

FINANCE COMMITTEE
Minutes – April 17, 2014

Call to Order. Chair Mawhinney called the meeting of the Finance Committee to order at 7:30 A.M. on Thursday, April 17, 2014, in Conference Room N-1 Rock County Courthouse East.

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

Committee Members Excused: Supervisor Fox.

Staff Members Present. Sherry Oja, Finance Director; Craig Knutson, County Administrator; Randy Terronez, Assistant to County Administrator; Mickey Crittenden, IT Director; Ben Coopman, Public Works Director; Joyce Lubben, Council on Aging Director; Vicki Brown, County Treasurer.

Others Present: None.

Approval of Agenda. Chair Mawhinney said there were transfers for the Finance Department. Supervisor Podzilni moved approval of the agenda with these additions, second by Supervisor Beaver. ADOPTED.

Citizen Participation, Communications and Announcements. None.

Approval of Minutes - April 3, 2014. Supervisor Beaver moved approval of the minutes of April 3, 2014 as presented, second by Supervisor Podzilni. ADOPTED.

Transfers and Appropriations.

Sheriff's Office

FROM

<u>Account #</u>	<u>Amount</u>
21-2140-2013-61210	\$ 3,900
Overtime Wages – HIDTA13	

TO

<u>Account #</u>	<u>Amount</u>
21-2140-2013-63908	\$ 3,900
Investigative Funds – HIDTA13	

Information Technology

FROM

<u>Account #</u>	<u>Amount</u>
07-1430-0000-61100	7,800
Regular Wages	
07-1430-0000-61400	600
FICA	
07-1430-0000-61510	500
Retirement	
07-1430-0000-61610	4,300
Health Insurance	

TO

<u>Account #</u>	<u>Amount</u>
07-1430-0000-64701	13,200
Software Purchase	

Finance

FROM

Account # **Amount**
19-1923-0000-64904 \$24,291

Salary Reserve

19-1923-0000-64904 420,523
Salary Reserve

19-1923-0000-64904 55,186
Salary Reserve

32-9000-9940-61710 21,364
Contingency Fund

19-1922-0000-64904 45,508
Contingency Fund

TO

Account # **Amount**
01-1320-0000-61100 \$ 6,537

County Admin - Salaries

10-1720-0000-61100 1,500

Real Property - Salaries

14-1410-0000-61610 2,100

County Clerk – Health Ins

17-1710-0000-61100 18,700

Register of Deeds - Salaries

21-2100-0000-61100 399,990

Sheriff - Salaries

21-2500-0000-61100 2,962

Emergency Management - Salaries

23-2400-0000-61210 17,250

911 Overtime

38-3800-0000-61100 321

Veteran's Services Salaries

36-3636-0000-68205 624

Allocated Juvenile Justice

36-3664-0000-61210 53,594

YSC - Overtime

36-3700-0000-68208 968

Allocated Outpatient Services

19-1910-0000-65103 1,735

P&L Insurance

19-1910-0000-665103 2,637

Bonds of County Employees

19-1912-0000-61710 15,465

Worker's Compensation

64-6900-0000-62100 1,527

Board of Adjustment

36-3666-0000-68323 44,281

LTS – CIP II Allocations

36-3668-0000-64604 1,227

LTS – COP Program Expense

Supervisor Kraft moved approval of the above Transfers and Appropriations for the Finance Committee, second by Supervisor Podzilni. ADOPTED.

Bills and Encumbrances

County Board	\$ 116.19
Finance Director	400.00
Information Technology	6,916.55
IT – Cross Charges	783.88
Elections	11,932.01

Supervisor Beaver moved approval of the above Bills and Encumbrances for the Finance Committee, second by Supervisor Kraft. ADOPTED.

Bills Over \$10,000

Bandt Communications Inc	\$	11,650.00
Illingworth Kilgust Mechanical		45,278.00
Illinois Office Supply		11,932.01
Wisconsin River Rail Transit		28,000.00

Supervisor Podzilni moved approval of the above Bills Over \$10,000 for the Finance Committee, second by Supervisor Beaver. ADOPTED.

Encumbrances Over \$10,000.

Staples Advantage	\$	150,000.00
-------------------	----	------------

Supervisor Kraft moved approval of the above Encumbrances Over \$10,000 for the Finance Committee, second by Supervisor Beaver. ADOPTED.

Pre-Approved Encumbrance Amendments.

Finance

JP Morgan Chase	\$	264.00
Office Pro		100.00

Supervisor Beaver moved approval of the above Pre-Approved Encumbrance amendments for DD Board and Finance, second by Supervisor Podzilni. ADOPTED.

Approval of Bills for Other Departments. None.

Resolutions.

2013 Supplemental Appropriations and Budgetary Transfers

“NOW, THEREFORE, BE IT RESOLVED that the Rock County Board of Supervisors duly assembled this _____ day of _____, 2014 does hereby amend the 2013 Budget as follows:

...”

Supervisor Beaver moved approval of the above resolution, second by Supervisor Kraft. ADOPTED.

Committee Approval.

2013 Budget Amendment – Winter Maintenance

“NOW, THEREFORE, BE IT RESOLVED, by the Rock County Board of Supervisors duly assembled this _____ day of _____, 2014, that the 2013 Department of

Public Works' budget is hereby amended to increase Department funding for winter maintenance as shown below.

...”

Supervisor Kraft moved approval of the above Committee Approval, second by Supervisor Beaver. ADOPTED

Accepting High Intensity Drug Trafficking Area (HIDTA) Grant and Amending the Sheriff's Budget

“NOW, THEREFORE, BE IT RESOLVED by the Rock County Board of Supervisors duly assembled this _____ day of _____, 2014 to approve and authorize the acceptance of \$59,000 of HIDTA grant funds and to authorize the Sheriff to sign the award documents; and,

BE IT FURTHER RESOLVED, that the 2014 Sheriff's budget be amended as follows:

...”

Supervisor Beaver moved approval of the above Committee Approval, second by Supervisor Podzilni. ADOPTED.

Accepting Hazardous Materials Emergency Preparedness (HMEP) Sub-Grant and Amending the Sheriff's Budget

“NOW, THEREFORE, BE IT RESOLVED by the Rock County Board of Supervisors duly assembled this _____ day of _____, 2014 to approve and authorize the acceptance of \$11,400 of HMEP grant funds and to authorize the Sheriff to sign the award documents; and,

BE IT FURTHER RESOLVED, that the 2014 Sheriff's budget be amended as follows:

...”

Supervisor Podzilni moved approval of the above Committee Approval, second by Supervisor Kraft. ADOPTED.

Amending the Council on Aging Budget for LightenUp! Project

“NOW, THEREFORE, BE IT RESOLVED that the Rock County Board of Supervisors duly assembled this _____ day of _____, 2014 does amend the Council on Aging budget as follows:

...”

Supervisor Kraft moved approval of the above Committee Approval, second by Supervisor Beaver. ADOPTED.

Report on Cash Balances and Investments. Ms. Oja updated the Committee on cash balances and investments as of March 31, 2014.

Ms. Brown informed the Committee that there may be someone from PMA at the next meeting.

Adjournment. Supervisor Beaver moved adjournment at 8:00 A.M., second by Supervisor Podzilni. ADOPTED.

Respectfully submitted,

Marilyn Bondehagen
Confidential Administrative Assistant

NOT OFFICIAL UNTIL APPROVED BY COMMITTEE.