

FINANCE COMMITTEE

June 7, 2012

Call to Order. Chair Mawhinney called the meeting of the Finance Committee to order at 7:30 A.M. on Thursday, June 7, 2012, 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; Craig Knutson, County Administrator; Nick Osborne, Assistant to County Administrator; Jodi Millis, Purchasing Manager; Diana Arneson, Assistant to the Information Technology Director; Vicki Brown, Treasurer; Lori Stottler, County Clerk; Diane Michaels, Finance Office Manager, Sheriff's Office; Tom Sweeney, Land Conservationist.

Others Present: None.

Approval of Agenda. Supervisor Podzilni moved approval of the agenda as presented, second by Supervisor Beaver. ADOPTED.

Citizen Participation, Communications and Announcements. Mr. Knutson asked the Committee for a day to have the first pre-budget meeting. The Committee agreed on June 29, 2012 at 8:00 A.M.

Ms. Brown handed out copies of foreclosure notice that went to the Janesville Gazette. She said a notice was placed in the Beloit Daily News directing people to the County's website for the information.

Ms. Brown handed out copies of the WCTA Conference agenda she is hosting June 13-15, 2012.

Committee Review and Approval of Per Meeting Allowances. Supervisor Podzilni moved approval of per meeting allowances in the amount of \$12,536.56, second by Supervisor Kraft. ADOPTED.

Approval of Minutes – May 17, 2012. Supervisor Fox moved approval of the minutes of May 17, 2012 as presented, second by Supervisor Beaver. ADOPTED.

Transfers and Appropriations.

Public Health

FROM

Account #

Amount

TO

Account #

Amount

31-3000-0000-61100	\$25,833	31-3000-0000-64000	\$20,000
Regular Wages		Medical Supplies	
		31-3000-0000-67171	5,833
		Capital Assets	\$1,000 +

Bills and Encumbrances

Finance Director	\$	335.33
County Clerk		472.00
Elections		17,882.40
Employee Related		29.74
Information Technology		27,174.44
Stray Dog		100.00

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

Bills Over \$10,000.

CESA 2	\$	17,527.19
Edgewave		12,450.00
General Communications Inc.		20,429.07
Illinois Office Supplies		15,576.78
WI Dept of Transportation CPF-Airport		25,000.00
WI Dept of Transportation CPF-Airport		292,000.00

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

Encumbrances Over \$10,000.

Rhyme Business Products	\$	51,088.00
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Supervisor Fox moved approval of the above Encumbrances Over \$10,000 for the Finance Committee, second by Supervisor Beaver. ADOPTED.

Pre-Approved Encumbrance Amendments.

Sheriff's Office

BP Products of North America	\$	1,000.00
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Supervisor Kraft moved approval of the above Pre-Approved Encumbrances for the Sheriff's Office, second by Supervisor Beaver. ADOPTED.

General Services

CG Schmidt		14,481.21
CG Schmidt		26,048.34

Supervisor Fox moved approval of the above Pre-Approved Encumbrances for General Services, second by Supervisor Beaver. ADOPTED.

Approval of Bills for Other Departments.

Public Safety & Justice

Sheriff	\$ 14,113.69
RECAP Operations	15,842.07
Correctional Facility	5,845.03
Circuit Courts	4,422.14
Mediation/Family Court Services	260.00
911 Project Operations	622.30
District Attorney	6,179.00
Deferred Prosecution/Domestic Violence	50.00
Emergency Management	40.00
Child Support	130.00
2011 -2012	84.44
Sheriff's Vehicles	1,661.52

Supervisor Beaver moved approval of the above Bills for Other Departments, second by Supervisor Fox. ADOPTED.

Review of Resolutions.

Accepting Contribution from Kiwanis Noon Club of Beloit and Amending the 2012 Rock County Health Department Budget

“NOW, THEREFORE, BE IT RESOLVED, that the Rock County Board of Supervisors duly assembled this ____ day of _____, 2012 does hereby authorize the Rock County Health Department to accept this grant from the Kiwanis Noon Club of Beloit in the amount of \$300, and amend the 2012 Rock County Health Department Budget as follows:

...”

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

Amending 2012 Land Conservation Department Budget to Offset Costs Associated with County Campus Site Restoration

“NOW, THEREFORE, BE IT RESOLVED that the Rock County Board of Supervisors duly assembled this ____ day of _____, 2012, amends the Land Conservation Department's budget as follows:

...”

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

Purchasing Procedural Endorsements.

Authorizing Purchase of Fully Electric Hospital Beds and Accessories for Rock Haven

“NOW, THEREFORE, BE IT RESOLVED, that the Rock County Board of Supervisors duly assembled on this _____ day of _____, 2012 does hereby recommend that a Purchase Order be issued to Gulf South of Jacksonville, Florida. for the purchase of 90 fully electric hospital beds, 40 one/half rail attachments, 1 battery back and 10 trapeze attachments plus assembly costs per bed at a total cost of \$111,917.10.”

Supervisor Fox moved Purchasing Procedural Endorsement of the above resolution, second by Supervisor Beaver. ADOPTED.

Authorizing Purchase of Shower Chairs, 3-Bag Laundry and 1-Bag Trash Hampers for Rock Haven

“NOW, THEREFORE, BE IT RESOLVED, that the Rock County Board of Supervisors duly assembled this _____ day of _____, 2012 does hereby recommend that a Purchase Order be issued to Professional Medical of Lenox, Illinois for a total of \$23,546.58.”

Supervisor Beaver moved Purchasing Procedural Endorsement of the above resolution, second by Supervisor Fox. ADOPTED.

Authorization to Purchase Swing Arm Wall-Mount Lamps for Rock Haven

Supervisor Fox moved Purchasing Procedural Endorsement for the purchase of swing arm wall-mount lamps for Rock Haven, second by Supervisor Kraft. ADOPTED.

Update on the May/June Election Costs – Lori Stottler. Ms. Stottler said she is estimating that she will be about \$40,000 over budget when all is done for the year. She added that the cost for all of Rock County for the May election was about \$176,000.

Options for Transferring Money to United Way – Lori Stottler. Ms. Stottler said she and Mr. Osborne have met with the United Way and was asked if it would be possible to have the cash converted to a check for them to pick up. Ms. Stottler asked if it was possible to have a checking account for the County Clerk’s Office for things like the United Way and passport fees. Ms. Oja said she is not in favor of opening separate checking accounts. Ms. Oja suggested having a separate balance sheet account for the United Way, which would cost a bit for employee time.

Supervisor Podzilni suggested having this as an action item on the next agenda.

Mr. Knutson asked Ms. Oja to look into this and also to look into having the Treasurer's Office deposit the cash and write a check.

Adjournment. Supervisor Fox moved adjournment at 8:23 A.M., second by Supervisor Beaver. ADOPTED.

Respectfully submitted,

Marilyn Bondehagen
Confidential Administrative Assistant

NOT OFFICIAL UNTIL APPROVED BY COMMITTEE.