ROCK COUNTY, WISCONSIN

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.
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 NO. 18-12A-128
AGENDA NO. 9.A.(1)

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

WHEREAS, Joyce Lubben was hired as Director of Elderly Programs on April 22, 1996; and,
WHEREAS, Ms. Lubben has successfully overseen the Council on Aging Department and its ever changing role in providing congregate meals, home delivered meals, elderly nutrition, and specialized transit; and,
WHEREAS, Ms. Lubben has had many accomplishments, including:
- Completing research and evaluations on the Stand Up, Stepping On, and Lighten Up Programs to make them more effective and evidence based
- Spearheading the idea of Health Promotion and Information and Assistance Specialists for seniors
- Establishing new programs such as Mobility Management and Cycling Without Age
WHEREAS, Ms. Lubben’s extensive knowledge of senior citizen programs and commitment to her clients will be missed; and,
WHEREAS, Ms. Lubben will be retiring from service to Rock County on January 2, 2019; and,
WHEREAS, the Rock County Board of Supervisors wishes to recognize Joyce Lubben for her achievements and significant contributions to Rock County.

NOW, THEREFORE, BE IT RESOLVED that the Rock County Board of Supervisors duly assembled this _____ day of __________, 2018 does hereby recognize Joyce Lubben for her over 22 years of service and extends best wishes in her future endeavors.

Respectfully submitted,

EDUCATION, VETERANS, AND AGING SERVICES COMMITTEE

Rick Richard, Chair
Norvin Pleasant, Vice Chair
Tom Brien

Craig Granbo
Phillip Owens
RECOGNIZING JOYCE LUBBEN
Page 2

COUNTY BOARD STAFF COMMITTEE

J. Russell Rodlin, 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

WHEREAS, Brian D. Aubrey began his employment with Rock County on June 13, 1990, as a Correctional Officer at the Rock County Sheriff's Office; and,

WHEREAS, Brian D. Aubrey was promoted to a Deputy Sheriff in the Rock County Sheriff's Office on November 21, 1993, working in both the Jail and Patrol Division and the Court Services Bureau then was promoted to the rank of Sergeant on October 13, 2005; and,

WHEREAS, throughout his tenure with the Sheriff's Office, Sergeant Aubrey has served in many capacities including: DARE Officer, Firearms Instructor, Stateline Area Narcotics Enforcement Team (SLANT), and SWAT Team; and,

WHEREAS, Sergeant Aubrey has received numerous commendations and letters of appreciation including the WPPA 2001 Meritorious Award for actions taken during a 2001 SWAT call and was the F. Joseph Black Award recipient in 2017; and,

WHEREAS, Sergeant Aubrey will retire from public service on December 26, 2018.

NOW, THEREFORE, BE IT RESOLVED that the Rock County Board of Supervisors duly assembled this ______ day of __________, 2019, does hereby recognize Sergeant Brian D. Aubrey for his over 28 years of faithful service and recommends that a sincere expression of appreciation be given to Sergeant Brian D. Aubrey along with best wishes for the future.

Respectfully submitted,

PUBLIC SAFETY & JUSTICE COMMITTEE

Mary Brown, Chair

Phillip Owens, Vice-Chair

Terry Fell

Kara Hewes

Brian Knudson

COUNTY BOARD STAFF COMMITTEE

Russell Podzilski, Chair

Mary Machtlin, Vice Chair

Richard Bogrowski

Henry Brill

Donnie Busse

Louis Peer

Alam Sweeney

Terry Thomas

Bob Yoshikata
RESOLUTION NO. 18-12A-130

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

WHEREAS, Wayne K. Hansen began his employment with Rock County on February 16, 1987, as a Correctional Officer in the Rock County Sheriff's Office; and,

WHEREAS, Wayne K. Hansen was promoted to the rank of Deputy on January 24, 1989, working in the Patrol Division and promoted to the rank of Sergeant on June 2, 2001; and,

WHEREAS, throughout his tenure with the Sheriff's Office, Sergeant Hansen has served in many capacities including: K9 Officer and K9 Supervisor, Jail Training Officer, and SWAT; and,

WHEREAS, Sergeant Hansen has received numerous commendations and letters of appreciation; and,

WHEREAS, Sergeant Hansen will retire from public service on December 28, 2018.

NOW, THEREFORE, BE IT RESOLVED that the Rock County Board of Supervisors duly assembled this ___ day of ____________, 2018, does hereby recognize Sergeant Wayne K. Hansen for his over 31 years of faithful service and recommends that a sincere expression of appreciation be given to Sergeant Wayne K. Hansen along with best wishes for the future.

Respectfully submitted,

PUBLIC SAFETY & JUSTICE COMMITTEE

J. Russell Podzinski, Chair

Mary Whiteman, Vice Chair

Henry Britt

Terry Frey

Terry Thomas

Bob Tewyard

COUNTY BOARD STAFF COMMITTEE

Mary Whiteman

Richard Bostwick

Betty J. Bussie

Louis Peer

Alan Sweetney

Brian Knudson
RESOLUTION NO. 18-12A-131

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

WHEREAS, Barbara A. Meister began her employment with Rock County on July 12, 1996, as a Correctional Officer in the Rock County Sheriff's Office working in both the Jail and Classification Unit; and,

WHEREAS, throughout her tenure with the Sheriff's Office, Correctional Officer Meister has served in many capacities including: Jail Transition Team, Implementing the Transition from Offendertrak to Spillman and becoming one of the first Classification Officers; and,

WHEREAS, Correctional Officer Meister has received numerous commendations and letters of appreciation; and,

WHEREAS, Correctional Officer Meister will retire from public service on December 28, 2018;

NOW, THEREFORE, BE IT RESOLVED that the Rock County Board of Supervisors duly assembled this _____ day of __________, 2018, does hereby recognize Correctional Officer Barbara A. Meister for her over 22 years of faithful service and recommends that a sincere expression of appreciation be given to Correctional Officer Barbara A. Meister along with best wishes for the future.

Respectfully submitted,

PUBLIC SAFETY & JUSTICE COMMITTEE

Mary Beaver, Chair
Phil Owens, Vice Chair
Absent
Terry Fell
Brian Knudson

COUNTY BOARD STAFF COMMITTEE

J. Russell Podzilni, Chair
Mary Mawhinney, Vice Chair
Richard Bostwick
Henry Beil
Betty Jo Bussie
Louis Bear
Alan Sweeney
Terry Thomas
Bob Yeomans
RESOLUTION NO. 18-12A-132

RESOLUTION

ROCK COUNTY BOARD OF SUPERVISORS

Sheriff Robert D. Spoden
INITIATED BY

Public Safety & Justice Committee
SUBMITTED BY

Chief Deputy Barbara J. Tillman
DRAFTED BY

November 2, 2018
DATE DRAFTED

RECOGNIZING DETECTIVE BRIAN L. MEISTER

WHEREAS, Brian L. Meister began his employment with Rock County on January 2, 1992, as a Correctional Officer in the Rock County Sheriff's Office; and,

WHEREAS, Brian L. Meister was promoted to the rank of Deputy on January 9, 1995, working in the Patrol Division and promoted to the rank of Detective on July 30, 2007; and,

WHEREAS, throughout his tenure with the Sheriff's Office, Detective Meister has served in many capacities including: SWAT, Field Training Officer, and the ICAC (Internet Crimes Against Children) Task Force; and,

WHEREAS, Detective Meister has received numerous commendations and letters of appreciation; and,

WHEREAS, Detective Meister will retire from public service on December 28, 2018;

NOW, THEREFORE, BE IT RESOLVED that the Rock County Board of Supervisors duly assembled this ___ day of ________, 2018, does hereby recognize Detective Brian L. Meister for his over 26 years of faithful service and recommends that a sincere expression of appreciation be given to Detective Brian L. Meister along with best wishes for the future.

Respectfully submitted,

PUBLIC SAFETY & JUSTICE COMMITTEE

Mary Beaver, Chair
Phil Owens, Vice Chair
Terry Fell
Kara Hafwe
Brian Knudson

COUNTY BOARD STAFF COMMITTEE

J. Russell Podzinski, Chair
Mary Mayhew, Vice Chair
Richard Bostwick
Henry Bell
Betty Blessing
Louis Peer
Alan Sweeney
Terry Thomas
Bob Yeomans
RECOGNIZING SERGEANT KARL R. WEBERG

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

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

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

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

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

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

Respectfully submitted,

PUBLIC SAFETY & JUSTICE COMMITTEE

Mary Brown, Chair
Phil Owens, Vice Chair
Terry Fell

Kara Hawes
Brian Knudson

COUNTY BOARD STAFF COMMITTEE

Mary Mawhinney, Chair
Richard Bostwick
Henry Bell
Bettye Bissell
Louis Peer
Alisa Sweeney
Terry Thomas
Bob Yeomans
RESOLUTION

ROCK COUNTY BOARD OF SUPERVISORS

WHEREAS, Todd C. Wecker began his employment with Rock County on August 31, 1989, as a Correctional Officer in the Rock County Sheriff’s Office; and,

WHEREAS, Todd C. Wecker was promoted to the rank of Deputy on March 19, 1990, working in both the Patrol Division and Court Services Bureau; and,

WHEREAS, throughout his tenure with the Sheriff’s Office, Deputy Wecker has served in many capacities including: SWAT, and Boat Patrol; and,

WHEREAS, Deputy Wecker has received numerous commendations and letters of appreciation; and,

WHEREAS, Deputy Wecker will retire from public service on December 28, 2018;

NOW, THEREFORE, BE IT RESOLVED that the Rock County Board of Supervisors duly assembled this _____ day of __________, 2018, does hereby recognize Deputy Todd C. Wecker for his over 29 years of faithful service and recommends that a sincere expression of appreciation be given to Deputy Todd C. Wecker along with best wishes for the future.

Respectfully submitted,

PUBLIC SAFETY & JUSTICE COMMITTEE

Mary Beaver, Chair
Phillip Owens, Vice Chair
Terry Fell
Kara Hawes
Brian Knudson

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 Yeoman
RECOGNIZING BONITA 'BONNIE' VANBLARICOM

WHEREAS, Bonnie VanBlaricom has served the citizens of Rock County for over the past 43 years as a dedicated and valued employee of Rock County; and,

WHEREAS, Bonnie VanBlaricom began her career on June 7, 1976 as a Clerk Steno II for the World of Adults grant program, and

WHEREAS, Bonnie VanBlaricom was hired on October 15, 1976 by the Sheriff's Office as a Clerk Typist III serving under Sheriff Archie Devine and Sheriff Fred Falk, and,

WHEREAS, Bonnie VanBlaricom acquired the position of Deputy Register in Probate under Register in Probate Earl Young on June 9, 1980, and,

WHEREAS, On March 6, 1987, Bonnie VanBlaricom took a position as a Deputy Clerk of Court in Branch 6 of the Circuit Court under the Honorable Judge Patrick J. Rude. One of Bonnie's many job duties was to manage the jury functions. Jury duty is the foundation of our judicial system, Bonnie's dedication to her role reflected the importance of this function; and,

WHEREAS, over the course of her career, Bonnie has worked under four Presiding Judges: the Honorable John Lussow, the Honorable James Daley, the Honorable Richard Werner and the Honorable Daniel Dillon; and,

WHEREAS, over the course of her career, Bonnie VanBlaricom has worked with three Clerks of Court: Clerk of Court Wayne Pfister, Clerk of Court Eldred Mielke and Clerk of Court Jacki Gackstatter; and,

WHEREAS, Bonnie VanBlaricom held the offices of President, Chief Steward, Secretary and Treasurer during her many years of union membership for AFSCME 2489, and,

WHEREAS, Bonnie VanBlaricom worked diligently in her position as Deputy Clerk of Court until her well-deserved retirement on December 14, 2018; and,

WHEREAS, the Rock County Board of Supervisors, representing the citizens of Rock County, wishes to commend Bonnie VanBlaricom for her long and faithful service.

NOW, THEREFORE, BE IT RESOLVED that the Rock County Board of Supervisors duly assembled this day of , 2018 does hereby recognize Bonnie VanBlaricom for her many years of dedicated service and extend their best wishes to her in her future endeavors.
Recognizing Bonita "Bonnie" VanBlaricom
Page 2

Respectfully submitted,

PUBLIC SAFETY AND JUSTICE COMMITTEE

Mary Beaver, Chair

Phillip Owens, Vice Chair

Terry Fell

Kara Hawes

Brian Knutson

COUNTY BOARD STAFF COMMITTEE

J. Russell Podzlini, Chair

Mary Mawhinney, Vice Chair

Richard Bostwick

Henry Brill

Betty Jo Bussie

Louis Peer

Alan Sweeney

Terry Thomas

Bob Yeomans
RESOLUTION NO. 18-12A-136

RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS

Katherine Luster
INITIATED BY

April Hein
DRAFTED BY

Human Service Board
SUBMITTED BY

November 8, 2018
DATE DRAFTED

TO RECOGNIZE CONNIE MAGELAND

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

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

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

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

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

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

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

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

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

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

ROCK COUNTY BOARD OF SUPERVISORS

RESOLVING MICHAEL TURK

WHEREAS, Michael Turk began his career at the Rock County Department of Public Works as a Mechanic on September 11, 1978; moved to Crew Leader on October 28, 1985; and was promoted to Shop Superintendent on July 27, 1988 and remained in that position until his retirement; and

WHEREAS, Mr. Turk has served the citizens of Rock County for over forty years as a dedicated and valued employee of Rock County, and will retire from public service effective December 1, 2018; and

WHEREAS, the Rock County Board of Supervisors representing the citizens of Rock County, wishes to recognize Mr. Turk for his long, faithful and dedicated service.

NOW, THEREFORE, BE IT RESOLVED, by the Rock County Board of Supervisors at its regular meeting this ___ day of _____, 2018, directs that a sincere expression of recognition be given to Mr. Turk for his over forty years of service and expresses to him best wishes for the future.

Respectfully submitted,

PUBLIC WORKS COMMITTEE

COUNTY BOARD STAFF COMMITTEE

Betty Jo Bussie, Chair

J. Russell Podzulin, Chair

Brent Fox, Vice Chair

Mary Mawhiney, Vice Chair

Brenton Destori

Richard Bozick

Rick Richard

Henry Briff

Jeremy Zinke

Betty Jo Bussie

Louis Peer

Alan Sweeney

Terry Thomas

Bob Yeomans
TO RECOGNIZE MICHAEL J. JONES

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

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

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

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

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

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

Sincerely,

HUMAN SERVICES BOARD

Brian Knudson, Chair

Sally Jean Weaver-Landers, Vice Chair

Stephanie Aegerter

Vicki L. Brown

Terry Fell

Ashley Kleven

Kathy Schulz

Terry Thomas

Shirley Williams
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

RESOLUTION NO. 18-12A-139

AGENDA NO. 12.A.1. (1)

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

WHEREAS, the most recent 2018 allocation has been received.

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

<table>
<thead>
<tr>
<th>Account/Description</th>
<th>Budget at 09/01/2018</th>
<th>Increase (Decrease)</th>
<th>Amended Budget</th>
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</thead>
<tbody>
<tr>
<td>Alzheimer's Family Caregiver Support Program</td>
<td>$68,469</td>
<td>$2,077</td>
<td>$70,546</td>
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<tr>
<td>Source of Funds</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>30-3920-0000-42200</td>
<td>$68,469</td>
<td>$2,077</td>
<td>$70,546</td>
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<tr>
<td>State Aid</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>30-3920-0000-64615</td>
<td>$54,212</td>
<td>$2,077</td>
<td>$56,289</td>
</tr>
<tr>
<td>Client Related Costs</td>
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<td></td>
<td></td>
</tr>
</tbody>
</table>

Respectfully submitted,

EDUCATION, VETERANS AND AGING SERVICES COMMITTEE

FINANCE COMMITTEE

ENDORSEMENT

Reviewed and approved on a vote of 4-0

Mary Mawhinney, Chair
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 NO. 18-12A-140

ROCK COUNTY BOARD OF SUPERVISORS

Finance Committee INITIATED BY Dara Mosley and Randy Terronez
DRAFTED BY November 27, 2018

Finance Committee SUBMITTED BY

AMENDING BUDGET AND APPROVING CHANGE ORDER FOR COURTS VIDEO CONFERENCING PROJECT

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

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

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

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

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

<table>
<thead>
<tr>
<th>ACCOUNT/DESCRIPTION</th>
<th>BUDGET 11/30/18</th>
<th>INCREASE/DECREASE</th>
<th>AMENDED BUDGET</th>
</tr>
</thead>
<tbody>
<tr>
<td>Source of Funds</td>
<td>$203,614</td>
<td>($42,227)</td>
<td>$161,387</td>
</tr>
<tr>
<td>IT Repair &amp; Maintenance</td>
<td>$450,000</td>
<td>$42,227</td>
<td>$492,227</td>
</tr>
</tbody>
</table>

Respectfully submitted,

FINANCE COMMITTEE

Mary MaWhinney, Chair

Mary Beaver, Vice Chair

Brent Fox

Russell Podzilni

Bob Yeomans
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(3)(A), Wis. Stats.

Richard Greenley
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.
Add/Delete Authorization Form

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

**SHIP TO:** Same  
Address:  
City/State/Zip:  
County:  
Ship Attention To:  
Telephone #:  
Ship Via:  

### ADDITIONS

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<td>ESG191127</td>
<td>Change order to Rock County PO P1801690. This is for the Electrical and Limited Voltage needs for the Video Conference Systems</td>
<td>$61,850.00</td>
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***This quote does not include premium time***

**Subtotal:** $61,850.00

### DELETIONS

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<th>Unit Price</th>
<th>Ext.’d Price</th>
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</table>

**Subtotal:**

**Shipping & Handling:**

**Sales Tax:**

**TOTAL PURCHASE:** $61,850.00

ESG is hereby authorized to make the above additions, or deletions from the original Equipment Purchase Agreement. These changes will be made in accordance with the Terms and Payment Schedule of the original Equipment Purchase Agreement. PROPRIETARY AND CONFIDENTIAL - Do not distribute without the written consent of Enterprise Systems Group.

**Authorized Signature**

Enterprise Systems Group

**Date**
REVISED November 28, 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  
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

Public Safety & Justice Committee
SUBMITTED BY

Cmdr. Troy Knudson
DRAFTED BY

October 31, 2018
DATE DRAFTED

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

WHEREAS, The Rock County Jail provides an estimated 478,000 meals each year; and,

WHEREAS, The Rock County Purchasing Division did solicit qualifications from firms experienced in correctional food service with three firms responding (results attached); and,

WHEREAS, Sheriff’s Office and Purchasing staff did review all submittals received and recommend awarding the contract to Aramark Correctional Services, the most qualified, most responsive; and,

WHEREAS, Aramark Correctional Services has significant expertise and experience in delivering high quality, cost effective, secure correctional food service operations for jails, including the Rock County Jail since September of 2003.

NOW, THEREFORE BE IT RESOLVED that the Rock County Board of Supervisors duly assembled this ______ day of _______, 2018, awards a contract to Aramark Correctional Services of Downers Grove, Illinois for comprehensive food service operations for the Rock County Jail.

Respectfully submitted,

PUBLIC SAFETY & JUSTICE COMMITTEE

Mary Brewer, Chair

Philip Owens, Vice Chair

Terry Bell

Kim Haines

Brian Knudson

ADMINISTRATIVE NOTE:

Recommended.

Josh Smith
County Administrator

FISCAL NOTE:

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

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
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**

**September 26, 2018 - Noon**

**Sheriff’s Office**

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<tr>
<th>ARAMARK</th>
<th>SUMMIT</th>
<th>TRINITY SERVICES</th>
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<tr>
<td>DOWNERS GROVE IL</td>
<td>SIOUX FALLS SD</td>
<td>OLDSDMAR FL</td>
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<tr>
<td>1.174</td>
<td>1.389</td>
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<tr>
<td><strong>879</strong></td>
<td><strong>800</strong></td>
<td><strong>752</strong></td>
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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**
- **ENT 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
ASSING MANAGER

COMMENDATION: ARAMARK CORRECTIONAL SERVICES

Robert [Signature] 10-31-18
DATE

APPROVAL:

[Signature] 11-29-18
VOTE DATE

12.8.1 (4)
AUTHORIZING UPGRADE OF MITEL VOICE MAIL SYSTEM

WHEREAS, the existing voice mail system utilized by Rock County is nearing end-of-life; and,
WHEREAS, the County’s reseller, Enterprise Service Group (ESG), has negotiated a substantial discount with the software manufacturer on the County’s behalf; and,
WHEREAS, this upgrade will be purchased from the County’s authorized Mitel telephone system provider, who will perform the upgrade; and,
WHEREAS, this upgrade is available from ESG on State Contract # C 4616 – Mitel PBX Telephone Systems, Repair and Support Services; and,
WHEREAS, funds for the purchase of new phones were included as part of the 2019 Rock County budget.

NOW, THEREFORE, BE IT RESOLVED that the Rock County Board of Supervisors duly assembled this _____ day of ______, 2018 authorize a Purchase Order be issued to Enterprise Service Group in an amount not to exceed $34,940 for the purchase of a voice mail software upgrade.

Respectfully submitted,

FINANCE COMMITTEE

Mary Mawhinney, Chair
Mary Beaver, Vice Chair
Brent Fox
Russell Podzizni
Bob Yeomans

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

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.

Richard Greenlee
Corporation Counsel

ADMINISTRATIVE NOTE:
Recommended.

Jody Smith
County Administrator
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.
**Quotation and Sales Agreement**

**CUSTOMER:** Rock County  
**Address:** 3535 N Cty Hwy F  
**City/State/Zip:** Janesville, WI 53545  
**County:** Rock  
**Contact:** Tracy Mosesley  
**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:** Existing  
**Ship Via:** ESG

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<td>1</td>
<td></td>
<td>Mitel MiCollab Server w/NuPoint Conversion Program from Mitel</td>
<td>$34,940.00</td>
<td>$34,940.00</td>
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</table>

*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.

**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.**

**Estimated Lease Option:** N/A  
**Payment Method:** Lease

**Shipping & Handling:**

**Sales Tax:**

**TOTAL PURCHASE:**

**Estimated rates are based on 3 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.**

**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**

**Date**

**Enterprise Systems Group**
ENVIRONMENTAL SYSTEMS GROUP, a Division of WISCONSIN WIRELESS COMMUNICATIONS CORPORATION

ADDITIONAL TERMS AND CONDITIONS OF QUOTATION AND SALE AGREEMENT

1. DEFINITIONS. "Product(s)" as used herein means goods sold pursuant to this Agreement, including materials, systems, supplies, software, equipment, and installation thereof (Installation). "Purchaser" as used herein means the buyer of the Product referred to herein. "Selling Price" means the price set forth in the quotation or agreement. "Seller" means the party from which the Product is to be supplied, as indicated in the Quotation or Sales Agreement. "Authorization" means the written authorization of the Purchaser to the Seller to perform the Services and/or Supply the Product. "Purchase Order" means the written order placed by the Purchaser to the Seller to purchase the Product and/or Services. "Installation" means the installation, testing, and acceptance of the Product by the Purchaser. "Acceptance" means the Purchaser's written acceptance of the Product and/or Services. "Services" means the services to be performed by the Seller in connection with the supply, installation, and acceptance of the Product. "Carrier" means the carrier or other transportation service used by the Seller to deliver the Product to the Purchaser. "Transportation Costs" means the costs incurred by the Seller in delivering the Product to the Purchaser, including any taxes, fees, or other charges imposed by the Seller. "Buyer" means the person or entity to whom the Product is sold, as indicated in the Quotation or Sales Agreement. "Selling Price" means the price set forth in the quotation or agreement. "Product" means the goods sold pursuant to this Agreement, including materials, systems, supplies, software, equipment, and installation thereof (Installation). "Installation" means the installation, testing, and acceptance of the Product by the Purchaser. "Vendor" means the party from which the Product is to be purchased, as indicated in the Quotation or agreement. "Purchaser" means the party purchasing the Product, as indicated in the Quotation or Sales Agreement. "Agreement" means the entire contents of this Quotation and Sales Agreement. "SMS" means Short Message Service. "Short Message" means a message sent or received via SMS. "Text Message" means a message sent or received via SMS. "Text Message Service" means a service that allows the transmission of text messages. "Text Message System" means a system that allows the transmission of text messages. "Text Message Network" means a network that allows the transmission of text messages. "Text Message System Network" means a network that allows the transmission of text messages. "Text Message System Network Service" means a service that allows the transmission of text messages. "Text Message System Network Service Provider" means a provider of text message system network services. "Text Message System Network Service Provider Agreement" means the agreement between the Seller and the Text Message System Network Service Provider for the provision of text message system network services. "Text Message System Network Service Agreement" means the agreement between the Seller and the Text Message System Network Service Provider for the provision of text message system network services. "Text Message System Network Service Agreement Term" means the term of the Text Message System Network Service Agreement. "Text Message System Network Service Agreement Term Date" means the date on which the Text Message System Network Service Agreement Term expires. "Text Message System Network Service Agreement Term Expiration Date" means the date on which the Text Message System Network Service Agreement Term expires. "Text Message System Network Service Agreement Term Renewal Date" means the date on which the Text Message System Network Service Agreement Term is renewed. "Text Message System Network Service Agreement Term Renewal Expiration Date" means the date on which the Text Message System Network Service Agreement Term is renewed. "Text Message System Network Service Agreement Term Renewal Renewal Date" means the date on which the Text Message System Network Service Agreement Term is renewed. "Text Message System Network Service Agreement Term Renewal Renewal Expiration Date" means the date on which the Text Message System Network Service Agreement Term is renewed. "Text Message System Network Service Agreement Term Renewal Renewal Renewal Date" means the date on which the Text Message System Network Service Agreement Term is renewed. "Text Message System Network Service Agreement Term Renewal Renewal Renewal Expiration Date" means the date on which the Text Message System Network Service Agreement Term is renewed. 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<td>995.00</td>
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<tr>
<td>NPUM Record A Call</td>
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<td>UCCv4 Basic to Entry for Enterprise</td>
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<td><strong>$34,940.00</strong></td>
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RESOLUTION NO. 18-12A-143
AGENDA NO. 12-B.3.(1)

RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS

Finance Committee
INITIATED BY

Finance Committee
SUBMITTED BY

Dana Mosley
DRAFTED BY
November 27, 2018
DATE DRAFTED

AUTHORIZING PURCHASE OF NETWORK SWITCHES

WHEREAS, additional networked devices continue to be added to Rock County's existing networking infrastructure; and,

WHEREAS, additional network switches are needed to supply the necessary capacity of the additional devices; and,

WHEREAS, these switches will increase capacity at four existing County locations; and,

WHEREAS, these switches are available from CoreBTS, Inc. on State Contract 505ENT-M16-DATACOMMUN-0; and,

WHEREAS, funds for new switches are included in the 2018 Information Technology budget.

NOW, THEREFORE, BE IT RESOLVED that the Rock County Board of Supervisors duly assembled this ____ day of _____, 2018 authorize a purchase order be issued to CoreBTS, Inc. for an amount not to exceed $25,063.90 for the purchase of network switches.

Respectfully submitted,

FINANCE COMMITTEE

Mary Mawhinney, Chair

Mary Beaver, Vice Chair

Brent Fox

Russell Podzilni

Bob Yeomans

FISCAL NOTE:

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

Sherry Oja
Finance Director

LEGAL NOTE:

The County Board is authorized to take this action pursuant to secs. 59.01 and 59.31, 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

ADMINISTRATIVE NOTE:

Recommended.

Jodi 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.
Bill To:
Rock County
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

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<td>WS-C2960X-48FPS-L</td>
<td>Catalyst 2960-X 48 GigE PoE 740W, 4 x 1G SFP, LAN Base</td>
<td>$4,041.50</td>
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Subtotal: $25,063.90

WI STATE CISCO CONTRACT#50SENT-M16-DATACOMMUN-01, Master Agreement#AR-233 (14-19)

Notes:
Wisconsin state Cisco contract#50SENT-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

RESOLUTION NO. 18-12A-144
AGENDA NO. 12-B-4-(1)

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

WHEREAS, the 1986 Honeywell Building Automation System controllers are in need of upgrading; and,

WHEREAS, the funds are available in 2019 budget to upgrade controllers for Air Handling Units 1A, 2A, 5A, 7A & 15; and,

WHEREAS, the system components are proprietary, obsolete, and no longer available; and,

WHEREAS, a failure of this controller, will affect the building HVAC systems and smoke dampers controls during a fire situation.

NOW, THEREFORE, BE IT RESOLVED that the Rock County Board of Supervisors duly assembled this ___ day of __________, 2018, issue a purchase order to Honeywell Building Solutions of Madison, Wisconsin, in the amount of $29,775, for the required engineering, equipment, installation, setup, and programming for the Honeywell Controller.

BE IT FURTHER RESOLVED, that a $3,000 contingency also be approved to cover any possible unforeseen items.

Respectfully submitted,

GENERAL SERVICES COMMITTEE

Henry Brill, Chair

Jeremy Zonne (Acting Chair)

Tom Brian

Robert Potter

Yan Radskin

ADMINISTRATIVE NOTE:

Recommended.

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
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.

Richard Greene
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 NO. 18-12A-145

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

WHEREAS, funds were included in the 2018 budget to refurbish the 20-year old Baltimore Air Coil cooling tower at the Health Care Center; and,

WHEREAS, refurbishing the cooling tower to extend the life an additional 20 years, will be approximately half the cost of replacement; and,

WHEREAS, Furlong Industrial Systems is the only factory authorized service agent in Wisconsin to complete this work.

NOW, THEREFORE, BE IT RESOLVED that the Rock County Board of Supervisors duly assembled this ___ day of _____, 2018, that a purchase order be issued to Furlong Industrial Systems of Germantown, Wisconsin, in the amount of $87,890 for the refurbishing of the Health Care Center cooling tower.

BE IT FURTHER RESOLVED, that a $4,500 contingency also be approved to cover any unforeseen items.

Respectfully submitted,

GENERAL SERVICES COMMITTEE

Henry Brill, Chair

Tom Brien

Robert Potter

Yuri Raskin

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.

Josh Smith
County Administrator

Richard Greenleaf
Corporation Counsel
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 NO. 18-12A-146

RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS

INITIATED BY
General Services Committee

SUBMITTED BY
General Services Committee

Brent Sutherland- Director of
Facilities Management

DRAFTED BY
November 27, 2018

DATE DRAFTED

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

WHEREAS, funds were budgeted in 2018 the upgrade of the jail camera system; and,

WHEREAS, SGTS, as our security integrator will design, develop specifications, install, program, integrate and commission the new camera system at the Jail; and,

WHEREAS, SGTS will develop the equipment list and specification for the equipment needed; and,

WHEREAS, Rock County will go out for bid for the equipment purchase.

NOW, THEREFORE, BE IT RESOLVED by the Rock County Board of Supervisors duly assembled this ___ day of ____, 2018, that a contract for professional services be awarded to SGTS Inc., of Madison, Wisconsin, in the amount of $331,205; and,

BE IT FURTHER RESOLVED, that a $16,000 contingency also be approved to cover any needed changes in the scope of services.

Respectfully submitted,

GENERAL SERVICES COMMITTEE

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 § 59.22(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.
WHEREAS, the Pinehurst facility was renovated into inmate housing in 1986, along with construction of the Jail facility; and,

WHEREAS, the inmate showers in both areas were in need of remodeling in order to maintain proper sanitation for a secured detention environment; and,

WHEREAS, funds were budgeted, specifications prepared, and bids solicited for the work; and,

WHEREAS, this contract will be completing two showers in D-unit.

NOW, THEREFORE, BE IT RESOLVED that the Rock County Board of Supervisors duly assembled this ______ day of __________ 2018, award a contract with Badger Specialty Coatings Inc, of Janesville WI, in the amount of $42,000.

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.

Richard Greenlee
Corporation Counsel

Jale Smith
County Administrator
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.
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

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<td>TOTAL PROJECT COST</td>
<td>$ 42,000.00</td>
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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 MILLS, PURCHASING MANAGER

DEPARTMENT HEAD RECOMMENDATION:  BADGER SPECIALTY COATINGS

SIGNATURE          DATE

GOVERNING COMMITTEE APPROVAL:

CHAIR          VOTE      DATE
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

WHEREAS, the two Courthouse chillers have reached the end of their 20-year useful life; and,

WHEREAS, rebuilding the chillers to extend the life an additional 20-years will be less costly than replacement; and,

WHEREAS, the Trane Chillers are proprietary and funds were budgeted for these rebuilds in 2019.

NOW, THEREFORE, BE IT RESOLVED that the Rock County Board of Supervisors duly assembled this ___ day of __________, 2018, issue a purchase order to Trane US Inc. of Madison, Wisconsin, in the amount of $120,019, for rebuilding the two Courthouse chillers.

BE IT FURTHER RESOLVED, that an $8,500 contingency also be approved to cover any items not part of the rebuild such as additional refrigerant.

Respectfully submitted,

GENERAL SERVICES COMMITTEE

Henry Brill, Chair

Jeremy Zeidler, 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.

Richard Greenslee
Corporation Counsel

ADMINISTRATIVE NOTE:

Recommended.

Josh Smith
County Administrator
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

Awards Contract for Carpet Replacement at Rock County Courthouse

WHEREAS, the 2019 budget included $30,000 for replacement of carpet at the Rock County Courthouse; and

WHEREAS, funds are budgeted over several years for carpet replacement at the Courthouse; and

WHEREAS, an inspection was completed and a list drafted of the areas to be replaced this year; and

WHEREAS, Halverson Flooring has the State bid #505ENT-015-FLOORING-05 for carpet.

NOW, THEREFORE, BE IT RESOLVED that the Rock County Board of Supervisors duly assembled this _____ day of ______, 2018, awards a contract to replace carpet at the Rock County Courthouse in the amount of $30,000 to Halverson Flooring of Janesville, WI.

Respectfully submitted,

GENERAL SERVICES COMMITTEE

Henry Brill, Chair
Jeremy Zajac, Vice Chair
Tom Brien
Robert Poletter
Vuni Rashidh

FISCAL NOTE:

Funds were included in the 2019 budget for carpet replacement.

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. Stat., requires the project to be let to the lowest responsible bidder.

Richard Greenlee
Corporation Counsel

ADMINISTRATIVE NOTE:

Recommended.

Joey Smith
County Administrator
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

WHEREAS, the existing Unitrends backup solution will no longer be supported after this year; and,

WHEREAS, the Information Technology department has reviewed reputable backup solutions currently available and has determined that ArcServe most reasonably suits the needs for Rock County's diverse systems; and,

WHEREAS, ArcServe is a cost effective solution that can reliably protect County data as well as assist with the migration of data to new hardware platforms; and,

WHEREAS, ArcServe is available from CDWG, Inc. on State Contract 505ENT-M16-VARSOFTWARE-04; and,

WHEREAS, funds for a new backup system are included in the 2018 Information Technology budget.

NOW, THEREFORE, BE IT RESOLVED that the Rock County Board of Supervisors duly assembled this ___ day of ____, 2018 authorize a three-year agreement with CDW-G for an amount not to exceed $64,408.38 for the purchase of the ArcServe backup appliance.

Respectfully submitted,

FINANCE COMMITTEE

Mary MaWhimney, Chair

Mary Beaver, Vice Chair

Brent Fox

J. Russell Podzilni

Bob Ycomans

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
Finance Director

LEGAL NOTE:

The County Board is authorized to take this action pursuant to secs. 59.01 and 59.31, Wis. Stats. In addition, sec. 59.52(29), Wis. Stats. requires the project to be let to the lowest responsible bidder.

Richard Grealem
Corporation Counsel

ADMINISTRATIVE NOTE:

Recommended.

Josh Smith
County Administrator
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.
DEAR DAVE TINKER,

Thank you for considering CDW•G 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

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**Billing Address:**
TJ JOHNSON
ROCK COUNTY INFORMATION TECHNOLOGY
3520 N COUNTY HWY F
JANESVILLE, WI 53545-0766
Phone: (608) 757-5035
Payment Terms: Master Card

**Payment Terms:**

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ROCK COUNTY INFORMATION TECHNOLOGY
DAVE TINKER
3520 N COUNTY HWY F
JANESVILLE, WI 53545-0766
Phone: (608) 757-5035
Shipping Method: DROP SHIP-GROUND

**Please remit payments to:**
CDW Government
75 Remittance Drive
Suite 1515
Chicago, IL 60675-1515

---

**Need Assistance? Contact 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 [https://www.cdw.com/termsandconditions/product-sales-2016](https://www.cdw.com/termsandconditions/product-sales-2016)

For more information, contact a CDW account manager.

© 2016 CDW® LLC, 200 N. Milwaukee Avenue, Vernon Hills, IL 60061 | 800.808.4239
RESOLUTION NO. 18-12A-151

RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS

MOTION
Agriculture and Extension Education Committee
INITIATED BY

Agriculture & Extension Education Committee
SUBMITTED BY

Nick Baker and Rich Bostwick
DRAFTED BY

November 29, 2018
DATE DRAFTED

Awarding of Rock County Farm Crop Land Rental Lease

WHEREAS, the Rock County Farm crop land lease is up for renewal beginning January 1, 2019 and,

WHEREAS, the Rock County Purchasing Department solicited bids for potential renters and of which 5 successful bids were received.

NOW, THEREFORE, BE IT RESOLVED that the Rock County Board of Supervisors duly assembled this _____ day of ___, 2018, does hereby approve and authorize awarding a rental contract for the Rock County Farm Crop Land to Flemming Farm for the rental amount of $252 per acre annually for the term of January 1, 2019 through December 31, 2023 upon successfully completing the 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,

Joel Smith
County Administrator
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

WHEREAS, this Jail section was constructed in 1986; and,

WHEREAS, the inmate showers are in need of remodeling in order to maintain proper sanitation for a secured detention environment; and,

WHEREAS, funds were not budgeted in 2018 for this final unit however funds are available due to the Rock Haven demolition cost coming in under budget; and,

WHEREAS, completing this final shower unit at this time allows us an opportunity to have it completed under the 2018 bid at a reduced cost; and,

WHEREAS, this contract will be completing two showers in B-unit. This is the last of the shower units to be renovated.

NOW, THEREFORE, BE IT RESOLVED that the Rock County Board of Supervisors duly assembled this ___ day of ______ , 2018, award a contract with Badger Specialty Coatings Inc, of Janesville, WI, in the amount of $42,000.

Respectfully submitted,

GENERAL SERVICES COMMITTEE:

Henry Brill, Chair

Jeremy Zajac, Vice Chair

Tom Brien

Robert Potter

Yuri Rashkin

FINANCIAL 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

ADMINISTRATIVE NOTE:

Recommended.

Josh Smith
County Administrator
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 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 for the final two B-Unit showers is $42,000.
RESOLUTION NO. 18-11D-119
AGENDA NO. 12 C. (1)

ORDINANCE
ROCK COUNTY BOARD OF SUPERVISORS

Annette Mikula
INITIATED BY

County Board
Staff Committee
SUBMITTED BY

Amy Spoden, Asst. Human Resource Director
DRAFTED BY

November 6, 2018
DATE DRAFTED

AMENDING THE COUNTY'S PERSONNEL ORDINANCE

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

Section 4: Salary Administration

Productivity/Incentive Awards

Extraordinary productivity/incentive awards may be granted in recognition of exceptional performance in
addition to an employee's regular pay. Recommendations for such pay shall be initiated by the employee's supervisor and/or Department Head, reviewed and approved by the Human Resources Director, County Administrator, appropriate Governing Committee and the County Board-Staff Committee. Specific

guidelines for the administration of the Productivity/Incentive Awards Program shall be the responsibility of the Human Resources Director to establish and maintain subject to approval by the County Administrator and County Board-Staff Committee. Such requests shall be in writing and supported by
evidence of the following:

(a) The employee has personally conceived and suggested a procedure or device
which has resulted in substantially greater operating efficiency or in a marked
decrease in operating expenses; or,

(b) The employee has performed extensive collateral duties or has continually
completed difficult work assignments, which significantly increased the efficiency
and effectiveness of his/her department's program or the County service.

Section 5: Fringe Benefits

Holidays

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

(a) New Year's Day
(b) Spring Holiday to be observed the Friday immediately preceding
(c) Memorial Day
(d) July 4th
(e) Labor Day
(f) Thanksgiving Day
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 unusual circumstances with the approval of the County Board Chair and/or Vice Chair.

55
56
57 For employees working the standard work schedule, when a holiday falls on Saturday, it shall be observed on the preceding Friday. When a holiday falls on a Sunday, the following Monday shall be observed.

58
59 For employees not working the standard work schedule see the HR Policies and Procedures.

60
61
62 Unilateral A: Positions who are required to work a holiday will be paid or granted compensatory time off at a rate of time and one-half and receive an additional day in lieu thereof.

63 Pool/Relief of Unilateral A: Positions who are required to work a holiday will be paid at a rate of time and one half.

64
65 For supervisors working at the 911 Communication Center, who are required to work on a holiday, they will be paid or granted compensatory time off at a rate of time and one-half for all hours worked between 12:00 a.m. the day of the holiday through 6:59 a.m. the day after the holiday, and earn 8 hours of holiday time in lieu of.

66 Wherever a designated holiday falls on an employee’s scheduled day off, an additional day shall be granted in lieu thereof.

67 Unilateral C: Employees (FLSA exempt) who work on a holiday shall receive a day in lieu thereof.

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

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

70 When a holiday falls within a pay period of leave without pay, the employee shall receive no pay for the holiday.

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

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

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

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

75

12.C. (2)

Leave of Absence Policy (Non FMLA)

18.508

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

Page 3

Leave of absence (with or without pay) may be granted when it is in the best interest of the County to do so. Requests for leave of absence shall be approved prior to the taking of such leave. When such leave is requested as an extension of sick leave, an acceptable physician’s certificate shall be required.

At the expiration of a leave of absence without pay, the employee shall be reinstated to the position he/she vacated or to an equivalent position which is vacant at the time, provided the employee meets the stated qualifications. If there is not a suitable vacancy available, the employee’s name shall be placed on an appropriate reinstatement list.

Credit toward vacation and sick leave shall not be earned after 30 days while an employee is on leave without pay. Insurance benefits may be retained according to HR Policy and Procedure.

Leave without pay shall not constitute a break in service; however, if the employee is absent more than thirty days during a calendar year, it shall change the employee’s anniversary date.

When a leave without pay of more than thirty (30) consecutive days is taken, the employee’s anniversary date shall be moved ahead by the total number of days of the leave.

A return to work earlier than the scheduled termination of leave date may be arranged by the supervisor and the employee, with the approval of the Human Resources Director.

Employees on leave of absence from the County may not be employed full time elsewhere. Employees holding employment elsewhere during a leave of absence shall be deemed to have voluntarily resigned from employment with Rock County.

If an employee is unable to return to work on the date stipulated, he/she may submit a written request to extend the leave of absence, subject to the approval of the County Administrator or Department Head and the HR Director. If, on the date following the expiration of the leave of absence, an extension is not requested and granted and the employee has not returned to his/her position, the employee shall be considered to have voluntarily resigned from County employment.

Unauthorized Absence. It is recognized that there may be extenuating circumstances for unauthorized absence, and due consideration shall be given each case. However, an employee who is absent from duty without approval shall receive no pay for the duration of the absence, and shall be subject to disciplinary action, which may include dismissal.

Bereavement Leave

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

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

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

Bereavement leave can be used in increments of quarter hours.

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

All leaves under this section shall be prorated based upon the employee’s FTE.
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
   (c) 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.
   (d) Illness of a parent (includes stepparents and current foster parents).
   (e) Contact with or exposure to a contagious disease rendering the employee's presence hazardous to fellow workers.
   (f) 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.
Once a potential problem with sick leave usage has been identified, the supervisor shall meet with the employee to discuss the reason(s) for the absences. The goal of the meeting is to gather information, counsel the employee and if there is an admitted problem, have the employee change his/her behavior.

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

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

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

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

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

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

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

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

Section 6: Conditions of Employment

Discipline/Investigations

18.607

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

No disciplinary action will be taken until a thorough investigation has been completed. Employees under investigation shall have the right to representation during the investigatory process. The employee will be allowed to have a representative of their choice who is not a supervisor or manager.
AMENDING THE COUNTY'S PERSONNEL ORDINANCE

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

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

Disciplinary Action (Grounds for)

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

(a) Dishonesty or falsification of records.

(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 on 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.

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

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

(e) Work stoppages such as strikes or slowdowns.

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

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

(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.

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

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

(k) Incompetence, unprofessional or poor work performance.

(l) Discrimination because of race, color, creed, national origin, marital status, sex, sexual orientation, or any other grounds prohibited by State or Federal law.
AMENDING THE COUNTY'S PERSONNEL ORDINANCE
Page 7

(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.

18.614

Lunch Periods and Break Time

1. 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.

2. 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).
Each employee shall be evaluated one-month prior to the completion of the probationary period.

(c) Annual.

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

(d) Special.

A special performance evaluation shall be completed:

(1) Whenever there is significant change in the employee's performance,

(2) Whenever a supervisor permanently leaves his/her position, in which case, the supervisor shall complete a performance report on each employee under his/her supervision that has not been evaluated within six months prior to the date the supervisor expects to leave.

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

Section 8: Grievance Procedure

Filing a Grievance

18.804

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

Limitations:

1. A grievance that may be brought by or on behalf of a law enforcement officer using the procedure specific in Wis. Stat. Section 59.26(8) may not be brought under this section.

2. A grievance that may be brought by or on behalf of an employee under a grievance procedure that is contained in a collective bargaining agreement may not be brought under this section.

3. A grievance filed outside of the specified time lines in 18.806 will be denied. The employee will forfeit all rights to participate in the grievance procedure as spelled out in 18.806.

Grievance Procedure 18.806

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

STEP 1. Supervisor.

The employee shall, within seven (7) calendar days of the event giving rise to the grievance or within ten calendar days of the date he/she could reasonably be expected to have knowledge of the grievance, present his/her formal grievance in writing on the form designated by the County to his/her immediate
supervisor unless the immediate supervisor is the subject matter of the grievance, in which case, the employee may immediately proceed to Step 2. If the Department Head is the subject matter of the grievance, the employee may immediately proceed to Step 3. The supervisor shall within three (3) calendar days meet and discuss the grievance with the employee and then reply in writing within three (3) calendar days.

**STEP 2. Department Head.**

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.
e. The Impartial Hearing Officer, with the consent of both parties, may use his/her best efforts to mediate the grievance.

f. The employee has a right to be represented at the hearing (at the employee's expense) by a person of the employee's choosing.

g. The County has the burden of proof in a reprimand, suspension or termination grievance to show that its actions were not arbitrary or capricious. The employee has the burden of proof in a workplace safety grievance.

h. The standard required of the party with the burden of proof in all cases is a preponderance of the evidence.

i. The hearing shall be recorded by a court reporter, who will make a record of the proceedings, and the costs will be shared equally by the parties.

j. Formal rules of civil procedure will not be followed.

k. Both parties may introduce exhibits and present witnesses. Witnesses shall be sworn to tell the truth.

l. The Impartial Hearing Officer shall provide a written decision within thirty (30) calendar days following the close of the record. The written decision should include a case caption; the parties and appearances; a statement of the issues, findings of fact; any necessary conclusions of law; the final decision and order; and any other information the hearing officer deems appropriate.

m. The Impartial Hearing Officer shall have the power to sustain or deny the grievance. He or she shall have the power to order only the following remedies: withdrawal of a written reprimand, reduction of suspension, transfer to original position from demoted position, reinstatement with or without some or all back pay. The Impartial Hearing Officer may recommend other remedies, however, all other remedial authority shall be subject to the determination and approval of the County Board, and shall be addressed by the County Board in the event the grievance is sustained.

**STEP 5. County Board.**

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

a. The written notice of appeal must contain: (1) a statement explaining the reason for the appeal, (2) a copy of the written grievance filed with the County, (3) the County's response to the grievance, and (4) a copy of the Impartial Hearing Officer decision. The notice of appeal may not contain any information that was not admitted into evidence at the hearing.

b. The appeal will be placed on the agenda for a County Board meeting that is held at no longer than sixty (60) calendar days after the County Clerk receives a written notice of appeal. The appeal will be noticed for consideration in closed session pursuant to Wis. Stat. Section 19.85(1)(b) pertaining to dismissal, licensing, or suspension of a public employee. The County Clerk will provide a copy of the meeting notice to the employee, and the employee may request that an open session be held.

c. The employee has the right to representation by a person of the employee's choosing and at the employee's request. The employee and the employee's representative may attend the closed session.
d. The employee or the employee's representative and a representative of the County may address the County Board for an equal period to be determined by the County Board Chair. The appealing party will go first and may reserve a part of his/her time for rebuttal. The responding party will go second. The appealing party may present a rebuttal, if he/she has reserved any time and not used it.

e. The employee and the employee's representative, and the person speaking on behalf of the County, will be excluded from any closed session during the County Board's discussion or deliberation.

f. The County Board's consideration of the appeal will be limited to a review of the Impartial Hearing Officer's written decision, the record before the impartial hearing officer, the appealing party's reason(s) as to why the decision is wrong, and the response by the other party along with any oral presentations made by the parties. Only matters admitted into the evidence before the Impartial Hearing Officer shall be considered a part of the record.

g. Should the County Board Chair become aware of some relevant piece of information that could have had a significant impact on the decision of the impartial hearing officer, that neither party was aware of, or could have been expected to be aware of, prior to the impartial hearing officer's decision, the County Board Chair, with the advice of the Corporation Counsel, may take whatever action he/she deems appropriate so as not to disadvantage either party, and report such action to the County Board.

h. The County Board shall give due deference to the decision and recommendation of the Impartial Hearing Officer and his/her decision shall not be overturned unless the Board finds by a simple majority vote that by a simple majority vote the appealing party has established by evidence that is clear, satisfactory, and convincing: (1) the hearing was not conducted fairly, (2) there was fraud or corruption on the part of the hearing officer, or (3) the hearing officer made an error in fact or law.

i. If the County Board does not sustain the Impartial Hearing Officer's decision, then the Board may render a new decision and remedy, or take other action as appropriate.

j. The County Board Chair shall prepare and sign a written determination reflecting the County Board decision. The County Board Chair may enlist the assistance of the Corporation Counsel in preparing the determination. A copy of the determination will be provided to the employee within ten (10) calendar days following the County Board's decision.

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

Failure to Follow Grievance Procedure

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

COUNTY BOARD STAFF COMMITTEE

J. Russell Podzien, Chair
Mary Mawhinney, Vice Chair
Richard Bostwick
Henry Blatt
Betty Jo Russo
Louis Peer

Absent

Absent

Alan Sweeney
Terry Thomas
Bob Yeomans

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 NO. 18-12A-152
AGENDA NO. 12.B.(1)

RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS

Land Conservation Committee
INITIATED BY

Land Conservation Committee
SUBMITTED BY

Thomas Sweeney
DRAFTED BY

November 13, 2018
DATE DRAFTED

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

WHEREAS, since 2000, the Land Conservation Department has received an annual grant from the Department of Agriculture, Trade and Consumer Protection (DATCP) to cost share Best Management Practices (BMP); which have been identified as priorities in the Rock County Land and Water Resource Management Plan; and,

WHEREAS, the Land Conservation Department enters into cost share agreements with landowners and/or producers to implement aforesaid BMPs for phosphorus runoff and/or nitrate infiltration abatement; and,

WHEREAS, after said BMP's have been certified as completed and meeting the applicable standards, Rock County distributes the applicable cost share amount as predetermined and identified in the cost share agreement; and,

WHEREAS, for all costs associated with the implementation of best management practices the DATCP reimburses the County on a dollar for dollar basis; and,

WHEREAS, in some instances the best management practices costs will exceed the Rock County's set financial thresholds which require additional approval by the Finance Committee and County Board of Supervisors; and,

WHEREAS, the Rock County Best Management Practice Installation Agreement LR-005.18 will exceed the aforesaid thresholds to provide funding for the establishment of a Nutrient Management Plan for 652.2 acres. The mentioned agreement is based on an incentive payment which requires the landowner to operate and maintain the best management system for a minimum period of four years.

NOW, THEREFORE, BE IT RESOLVED that the Rock County Board of Supervisors duly assembled this ______ day of ______, 2018, approves the incentive payment for Rock County Best Management Practice Installation Agreement LR-005.18 in the sum of $26,088.

Respectfully submitted,

LAND CONSERVATION COMMITTEE

Richard Pestrick, Chair

Alan Sweeney, Vice Chair

Stephanie Aegerter

Wes Davis

Breston Driscoll

Robert Potter

James Quade, USDA-FSA Representative

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

Board of Health Committee
SUBMITTED BY

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

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

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

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

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

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

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

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

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

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

RESOLUTION NO. 18-12A-153
AGENDA NO. 12.E.(1)
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.

Respectfully submitted,

BOARD OF HEALTH

Louis Peer, Chair

Dr. Connie Winter, DDS, Vice Chair

Vijaya Somaraju, MD, MPH

Dr. Karyn Meyers, DVM, MPH, FACP

Judith Wade, WHNP

Eric Gresens, R.Ph

Vicki Brown

Danette Rynes

Craig Gramke

ADMINISTRATIVE NOTE:

Recommended.

Recommended.

FISCAL NOTE:

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

Sherry Oja
Finance Director

LEGAL NOTE:

Advisory only.

Richard Greenlee
Corporation Counsel
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 full 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 NO. 18-12A-154

AGENDA NO. 12-P. (1)

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 WHEREAS, the Correctional Officers Association representatives and the County have discussed a successor contract for the bargaining unit; and

3 WHEREAS, the parties arrived at a tentative agreement on wages, hours and conditions of employment; and

4 WHEREAS, the proposed wage settlement represents an overall total package increase of 2.02%.

5 WHEREAS, the membership of the Association has ratified the agreement; and,

6 WHEREAS, a summary of the contractual agreement is attached.

NOW, THEREFORE, BE IT RESOLVED, that the Rock County Board of Supervisors assembled this ___ day of ______ 2018 does hereby ratify the terms and conditions of the 2019 labor agreement between Rock County and the Correctional Officer’s Association.

Respectfully Submitted,

COUNTY BOARD STAFF COMMITTEE

J. Russell Podzillni, Chair

Mary Mawhinney, Vice Chair

Richard Bostwick

Henry Brill

Betty Jo Bussie

Lonis Peer

Alan Sweetney

Terry Thomas

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

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FISCAL NOTE:

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<th>2019 Base Compensation</th>
<th>Additional Compensation</th>
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<td>$4,190,116</td>
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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.