergency circumstance at the discretion of the Department Head or
 103 his/her designee. Employees are strongly encouraged to use their floating holiday prior to the last
 104 payroll period of the calendar year.
 105

106
 107 **Leave of Absence Policy (Non FMLA)**
 108 18.508
 109

110 The County Administrator or the Department Head after consulting with the Human Resources Director, may grant
 111 a regular employee leave of absence (with or without pay) for a period up to one-year six months except for an
 112 educational leave, subject to the following conditions:

AMENDING THE COUNTY'S PERSONNEL ORDINANCE

Page 3

- 113 (1) Leave of absence (with or without pay) may be granted when it is in the best
114 interest of the County to do so. Requests for leave of absence shall be approved
115 prior to the taking of such leave. When such leave is requested as an extension of
116 sick leave, an acceptable physician's certificate shall be required.
117
- 118 (2) At the expiration of a leave of absence without pay, the employee shall be
119 reinstated to the position he/she vacated or to an equivalent position which is
120 vacant at the time, provided the employee meets the stated qualifications. If there
121 is not a suitable vacancy available, the employee's name shall be placed on an
122 appropriate reinstatement list.
123
- 124 (3) Credit toward vacation and sick leave shall not be earned after 30 days while an
125 employee is on leave without pay. Insurance benefits may be retained according
126 to HR Policy and Procedure.
127
- 128 (4) Leave without pay shall not constitute a break in service; however, if the
129 employee is absent more than thirty days during a calendar year, it shall change
130 the employee's anniversary date.
131
- 132 When a leave without pay of more than thirty (30) consecutive days is taken, the
133 employee's anniversary date shall be moved ahead by the total number of days of
134 the leave.
135
- 136 (5) A return to work earlier than the scheduled termination of leave date may be
137 arranged by the supervisor and the employee, with the approval of the Human
138 Resources Director.
139
- 140 (6) Employees on leave of absence from the County may not be employed full
141 time elsewhere. Employees holding employment elsewhere during a leave of
142 absence shall be deemed to have voluntarily resigned from employment with Rock
143 County.
144
- 145 (7) If an employee is unable to return to work on the date stipulated, he/she may
146 submit a written request to extend the leave of absence, subject to the approval of
147 the County Administrator or Department Head and the HR Director. If, on the
148 date following the expiration of the leave of absence, an extension is not
149 requested and granted and the employee has not returned to his/her position, the
150 employee shall be considered to have voluntarily resigned from County
151 employment.
152
- 153 (8) Unauthorized Absence. It is recognized that there may be extenuating
154 circumstances for unauthorized absence, and due consideration shall be given
155 each case. However, an employee who is absent from duty without approval
156 shall receive no pay for the duration of the absence, and shall be subject to
157 disciplinary action, which may include dismissal.
158

Bereavement Leave
18.509

162 In the event of a death an employee may be excused from work without loss of pay for up to a maximum of thirty-
163 two (32) hours annually for the purpose of attending a person's wake, visitation, memorial service, funeral, or
164 make necessary arrangements regarding the person's death, within a reasonable time after the occurrence.
165

166 If additional time is required beyond the thirty-two (32) hours annually, an employee may request to use
167 accumulated vacation, holiday or comp-time. Sick leave cannot be used.
168

169 Bereavement leave cannot be accrued from one year to the next.
170

171 Bereavement leave can be used in increments of quarter hours.
172

173 A second or third shift employee may be excused from work the scheduled shift before or after the event,
174 provided the shift begin or ends on the same calendar date of the event.
175

176 All leaves under this section shall be prorated based upon the employee's FTE.

AMENDING THE COUNTY'S PERSONNEL ORDINANCE

Page 4

Sick Leave

18.515

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Sick leave pay shall commence on the first day of any period of illness due to accident, injury or disease.

- (1) All full-time employees shall earn one sick leave day per month of continuous employment. All part-time employees whose regular workweek is sixteen hours or more shall earn one sick leave day on a prorata basis directly in relation to the normal full time employment period. All part-time employees, who work less than sixteen hours per week, shall not earn sick leave. Temporary and seasonal employees are not eligible for sick leave.
- (2) Sick leave shall be granted after three months continuous service (from original hire date) when an employee is required to be absent from work because of:
 - (a) Illness of the employee.
 - (b) Illness of an employee's spouse
 - (a) Illness of a minor child (includes stepchild, current foster child, grandchild, or any other child they are legally responsible for and can provide legal documentation supporting the responsibility) or a child who meets the definition of a disabled adult child.
 - (b) Illness of a parent (includes stepparents and current foster parents).
 - (c) Contact with or exposure to a contagious disease rendering the employee's presence hazardous to fellow workers.
 - (d) Reasonable medical or dental attention that cannot be scheduled during non-working hours.
- (3) Sick leave shall accrue to a maximum of one hundred thirty days.
- (4) Employees who are absent from work for reasons which entitle them to sick leave shall notify their supervisor ~~as close to their regular starting time as possible~~ in accordance with Department Work Rules.
- (5) A supervisor may identify a potential problem with an employee's sick leave usage. Patterns that may indicate a problem with sick leave usage include but are not limited to:
 - a) It occurs before or after a holiday,
 - b) It occurs before or after a scheduled day off,
 - c) An employee takes sick leave in excess of three days which has not been reported to FMLA, or
 - d) The employee has a history of using short amounts of sick leave repeatedly over an extended period of time.
 - e) It occurs on a day that an employee previously requested off and was denied.

AMENDING THE COUNTY'S PERSONNEL ORDINANCE

Page 5

235 Once a potential problem with sick leave usage has been identified the
 236 supervisor shall meet with the employee to discuss the reason(s) for the
 237 absences. The goal of the meeting is to gather information, counsel the
 238 employee and if there is an admitted problem, have the employee change
 239 his/her behavior.

240
 241 When a problem has been identified and the employee has not voluntarily
 242 changed their behavior, a Department Head or the Human Resources
 243 Director may require the employee to submit a medical statement, stating
 244 the specific illness, period of treatment, and date that the employee may
 245 return to work.

246
 247 The Department Head or Human Resources Director may require an
 248 employee to take a medical examination on returning from sick leave or on
 249 such occasions that it is in the best interest of the County. The medical
 250 examination shall be given by a physician designated by the Human
 251 Resources Director.

252
 253 The Department Head or the HR Director may investigate the alleged
 254 illness of an employee absent from work on sick leave. False or fraudulent
 255 use of sick leave shall be cause for disciplinary action against the
 256 employee, up to and including dismissal.

257
 258 (6) An employee on vacation who presents an acceptable medical certificate
 259 giving the dates of illness may have that portion of his/her vacation leave
 260 converted to sick leave.

261
 262 (7) Sick leave shall be debited in no less than quarter hour units.

263
 264 (8) No credit for sick leave shall be granted for time worked by an employee in
 265 excess of his/her normal workweek.

266
 267 (9) A regular employee who moves from one department to another by
 268 transfer, promotion or demotion shall have his/her total sick leave credits
 269 transferred to the new department.

270
 271 (10) ~~Unilateral~~ Employees who resign or retire with ten or more years of con-
 272 tinuous service shall be paid for one half of the accumulated sick leave
 273 days, not to exceed a total of sixty-five days. In the event of the death of
 274 an employee, the County shall make the same sick leave payment to the
 275 employee's estate. In the event of a discharge, the employee will not
 276 receive this benefit.

277
 278

Section 6: Conditions of Employment

279
 280
 281

Discipline/Investigations

18.607

282
 283
 284
 285 The purpose of discipline is correcting job behavior and performance problems of employees.
 286 Employees shall be informed of standards of conduct and performance. All staff must notify their
 287 immediate supervisor within twenty-four (24) hours of all arrests and convictions for any ordinance
 288 (other than minor traffic violations), misdemeanor or felony violations that may impact their ability to
 289 complete the essential functions of their position.

290
 291 No disciplinary action will be taken until a thorough investigation has been completed. Employees
 292 under investigation shall have the right to representation during the investigatory process. The
 293 employee will be allowed to have a representative of their choice who is not a supervisor or manager

AMENDING THE COUNTY'S PERSONNEL ORDINANCE

Page 6

294 within Rock County. The representative will be limited to listening and advising the employee but will
 295 not be allowed to speak in place of the employee. Unilateral employees other than Department Heads
 296 shall be allowed to have a representative of their choice who has equal or less authority than they do.
 297 Employees may be placed on a Paid/Non Paid Administrative Leave during the investigation. Rules
 298 and standards shall be consistently applied. Penalties shall be uniform and shall match the infraction.
 299 Persons administering corrective discipline shall systematically document the case. Records of written
 300 reprimands, suspensions, demotions and terminations shall be provided to Human Resources and kept
 301 in the employee's personnel file. Written reprimands will remain in effect for a period not to exceed
 302 one year, and at the end of such period shall be removed from the active Employee's personnel file.
 303 Records of suspension shall remain in the active Employee's personnel file for a period of two years
 304 and at the end of such period shall be removed from the Employee's personnel file. (This section does
 305 not necessarily apply if the employee is represented by an attorney.)

306
 307 Suspensions, demotions, and terminations shall be discussed with the Human Resources Director or the
 308 County Administrator before such actions are taken. In the event that the immediate dismissal action is
 309 required and the HR Director or the County Administrator cannot be reached, the employee shall be
 310 suspended with pay pending investigation.

311

312

Disciplinary Action (Grounds for)

313

18.608

314

315 The following shall be grounds for disciplinary action ranging from a written reprimand to immediate
 316 discharge depending upon the seriousness of the offense in the judgment of management:

317

318

(a) Dishonesty or falsification of records.

319

320

(b) Use, possession, distribution, selling, or being under the influence of alcohol or
 illegal drugs while on Rock County premises or while conducting business
 related activities off Rock County premises. The legal use of prescribed drugs
when taken in standard dosage and/or according to a physician's prescription is
 permitted on the job only if it does not impair an employee's ability to perform
 the essential functions of the job effectively and in a safe manner that does not
 endanger other individuals in the workplace.

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(c) Unauthorized use or abuse of County equipment or property.

329

330

(d) Theft or destruction of County equipment or property.

331

332

(e) Work stoppages such as strikes or slowdowns.

333

334

(f) Insubordination or refusal to comply with the proper order of an authorized
 supervisor.

335

336

337

(g) Unlawful conduct defined as a violation of or refusal to comply with pertinent
 laws, ordinances and regulations.

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(h) Habitual tardiness, unauthorized or excessive absence or abuse of sick leave, or
 repeated attempts to use unpaid leave when the employee does not have benefit
 time available.

341

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(i) Use of official position or authority for personal or political profit or advantage.

345

346

(j) Disregard or repeated violations of safety rules and regulations.

347

348

(k) Incompetence, unprofessional or poor work performance.

349

350

(l) Discrimination because of race, color, creed, national origin, marital status, sex,
 sexual orientation, or any other grounds prohibited by State or Federal law.

351

AMENDING THE COUNTY'S PERSONNEL ORDINANCE

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- (m) Violations of Section 18.601 "Communications and Confidentiality".
- (n) Failure to call in or report to work.
- (o) Sleeping during scheduled work hours.
- (p) Being disrespectful or bullying in dealing with fellow employees or the general public.
- (q) Failure to exercise good professional judgment and/or failure to conform to the County's or your Department's goals and mission.
- (r) Disregard or repeated violations of Rock County Ordinance, Policy or Procedure, or Department Work Rules.

Other circumstances may warrant disciplinary action and will be treated on a case by case basis.

Lunch Periods and Break Time
18.614

(a) Lunch Periods.

Lunch periods are normally scheduled midway in an eight hour shift. Lunch periods shall not be longer than one hour nor shorter than thirty minutes.

(b) Break Time.

Employees may leave their workstation and return fifteen minutes later for two breaks in an eight hour shift, one during the first four hours of their first shift, and the second during the last four hours of their shift. Breaks not taken are lost. Breaks cannot be accumulated or used to extend lunch periods or to shorten the workday. Breaks must be used in 15 minute increments.

Lunch periods and break times are to be arranged between the employee and his/her supervisor or Department Head. Since most County offices remain open continuously on normal work days between 8:00 a.m., and 5:00 p.m., it is the Department Head's responsibility to assure that lunch periods and breaks are scheduled so that adequate staff coverage is provided at all times.

Employees who are on a nonstandard work schedule or work 2nd or 3rd shift shall follow Department Work Rules for lunches and breaks.

(c) The Lunch Period and Break Times cannot be combined to the start or end of the shift in order to come in late or leave early.

Section 7: Performance Evaluation

Administration
18.702

Each employee shall be evaluated at the following periods:

(a) Probationary Period (of one year).

Each employee shall be evaluated during their probationary period and one month prior to the completion of the probationary period.

(b) Probationary Period (of less than one year).

AMENDING THE COUNTY'S PERSONNEL ORDINANCE

Page 8

411 Each employee shall be evaluated ~~one-month~~ prior to the completion of the
412 probationary period.

413
414 (c) Annual.

415 Each employee shall receive an annual performance evaluation close to his/her
416 anniversary date, or at another specified time if the Department Head elects to
417 evaluate members of a classification or the whole department together at one time.
418

419
420 (d) Special.

421 A special performance evaluation shall be completed:
422

- 423
424 (1) Whenever there is significant change in the employee's performance,
425
426 (2) Whenever a supervisor permanently leaves his/her position, in which case,
427 the supervisor shall complete a performance report on each employee
428 under his/her supervision that has not been evaluated within six months
429 prior to the date the supervisor expects to leave.
430

431 When an employee has accepted a new position with in Rock County, the current supervisor should
432 complete a performance evaluation for the employee if they have not received a performance evaluation
433 in the last six months.
434

435

Section 8: Grievance Procedure

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437

Filing a Grievance

438
439

18.804

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This grievance procedure is available to all ~~unilateral~~ County employees (except Department Heads
442 and elected County Officials), ~~members of a bargaining unit that previously contained a grievance~~
443 ~~procedure, seasonal and temporary employees of the County.~~

444
445

Limitations:

446
447

- 448 1. A grievance that may be brought by or on behalf of a law enforcement officer using
449 the procedure specific in Wis. Stat. Section 59.26(8) may not be brought under this
450 section.
451
452 2. A grievance that may be brought by or on behalf of an employee under a grievance
453 procedure that is contained in a collective bargaining agreement may not be brought
454 under this section.
455
456 3. A grievance filed outside of the specified time lines in 18.806 will be denied. The
457 employee will forfeit all rights to participate in the grievance procedure as spelled out
458 in 18.806.

459
460

Grievance Procedure

461
462

18.806

A formal grievance of an employee shall be handled in accordance with the following procedure.

463
464

STEP 1. Supervisor.

465
466

The employee shall, within seven (7) calendar days of the event giving rise to the grievance or within ten
467 calendar days of the date he/she could reasonably be expected to have knowledge of the grievance,
468 present his/her formal grievance in writing on the form designated by the County to his/her immediate
469

AMENDING THE COUNTY'S PERSONNEL ORDINANCE

Page 9

469 supervisor unless the immediate supervisor is the subject matter of the grievance, in which case, the
 470 employee may immediately proceed to Step 2. If the Department Head is the subject matter of the
 471 grievance, the employee may immediately proceed to Step 3. The supervisor shall within three (3)
 472 calendar days meet and discuss the grievance with the employee and then reply in writing within three (3)
 473 calendar days.

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STEP 2. Department Head.

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In the event that the immediate supervisor's decision is not satisfactory to the employee or the immediate supervisor is the subject matter of the grievance, the employee may within seven (7) calendar days, present the grievance in writing to his/her Department Head. The Department Head, or his/her designee, shall, within five (5) calendar days, meet and discuss the grievance with the employee and then reply in writing within five (5) calendar days.

STEP 3. Human Resources Director.

In the event that the Department Head's decision does not satisfy the employee's grievance or if the Department Head is the subject matter of the grievance, the employee may, within seven (7) calendar days, present the grievance in writing to the Human Resources Director. The Human Resources Director shall arrange to meet within ten (10) calendar days of receipt of the grievance with the employee, his/her representative, if any, and any other person the Human Resources Director deems necessary. If, in the judgment of the Human Resources Director, a hearing is necessary to ascertain the facts surrounding the dispute, one shall be scheduled as soon as practicable. After the hearing, the Human Resources Director shall respond to the grievance in writing to the employee within ten (10) calendar days.

By mutual agreement between the Employer and the Employee the timelines in Steps 1, 2 and 3 may be extended.

STEP 4. Impartial Hearing Officer (IHO).

In the event the decision of the Human Resources Director does not resolve the grievance, the employee may, within seven (7) calendar days, request a hearing before an Impartial Hearing Officer and pay the filing fee (if one is established) by the County Board. The cost of the impartial hearing officer shall be equally shared by the parties.

- a. ~~The Human Resources Director~~ Office of Corporation Counsel shall upon receipt of a written hearing request, provide the employee with the name of an Impartial Hearing Officer. The Impartial Hearing Officer must not be an employee of the County. The Impartial Hearing Officer may be a lawyer, a professional mediator/arbitrator or other qualified individual as determined by the County Administrator.
- b. The Impartial Hearing Officer shall be impartial and may not have any prior knowledge of the grievance.
- c. ~~The Human Resources Director~~ Office of Corporation Counsel will contact the hearing officer and schedule a meeting with the employee and the IHO to discuss the hearing. This meeting shall occur within two weeks of the date the Human Resource Director receives the request for the hearing. If the employee does not respond to the ~~HR Director's~~ attempt to schedule the meeting or does not attend a scheduled meeting, the request for a hearing shall be considered withdrawn and the decision of the HR Director shall stand.
- d. The Impartial Hearing Officer may decide the case on the existing record or may conduct a hearing. A hearing will be scheduled within 30 calendar days of receipt of the hearing request and filing fee. The Impartial Hearing Officer may reschedule the hearing with permission of both parties.

AMENDING THE COUNTY'S PERSONNEL ORDINANCE

Page 10

- 527 e. The Impartial Hearing Officer, with the consent of both parties, may use his/her best
528 efforts to mediate the grievance.
529
- 530 f. The employee has a right to be represented at the hearing (at the employee's
531 expense) by a person of the employee's choosing.
532
- 533 g. The County has the burden of proof in a reprimand, suspension or termination
534 grievance to show that its actions were not arbitrary or capricious. The employee
535 has the burden of proof in a workplace safety grievance.
536
- 537 h. The standard required of the party with the burden of proof in all cases is a
538 preponderance of the evidence.
539
- 540 i. The hearing shall be recorded by a court reporter, who will make a record of the
541 proceedings, and the costs will be shared equally by the parties.
542
- 543 j. Formal rules of civil procedure will not be followed.
544
- 545 k. Both parties may introduce exhibits and present witnesses. Witnesses shall be
546 sworn to tell the truth.
547
- 548 l. The Impartial Hearing Officer shall provide a written decision within thirty (30)
549 calendar days following the close of the record. The written decision should
550 include a case caption; the parties and appearances; a statement of the issues,
551 findings of fact; any necessary conclusions of law; the final decision and order; and
552 any other information the hearing officer deems appropriate.
553
- 554 m. The Impartial Hearing Officer shall have the power to sustain or deny the
555 grievance. He or she shall have the power to order only the following remedies:
556 withdrawal of a written reprimand, reduction of suspension, transfer to original
557 position from demoted position, reinstatement with or without some or all back
558 pay. The Impartial Hearing Officer may recommend other remedies, however, all
559 other remedial authority shall be subject to the determination and approval of the
560 County Board, and shall be addressed by the County Board in the event the
561 grievance is sustained.
562

STEP 5. County Board.

563
564
565 An employee or the County, within ten (10) calendar days of receipt of the hearing officer's decision,
566 may appeal the decision to the County Board by filing a written notice of appeal with the County Clerk.
567

- 568 a. The written notice of appeal must contain: (1) a statement explaining the reason
569 for the appeal, (2) a copy of the written grievance filed with the County, (3) the
570 County's response to the grievance, and (4) a copy of the Impartial Hearing
571 Officer decision. The notice of appeal may not contain any information that was
572 not admitted into evidence at the hearing.
573
- 574 b. The appeal will be placed on the agenda for a County Board meeting that is held
575 at no longer than sixty (60) calendar days after the County Clerk receives a
576 written notice of appeal. The appeal will be noticed for consideration in closed
577 session pursuant to Wis. Stat. Section 19.85(1)(b) pertaining to dismissal,
578 licensing, or suspension of a public employee. The County Clerk will provide a
579 copy of the meeting notice to the employee, and the employee may request that
580 an open session be held.
581
- 582 c. The employee has the right to representation by a person of the employee's
583 choosing and at the employee's request. The employee and the employee's
584 representative may attend the closed session.

AMENDING THE COUNTY'S PERSONNEL ORDINANCE

Page 11

- 585 d. The employee or the employee's representative and a representative of the
586 County may address the County Board for an equal period to be determined by
587 the County Board Chair. The appealing party will go first and may reserve a part
588 of his/her time for rebuttal. The responding party will go second. The appealing
589 party may present a rebuttal, if he/she has reserved any time and not used it.
590
- 591 e. The employee and the employee's representative, and the person speaking on
592 behalf of the County, will be excluded from any closed session during the
593 County Board's discussion or deliberation.
594
- 595 f. The County Board's consideration of the appeal will be limited to a review of
596 the Impartial Hearing Officer's written decision, the record before the impartial
597 hearing officer, the appealing party's reason(s) as to why the decision is wrong,
598 and the response by the other party along with any oral presentations made by
599 the parties. Only matters admitted into the evidence before the Impartial Hearing
600 Officer shall be considered a part of the record.
601
- 602 g. Should the County Board Chair become aware of some relevant piece of
603 information that could have had a significant impact on the decision of the
604 impartial hearing officer, that neither party was aware of, or could have been
605 expected to be aware of, prior to the impartial hearing officer's decision, the
606 County Board Chair, with the advice of the Corporation Counsel, may take
607 whatever action he/she deems appropriate so as not to disadvantage either party,
608 and report such action to the County Board.
609
- 610 h. The County Board shall give due deference to the decision and recommendation
611 of the Impartial Hearing Officer and his/her decision shall not be overturned
612 unless the Board finds ~~by a simple majority vote that~~ by a simple majority vote
613 the appealing party has established by evidence that is clear, satisfactory, and
614 convincing: (1) the hearing was not conducted fairly, (2) there was fraud or
615 corruption on the part of the hearing officer, or (3) the hearing officer made an
616 error in fact or law.
617
- 618 i. In the event the County Board does not sustain the Impartial Hearing Officer's
619 decision, then the Board may render a new decision and remedy, or take other
620 action as appropriate.
621
- 622 j. The County Board Chair shall prepare and sign a written determination
623 reflecting the County Board decision. The County Board Chair may enlist the
624 assistance of the Corporation Counsel in preparing the determination. A copy of
625 the determination will be provided to the employee within ten (10) calendar days
626 following the County Board's decision.
627

628 The County Board's decision is final and may not be appealed
629

630 Failure to Follow Grievance Procedure

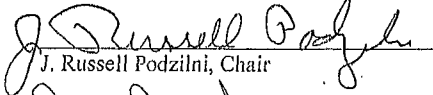
631 18.808
632

633 If at any time during the grievance process, the employee fails to follow any proscribed timeline,
634 procedure or requirement, as outlined in this chapter, the Human Resources Director, or the County
635 Board Chair if at Step 5 may dismiss the grievance.

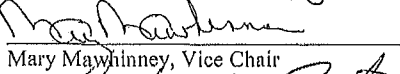
AMENDING THE COUNTY'S PERSONNEL ORDINANCE
Page 12

Respectfully Submitted,

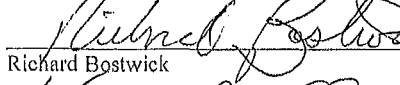
COUNTY BOARD STAFF COMMITTEE


J. Russell Podzilni, Chair

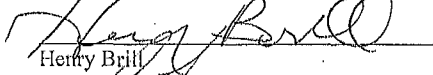
Absent
Alan Sweeney

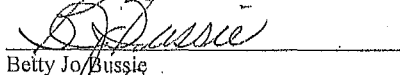

Mary Mawhinney, Vice Chair

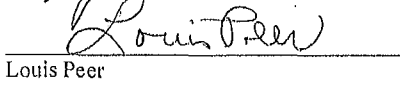
Terry Thomas
Terry Thomas


Richard Bostwick

Absent
Bob Yeomans



Herby Brill


Betty Jo Bussie


Louis Peer

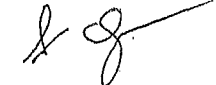
LEGAL NOTE:

The County Board is authorized to take this action pursuant to sections 59.03 and 59.52(8), of the Wisconsin Statutes.


Richard Greenlee
Corporation Counsel

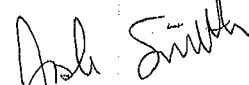
FISCAL NOTE:

Minimal fiscal impact


Sherry Oja
Finance Director

ADMINISTRATIVE NOTE:

Recommended.


Josh Smith
County Administrator

Executive Summary

Rock County has a Personnel Ordinance that establishes a uniform personnel program for Rock County. The ordinance is reviewed annually and suggestions for modifications are brought forward to the County Board Staff Committee and the County Board.

It is important to give our workforce a voice in the process, and in 2018 a survey was sent to managers and employees to solicit input into suggestions for modifications to the current personnel ordinances and for suggestions for new ordinances. Overall there were 36 individuals that responded to the survey. The Human Resources Department identified several areas that were brought to their attention during 2018.

A draft of the proposed changes was reviewed with the County Administrator. There were some additional suggestions offered and a final version of proposed changes was compiled. The proposed updates were shared with Department Heads to gather additional feedback. The final proposed version was sent to Department Heads, distributed to staff, and posted on the employee intranet.

These changes are summarized below and a full version of the Ordinance language is included with the resolution.

Proposed Personnel Ordinance Changes

- **18.406 – Productivity/Incentive Awards**
Deletes outdated language on Productivity/Incentive Awards.
- **18.501 – Holidays**
Moves holiday pay language to Admin Policy and Procedures.
- **18.508 – Leave of Absence (Non-FMLA)**
Deletes words “Non-FMLA” from the title. Adds additional language for clarification.
- **18.509 – Bereavement Leave**
Adds new language for second/third shift employees on bereavement leave.
- **18.515 – Sick Leave**
Clarifies language regarding notification to your supervisor when requesting sick leave (4). Adds potential sick time abuse (5)(e), if it occurs on a day an employee previously requested off and was denied. Updates to remove the word “Unilateral” from before employees to be inclusive (aligns with change in policy 5.38).
- **18.607 – Discipline/Investigations**
Adds new language clarifying that disciplines are removed from active employee files.
- **18.608- Disciplinary Action (Grounds for)**
Adds new language regarding prescription drugs (b). Adds new language in regards to grounds for discipline (r) for repeated violations of Rock County Ordinance, Policy and Procedure, or Department Work Rules.
- **18.614(b)- Lunch Periods and Break Time**
Adds word “minute” that was missing.
- **18.702 (b)- Performance Evaluation Administration**
Deletes words “one month” from evaluation during probation to just say before completion.
- **18.804- Filing a Grievance**
Updates grievance language to include applies to all employees except Department Heads and Elected Officials. Updates Step 4 from Human Resources Director to Office of Corporation Counsel. Clarifies Step 5 regarding County Board’s consideration of appeal and the impartial hearing officer records and decision.
- **18.808- Failure to Follow Grievance Procedure**
Adds new language on consequence of failure to follow grievance procedure.

RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS

Land Conservation Committee
INITIATED BY



Thomas Sweeney
DRAFTED BY

Land Conservation Committee
SUBMITTED BY

November 13, 2018
DATE DRAFTED

Approval of Incentive Payment from the
Land and Water Resource Management Program

1 WHEREAS, since 2000, the Land Conservation Department has received an annual grant from the
 2 Department of Agriculture, Trade and Consumer Protection (DATCP) to cost share Best Management
 3 Practices (BMP) which have been identified as priorities in the Rock County Land and Water Resource
 4 Management Plan; and,
 5
 6 WHEREAS, the Land Conservation Department enters into cost share agreements with landowners
 7 and/or producers to implement aforesaid BMPs for phosphorus runoff and/or nitrate infiltration
 8 abatement; and,
 9
 10 WHEREAS, after said BMP's have been certified as completed and meeting the applicable standards,
 11 Rock County distributes the applicable cost share amount as predetermined and identified in the cost
 12 share agreement; and,
 13
 14 WHEREAS, for all costs associated with the implementation of best management practices the DATCP
 15 reimburses the County on a dollar for dollar basis; and,
 16
 17 WHEREAS, in some instances the best management practices costs will exceed the Rock County's set
 18 financial thresholds which require additional approval by the Finance Committee and County Board of
 19 Supervisors; and,
 20
 21 WHEREAS, the Rock County Best Management Practice Installation Agreement LR-005.18 will exceed
 22 the aforesaid thresholds to provide funding for the establishment of a Nutrient Management Plan for
 23 652.2 acres. The mentioned agreement is based on an incentive payment which requires the landowner to
 24 operate and maintain the best management system for a minimum period of four years.
 25
 26 NOW, THEREFORE, BE IT RESOLVED that the Rock County Board of Supervisors duly assembled
 27 this _____ day of _____, 2018, approves the incentive payment for Rock County Best
 28 Management Practice Installation Agreement LR-005.18 in the sum of \$26,088.

18-12A-152

Respectfully submitted,

LAND CONSERVATION COMMITTEE

Richard Postwick
Richard Postwick, Chair

Alan Sweeney
Alan Sweeney, Vice Chair

Stephanie Aegerter
Stephanie Aegerter

Wes Davis
Wes Davis

Brenton Driscoll
Robert Potter

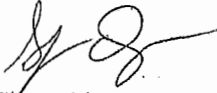
James Quade
James Quade, USDA-FSA Representative

Jeremy Zajac
Jeremy Zajac

Approval of Incentive Payment from the Land and Water Resource Management Program
Page 2

FISCAL NOTE:

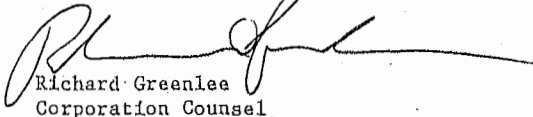
This payment will be reimbursed dollar for dollar by DATCP.



Sherry Oja
Finance Director

LEGAL NOTE:

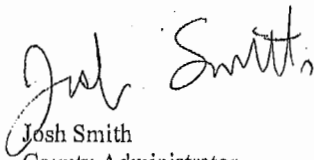
The County Board is authorized to take this action pursuant to §§59.01, 59.51 and 92.07(3), Wis. Stats.



Richard Greenlee
Corporation Counsel

ADMINISTRATIVE NOTE:

Recommended.



Josh Smith
County Administrator

Executive Summary

Rock County Land Conservation receives an annual allocation from the Department of Agriculture, Trade, and Consumer Protection (DATCP) for the implementation of Best Management Practices as identified in the Rock County Land and Water Resource Management Plan. The Nutrient Management practice is identified as a very high priority in Rock County in the aforesaid plan.

The operator of said farmland and landowner for the agreement LR-005.18 agreed to implement the nutrient management plan on approximately 652.2 acres of farmland for a minimum of four years. The cost share level for nutrient management is based on an incentive payment, as established by DATCP.

Numerous agreements have been signed by landowners on an annual basis, who have implemented best management practices. Of these agreements very few will or have exceeded the financial thresholds established by County Board rules, requiring actions by both the Finance Committee and County Board of Supervisors. Rock County Best Management Practice Installation Agreement LR-005.18 exceeds the established thresholds and requires approval from the County Board.

Rock County will be reimbursed by the DATCP for costs associated with the aforementioned work, on a dollar for dollar basis.

RESOLUTION

ROCK COUNTY BOARD OF SUPERVISORS

Board of Health Committee
INITIATED BY



Rick C. Wietersen
DRAFTED BY

Board of Health Committee
SUBMITTED BY

November 14, 2018
DATE DRAFTED

RECOMMENDING MODIFICATIONS TO MADISON METROPOLITAN SEWERAGE DISTRICT'S WASTEWATER POLLUTION DISCHARGE ELIMINATION SYSTEM PERMIT TO IMPROVE SURFACE WATER QUALITY AND ADDRESS PUBLIC HEALTH CONCERNS WHEN SEWAGE IS NOT REQUIRED TO BE DISINFECTED SEASONALLY

1 **WHEREAS**, the Wisconsin Department of Natural Resources (WDNR) allows through administrative
2 rule NR 210.06 and an individual permit to the Madison Metropolitan Sewerage District (MMSD) that
3 sewage wastewater discharge to the Badfish Creek does not have to be disinfected from October 15
4 through April 15th each year; and
5

6 **WHEREAS**, sewage discharged without disinfection can have E. coli levels of around 10,000 colony
7 forming units per 100 milliliters of water which poses a significantly greater public health risk than
8 sewage wastewater that is disinfected; and
9

10 **WHEREAS**, E. coli is a serious public health concern and efforts to minimize E. coli and other
11 communicable diseases from surface waters used for recreational purposes is a significant step toward
12 improving public health; and
13

14 **WHEREAS**, the Madison Metropolitan Sewerage District discharges about 40 million gallons of
15 effluent each day into the Badfish Creek which account for over 50% of the total flow in this water
16 body and this discharge eventually ends up downstream in the Yahara River and the Rock River; and
17

18 **WHEREAS**, winter base flow water testing by the Rock County Public Health Department over
19 several years has consistently indicated high levels of E. coli in the Badfish Creek and Yahara River
20 during periods of non-disinfection of wastewater; and
21

22 **WHEREAS**, the Badfish Creek and Yahara River are popular recreational water bodies that receive
23 significant recreational use that result in potential human exposure during the periods of non-
24 disinfection of sewage wastewater; and
25

26 **WHEREAS**, the ultraviolet (UV) disinfection technology utilized by MMSD could be utilized for
27 extended periods of time, or year-round, to significantly improve the water quality of the Badfish
28 Creek and Yahara River and reduce potential adverse public health impacts; and
29

30 **WHEREAS**, the MMSD Wastewater Pollution Discharge Elimination System permit criteria is
31 currently open for public comment until December 14th, 2018.
32

33 **NOW, THEREFORE, BE IT RESOLVED**, that the Rock County Board of Supervisors duly
34 assembled this ____ day of _____, 2018, in accordance with Wisconsin State Statute 32.05,
35 does hereby approve forwarding recommendation comments to the Wisconsin Department of Natural
36 Resources on increasing the period of required disinfection required in the Madison Metropolitan
37 Sewerage District Wastewater Pollution Discharge Elimination System permit to address potential
38 public health impacts that occur when recreational waters are receiving non-disinfected sewage
39 wastewater, with specific concerns being the Badfish Creek and Yahara River which receive a high ratio
40 of wastewater to normal base flows.

18-12A-153

RECOMMENDING MODIFICATIONS TO MADISON METROPOLITAN SEWERAGE DISTRICT'S WASTEWATER POLLUTION DISCHARGE ELIMINATION SYSTEM PERMIT TO IMPROVE SURFACE WATER QUALITY AND ADDRESS PUBLIC HEALTH CONCERNS WHEN SEWAGE IS NOT REQUIRED TO BE DISINFECTED SEASONALLY.
Page 2

Respectfully submitted,

BOARD OF HEALTH

Louis Peer
Louis Peer, Chair

Connie Winter DDS
Dr. Connie Winter, DDS, Vice Chair

Vijaya Somaraju, MD, MPH

Kaitlyn Meyers
Dr. Kaitlyn Meyers, DVM, MPH, FACP

Judith Wade
Judith Wade, WHNP

Eric Gresens
Eric Gresens, R.Ph

Vicki L Brown
Vicki Brown

Danette Rynes
Danette Rynes

Craig Gramke

ADMINISTRATIVE NOTE:

Recommended.

Josh Smith
Josh Smith
County Administrator

FISCAL NOTE:

This resolution is advisory only and has no direct fiscal impact on Rock County operations in and by itself.

Sherry Oja
Sherry Oja
Finance Director

LEGAL NOTE:

Advisory only.

Richard Greenlee
Richard Greenlee
Corporation Counsel

- EXECUTIVE SUMMARY -

The Wisconsin Department of Natural Resources (WDNR) Wastewater Pollutant Discharge Elimination System (WPDES) permit for the Madison Metropolitan Sewerage District (MMSD) does not require that sewage wastewater be disinfected from October 15th through April 15th each year. When recreational waters such as the Badfish Creek and Yahara River receive non-disinfected wastewater in large volumes compared to the normal stream flow, water quality impacts from E. coli bacteria and other communicable diseases are likely. The Badfish Creek receives over 40 million gallons of sewage wastewater each day which is more than the normal base-flow of that stream. The Rock County Public Health Department has confirmed through routine testing over several years that E. coli levels in the Badfish Creek and Yahara River are significantly elevated in these periods of non-disinfection of sewage, resulting in potential health impacts for recreational users of these waters.

The Badfish Creek and Yahara River have become increasingly popular for recreational activities such as canoeing, kayaking, fishing, and hunting. The level of these activities has grown annually and do occur throughout the year, not just from April 15th to October 15th.

The ultraviolet disinfection technology utilized by MMSD could be utilized for longer periods of time, or even year-round, resulting in a significant reduction in potential exposure of recreational water users to communicable diseases, including E. coli.

This resolution recommends that the Wisconsin Department of Natural Resources per criteria in NR210.06(3) take into consideration bacteria indicator data, proximity of the wastewater discharge to recreational activities, the quality of the wastewater being discharged, and the dilution and mixing characteristics of the wastewater with the receiving water in order to reduce potential adverse impacts that not disinfecting sewage discharge has on the water quality of the Badfish Creek and the Yahara River, and that they take steps to reduce this impact to acceptable public health standards by extending the period in which sewage is required to be disinfected per the MMSD WPDES permit renewal.

**RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS**

County Board Staff Committee
INITIATED BY



Annette Mikula, HR Director
DRAFTED BY

County Board Staff Committee
SUBMITTED BY

December 3, 2018
DATE DRAFTED

**TO RATIFY THE 2019 LABOR AGREEMENT BETWEEN ROCK COUNTY
AND THE CORRECTIONAL OFFICERS IN THE SHERIFF'S OFFICE**

- 1 WHEREAS, the County is subject to 111.70 of the Wisconsin Statutes; and
- 2
- 3 WHEREAS, the Correctional Officers Association representatives and the County have discussed a
- 4 successor contract for the bargaining unit; and .
- 5
- 6 WHEREAS, the parties arrived at a tentative agreement on wages, hours and conditions of
- 7 employment; and
- 8
- 9 WHEREAS, the proposed wage settlement represents an overall total package increase of 2.02%.
- 10
- 11 WHEREAS, the membership of the Association has ratified the agreement; and,
- 12
- 13 WHEREAS, a summary of the contractual agreement is attached.
- 14
- 15 **NOW, THEREFORE, BE IT RESOLVED**, that the Rock County Board of Supervisors assembled
- 16 this _____ day of _____, 2018 does hereby ratify the terms and conditions of the 2019
- 17 labor agreement between Rock County and the Correctional Officer's Association.

Respectfully Submitted,

COUNTY BOARD STAFF COMMITTEE

J, Russell Podzilni, Chair

Mary Mawhinney, Vice Chair

Richard Bostwick

Henry Brill

Betty Jo Bussie

Louis Peer

Alan Sweeney

Terry Thomas

Bob Yeomans

18-12A-154

TO RATIFY THE 2019 LABOR AGREEMENT BETWEEN ROCK COUNTY AND THE CORRECTIONAL OFFICER'S ASSOCIATION

Page 2

FISCAL NOTE:

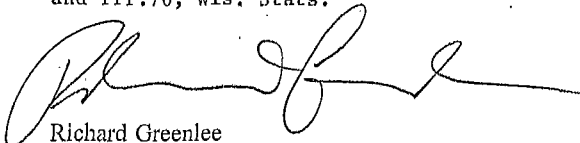
2019

<u>Base Compensation</u>	<u>Additional Compensation</u>	<u>Overall % Inc.</u>
\$4,190,116	\$84,573	2.02%


Sherry Oja
Finance Director

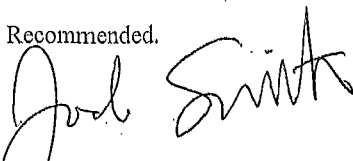
LEGAL NOTICE:

The County Board is authorized to take this action pursuant to secs. 59.01 and 111.70, Wis. Stats.


Richard Greenlee
Corporation Counsel

ADMINISTRATIVE NOTE:

Recommended.


Josh Smith
County Administrator

Executive Summary

Rock County has reached previous settlements with the two other law enforcement bargaining units for a 2% total package increase. This settlement is consistent with the other law enforcement groups, and aligns with the 2% across the board increase given to the non-represented Rock County employees. This is within the parameters provided by the Rock County Board of Supervisors.