



**FINANCE COMMITTEE
THURSDAY, SEPTEMBER 3, 2015 - 7:30 A.M.
CONFERENCE ROOM N-1 – FIFTH FLOOR
ROCK COUNTY COURTHOUSE-EAST**

AGENDA

1. Call to Order and Approval of Agenda
2. Citizen Participation, Communications and Announcements
3. Approval of Minutes – August 19, 2015, August 20, 2015, and August 3, 2015 Joint Meeting with Count Board Staff Committee
4. Committee Review and Approval of Per Meeting Allowances
5. Transfers and Appropriations
6.
 - A. Bills
 - B. Bills Over \$10,000
 - C. Encumbrances Over \$10,000
 - D. Pre-Approved Encumbrance Amendments
 - 1) Rock Haven
 - E. Approval of Bills for Other Departments
7. Resolution
 - A. Recognizing Allan Dransfield for Service to Rock County
8. Adjournment

COMMITTEE APPROVAL REPORT

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
05-1500-0000-68010	EXP.ALLOCATIONS				
ENC		R1503164	08/17/2015	COMMERCE BANK COMMERCIAL ACC	300.00
ENC		R1503174	08/18/2015	COMMERCE BANK COMMERCIAL ACC	300.00
ENC		R1503233	08/25/2015	COMMERCE BANK COMMERCIAL ACC	400.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	0.00	337.36	28,371.37	1,000.00	(29,708.73)
FINANCE DIRECTOR PROG TOTAL				1,000.00	

I have examined the preceding bills and encumbrances in the total amount of **\$1,000.00**

Claims covering the items are proper and have been previously funded. These items are to be treated as follows:

- A. Bills and encumbrances over \$10,000 referred to the Finance Committee and County Board.
- B. Bills under \$10,000 to be paid.
- C. Encumbrances under \$10,000 to be paid upon acceptance by the Department Head.

Date: **SEP 03 2015**

Dept Head _____

Committee Chair _____

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
07-1430-0000-63407	COMPUTER SUPPL	P1502745	08/04/2015	CDW GOVERNMENT INC	36.98
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	26,379.00	8,694.06	952.13	36.98	16,695.83
07-1430-0000-64701	SOFTWARE PURCH	P1501233	07/31/2015	HIGHLINE CORPORATION	4,750.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	67,035.00	1,168.06	2,489.72	4,750.00	58,627.22
INFORMATION TECHNOLOGY PROG TOTAL				4,786.98	
07-1438-0000-67130	TERMINALS/PC'S	P1502593	07/31/2015	SPILLMAN TECHNOLOGIES INC	3,620.52
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	15,410.00	8,778.95	0.00	3,620.52	3,010.53
LAW RECORDS PROG TOTAL				3,620.52	
07-1444-0000-62119	OTHER SERVICES	P1402053	07/31/2015	CDW GOVERNMENT INC	700.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	0.00	9,493.75	12,602.11	700.00	(22,795.86)
IT CAPITAL PROJECTS PROG TOTAL				700.00	
07-1450-0000-63407	COMPUTER SUPPL	P1502764	08/06/2015	CDW GOVERNMENT INC	112.59
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	630.00	0.00	0.00	112.59	517.41
07-1450-0000-64701	SOFTWARE PURCH	P1502548	07/23/2015	OCEAN SYSTEMS	1,549.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	446,668.00	154,770.75	198,366.26	1,549.00	91,981.99
07-1450-0000-67143	IT CROSS CHARGES				
ENC		R1503229	08/25/2015	AMAZON.COM	69.90
		P1502593	07/31/2015	SPILLMAN TECHNOLOGIES INC	804.48
		P1502700	07/30/2015	CDW GOVERNMENT INC	112.59
		P1502782	08/10/2015	CDW GOVERNMENT INC	1,404.24
		P1502803	08/06/2015	TEAMINTEL	114.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	200,000.00	191,600.53	26,342.44	2,505.21	(20,448.18)

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
IT-CROSS CHARGES PROG TOTAL					4,166.80

I have examined the preceding bills and encumbrances in the total amount of **\$13,274.30**

Claims covering the items are proper and have been previously funded. These items are to be treated as follows:

- A. Bills and encumbrances over \$10,000 referred to the Finance Committee and County Board.
- B. Bills under \$10,000 to be paid.
- C. Encumbrances under \$10,000 to be paid upon acceptance by the Department Head.

Date: **SEP 03 2015**

Dept Head _____

Committee Chair _____

PURCHASE ORDER NUMBER P1500750

PEID 042336

PRE-APPROVED ENCUMBRANCE AMENDMENT FORM

This form must be used when adding funds to or changing an account number of a previously approved encumbrance. Please complete this form and e-mail to Susan Balog in Accounting (balog@co.rock.wi.us), Cheryl Mikrut in Accounting (mikrut@co.rock.wi.us) **and** Jodi Millis in Purchasing (jodi@co.rock.wi.us). Susan or Cheryl will forward on to your governing committee for approval. The Encumbrance and Purchase Order will be updated upon approval of all necessary committees and County Board (if amendment is over \$10,000).

DATE 7/29/2015

DEPARTMENT RH FOOD SERVICE

COMMITTEE HEALTH SERVICES

VENDOR NAME GORDON FOOD SERVICE

ACCOUNT NUMBER 32 8000 9100 64105

FUNDS DESCRIPTION CASH FOOD GROCERIES

AMOUNT OF INCREASE \$ 22,000

INCREASE FROM \$ 39,000 TO \$ 61,000

ACCOUNT BALANCE AVAILABLE \$ 26,882.33 SB 08/20/15

REASON FOR AMENDMENT INCREASE AVAILIABLE ACCOUT BALANCE TO
PAY INVOICES QUICKLY.

APPROVALS

GOVERNING COMMITTEE _____
Chair _____ Date _____

FINANCE COMMITTEE _____
(If over \$10,000) Chair _____ Date _____

COUNTY BOARD _____
(If over \$10,000) Resolution # _____ Adoption Date _____

RESOLUTION NO. _____

AGENDA NO. _____

**RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS**

Sherry Oja, Finance Director
INITIATED BY



Sherry Oja, Finance Director
DRAFTED BY

Finance Committee
SUBMITTED BY

August 24, 2015
DATE DRAFTED

Recognizing Allan Dransfield for Service to Rock County

1 **WHEREAS**, Allan Dransfield has served the citizens of Rock County for the past 28 years and 6
2 months as a dedicated and valued employee; and,
3
4 **WHEREAS**, Allan Dransfield began his career with Rock County as the Senior Buyer in the Purchasing
5 Unit on March 2, 1987; and,
6
7 **WHEREAS**, Allan Dransfield has worked diligently and faithfully in that position until his retirement
8 on September 11, 2015; and
9
10 **WHEREAS**, the Rock County Board of Supervisors, representing the citizens of Rock County, wishes
11 to recognize Allan Dransfield for his significant contributions to the County and to thank him for his
12 many years of faithful service.
13
14 **NOW, THEREFORE, BE IT RESOLVED** that the Rock County Board of Supervisors duly
15 assembled this ____ day of _____, 2015, does hereby recognize Allan Dransfield for his 28 years
16 and 6 months of service to the citizens of Rock County and extends its best wishes to him in his future
17 endeavors.
18
19 **BE IT FURTHER RESOLVED**, that the County Clerk be authorized and directed to furnish a copy of
20 this resolution to Allan Dransfield.

Respectfully submitted,

FINANCE COMMITTEE

COUNTY BOARD STAFF COMMITTEE

Mary Mawhinney, Chair

J. Russell Podzilni, Chair

Sandra Kraft, Vice Chair

Sandra Kraft, Vice Chair

Mary Beaver

Eva Arnold

Brent Fox

Henry Brill

J. Russell Podzilni

Betty Jo Bussie

Mary Mawhinney

Louis Peer

Alan Sweeney

Terry Thomas