

COUNTY BOARD STAFF COMMITTEE
Minutes – April 12, 2016

Call to Order. Chair Podzilni called the meeting of the County Board Staff Committee to order at 4:00 P.M. in Conference Room N1 on the fifth floor of the Rock County Courthouse-East.

Committee Members Present: Supervisors Podzilni, Kraft, Brill, Bussie, Sweeney, Thomas, Arnold, and Peer at 4:04 P.M.

Committee Members Absent: Supervisor Mawhinney.

Staff Members Present: Josh Smith, County Administrator; Randy Terronez and Nick Osborne, Assistants to the County Administrator; Jeff Kuglitsch, Corporation Counsel; Jodi Timmerman, Deputy Corporation Counsel; Annette Mikula, Human Resources Director; Sherry Oja, Finance Director; and Ron Burdick, Airport Director.

Others Present: None.

Approval of Agenda. Supervisor Arnold moved approval of the agenda as presented, second by Supervisor Thomas. ADOPTED.

Citizen Participation, Communications and Announcements. Supervisor Brill wanted to confirm the bid process as he has an upset citizen on the Kubota bid. Mr. Kuglitsch said the committee accepts the lowest responsible bid. The committee can choose to reject all bids and start over if they feel they have not received the lowest responsible bid.

Approval of Minutes – March 22, 2016. Supervisor Peer moved approval of the minutes of March 22, 2016, second by Supervisor Brill. ADOPTED.

Bills/Encumbrances

| | |
|----------------------|-------------|
| County Board | \$ 1,753.33 |
| County Administrator | 690.00 |
| Corporation Counsel | 885.60 |
| Human Resources | 234.00 |

Supervisor Kraft moved approval of the above Bills and Encumbrances for the County Board Staff Committee, second by Supervisor Bussie. ADOPTED.

Transfers.

Human Resources

FROM

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

TO

| <u>Account#</u> | <u>Amount</u> |
|------------------------|----------------------|
| 08-1420-0000-64215 | \$23,000 |
| Recruiting | |

Supervisor Peer moved approval of the above Transfers for the County Board Staff Committee, second by Supervisor Arnold. ADOPTED.

Pre-Approved Encumbrances. None.

Resolutions.

Recognizing Gregory Addie

“NOW, THEREFORE, BE IT RESOLVED, that the Rock County Board of Supervisors duly assembled this ___ day of _____, 2016 does hereby recognize Gregory Addie for his service and extends best wishes in his future endeavors.”

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

Recognizing Thomas J. Brien

“NOW, THEREFORE, BE IT RESOLVED, that the Rock County Board of Supervisors duly assembled this _____ day of _____, 2016 does hereby recognize Thomas J. Brien for his service and extends best wishes in his future endeavors.”

Supervisor Thomas moved approval of the above resolution, second by Supervisor Brill. ADOPTED.

Recognizing William “Billy Bob” Grahn

“NOW, THEREFORE, BE IT RESOLVED, that the Rock County Board of Supervisors duly assembled this _____ day of _____, 2016 does hereby recognize William “Billy Bob” Grahn for his service and extends best wishes in his future endeavors.”

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

Recognizing Ed Nash

“**NOW, THEREFORE, BE IT RESOLVED**, that the Rock County Board of Supervisors duly assembled this _____ day of _____, 2016 does hereby recognize Ed Nash for his service and extends best wishes in his future endeavors.”

Supervisor Peer moved approval of the above resolution, second by Supervisor Sweeney. ADOPTED.

Recognizing Larry Wiedenfeld

“**NOW, THEREFORE, BE IT RESOLVED**, that the Rock County Board of Supervisors duly assembled this _____ day of _____, 2016 does hereby recognize posthumously Larry Wiedenfeld for his service.”

Supervisor Thomas moved approval of the above resolution, second by Supervisor Brill. ADOPTED.

Recognizing Debra Lawton

“**NOW, THEREFORE, BE IT RESOLVED**, that the Rock County Board of Supervisors at its regular meeting this _____ day of _____, 2016 that a sincere expression of recognition be given to Debra Lawton for her twenty-six years of service and best wishes for the future; and,

BE IT FURTHER RESOLVED, that the County Clerk be authorized and directed to furnish a copy of this resolution to Debra Lawton.”

Supervisor Bussie moved approval of the above resolution, second by Supervisor Arnold. ADOPTED.

Stand Against Racism Day April 28, 2016

“**NOW, THEREFORE, BE IT RESOLVED**, that the Rock County Board of Supervisors duly assembled this _____ day of _____, 2016 that the day of April 28, 2016 be designated as Stand Against Racism Day in Rock County.

BE IT FURTHER RESOLVED by the County of Rock to call upon all Rock County citizens to support, celebrate diversity and promote racial justice.”

Mr. Terronez reported that this is a National Event and there are several locations in Rock County where people can participate, one being on the Rock County Courthouse steps at 12 noon on April 28th.

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

Requesting the State Legislature to Take Steps to enact a Constitutional Amendment Regarding Unfunded Mandates

“NOW, THEREFORE, BE IT RESOLVED, that the Rock County Board of Supervisors in session this _____ day of _____, 2015 that they encourage the Wisconsin State Legislature to take steps to adopt a constitutional amendment to restrict the power of the legislature to mandate requirements upon local governments.

BE IT FURTHER RESOLVED THAT a provision similar to the following be proposed as a state constitutional amendment:

No bill enacted by the legislature on or after January 1, 2016, requiring a local government to establish, expand or modify a duty or activity that requires the expenditure of revenue by the local government shall be effective until and unless the legislature appropriates or otherwise provides for the payment or reimbursement, from a source other than the revenue of the local government, for the costs incurred for the biennium by the local government in complying with this requirement.

BE IT FURTHER RESOLVED THAT for the purposes of this constitutional amendment, local government would include county, city, town, village, technical college or school districts.

BE IT FURTHER RESOLVED THAT a copy of this resolution be sent to all Rock County state legislators, the Governor of the State of Wisconsin, and the Wisconsin Counties Association.”

Supervisor Brill moved approval of the above resolution, second by Supervisor Sweeney.

This resolution was drafted on 6/24/15. Why is it being brought to County Board Staff Committee now? The purpose was to wait for the deadline of the WCA convention. Supervisor Richard initiated the resolution and the committee would like more information from him on the background of this resolution.

Supervisor Sweeney moved to table this resolution until Supervisor Richard can attend a County Board Staff Committee meeting to answer questions and to also clean up some dates on the resolution, second by Supervisor Bussie. ADOPTED.

Review and Approval for Water Main Easement at the Southern Wisconsin Regional Airport. Supervisor Bussie moved to approve the water main easement at the Southern Wisconsin Regional Airport, second by Supervisor Arnold.

The City of Janesville is looking to extend water service to Blackhawk Technical College. The proposed easement is on the east side of Highway 51 and will not interfere with Airport property. There will be no exchange of money. There will be no expense to the County. Mr. Peer requested the definition of an easement. Mr. Kuglitsch said it is when someone is requesting permission to come across your property. Supervisor Kraft asked if granting this easement would preclude any future expansion at the airport. Mr. Burdick said the land that is being proposed for the easement can never be built on anyway.

ADOPTED.

Consideration of Proposed Rule Changes. There are eleven (11) proposed Rules of Procedure changes for the Rock County Board of Supervisors.

1) Rule III-A, Supervisor Sweeney moved approval of this proposed rule change, second by Supervisor Thomas. ADOPTED.

2) Rule III-B, Supervisor Kraft moved approval of this proposed rule change, second by Supervisor Peer. Ms. Oja explained the proposed financial changes. She has been concerned for quite some time about how the County's bills are paid. It takes an average of five weeks to pay a bill or longer if it's over \$10,000. This can cause a hardship for small local vendors. Ms. Oja did a survey of other Wisconsin counties' bill paying procedures and passed the findings around to the committee. Ms. Oja is proposing that bills are paid as they are received and then once a month a review report would be submitted to the corresponding committee. In addition, all Supervisors would receive a list of payments over \$10,000 in their packets once a month. She is also proposing that once per quarter a budget to actual report be provided to the appropriate committee as well. Supervisor Thomas asked if there is enough checks and balances in place with the proposed change. Ms. Oja said there would still be appropriate approvals in the process. The auditors are looking to see that the Department Head has signed off and that the internal Accounting process has been followed when bills are paid. Supervisor Bussie asked Ms. Oja how she felt about the proposed changes. Ms. Oja trusts the system and said it can be beneficial to the County as well. We can begin to request early payment discounts which has never been an option in the past. Supervisor Kraft asked how the review process would work at the committee meeting since there is no signature or motion needed on the bills. Ms. Oja said that if there is a question on a bill that has been paid then it would be up to the Department Head to answer the question. If needed, a stop payment could be requested in extreme circumstances. ADOPTED.

3) Rule III-D, Supervisor Thomas moved approval of this proposed rule change, second by Supervisor Bussie. ADOPTED.

4) Rule IV-I, Supervisor Sweeney moved approval of this proposed rule change, second by Supervisor Arnold. ADOPTED.

5) Rule V-A, Supervisor Sweeney moved approval of this proposed rule change, second by Supervisor Kraft.

Supervisor Sweeney moved to amend the transfer amounts from \$2,000 to \$5,000 and from \$5,000 to \$10,000 and the amount in the last line from \$2,000 to \$5,000, second by Supervisor Arnold. ADOPTED.

ADOPTED.

6) Rule V-G(3), Supervisor Kraft moved approval of this proposed rule change, second by Supervisor Peer. ADOPTED.

7) Rule V-G(5)(a), Supervisor Sweeney moved approval of this proposed rule change, second by Supervisor Kraft.

Supervisor Sweeney moved to amend the transfer amount from \$5,000 to \$10,000, second by Supervisor Brill. ADOPTED.

ADOPTED.

8) Rule V-G(8), Supervisor Thomas moved approval of this proposed rule change, second by Supervisor Kraft. ADOPTED.

9) Rule V-H(2), Supervisor Thomas moved approval of this proposed rule change, second by Supervisor Peer. ADOPTED.

10) Rule V-L(2), Supervisor Sweeney moved approval of this proposed rule change, second by Supervisor Thomas. ADOPTED.

11) Rule VII(A), Supervisor Kraft moved approval of this proposed rule change, second by Supervisor Arnold. ADOPTED.

These proposed rule changes will go to the County Board Reorganizational Meeting on April 19th.

Adjournment. Supervisor Arnold moved adjournment at 5:00 P.M., second by Supervisor Brill. ADOPTED.

Respectfully submitted,

Tracey VanZandt
HR Secretary

NOT OFFICIAL UNTIL APPROVED BY COMMITTEE.