

FINANCE COMMITTEE
Minutes –April 3, 2014

Call to Order. Chair Mawhinney called the meeting of the Finance Committee to order at 7:30 A.M. on Thursday, April 3, 2014, in Conference Room N-1 Rock County Courthouse East.

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

Committee Members Excused: Supervisor Beaver.

Staff Members Present. Sherry Oja, Finance Director; Craig Knutson, County Administrator; Nick Osborne, Assistant to County Administrator; Mickey Crittenden Information Technology Director; Vicki Brown, County Treasurer; Rob Leu, General Services Director.

Others Present: Dave Witthohn, Cutwater Asset Management.

Approval of Agenda. Supervisor Fox moved approval of the agenda, second by Supervisor Podzilni. ADOPTED.

Citizen Participation, Communications and Announcements. Chair Mawhinney asked everyone to keep Supervisor Beaver in their thoughts today.

Mr. Knutson asked the Committee to start thinking about pre-budget meetings.

Approval of Minutes - March 20, 2014. Supervisor Podzilni moved approval of the minutes of March 20, 2014 as presented, second by Supervisor Kraft. ADOPTED.

Report by Cutwater Asset Management. Mr. Witthohn said interest rates are still low, but are expected to rise in about 1 ½ to 2 years. Therefore, we need to shorten up the length of our portfolio so that we have funds to invest when rates start to go up. It may mean a little lower return for a while, but it will be a smarter move overall. He said inflation is just over 1% and he would like to see it closer to 2%. Inflation helps move the economy forward. He said if the inflation rate doesn't increase soon it will take the economy longer to grow. He said our bank ratings list looks good and expressed caution on two of the banks. He suggested watching the bank ratings trend each quarter.

Ms. Brown asked Mr. Witthohn his thoughts about putting deposit funds in an Insured Cash Sweep (ICS) account and asked what his position is on this. Mr. Witthohn said he feels it is okay as they are similar to CDARS (certificates of deposit), they are FDIC insured and would diversify our assets. He suggested starting out with 10%-15% of our cash to begin with and that it is a reasonable investment pool. He suggested testing out the ease of use before putting too much in. Ms. Brown asked about PMA. Mr. Witthohn said they have a good reputation.

Committee Review and Approval of Per Meeting Allowances. Supervisor Podzilni moved approval of per meeting allowances in the amount of \$11,005.36, second by Supervisor Kraft.

Transfers and Appropriations. None.

Bills and Encumbrances

Information Technology	\$ 13,805.40
IT Capital Projects	95,104.36
IT-Cross Charges	63,800.56

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

Bills Over \$10,000

Netech Corp.	\$ 71,413.70
Secured Living	10,500.00
Turning Point Systems Group	10,137.00

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

Encumbrances Over \$10,000.

Orion Family Services	\$ 216,294.33
Sanofi Pasteur	42,682.09

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

Pre-Approved Encumbrance Amendments. None.

Approval of Bills for Other Departments.

General Services

Postage Meter	\$ 377.72
General Services	32,791.78
Glen Oaks	328.03
Youth Services Center	772.25
Communications Center Operations	298.53
Diversion/ASC	30.44
Jail Capital Improvements	7,382.79
HCC Building Complex	1,706.75

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

Committee Endorsement.

Amending the 2014 Land Conservation Department Budget Gypsy Moth Suppression

“NOW, THEREFORE, BE IT RESOLVED, that the Rock County Board of Supervisors assembled this ____ day of _____, 2014 does hereby approve the Gypsy Moth Suppression Grant and amends the 2014 Land Conservation budget as follows:

...

BE IT FURTHER RESOLVED, that the Rock County Board of Supervisors approves the Land Conservation Committee to enter into an agreement with the DNR for the aforementioned project and approves all expenditures associated with the projects implementation.”

Supervisor Kraft moved Finance Committee Endorsement of the above resolution, second by Supervisor Fox. ADOPTED

Authorizing Acceptance of Cops and Kids Foundation Grant

“NOW, THEREFORE, BE IT RESOLVED by the Rock County Board of Supervisors assembled this ____ day of _____, 2014 that the Rock County Sheriff is authorized to accept funds from the Cops and Kids Foundation; and,

BE IT FURTHER RESOLVED, that the 2014 budget be amended as follows:

...”

Supervisor Fox moved Finance Committee Endorsement of the above resolution, second by Supervisor Podzilni. ADOPTED.

Amending the 2014 Rock County Health Department Budget to Increase the Environmental Health Technician Position from 0.4 FTE to 0.6 FTE

“NOW, THEREFORE, BE IT RESOLVED, by the Rock County Board of Supervisors duly assembled on this ____ day of _____, 2014 does hereby authorize the Rock County Health Department to increase the Environmental Health Technician’s work hours from 0.4 FTE to 0.6 FTE, from April 14, 2014 through October 31, 2014, and to amend the 2014 Rock County Health Department Budget as follows:

...”

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

Amending the 2014 Human Services Department Budget to Accept In-Home Safety Services Initiative Grant Funds

“NOW, THEREFORE, BE IT RESOLVED by the Rock County Board of Supervisors duly assembled this ____ day of _____, 2014, does hereby authorized the acceptance of the In-Home Safety Services Initiative grant; and,

BE IT FURTHER RESOLVED, that the Human Services Department budget for 2014 be amended as follows:

...”

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

Amending the 2014 Human Services Department Budget to Accept Funding for Post Reunification Support Program

“NOW, THEREFORE, BE IT RESOLVED by the Rock County Board of Supervisors duly assembled this _____ day of _____, 2014, does hereby authorize the acceptance of Post Reunification Support Program funds; and,

BE IT FURTHER RESOLVED, that the Human Services Department budget for 2014 be amended as follows:

...”

Supervisor Fox moved Finance Committee Endorsement of the above resolution, second by Supervisor Kraft. ADOPTED.

Adjournment. Supervisor Fox moved adjournment at 8:02 A.M., second by Supervisor Podzilni. ADOPTED.

Respectfully submitted,

Marilyn Bondehagen
Confidential Administrative Assistant

NOT OFFICIAL UNTIL APPROVED BY COMMITTEE.