

**FINANCE COMMITTEE**  
**Minutes – August 20, 2015**

**Call to Order.** Chair Mawhinney called the meeting of the Finance Committee to order at 7:30 A.M. on Thursday, August 20, 2015, in Conference Room N-1, Rock County Courthouse East.

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

**Committee Members Excused:** None.

**Staff Members Present.** Sherry Oja, Finance Director; Josh Smith, County Administrator; Randy Terronez and Nick Osborne, Assistants to County Administrator; Jeff Kuglitsch, Corporation Counsel; Mickey Crittenden, Information Technology Director; Vicki Brown, Treasurer; Joyce Lubben, Council on Aging Director; Sue Prostko, Nursing Home Administrator; Diane Michaelis, Finance Office Manager, Sheriff's Office; Jodi Millis, Purchasing Manager.

**Others Present:** None.

**Approval of Agenda.** Chair Mawhinney said there are two Pre-approved Encumbrance Amendments to add as item 5.D.3). Supervisor Podzilni moved approval of the agenda with these additions, second by Supervisor Fox. ADOPTED.

**Citizen Participation, Communications and Announcements.** Supervisor Beaver thanked supervisors and staff for their thoughts, prayers and generosity.

**Approval of Minutes – August 6, 2015.** Supervisor Kraft moved approval of the minutes of August 6, 2015 as presented, second by Supervisor Podzilni. ADOPTED.

**Transfers and Appropriations.**

**Council on Aging**

**FROM**

| <u>Account #</u>      | <u>Amount</u> |
|-----------------------|---------------|
| 30-3905-0000-63501    | \$20,000      |
| Gasoline & Other Fuel |               |
| 30-3905-0000-67105    | 30,000        |
| Motor Vehicles        |               |

**TO**

| <u>Account #</u>                | <u>Amount</u> |
|---------------------------------|---------------|
| 30-3905-0000-62410              | \$50,000      |
| Repair & Maintenance – Vehicles |               |

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

**Bills and Encumbrances**

|                              |    |          |
|------------------------------|----|----------|
| ISF Self Insurance           | \$ | 7,744.00 |
| Information Technology       |    | 730.95   |
| IT Cross Charges             |    | 2,583.91 |
| County Clerk                 |    | 215.00   |
| Employee Wellness Activities |    | 293.44   |

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

**Bills Over \$10,000**

|                             |              |
|-----------------------------|--------------|
| Opportunities Inc.          | \$ 13,899.06 |
| JC Heating and Cooling Inc. | 11,617.70    |

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

**Encumbrances Over \$10,000.** None.

**Pre-Approved Encumbrance Amendments.**

**Information Technology**

|                  |             |
|------------------|-------------|
| Charter Spectrum | \$ 4,320.00 |
|------------------|-------------|

**Council on Aging**

|                         |              |
|-------------------------|--------------|
| Fagan Truck and Trailer | \$ 30,000.00 |
|-------------------------|--------------|

**Sheriff's Office**

|  |          |
|--|----------|
| Wisconsin Department of Financial Institutions | \$ 60.00 |
| JP Morgan Chase Bank NA                        | 4,000.00 |

Supervisor Fox moved approval of the above Pre-Approved Encumbrance Amendment for the Finance Committee, second by Supervisor Podzilni. ADOPTED.

**Approval of Bills for Other Departments.**

**Education, Veterans and Aging Services**

|                                      |             |
|--------------------------------------|-------------|
| Title III-B                          | \$ 1,128.99 |
| Nutrition                            | 269.24      |
| Delivered Meals                      | 3,256.00    |
| Elderly & Handicapped Transportation | 406.25      |
| Title III-D                          | 9.98        |
| Title III-E Family Caregiver Support | 3,917.50    |
| Mobility Manager Grant               | 300.00      |
| Veterans Service                     | 1,231.00    |

Supervisor Fox moved approval of the above Bills and Encumbrances for Education, Veterans and Aging Services Committee, second by Supervisor Kraft. ADOPTED.

**General Services**

|                                  |             |
|----------------------------------|-------------|
| HCC Building Complex             | \$ 1,640.12 |
| General Services                 | 8,122.14    |
| Glen Oaks Facility Operations    | 322.42      |
| Youth Services Center            | 3,495.02    |
| Communications Center Operations | 897.07      |
| Diversion / ASC                  | 748.91      |

|                           |           |
|---------------------------|-----------|
| Jail Capital Improvements | 1,907.61  |
| Courthouse Facility       | 11,617.70 |
| Lightening Protection     | 171.00    |

Supervisor Podzilni moved approval of the above Bills and Encumbrances for General Services Committee, second by Supervisor Fox. ADOPTED.

**Public Safety & Justice**

|                                     |             |
|-------------------------------------|-------------|
| Sheriff                             | \$ 7,478.61 |
| Correctional Facility               | 1,820.98    |
| Emergency Management                | 187.67      |
| Local Emergency Planning Commission | 407.79      |
| Circuit Courts                      | 197.60      |
| 911 Project Operations              | 25.78       |
| District Attorney                   | 482.00      |
| Victim / Witness                    | 125.00      |
| Medical Examiner                    | 490.45      |
| Child Support                       | 1,311.00    |

Supervisor Beaver moved approval of the above Bills and Encumbrances for Public Safety and Justice Committee, second by Supervisor Podzilni. ADOPTED.

**Resolution.**

**Authorizing Purchase of Software for Rock Haven**

“NOW, THEREFORE, BE IT RESOLVED by the Rock County Board of Supervisors duly assembled this \_\_\_\_ day of \_\_\_\_\_, 2015 that a Purchase Order for the purchase of the selected system software, implementation, training, and first year maintenance be issued to American Data of Prairie Du Sac, WI in the amount of \$65,439.

BE IT FURTHER RESOLVED that payment be made to the vendor according to the terms of the agreement and upon approval of the Finance Committee.”

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

**Committee Approvals.**

**Request for Authorization to Purchase an HP DesignJet T1500 ePrinter for Land Records**

Supervisor Fox moved approval to purchase a HP DesignJet T1500 ePrinter at a cost of \$7,719.45, per State contract, second by Supervisor Beaver. ADOPTED.

**Confirm Opening Bid Prices of the Foreclosed Tax Lien Properties.** Prices were set contingent upon the County taking possession in September.

Supervisor Fox moved to set the price of tax ID #25700100501 and #25713800505 at \$1,000 each, second by Supervisor Podzilni. ADOPTED.

Supervisor Kraft moved approval to set opening bid prices on foreclosed properties, second by Supervisor Podzilni. ADOPTED.

**Report on Cash Balances and Investments.** Ms. Oja updated the Committee on cash balances and investments as of July 31, 2015.

**Adjournment.** Supervisor Fox moved adjournment at 8:06 A.M., second by Supervisor Beaver. ADOPTED.

Respectfully submitted,

Marilyn Bondehagen  
Confidential Administrative Assistant

**NOT OFFICIAL UNTIL APPROVED BY COMMITTEE.**