

FINANCE COMMITTEE
Minutes –July 3, 2014

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

Committee Members Present. Supervisors Mawhinney (7:38 A.M.), Kraft, Beaver and Podzilni.

Committee Members Excused: Supervisor Fox.

Staff Members Present. Sherry Oja, Finance Director; Craig Knutson, County Administrator; Jeff Kuglitsch, Corporation Counsel; Nick Osborne, Assistant to the County Administrator; Mickey Crittenden Information Technology Director; Sara Mooren, Human Services - Administrative Services Division Manager; Tom Sweeney, Land Conservationist; Al Dransfield, Senior Buyer.

Others Present: None.

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

Citizen Participation, Communications and Announcements. Ms. Oja read the e-mail from Rock County Treasurer, Vicki Brown, informing the Committee that the last day to redeem taxes is August 7 so the number of foreclosures may change after the August 5 tour.

Ms. Oja handed out copies of the County Sales Tax Receipts through June 2014.

Mr. Knutson let the Committee know there will be a Finance meeting on July 10 at 5:30 P.M. in the Jury Deliberation Room, a joint meeting with County Board Staff Committee on July 11 at 8 A.M. for a pre-budget meeting on Human Services Department, and a joint pre-budget meeting on July 18 for the financial overview and Public Health Department.

Committee Review and Approval of Per Meeting Allowances. Supervisor Beaver moved approval of per meeting allowances in the amount of \$14,276.13, second by Supervisor Podzilni. ADOPTED.

Approval of Minutes – June 12, 2014 and June 19, 2014. Supervisor Beaver moved approval of the minutes of June 12, 2014 and June 19, 2014 as presented, second by Supervisor Podzilni. ADOPTED.

Chair Mawhinney arrived at 7:38 A.M.

Transfers and Appropriations.

Public Health

FROM

Account #

Amount

TO

Account #

Amount

31-3000-0000-61610	\$ 3,000	31-3000-0000-63100	\$ 3,000
Health Insurance		Office Supplies	

Public Works

FROM

<u>Account #</u>	<u>Amount</u>
41-4300-4321-63505	\$125,000
Tires & Batteries	

TO

<u>Account #</u>	<u>Amount</u>
41-4300-4321-63605	\$125,000
Road Striping	

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

Bills and Encumbrances

Finance Director	\$ 68.25
Information Technology	136,517.45
IT Capital Projects	355,149.29
IT Cross Charges	21,861.09

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

Bills Over \$10,000

Community Care Programs Inc.	\$ 13,485.00
CDW Government Inc.	13,794.00
CDW Government Inc.	10,250.00
Sungard BI Tech Inc.	26,714.00

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

Encumbrances Over \$10,000.

Rock Communities Youth Network	\$ 19,791.00
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Supervisor Beaver moved approval of the above Encumbrances Over \$10,000 for the Finance Committee, second by Supervisor Podzilni. ADOPTED.

Pre-Approved Encumbrance Amendments.

DD Board

Secured Living, LLC	\$ 207,943.00
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Information Technology

JP Morgan Chase Bank	\$ 3,000.00
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Supervisor Podzilni moved approval of the above Pre-Approved Encumbrance Amendments for DD Board and Information Technology second by Supervisor Kraft. ADOPTED.

Approval of Bills for Other Departments.

County Board Staff

Corporation Counsel	\$ 4,055.00
Human Resources	2,015.28
Risk Management	376.30

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

Committee Approvals.

Accepting FoodShare Bonus Funds and Amending the 2014 Budget

“NOW, THEREFORE, BE IT RESOLVED that the Rock County Board of Supervisors duly assembled this ____ day of _____, 2014 does hereby accept FoodShare bonus funds and amends the 2014 Human Services Budget as follows:

...”

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

Amending the 2014 HSD Budget to Accept CLTS Funds and Creating 2.0 FTE Social Worker Positions

“NOW, THEREFORE, BE IT RESOLVED by the Rock County Board of Supervisors assembled this ____ day of _____, 2014, does hereby approve the creation of 2.0 FTE Social Worker positions for the CLTS Program; and,

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

...”

Supervisor Podzilni moved Finance Committee Endorsement of the above resolution contingent on County Board Staff approval, second by Supervisor Kraft. ADOPTED

Amending 2014 Land Conservation Department Budget to Offset Costs Associated with the Purchase of Agricultural Conservation Easement Program

“NOW, THEREFORE, BE IT RESOLVED, that the Rock County Board of Supervisors duly assembled this ____ day of _____, 2014, amends the Land Conservation Department’s budget as follows:

...”

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

Discussion / Possible Action on Change to Responsible Bidder Determination. Mr. Kuglitsch said Mr. Leu suggested a bidding requirement be changed to include that if a bidder wished to be considered for a contract, in this case the Jail roof, they will have had at least one project of at least 50% of size, or value of project being bid on. He added that Dane County and the State of Wisconsin have similar provisions they use on some of their larger projects. He said his concern was that Rock County has not done this before. He asked the Committee if they wished to do this on a case by case determination.

Supervisor Podzilni moved to have a requirement for the bidder to have completed at least one project of at least 50% of size, or value of project being bid, second by Supervisor Kraft.

Discussion on having a bid bond and the issues of collection mid-project.

Ms. Oja and Mr. Knutson asked if was to go to both Committees for approval on a case by case basis. Mr. Knutson added that this should not delay the project.

Supervisor Podzilni amended his motion to include the new requirement should go to both Committees and be approved on a case by case basis, second by Supervisor Kraft.

Chair Mawhinney said as long as this will not exclude local bidders from the process.

ADOPTED.

Adjournment. Supervisor Beaver moved adjournment at 8:04 A.M., second by Supervisor Podzilni. ADOPTED.

Respectfully submitted,

Marilyn Bondehagen
Confidential Administrative Assistant

NOT OFFICIAL UNTIL APPROVED BY COMMITTEE.