

Agriculture & Education Committee
UW-Extension
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UW
Extension
University of Wisconsin-Extension

<http://rock.uwex.edu>

Agriculture & Extension Education Committee
Wednesday, July 12, 2017, 7 pm
Rock County Courthouse
Courthouse Conference Center
51 S. Main Street, Janesville, WI 53545

1. Call to Order
2. Adoption of Agenda
3. Approval of minutes from June 19, 2017
4. Citizen Participation, Communication and Announcements
5. Discussion and Possible Action re: UWEX staffing options and budget
6. Farm Report: Nick Baker, Agriculture Educator
7. Fair Board Report
8. Fairgrounds Maintenance and Contracts
9. Discussion and Possible Action re: Developing a Behavior Policy for Fairground Users
10. Action on Resolution re: retirement of Donna Duerst
11. Action re: UW-EXT: Transfer of funds to Seasonal Wages for summer interns
Fairgrounds: Transfer of funds from Capital to RM
12. Review of Payments
13. Update from Department: nEXT Generation updates; county budget update;
introduction of Chrissy Wen, Area Extension Director; efficiencies of office relocation
14. Comments from the Committee
15. Adjourn

**Rock County Fairgrounds
2017 Rental Contracts
List to go to A/E
7/12/17 Meeting**

8/18 & 8/19/17 Birthday Party – \$900 – Craig Center & Grounds –
Teresa Soto Galvan

6/15 & 6/16/18 Birthday Party – \$900 – Craig Center & Grounds –
Teresa Soto Galvan

RESOLUTION NO. _____

AGENDA NO. _____

**RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS**

Angela Flickinger
INITIATED BY



Angela Flickinger
DRAFTED BY

A&E Committee
SUBMITTED BY

June 26, 2017
DATE DRAFTED

RECOGNIZING DONNA DUERST

- 1 **WHEREAS**, Donna Duerst has served the citizens of Rock County for twenty-seven (27)
- 2 years; and,
- 3
- 4 **WHEREAS**, Donna Duerst began her career on September 17, 1990, with the University of
- 5 Wisconsin - Rock County, as a 4-H Youth Development Educator in the UW-Extension-Rock
- 6 County Office. She has been an ongoing 4-H Youth Development Educator for the past
- 7 twenty-seven (27) years, handling new and ongoing 4-H Youth Development programming, 4-
- 8 H club program development and youth/adult volunteer development. Ms. Duerst also was
- 9 Co-Department Head for the last three (3) years. Ms. Duerst will be retiring from UW-
- 10 Extension - Rock County on August 3, 2017; and,
- 11
- 12 **WHEREAS**, Donna Duerst has proven herself to be a compassionate, caring, and committed
- 13 employee, always advocating for the 4-H program participants; and,
- 14
- 15 **WHEREAS**, the Rock County Board of Supervisors, representing the citizens of Rock
- 16 County, wishes to recognize Donna Duerst for her significant contributions to Rock County
- 17 UW-Extension Department and the 4-H Program and her long and faithful service.
- 18
- 19 **NOW, THEREFORE, BE IT RESOLVED** that the Rock County Board of Supervisors,
- 20 duly assembled this _____ day of _____, 2017, does hereby recognize Donna
- 21 Duerst for her twenty-seven (27) years of service and extend best wishes to her in her future
- 22 endeavors.

Respectfully Submitted,

ROCK COUNTY AGRICULTURE & EDUCATION COMMITTEE

Richard Bostwick, Chair

Wes Davis, Vice Chair

Alan Sweeney

Brenton Driscoll

Kara Hawes

COUNTY BOARD STAFF COMMITTEE

J. Russell Podzilni, Chair

Sandra Kraft, Vice Chair

Eva Arnold

Henry Brill

Betty Jo Bussie

Mary Mawhinney

Louis Peer

Alan Sweeney

Terry Thomas

Rock County Transfer Request - Over \$5,000

TO: FINANCE DIRECTOR Date June 28, 2-17 Transfer No. 17-36
 Requested By UW-Extension Department Angela Flickinger Department Head

FROM:	AMOUNT	TO:	AMOUNT
Account #: 56-5600-0000-62119 Description: Other Contracted Services Current Balance: \$91,735	12,000	Account #: 56-5600-0000-61108 Description: Seasonal Wages	12,000
Account #: Description: Current Balance:		Account #: Description:	
Account #: Description: Current Balance:		Account #: Description:	
Account #: Description: Current Balance:		Account #: Description:	

REASON FUNDS ARE AVAILABLE FOR TRANSFER - BE SPECIFIC

Horticulture Educator left employment December 2016, 4-H Youth Development Agent will be retiring 8/3/2017; therefore there are sufficient funds to transfer.

REASON TRANSFER IS NECESSARY - BE SPECIFIC

Funds will be used to hire interns and seasonal workers to assist with work until permanent staff are hired.

FISCAL NOTE:

Sufficient funds available for transfer
S. Balog 6/28/17

ADMINISTRATIVE NOTE:

Recommended
Angela Flickinger 6/28/17

REQUIRED APPROVAL

DATE

COMMITTEE CHAIR

- Governing Committee _____
- Finance Committee _____

Rock County Transfer Request - Over \$5,000

TO: FINANCE DIRECTOR Date June 29, 2017

Transfer No. 17-38

Requested By UW-Extension - Fairgrounds

Angela Flickinger

Department

Department Head

FROM:	AMOUNT	TO:	AMOUNT
Account #: 56-5610-0000-67200 Description: Capital Current Balance: \$32,288.90	27,823	Account #: 56-5610-0000-63500 Description: R & M Supplies	27,823
Account #: Description: Current Balance:		Account #: Description:	
Account #: Description: Current Balance:		Account #: Description:	
Account #: Description: Current Balance:		Account #: Description:	

REASON FUNDS ARE AVAILABLE FOR TRANSFER - BE SPECIFIC

After discussion with Administration, different capital expenses originally planned for in the 2017 Budget are being re-prioritized.

REASON TRANSFER IS NECESSARY - BE SPECIFIC

Continual upkeep and maintenance of Fairgrounds buildings and grounds have exceeded the original RM Budget. There are still repairs that need to be done: garage door opener replacement, paint purchases, cement repair among issues that are still being planned.

FISCAL NOTE:

Sufficient funds are available for transfer
S. Balog 6/29/17

ADMINISTRATIVE NOTE:

Recommended
[Signature] 6/30/17

REQUIRED APPROVAL

DATE

COMMITTEE CHAIR

Governing Committee _____

Finance Committee _____

COMMITTEE REVIEW REPORT
FOR THE MONTH OF JUNE 2017

Account Number	Account Name	PO#	Check Date	Vendor Name	Inv/Enc Amt
56-5600-0000-63100	OFC SUPP & EXP				
		P1700089	06/15/2017	JP MORGAN CHASE BANK NA	80.05
56-5600-0000-63300	TRAVEL				
			06/08/2017	DUERST,DONNA	123.13
			06/08/2017	FLICKINGER,ANGELA	401.95
			06/08/2017	REBOUT,MEGAN	104.56
			06/22/2017	BAKER,NICK	283.55
56-5600-0000-64200	TRAINING EXP				
			06/22/2017	BAKER,NICK	15.00
		P1700089	06/15/2017	JP MORGAN CHASE BANK NA	234.50
				U.W.EXTENSION PROG TOTAL	1,242.74
56-5605-0000-44100	FEEES				
		P1701790	06/29/2017	BJOIN INC	774.16
56-5605-0000-64604	PROGRAM EXPENSE				
		P1700086	06/08/2017	CORNELL COOPERATIVE EXTENSION	2,400.00
		P1700087	06/08/2017	MENARDS	945.63
		P1700089	06/15/2017	JP MORGAN CHASE BANK NA	53.23
		P1701248	06/22/2017	UNIVERSITY OF WISCONSIN SOIL A	322.00
		P1701331	06/22/2017	MMPR	151.00
				UW-EXTENSION EDUCATION PROG TOTAL	4,646.02
56-5610-0000-62400	R & M SERV				
		P1700083	06/08/2017	BUTTERFLY RIDGE LLC	7,300.00
56-5610-0000-63500	R&M SUPPLIES				
		P1700081	06/22/2017	BROWN OIL CO INC	1,163.10
		P1700082	06/22/2017	HARRIS ACE HARDWARE LLP	50.94
		P1700087	06/22/2017	MENARDS	143.91
		P1701054	06/08/2017	WASTE MANAGEMENT WI-MN	107.49
		P1701362	06/22/2017	SHERWIN WILLIAMS	1,571.23
		P1701738	06/22/2017	B AND M ELECTRIC INC	515.32
		P1701747	06/22/2017	B AND M ELECTRIC INC	2,512.75
		P1701773	06/22/2017	DVORAK LANDSCAPE SUPPLY LLC	373.87
		P1701866	06/29/2017	LP TREE SERVICE	637.50
		P1701885	06/29/2017	GNC CONCRETE LLC	5,000.00
56-5610-0000-67200	CAPITAL IMPROV				
		P1701487	06/08/2017	ALLEN CUSTOM FLATWORK INC	4,910.00
		P1701577	06/22/2017	LYCON INC	4,772.65
		P1701702	06/08/2017	FIRST CHOICE LOCK AND SECURITY	3,474.92
				FAIRGROUNDS PROG TOTAL	32,533.68
56-5625-0000-63400	OPERATING SUPPLI				
			06/22/2017	BAKER,NICK	57.02
		P1700084	06/08/2017	JOHNSON TRACTOR INC	28.52
		P1700085	06/08/2017	MID STATE EQUIPMENT JANESVILLE	23.51
		P1700087	06/08/2017	MENARDS	54.56
		P1700088	06/22/2017	DELONG CO INC,THE	320.04

COMMITTEE REVIEW REPORT
FOR THE MONTH OF JUNE 2017

Account Number	Account Name	PO#	Check Date	Vendor Name	Inv/Enc Amt
		P1701785	06/08/2017	QUICK FUEL	38.52
FARM-GENERAL FUND PROG TOTAL					522.17

I have reviewed the preceding payments in the total \$38,944.61

Date: _____ Dept _____

Committee _____