



**FINANCE COMMITTEE
THURSDAY, JANUARY 3, 2013 - 7:30 A.M.
CONFERENCE ROOM N-1 – FIFTH FLOOR
ROCK COUNTY COURTHOUSE-EAST**

Agenda

1. Call to Order and Approval of Agenda
2. Committee Review and Approval of Per Meeting Allowances
3. Approval of Minutes – December 13, 2012 and December 26, 2012
4. Citizen Participation, Communications and Announcements
5. Transfers and Appropriations
6.
 - A. Bills
 - B. Bills Over \$10,000
 - C. Encumbrances Over \$10,000
 - D. Pre-Approved Encumbrance Amendments
 - E. Approval of Bills for Other Departments
7. Resolution
 - A. Initial Resolution Authorizing General Obligation Bonds and/or Notes in an Amount not to Exceed \$3,630,000
 - B. Recognizing George Baltes (to be distributed at meeting)
 - C. Authorizing Health Contract for Health Plan Consulting Services with Willis of Wisconsin for 2013
8. Adjournment

Account Number	Name	Yearly Prcnt Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
0714300000-62119	OTHER SERVICES	69,134.00 55.7%	35,895.37	2,618.97	30,619.66		
	P1203728-PO# 12/26/12 -VN#047818			ENTERPRISE SYSTEMS GROUP		2,097.00	
				CLOSING BALANCE	28,522.66		2,097.00
0714300000-62400	R & M SERV	210,888.00 57.9%	132,815.33	-10,704.34	88,777.01		
	P1200140-PO# 12/26/12 -VN#044658			CINTAS FIRE PROTECTION		852.50	
	P1203639-PO# 12/26/12 -VN#033353			CDW GOVERNMENT INC		897.14	
				CLOSING BALANCE	87,027.37		1,749.64
0714300000-62421	COMPUTER EQUIP	9,000.00 73.2%	9,688.80	-3,096.78	2,407.98		
	P1200147-PO# 12/26/12 -VN#041552			ENTRE COMPUTER SOLUTIONS		85.00	
				CLOSING BALANCE	2,322.98		85.00
0714300000-62491	SOFTWARE MAINT	607,189.00 86.2%	453,028.64	70,708.49	83,451.87		
	P1203376-PO# 12/26/12 -VN#048995			CITRIX SYSTEMS INC		809.59	
	P1203690-PO# 12/26/12 -VN#034286			APPIC INC		3,472.58	
	P1203718-PO# 12/26/12 -VN#050352			DIGICORP INC		5,700.00	
	P1203729-PO# 12/26/12 -VN#016466			STORAGE SYSTEMS MIDWEST INC		850.00	
				CLOSING BALANCE	72,619.70		10,832.17
0714300000-67130	TERMINALS/PC'S	125,524.00 47.3%	58,564.95	829.25	66,129.80		
	P1203640-PO# 12/26/12 -VN#049019			CORE BTS INC		49.92	
				CLOSING BALANCE	66,079.88		49.92
0714300000-67131	OTHER COMP HARDW	94,896.00 61.2%	34,598.06	23,522.00	36,775.94		
	P1203568-PO# 12/27/12 -VN#010763			AE BUSINESS SOLUTIONS		12,588.00	
				CLOSING BALANCE	24,187.94		12,588.00
0714300000-67143	IT DEPT.CR-CHGS.	50,000.00 458.0%	201,845.50	27,202.72	-179,048.22		
	P1203547-PO# 12/26/12 -VN#033353			CDW GOVERNMENT INC		7,527.14	
	P1203569-PO# 12/27/12 -VN#049019			CORE BTS INC		14,975.00	
	P1203643-PO# 12/26/12 -VN#033353			CDW GOVERNMENT INC		108.93	
	P1203644-PO# 12/26/12 -VN#050382			DELL		130.67	
	P1203645-PO# 12/26/12 -VN#033353			CDW GOVERNMENT INC		782.18	
	P1203654-PO# 12/26/12 -VN#033353			CDW GOVERNMENT INC		374.06	
	P1203689-PO# 12/26/12 -VN#033353			CDW GOVERNMENT INC		316.24	
*** OVERDRAFT ***				CLOSING BALANCE	-203,262.44		24,214.22

Account Number	Name	Yearly Prct Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
			INFORMATION TECH	PROG-TOTAL-PO		61,615.95	

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$51,615.95 INCURRED BY INFORMATION TECHNOLOGY. CLAIMS COVERING THE ITEMS ARE PROPER AND HAVE BEEN PREVIOUSLY FUNDED. THESE ITEMS ARE TO BE TREATED AS FOLLOWS

- A. BILLS AND ENCUMBRANCES OVER \$10,000 REFERRED TO THE COUNTY BOARD.
- B. BILLS UNDER \$10,000 TO BE PAID.
- C. ENCUMBRANCES UNDER \$10,000 TO BE PAID UPON ACCEPTANCE BY THE DEPARTMENT HEAD.

FINANCE COMMITTEE APPROVES THE ABOVE. COM-APPROVAL _____ DEPT-HEAD

JAN 03 2013

DATE _____ CHAIR

2012...

Rock County - Production

12/27/12

COMMITTEE APPROVAL REPORT

Page 3

Account Number	Name	Yearly Prcent Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
000000063-29662	HEALTH INS TRUST	0.00 100.0%	-37,722.87	60.48	37,662.39		
	P1202642-PO# 12/27/12 -VN#052171		WILLIS OF OHIO INC			11,050.00	
			CLOSING BALANCE		26,612.39		11,050.00
	BAL.SHEET A/C		PROG-TOTAL-PO			11,050.00	

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$11,050.00 INCURRED BY BALANCE SHEET ACCOUNT. CLAIMS COVERING THE ITEMS ARE PROPER AND HAVE BEEN PREVIOUSLY FUNDED. THESE ITEMS ARE TO BE TREATED AS FOLLOWS

- A. BILLS AND ENCUMBRANCES OVER \$10,000 REFERRED TO THE COUNTY BOARD.
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FINANCE COMMITTEE APPROVES THE ABOVE. COM-APPROVAL _____ DEPT-HEAD
 DATE _____ CHAIR

JAN 03 2013

2013. . .

Rock County - Production

12/27/12

COMMITTEE APPROVAL REPORT

Page 1

Account Number	Name	Yearly Pront Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
0515000000-63200	PUBL/SUBCR/DUES	1,613.00	0.0%	0.00	0.00	1,613.00	
	P1300008-PO# 01/01/13 -VN#044413			WISCONSIN ASSOCIATION OF PUBLI		100.00	
				CLOSING BALANCE	1,513.00		100.00
	FINANCE DIRECTOR		PROG-TOTAL-PO			100.00	

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$100.00 INCURRED BY FINANCE DIRECTOR. CLAIMS COVERING THE ITEMS ARE PROPER AND HAVE BEEN PREVIOUSLY FUNDED. THESE ITEMS ARE TO BE TREATED AS FOLLOWS

- A. BILLS AND ENCUMBRANCES OVER \$10,000 REFERRED TO THE COUNTY BOARD.
- B. BILLS UNDER \$10,000 TO BE PAID.
- C. ENCUMBRANCES UNDER \$10,000 TO BE PAID UPON ACCEPTANCE BY THE DEPARTMENT HEAD.

FINANCE **JAN 03 2013** COMMITTEE APPROVES THE ABOVE, COM-APPROVAL _____ DEPT-HEAD
 DATE _____ CHAIR

PURCHASE ORDER NUMBER P1103172

PEID 051278

PRE-APPROVED ENCUMBRANCE AMENDMENT FORM

This form must be used when adding funds to or changing an account number of a previously approved encumbrance. Please complete this form and e-mail to Susan Balog in Accounting (balog@co.rock.wi.us), Cheryl Mikrut in Accounting (mikrut@co.rock.wi.us) **and** Jodi Millis in Purchasing (jodi@co.rock.wi.us). Susan or Cheryl will forward on to your governing committee for approval. The Encumbrance and Purchase Order will be updated upon approval of all necessary committees and County Board (if amendment is over \$10,000).

DATE 12-21-12

DEPARTMENT GENERAL SERVICES

COMMITTEE GENERAL SERVICES

VENDOR NAME CG SCHMIDT

ACCOUNT NUMBER 18-1851-0000-67200

FUNDS DESCRIPTION ROCK HAVEN REPLACEMENT PROJECT

AMOUNT OF INCREASE \$ 152,832.66

INCREASE FROM \$ 17,566,722.40 TO \$ 17,719,555.06

ACCOUNT BALANCE AVAILABLE \$ 286,061.81 SB 12/26/12

REASON FOR AMENDMENT CHANGE ORDER #28

APPROVALS

GOVERNING COMMITTEE _____
Chair _____ Date _____

FINANCE COMMITTEE _____
(If over \$10,000) Chair _____ Date _____

COUNTY BOARD _____
(If over \$10,000) Resolution # _____ Adoption Date _____

PURCHASE ORDER NUMBER P1103172

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DATE 12-21-12

DEPARTMENT GENERAL SERVICES

COMMITTEE GENERAL SERVICES

VENDOR NAME CG SCHMIDT

ACCOUNT NUMBER 18-1851-0000-67200

FUNDS DESCRIPTION ROCK HAVEN REPLACEMENT PROJECT

AMOUNT OF INCREASE \$ 16,705.17

INCREASE FROM \$ 17,719,555.06 TO \$ 17,736,260.23

ACCOUNT BALANCE AVAILABLE \$ 133,229.15 SB 12/26/12

REASON FOR AMENDMENT CHANGE ORDER #29

APPROVALS

GOVERNING COMMITTEE _____
Chair _____ Date _____

FINANCE COMMITTEE _____
(If over \$10,000) Chair _____ Date _____

COUNTY BOARD _____
(If over \$10,000) Resolution # _____ Adoption Date _____

Rock County

CHANGE ORDER

No. 00029

5) South Main street
Janesville, WI 53545

Phone: 608.757.5543

TITLE: PR #18-#2 of 2 PCO 086R

DATE: 12/19/2012

PROJECT: Rock Haven Health Care Facility

JOB: 6637

TO: Attn: Brad Fierst
C. G. Schmidt
11777 West Lake Park Drive
Milwaukee, WI 53224
Phone: 414.828.0630

CONTRACT NO: 1,

DESCRIPTION OF CHANGE

Acceptance of this Change order will alter the contract value, and scope of work between Rock County and C.G. Schmidt as outlined in the line item descriptions noted below. (Reference Rock County PO # P1103172 and associated contract for Rock County Project # 2011-63).

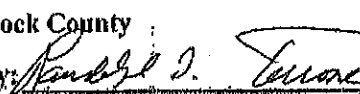
Item	Description	Stock#	Quantity	Units	Unit Price	Tax Rate	Tax Amount	Net Amount
00001	PCO #086R pertains to Construction Bulletin #16 Finished. CB#16 provides direction for the contractor to provide the selected finishes for the project. At bid time the contractors were directed to provide an allowance for finishes that would be selected at a later date in the project. The cost provided in PCO #086R is for cost associated with the tile selection.		1	000	\$16,705.17	0.00%	\$0.00	\$16,705.17

Unit Cost: \$16,705.17
Unit Tax: \$0.00
Total: \$16,705.17

The Original Contract Sum was	\$25,685,000.00
Net Change by Previously Authorized Requests and Changes	(\$7,966,344.94)
The Contract Sum Prior to This Change Order was	\$17,718,655.06
The Contract Sum Will be Increased	\$16,705.17
The New Contract Sum Including This Change Order	\$17,735,360.23
The Contract Time Will Not Be Changed	
The Date of Substantial Completion as of this Change Order Therefore is	

ACCEPTED:

C. G. Schmidt
By: 
Brad Fierst

Rock County
By: 
Randolph Terronez

The Samuels Group, Inc.
By: Kevin C. Higgs
Kevin C. Higgs

Date: 12/19/2012

Date: 12/19/2012

Date: 12/19/2012

RESOLUTION NO. _____

AGENDA NO. _____

**RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS**

Finance Committee
INITIATED BY _____

Finance Committee
SUBMITTED BY _____



Sherry Oja, Finance Director
DRAFTED BY

December 19, 2012
DATE DRAFTED

**INITIAL RESOLUTION AUTHORIZING GENERAL OBLIGATION
BONDS AND/OR NOTES IN AN AMOUNT NOT TO EXCEED \$3,630,000**

- 1 **WHEREAS**, the 2013 Adopted Budget includes \$3,629,466 for Highway Road Construction Capital
2 Projects: and,
3
4 **WHEREAS**, these projects are included in the Budget with the anticipation that they would be funded
5 with the future issuance of debt; and,
6
7 **WHEREAS**, these projects will have long-term benefits and are most appropriately funded by debt
8 issuance.
9
10 **NOW, THEREFORE, BE IT RESOLVED**, by the Rock County Board of Supervisors duly
11 assembled this _____ day of _____, 2012, that there shall be issued, pursuant to Chapter 67,
12 Wisconsin Statutes, General Obligation Bonds and/or Notes in an amount not to exceed \$3,630,000
13 for constructing, renovating, remodeling, improving and equipping the County's facilities.

Respectfully submitted,

FINANCE COMMITTEE

Mary Mawhinney, Chair

Sandra Kraft, Vice Chair

Mary Beaver

Brent Fox

J. Russell Podzilni

**INITIAL RESOLUTION AUTHORIZING GENERAL OBLIGATION
BONDS AND/OR NOTES IN AN AMOUNT NOT TO EXCEED \$3,630,000**

PAGE 2

FISCAL NOTE:

The purpose of this resolution is to authorize expenditures from the 2013 deferred finance budget appropriations prior to actual debt issuance. The 2013 budgeted capital projects are estimated to cost \$3,629,466 (plus issuance costs) for Highway Road Construction Capital Projects. If the County adopts this resolution, the project costs and issuance costs will be included in a subsequent resolution that authorizes the issuance of General Obligation Bonds and/or Notes.

1993 Wisconsin Act 16 (the State Budget Bill) established property tax levy rate limits for Wisconsin Counties, beginning with the 1993 payable 1994 levy. The Wisconsin Department of Revenue's Administrative Rules authorize an increase in the debt levy rate under certain conditions, including resolutions authorizing debt issuance that are adopted by affirmative vote of at least three-fourths of the members of the County Board. The County Board may also approve the issuance of debt by adopting a resolution which provides a reasonable expectancy that the new debt will not cause the County to increase its debt levy rate. It is my opinion that the debt amortization that would be incurred upon issuance of debt for the projects included in this resolution would not exceed Rock County's debt levy rate as limited by Wisconsin Act 16.

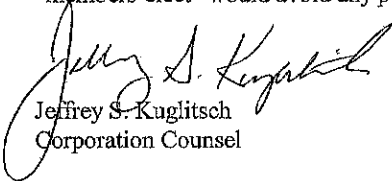


Sherry Oja
Finance Director

LEGAL NOTE:

This is only an initial resolution. Pursuant to sec. 67.05(10), Stats., the County Board, before issuing any contemplated long-term debt, must adopt a resolution levying a direct, annual tax sufficient in an amount to pay for the express purpose of paying the interest on such bonds as it falls due, and also to pay and discharge the principal thereof at maturity. That will happen at a later date.

A majority vote is necessary to adopt this resolution. However, a three-fourths vote of the "members-elect" would avoid any potential issue relative to the debt levy rate limit.



Jeffrey S. Kuglitsch
Corporation Counsel

ADMINISTRATIVE NOTE:

Recommended.



Craig Knutson
County Administrator

RESOLUTION NO. _____

AGENDA NO. _____

**RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS**

Finance Committee _____
INITIATED BY



Amy Spoden, Human Resource Manager
DRAFTED BY

Finance Committee _____
SUBMITTED BY

December 27, 2012
DATE DRAFTED

TITLE

**AUTHORIZING HEALTH CONTRACT FOR HEALTH PLAN CONSULTING SERVICES WITH
WILLIS OF WISCONSIN FOR 2013**

1 WHEREAS, the Rock County Self-Funded Health Plan provides health coverage to approximately 1,200
2 County employees; and,
3
4 WHEREAS, in 2012, total health plan costs were approximately \$21,000,000; and,
5
6 WHEREAS, Human Resources is charged with continuing efforts to contain the ever-growing costs of
7 providing health care coverage to County employees, which requires the assistance of consultants who possess
8 particular expertise in furthering such efforts; and,
9
10 WHEREAS, Willis of Wisconsin has provided valuable health consulting services for Rock County for many
11 years; and,
12
13 WHEREAS, Willis is willing to provide consulting services for the year 2013 at a cost of \$42,525 annually
14 with a pharmacy benefit addition of \$0.41 per member per month; and,
15
16 WHEREAS, Willis is willing to continue under the same terms for future years until such time as either party
17 gives notice of termination of the agreement.
18
19 NOW, THEREFORE, BE IT RESOLVED, that the Rock County Board of Supervisors duly assembled on this
20 ____ day of _____, 2013, hereby award the contract to Willis of Wisconsin for Health Plan Consulting
21 Services for 2013 in the amount of \$42,525 annually with an additional \$0.41 pharmacy benefit per member per
22 month, with the contract continuing until such time by agreement as terminated by one or both of the parties.

Respectfully Submitted,

FINANCE COMMITTEE

Mary Mawhinney, Chair

Sandra Kraft, Vice Chair

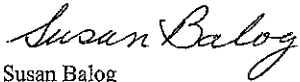
Mary Beaver

Brent Fox

J. Russell Podzilni

FISCAL NOTE:

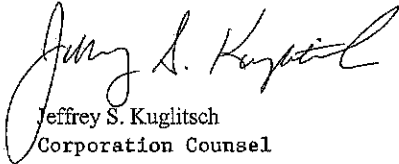
Sufficient funds are available in the Health Insurance Trust Funds for this contract.



Susan Balog
Sr Accountant/Assistant to Finance Director

LEGAL NOTE:

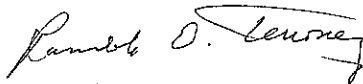
The County Board is authorized to take this action, pursuant to Secs 59.01, 59.51 and 59.52(11), Wis. Stats.



Jeffrey S. Kuglitsch
Corporation Counsel

ADMINISTRATIVE NOTE:

Recommended.



Randolph D. Terronez
Assistant to County Administrator