

**FINANCE COMMITTEE
Minutes –April 21, 2016**

Call to Order. Chair Mawhinney called the meeting of the Finance Committee to order at 7:30 A.M. on Thursday, April 21, 2016, in Conference Room N-1, Courthouse East.

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

Committee Members Excused: Supervisor Fox.

Staff Members Present. Sherry Oja, Finance Director; Josh Smith, County Administrator (at 7:34); Nick Osborne, Assistant to the County Administrator; Jeff Kuglitsch, Corporation Counsel; Diana Arneson, Information Technology, Assistant to Information Technology Director; and Diane Michaelis, Sheriff’s Office, Finance Office Manager.

Others Present: Tom Beaver.

Approval of Agenda. Chair Mawhinney said there is one transfer for HR, four for Finance and one for Planning. Supervisor Podzilni moved approval of the agenda with these additions, second by Supervisor Kraft. ADOPTED.

Citizen Participation, Communications and Announcements. None.

Approval of Minutes – April 7, 2016. Supervisor Kraft moved approval of the minutes of April 7, 2016 as presented, second by Supervisor Podzilni. ADOPTED.

Transfers and Appropriations.

Human Resources

<u>FROM</u>		<u>TO</u>	
<u>Account #</u>	<u>Amount</u>	<u>Account #</u>	<u>Amount</u>
08-1420-0000-63107 Public and Legal Notices	\$23,000	08-1420-0000-64215 Recruiting	\$ 23,000

Finance

<u>FROM</u>		<u>TO</u>	
<u>Account #</u>	<u>Amount</u>	<u>Account #</u>	<u>Amount</u>
19-1923-0000-64904 Salary Reserve	\$326,708	01-1320-0000-61100 County Admin – Wages	\$ 3,681
		10-1720-0000-61100 Real Property – Wages	\$ 2,566
		21-2100-0000-61210 Sheriff-Overtime Wages	\$160,603
		21-2200-0000-61210 Jail-Overtime Wages	\$159,858

<u>Finance</u>		<u>TO</u>	
<u>FROM</u>		<u>Account #</u>	<u>Amount</u>
<u>Account #</u>	<u>Amount</u>		
19-1923-0000-64904	\$173,292	23-2400-0000-61210	\$ 163,158
Salary Reserve		911-Overtime Wages	
		24-1611-0000-61610	\$ 5,674
		Def Pros – Health Ins	
		24-1612-0000-61100	\$ 2,220
		Victim/Witness-Wages	
		38-3800-0000-61610	\$ 2,240
		Veteran’s Services-Health Ins	

<u>Finance</u>		<u>TO</u>	
<u>FROM</u>		<u>Account #</u>	<u>Amount</u>
<u>Account #</u>	<u>Amount</u>		
19-1922-0000-64904	\$88,728	19-1912-0000-61710	\$ 7,802
Contingency Fund		Worker’s Comp	
		19-1990-0000-64904	\$ 55,750
		Refund of PY Revenues	
		19-1991-0000-64904	\$ 3,770
		Add’l Exp from Prior Years	
		22-1200-0000-62503	\$ 21,406
		Courts-Interpreter Fees	

<u>Finance</u>		<u>TO</u>	
<u>FROM</u>		<u>Account #</u>	<u>Amount</u>
<u>Account #</u>	<u>Amount</u>		
19-1922-0000-64904	\$ 965	56-5625-0000-63400	\$ 775
Contingency Fund		Farm Operating Supplies	
		36-3605-0000-62119	\$ 190
		IM Consortium-Contracted Serv	

<u>Planning</u>		<u>TO</u>	
<u>FROM</u>		<u>Account #</u>	<u>Amount</u>
<u>Account #</u>	<u>Amount</u>		
64-6400-0000-61610	\$52,934	64-6451-0000-64904	\$ 501
Planning-Health Ins		Address Signs	
		64-6460-0000-68000	\$ 32,797
		Housing Grant Clearing Acct	

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

Bills and Encumbrances

Agency Funds	\$ 44.24
Information Technology	753.06
IT Cross Charges	38,908.17
County Clerk	10.87
Elections	27,147.77
ROD Redaction Project	2,417.50

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

Bills Over \$10,000 None.

Encumbrances Over \$10,000 None.

Pre-Approved Encumbrance Amendments None.

Approval of Bills for Other Departments

Education, Veterans and Aging Services

Senior Citizen Program	\$ 149.50
Title III-B Program	621.00
Nutrition Program	663.02
Delivered Meals	1,154.56
Elderly & Handicapped Transportation	1,047.49
Title III-D Program	1,308.50
Title III-E Fam Caregiver Support Program	3,616.70
Alzheimer's Support Program	13,461.13
Veterans Service Program	318.00

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

Resolutions.

2015 Supplemental Appropriations and Budgetary Transfers

“NOW, THEREFORE, BE IT RESOLVED, that the Rock County Board of Supervisors duly assembled this ___ day of _____ 2016 does hereby amend the 2015 Budget as follows:

.....”

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

To Terminate Coverage with the Local Government Insurance Fund and to Obtain Property Insurance Coverage from the Municipal Property Insurance Company (MPIC)

“NOW, THEREFORE, BE IT RESOLVED, by the Rock County Board of Supervisors in session this 28th day of April, 2016, that pursuant to section 605.21(3), Wis. Stats., that Rock County elects to withdraw from the Local Government Property Insurance Fund, effective 12:01 a.m. May 27, 2016; and

BE IT FURTHER RESOLVED, that a certified notice of this resolution be sent to the Officer of the Commissioner of Insurance and the appropriate forms be completed; and

BE IT FURTHER RESOLVED, that Rock County elects to become part of the Municipal Property Insurance Company (MPIC) effective May 27, 2016.”

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

Authorizing Purchase of Health Department Polycom Teleconferencing Units

“NOW, THEREFORE, BE IT RESOLVED that the Rock County Board of Supervisors duly assembled this ___ day of _____ 2016 that a Purchase Order for 2 Polycom CX5100 Conferencing Stations with 3 year Polycom Partner Premier extended service agreements and 1 Polycom Extension Microphone Kit be issued to CDW-G in Vernon Hills, IL in the amount of \$12,856.57.”

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

Authorizing Purchase of IP Phones from 2016 Budget

“NOW, THEREFORE, BE IT RESOLVED that the Rock County Board of Supervisors duly assembled this ___ day of _____, 2016 that a Purchase Order for 165 Mitel IP phone devices with associated licensing and audio codes be issued to Enterprise Systems Group of Little Chute, WI in the amount of \$41,770.10.”

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

Committee Approvals.

Authorizing Acceptance of 2016 Highway Safety Project Grants

“NOW, THEREFORE, BE IT RESOLVED, that the Rock County Board of Supervisors duly assembled this ___ day of _____, 2016 that the Rock

County Sheriff is authorized to accept funds under the Highway Safety Project Grants; and,

BE IT FURTHER RESOLVED, that the 2016 budget be amended as follows:

...”

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

Accepting Accessible Early Literacy: Apps and Websites Supporting Early Learning and Building Community in Rock County Grant and Amending the 2016 Arrowhead Library System Budget

“NOW, THEREFORE, BE IT RESOLVED by the Rock County Board of Supervisors duly assembled this ____ day of _____, 2016 amends the Arrowhead Library System’s budget as follows:

...”

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

Accepting ALS Mobile Makerspace Grant and Amending the 2016 Arrowhead Library System Budget

“NOW, THEREFORE, BE IT RESOLVED that the Rock County Board of Supervisors duly assembled this ____ day of _____, 2016 hereby amends the Arrowhead Library System’s budget as follows:

...”

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

Accepting ALS Technology Projects 2016 Grant and Amending the 2016 Arrowhead Library System Budget

“NOW, THEREFORE, BE IT RESOLVED that the Rock County Board of Supervisors duly assembled this ____ day of _____, 2016 hereby amends the Arrowhead Library System’s budget as follows:

...”

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

Report on Cash Balances and Investments. Ms. Oja handed out copies and updated the Committee on cash balances and investments as of March 31, 2016 and County Sales Tax Receipts through March 31, 2016.

Ms. Oja reported that Investment RFP's will go out July 1 with a return date of end of August.

Adjournment. Supervisor Kraft moved adjournment at 8:37 A.M., second by Supervisor Podzilni. ADOPTED.

Respectfully submitted,

Tracey VanZandt
Human Resources Secretary

NOT OFFICIAL UNTIL APPROVED BY COMMITTEE.