

ROCK COUNTY, WISCONSIN

**AMENDED:
9/18/2018**



**FINANCE COMMITTEE
THURSDAY – SEPTEMBER 20, 2018 - 7:30 A.M.
CONFERENCE ROOM N-1 - FIFTH FLOOR
ROCK COUNTY COURTHOUSE-EAST**

AGENDA

1. Call to Order
2. Approval of Agenda
3. Citizen Participation, Communications and Announcements
4. Approval of Minutes – September 6, 2018
5. Transfers and Appropriations
6. Review of Payments
7. Review of Payments over \$10,000
8. Resolutions and Committee Endorsements
 - A. Amending the 2018 Council on Aging Budget to Adjust Title III, NSIP and Elderly & Handicapped Transportation Allocations
 - B. Authorization to Purchase Additional Watchguard Digital In-Car Video Cameras
 - C. Authorizing Purchase of New Desk Phones
 - D. Creating a 0.4 FTE Payroll Specialist in Financial Services**
9. Adjournment

The County of Rock will provide reasonable accommodations to people with disabilities. Please contact us at 608-757-5510 or e-mail countyadmin@co.rock.wi.us at least 48 hours prior to a public meeting to discuss any accommodations that may be necessary.

Rock County Transfer Request - Over \$5,000

TO: FINANCE DIRECTOR Date 09/11/18 Transfer No. 18-50
 Requested By Finance Department Sherry Oja Department Head

FROM:	AMOUNT	TO:	AMOUNT
Account #: 05-1500-0000-64200 Description: Training Expense Current Balance: \$14,321	\$5,011	Account #: 05-1500-0000-67171 Description: Capital Assets \$5000/More	\$5,011
Account #: Description: Current Balance:		Account #: Description:	
Account #: Description: Current Balance:		Account #: Description:	
Account #: Description: Current Balance:		Account #: Description:	

REASON FUNDS ARE AVAILABLE FOR TRANSFER - BE SPECIFIC

Staff did not attend the payroll Highline training that was budgeted in 2018.

REASON TRANSFER IS NECESSARY - BE SPECIFIC

Copier due for replacement in 2019. Purchase is being moved up to 2018 since funds are available.

FISCAL NOTE:

Sufficient funds available.

ADMINISTRATIVE NOTE:

Rec. *John Smith* 9/12/18

 COMMITTEE CHAIR

REQUIRED APPROVAL

Governing Committee _____
 Finance Committee _____

Distribution: **EMAIL** Sherry Oja and Susan Balog

COMMITTEE REVIEW REPORT
FOR THE MONTH OF AUGUST 2018

Account Number	Account Name	PO#	Check Date	Vendor Name	Inv/Enc Amt
00-0000-0001-17100	POSTAGE METER CH				
		P1800036	08/30/2018	UNITED MAILING SERVICES INC	506.96
00-0000-0001-22168	SHORT TERM DISAB				
		P1800340	08/16/2018	NATIONAL INSURANCE SERVICES OF	8,426.46
00-0000-0001-22159	LONG TERM DIS				
		P1800340	08/16/2018	NATIONAL INSURANCE SERVICES OF	6,971.93
GENERAL FUND PROG TOTAL					15,905.34

I have reviewed the preceding payments in the total amount of **\$15,905.34**

Date:

Dept Head _____

Committee Chair _____

COMMITTEE REVIEW REPORT
FOR THE MONTH OF AUGUST 2018

Account Number	Account Name	PO#	Check Date	Vendor Name	Inv/Enc Amt
05-1500-0000-63100	OFO SUPP & EXP	P1801788	08/16/2018	US BANK	1,079.80
05-1500-0000-63107	PUBL & LEGAL	P1800034	08/16/2018	BLISS COMMUNICATIONS INC	163.14
05-1500-0000-68010	EXP.ALLOCATIONS	P1800035	08/09/2018	FINANCE DEPARTMENT PURCHASING	18.29
		P1800334	08/09/2018	PACKAGE PRO EXPRESS DELIVERY I	3,545.82
		P1801788	08/16/2018	US BANK	18,101.90
FINANCIAL SERVICES PROG TOTAL					22,908.95
05-1560-0000-62400	R & M SERV	P1800165	08/02/2018	RHYME BUSINESS PRODUCTS	1,688.00
05-1560-0000-63104	PRNT & DUPLICATI	P1801788	08/16/2018	US BANK	2,925.60
05-1560-0000-63109	OTHER SUPP/EXP	P1801788	08/16/2018	US BANK	64.59
CENTRAL SERVICES PROG TOTAL					4,678.19

COMMITTEE REVIEW REPORT
FOR THE MONTH OF AUGUST 2018

<u>Account Number</u>	<u>Account Name</u>	<u>PO#</u>	<u>Check Date</u>	<u>Vendor Name</u>	<u>Inv/Enc Amt</u>
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I have reviewed the preceding payments in the total amount of \$27,587.14

Date:

Dept Head _____

Committee Chair _____

COMMITTEE REVIEW REPORT
FOR THE MONTH OF AUGUST 2018

Account Number	Account Name	PO#	Check Date	Vendor Name	Inv/Enc Amt
07-1430-0000-62119	OTHER SERVICES				
		P1800373	08/09/2018	CHARTER COMMUNICATIONS	1,409.83
		P1801603	08/09/2018	CORE BTS INC	1,072.50
		P1801823	08/16/2018	US BANK	400.00
		P1802130	08/16/2018	ENTERPRISE SYSTEMS GROUP	1,240.00
		P1802172	08/30/2018	AT AND T	285.40
		P1802173	08/30/2018	WISNET	982.00
		P1802201	08/30/2018	DWD	1,886.63
07-1430-0000-62400	R & M SERV				
		P1800381	08/09/2018	GENERAL HEATING AND AIR CONDIT	1,411.00
07-1430-0000-62421	COMPUTER EQUIP				
		P1801889	08/16/2018	US BANK	115.13
07-1430-0000-62491	SOFTWARE MAINT				
		P1800646	08/30/2018	ORACLE CORPORATION	1,888.97
		P1801812	08/30/2018	SMARSH INC	150.00
		P1801823	08/16/2018	US BANK	31.64
		P1802199	08/30/2018	STATSEEKER PTY LTD	3,250.00
		P1802200	08/30/2018	SUPERION LLC	1,139.30
07-1430-0000-63100	OFC SUPP & EXP				
		P1800387	08/09/2018	STAPLES BUSINESS ADVANTAGE	169.87
07-1430-0000-63407	COMPUTER SUPPL				
		P1800387	08/09/2018	STAPLES BUSINESS ADVANTAGE	200.34
07-1430-0000-64200	TRAINING EXP				
		P1801823	08/16/2018	US BANK	761.00
				INFORMATION TECHNOLOGY PROG TOTAL	16,393.61
07-1435-0000-62491	SOFTWARE MAINT				
		P1802171	08/30/2018	STUFF SOFTWARE INC	995.00
07-1435-0000-64200	TRAINING EXP				
		P1801823	08/16/2018	US BANK	1,126.60
				TELEPHONE OPERATIONS PROG TOTAL	2,121.60
07-1438-0000-63200	PUBL/SUBCR/DUES				
		P1802075	08/02/2018	OCONTO COUNTY SHERIFF DEPARTME	150.00
07-1438-0000-64200	TRAINING EXP				
		P1802076	08/02/2018	OCONTO COUNTY SHERIFF DEPARTME	150.00
		P1802092	08/09/2018	WISCONSIN DEPARTMENT OF JUSTIC	150.00
		P1802208	08/30/2018	WISCONSIN DEPARTMENT OF TRANSP	80.00
				LAW RECORDS PROG TOTAL	530.00
07-1440-0000-64701	SOFTWARE PURCH				
		P1702101	08/30/2018	SUPERION LLC	5,358.72
				GENERAL LEDGER UPGRADE PROG TOTAL	5,358.72
07-1444-0000-64701	SOFTWARE PURCH				
		P1801559	08/09/2018	HIGHLINE CORPORATION	600.00
				IT CAPITAL PROJECTS PROG TOTAL	600.00

COMMITTEE REVIEW REPORT
FOR THE MONTH OF AUGUST 2018

Account Number	Account Name	PO#	Check Date	Vendor Name	Inv/Enc Amt
07-1450-0000-62491	SOFTWARE MAINT	P1800682	08/30/2018	ORACLE CORPORATION	587.54
		P1802176	08/30/2018	NETSMART TECHNOLOGIES INC	769.54
		P1802202	08/30/2018	FASTER ASSET SOLUTIONS INC	8,956.55
07-1450-0000-67130	TERMINALS/PC'S	P1802049	08/09/2018	PARAGON DEVELOPMENT SYSTEMS IN	2,688.50
		07-1450-0000-67143	IT CROSS CHARGES		
		P1800638	08/02/2018	CDW GOVERNMENT INC	332.82
		P1801823	08/16/2018	US BANK	330.44
		P1801889	08/16/2018	US BANK	3,821.20
		P1802005	08/02/2018	PARAGON DEVELOPMENT SYSTEMS IN	1,136.00
		P1802088	08/30/2018	STATACORP LLC	2,295.00
		P1802154	08/30/2018	ENTERPRISE SYSTEMS GROUP	201.00
IT-CROSS CHARGES PROG TOTAL					21,118.59

I have reviewed the preceding payments in the total amount of **\$46,122.52**

Date:

Dept Head _____

Committee Chair _____

COMMITTEE REVIEW REPORT
FOR THE MONTH OF AUGUST 2018

Account Number	Account Name	PO#	Check Date	Vendor Name	Inv/Enc Amt
08-1420-0000-64200	TRAINING EXP		08/30/2018	EMPLOYEE BENEFITS CORPORATION	917.00
HUMAN RESOURCES PROG TOTAL					917.00

I have reviewed the preceding payments in the total amount of \$917.00

Date:

Dept Head _____

Committee Chair _____

COMMITTEE REVIEW REPORT
FOR THE MONTH OF AUGUST 2018

Account Number	Account Name	PO#	Check Date	Vendor Name	Inv/Enc Amt
14-1410-0000-44165	WORK PERMITS				
		P1800047	08/09/2018	EQUAL RIGHTS DIVISION	345.00
14-1410-0000-63100	OFC SUPP & EXP				
		P1800046	08/16/2018	STAPLES BUSINESS ADVANTAGE	124.07
COUNTY CLERK PROG TOTAL					469.07
14-1411-0000-62114	TAB/CANVASING				
		P1802206	08/30/2018	HOLTERMAN,LARRY	100.00
14-1411-0000-63100	OFC SUPP & EXP				
		P1800043	08/30/2018	OFFICE PRO INC	49.96
		P1800046	08/09/2018	ELECTION SYSTEMS AND SOFTWARE	560.00
14-1411-0000-63103	LEGAL FORMS				
		P1800041	08/02/2018	BEAR GRAPHICS INC	1,741.87
		P1800042	08/02/2018	ILLINOIS OFFICE SUPPLY	19,574.86
		P1800045	08/09/2018	STAPLES BUSINESS ADVANTAGE	48.80
ELECTIONS PROG TOTAL					22,073.38

I have reviewed the preceding payments in the total amount of **\$22,542.45**

Date:

Dept Head _____

Committee Chair _____

COMMITTEE REVIEW REPORT
FOR THE MONTH OF AUGUST 2018

Account Number	Account Name	PO#	Check Date	Vendor Name	Inv/Enc Amt
15-1540-0000-64200	TRAINING EXP				
		P1801507	08/09/2018	WISCONSIN COUNTY TREASURERS AS	125.00
15-1540-0000-64926	BANK SERV.CHGS.				
		P1800343	08/30/2018	BRINKS INC	499.05
COUNTY TREASURER PROG TOTAL					624.05

I have reviewed the preceding payments in the total amount of **\$624.05**

Date:

Dept Head _____

Committee Chair _____

COMMITTEE REVIEW REPORT
FOR THE MONTH OF AUGUST 2018

Account Number	Account Name	PO#	Check Date	Vendor Name	Inv/Enc Amt
17-1710-0000-63106	PLAT BOOKS	P1800328	08/16/2018	MAPPING SOLUTIONS	437.50
REGISTER OF DEEDS PROG TOTAL					437.50
17-1716-0000-62119	OTHER SERVICES	P1800326	08/16/2018	FIDLAR COMPANIES	2,175.00
ROD REDACTION PROJECT PROG TOTAL					2,175.00

I have reviewed the preceding payments in the total amount of \$2,612.50

Date:

Dept Head _____

Committee Chair _____

COMMITTEE REVIEW REPORT
FOR THE MONTH OF AUGUST 2018

Account Number	Account Name	PO#	Check Date	Vendor Name	Inv/Enc Amt
19-1910-0000-65103	PUBLIC LIABILITY	P1802124	08/09/2018	TRICOR INC	7,744.00
				PROPERTY & LIABILITY INSURANCE PROG TOTAL	7,744.00
19-1912-0000-61710	WORKERS COMP	P1800336	08/09/2018	WILLIS OF WISCONSIN INC	3,400.00
				WORKER'S COMPENSATION PROG TOTAL	3,400.00
19-1915-0000-82119	OTHER SERVICES		08/16/2018	PBA INC	22,343.45
19-1915-0000-82199	OTHER SERV	P1802035	08/02/2018	INTERNATIONAL SUBROGATION MANA	1,299.53
				HEALTH INSURANCE PROG TOTAL	23,642.98
19-1933-0000-84904	SUNDRY EXPENSE	P1801784	08/16/2018	US BANK	876.00
				EMPLOYEE WELLNESS ACTIVITIES PROG TOTAL	876.00

COMMITTEE REVIEW REPORT
FOR THE MONTH OF AUGUST 2018

<u>Account Number</u>	<u>Account Name</u>	<u>PO#</u>	<u>Check Date</u>	<u>Vendor Name</u>	<u>Inv/Enc Amt</u>
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I have reviewed the preceding payments in the total amount of **\$35,662.98**

Date:

Dept Head _____

Committee Chair _____

Rock County
REPORT OF PAYMENTS OVER \$10,000

09/07/2018

<u>PO Number</u>	<u>Department Name</u>	<u>Program Name</u>	<u>Vendor Name</u>	<u>Amount Paid</u>
	ALL OTHER GEN	HEALTH INSURANCE	PBA INC	22,343.45
P1702376	SHERIFF	EQUITABLY FUNDS	VERDE INC	50,395.00
P1800042	COUNTY CLERK	ELECTIONS	ILLINOIS OFFICE SUPPLY	19,420.45
P1800204	ROCK HAVEN	RH CONT SERV T18	GENESIS REHABILITATION SERVICE	52,712.18
P1800248	ROCK HAVEN	RH CONT SERV T18	THRIFTY WHITE PHARMACY	13,631.56
P1800251	ROCK HAVEN	SUPP SERV ADMIN	WISCONSIN DEPARTMENT OF HEALTH	21,760.00
P1800290	SR CIT PROG	E & H TRANSPORT	MANPOWER GROUP US INC	10,088.05
P1800340	NOT APPLICABLE	GENERAL FUND	NATIONAL INSURANCE SERVICES OF	15,398.39
P1800538	SHERIFF	CORR.FACILITY	ADVANCED CORRECTIONAL HEALTHCA	74,118.22
P1800541	SHERIFF	CORR.FACILITY	ARAMARK CORRECTIONAL SERVICES	45,428.65
P1800547	SHERIFF	CORR.FACILITY	BI INC	17,993.53
P1800666	FACILITIES	ECLIPSE CENTER	HENDRICKS COMMERCIAL PROPERTIE	11,424.57
P1800667	FACILITIES	HWY BUILDINGS/GR	PETERSON CLEANING INC	20,896.73
P1800845	FACILITIES	COURTHOUSE SECUR	POTTER LAWSON ARCHITECTS INC	91,953.23
P1800865	CORONER/ME	MEDICAL EXAMINER	DANE COUNTY MEDICAL EXAMINERS	224,219.27
P1800946	SR CIT PROG	DELIVERED MEALS	BEST EVENTS	44,639.60
P1801612	FACILITIES	HCC COMPLEX	CORPORATE CONTRACTORS INC	56,308.95
P1801788	FINANCE	FINANCE	US BANK	11,518.52
P1801943	FACILITIES	FACILITIES	ACCESS HARDWARE SUPPLY	18,317.78
P1802043	FACILITIES	JOB CENTER	GLEN FERN CONSTRUCTION LLC	14,207.80
P1802083	LAND CONSERV.	HH CLEAN SWEEP	VEOLIA ES TECHNICAL SOLUTIONS	17,254.35
P1802178	LAND CONSERV.	YAHARA WINS	WALTON FAMILY PROPERTIES	12,150.00
P1802179	LAND CONSERV.	YAHARA WINS	WALTON,ANDREW T OR JUDY L	31,725.00
P1802180	LAND CONSERV.	YAHARA WINS	MYHRE JR,JILL E AND WILLIAM L	30,375.00
P1802253	SR CIT PROG	E & H TRANSPORT	WISCONSIN DEPARTMENT OF TRANSP	12,943.60

Rock County
REPORT OF PAYMENTS OVER \$10,000

09/07/2018

CLAIMS IN THE AMOUNT OF \$941,223.88 HAVE BEEN PAID FOR THE MONTH OF SEPTEMBER 2018 .

PLEASE CONTACT THE FINANCE DIRECTOR WITH ANY QUESTIONS:

SHERRY OJA

608-757-5534

SHERRY.OJA@CO.ROCK.WI.US

RESOLUTION NO. _____

AGENDA NO. _____

**RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS**

Education, Veterans & Aging
Services Committee
INITIATED BY



Joyce Lubben
DRAFTED BY

Education, Veterans & Aging
Services Committee
SUBMITTED BY

September 6, 2018
DATE DRAFTED

**AMENDING THE 2018 COUNCIL ON AGING BUDGET TO ADJUST TITLE III, NSIP AND
ELDERLY & HANDICAPPED TRANSPORTATION ALLOCATIONS**

- 1 **WHEREAS**, the Council on Aging receives funds from the Greater Wisconsin Agency on Aging
- 2 Resources and the Wisconsin Department of Transportation that are estimated during the budget
- 3 preparation process; and,
- 4
- 5 **WHEREAS**, the most recent 2018 allocations have been received from the Greater Wisconsin Agency on
- 6 Aging Resources and the Department of Transportation.
- 7
- 8 **NOW, THEREFORE, BE IT RESOLVED** that the Rock County Board of Supervisors duly assembled
- 9 this _____ day of _____, 2018 does hereby amend the Adopted 2018 Rock County
- 10 Council on Aging budget as follows:

<u>Account/Description</u>	<u>Budget at 09/01/2018</u>	<u>Increase (Decrease)</u>	<u>Amended Budget</u>
<u>Title III-B (Supportive Services)</u>			
<u>Source of Funds</u>			
30-3901-0000-42100 Federal Aid	130,840	11,686	142,526
<u>Use of Funds</u>			
30-3901-0000-64203 Educational Materials	12,885	11,686	24,571
<u>Title III-C-1 (Nutrition Program)</u>			
<u>Source of Funds</u>			
30-3903-0000-42100 Federal Aid	269,896	(36,834)	233,062
30-3903-0000-42102 Nutrition Services Incentive Program	42,532	5,405	47,937
<u>Use of Funds</u>			
30-3903-0000-62105 Contracted Food Services	94,126	21,645	115,771
30-3903-0000-62612 Delivered Meals	53,074	(53,074)	-0-
<u>Title III-C-2 (Delivered Meals)</u>			
<u>Source of Funds</u>			
30-3904-0000-42100 Federal Aid	106,467	59,415	165,882
<u>Use of Funds</u>			
30-3904-0000-62105 Contracted Food Services	129,355	59,415	188,770

Amending the Council on Aging Budget to Adjust Title III, NSIP, and E&H Transportation Allocations.
Page 2

41	<u>Elderly & Handicapped Transportation</u>			
42	<u>Source of Funds</u>			
43	30-3905-0000-42200	407,467	11,233	418,700
44	State Aid			
45	<u>Use of Funds</u>			
46	30-3905-0000-62100	329,745	11,233	340,978
47	Contracted Personnel Services			
48				
49	<u>Title III-D (Preventive Health)</u>			
50	<u>Source of Funds</u>			
51	30-3908-0000-42100	7,846	1,744	9,590
52	Federal Aid			
53	<u>Use of Funds</u>			
54	30-3908-0000-62634	7,846	1,744	9,590
55	Prevention			
56				
57	<u>Title III-E (National Family Caregiver Support Program)</u>			
58	<u>Source of Funds</u>			
59	30-3915-0000-42100	62,756	10,940	73,696
60	Federal Aid			
61	<u>Use of Funds</u>			
62	30-3915-0000-64615	45,917	10,940	56,857
63	Client Related Costs			
64				
65	<u>Alzheimer's Family Caregiver Support Program</u>			
66	<u>Source of Funds</u>			
67	30-3920-0000-42200	69,236	(767)	68,469
68	State Aid			
69	<u>Use of Funds</u>			
70	30-3920-0000-64615	54,979	(767)	54,212
71	Client Related Costs			

Respectfully submitted,

EDUCATION, VETERANS AND AGING SERVICES
COMMITTEE

FINANCE COMMITTEE ENDORSEMENT

Rick Richard, Chair

Reviewed and approved on a vote of

Norvain Pleasant, Vice Chair

Mary Mawhinney, Chair

Tom Brien

Craig Gramke

Phillip Owens

Amending the Council on Aging Budget to Adjust Title III, NSIP, and E&H Transportation Allocations.

Page 3

FISCAL NOTE:

This resolution amends the Council on Aging's 2018 budget to match actual awards. The E&H has a match requirement of 20% (an additional \$2,246), which will come from the General Fund. No County matching funds are required for the other programs.

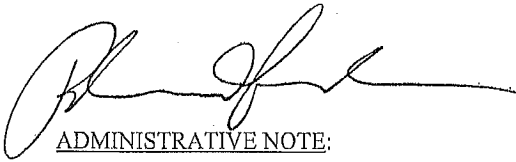


Sherry Oja
Finance Director

LEGAL NOTE:

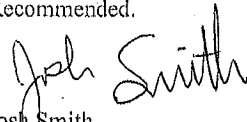
The County Board is authorized to accept grant funds pursuant to sec. 59.52(19), Wis. Stats. As an amendment to the adopted 2018 County Budget, this Resolution requires a 2/3 vote of the entire membership of the County Board pursuant to sec. 65.90(5)(a), Wis. Stats.

Richard Greenlee
Corporation Counsel



ADMINISTRATIVE NOTE:

Recommended.



Josh Smith
County Administrator

EXECUTIVE SUMMARY

Most of the programs administered by the Council on Aging are funded with federal Older Americans Act and National Service Incentive Program revenues. State 85.21 aid funds the Elderly and Handicapped Transportation Program. During the budget preparation process, the amount of funding is estimated. Actual amounts are not available until the contract is received from the Greater Wisconsin Agency on Aging Resources, the area agency on aging and from the Wisconsin Department of Transportation.

No county tax levy is required except for an additional \$2,247 in the Elderly and Handicapped Transportation budget to meet the required 20% match for s.85.21 funding.

RESOLUTION NO. _____

AGENDA NO. _____

**RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS**

Cpt. Curt Fell
INITIATED BY



Dara Mosley
DRAFTED BY

Public Safety & Justice Committee
SUBMITTED BY

September 10, 2018
DATE DRAFTED

**AUTHORIZATION TO PURCHASE ADDITIONAL
WATCHGUARD DIGITAL IN-CAR VIDEO CAMERAS**

- 1 **WHEREAS**, the Rock County Sheriff's Office has used a Digital In-Car Video Recording system for the
- 2 last eight (8) years; and
- 3
- 4 **WHEREAS**, the Rock County Sheriff's Office currently has eighteen (18) Digital In-Car Video Recording
- 5 Cameras that we have purchased from WatchGuard Video from 2014-2017; and,
- 6
- 7 **WHEREAS**, the Sheriff's Office would like to purchase five (5) more similar Digital In-Car Video
- 8 Recording Cameras, from WatchGuard Video.
- 9
- 10 **NOW, THEREFORE, BE IT RESOLVED** that the Rock County Board of Supervisors duly assembled
- 11 this _____ day of _____, 2018 authorize a Purchase Order be issued to WatchGuard Video of
- 12 Allen, TX in an amount not to exceed \$25,975.00 for the purchase of five (5) Digital In-Car Video
- 13 Recording Cameras.

Respectfully submitted,

FINANCE COMMITTEE

Mary Mawhinney, Chair

Mary Beaver, Vice Chair

Brent Fox

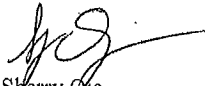
J. Russell Podzilni

Bob Yeomans

AUTHORIZING PURCHASE OF ADDITIONAL WATCHGUARD VIDEO CAMERAS
Page 2

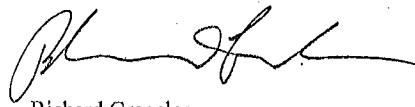
FISCAL NOTE:

Funding is available in the 2018 budget for the cost of this purchase.


Sherry Oja
Finance Director

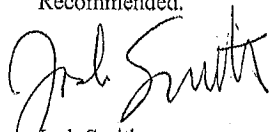
LEGAL NOTE:

The County Board is authorized to take this action pursuant to secs. 59.01 and 59.51, Wis. Stats. In addition, sec. 59.52(29), Wis. Stats requires the project to be let to the lowest responsible bidder. WatchGuard Video is the sole source provider of the Digital In-Car Video Recording Cameras.


Richard Greenlee
Corporation Counsel

ADMINISTRATIVE NOTE:

Recommended.


Josh Smith
County Administrator

Executive Summary

The Rock County Sheriff's Office, in an effort to make its Sheriff's Office and patrol deputies safer and more efficient, is purchasing five (5) additional Digital In-Car Video Cameras to go with their current system. This system would allow video footage to be recorded from deputies' squads while they are patrolling our highways. The footage recorded by this system will often times be used in a court of law as evidence. This evidence would then support the deputies' actions and the arrests that they make. Mobile Squad cameras have proven time and time again to be a very valuable piece of equipment for the Sheriff's Office and law enforcement agencies across the county. Currently, the Sheriff's Office has eighteen (18) of their patrol squad cars equipped with WatchGuard video cameras.

The WatchGuard Video Company employs the industry's largest engineering team and has invested about \$30 million specifically into the development of digital in-car video systems for Law Enforcement. WatchGuard is designed and manufactured in the U.S.A

The total cost for five (5) additional In-Car Video cameras is \$25,975. The funding will come from the Sheriff's Office 2018 budget.

This is additional equipment to the original bid #2014-54.

RESOLUTION NO. _____

AGENDA NO. _____

**RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS**

Finance Committee
INITIATED BY



Dara Mosley
DRAFTED BY

Finance Committee
SUBMITTED BY

August 29, 2018
DATE DRAFTED

AUTHORIZING PURCHASE OF NEW DESK PHONES

- 1 **WHEREAS**, the existing desk phones in Rock County are no longer supported by the manufacturer; and,
2
3 **WHEREAS**, phones throughout the county are being replaced over the course of the next two years; and,
4
5 **WHEREAS**, this order includes a portion of the phones that will be installed at the Court House and Health
6 Care Center; and,
7
8 **WHEREAS**, the Information Technology staff did review equipment on State Contract number 410300-
9 M14-DDC4616-RFB-01 and chose equipment from this contract; and,
10
11 **WHEREAS**, funds for the purchase of new phones were included as part of the Capital Improvement Plan
12 in the 2018 Rock County budget.
13
14 **NOW, THEREFORE, BE IT RESOLVED** that the Rock County Board of Supervisors duly assembled
15 this _____ day of _____, 2018 authorize a Purchase Order be issued to Enterprise Service Group
16 in an amount not to exceed \$73,813.75 for the purchase of new phones and licenses.

Respectfully submitted,

FINANCE COMMITTEE

Mary Mawhinney, Chair

Mary Beaver, Vice Chair

Brent Fox

J. Russell Podzilni

Bob Yeomans

AUTHORIZING PURCHASE OF NEW DESK PHONES
Page 2

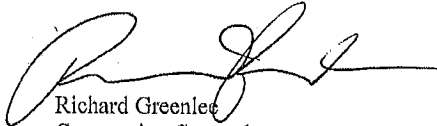
FISCAL NOTE:

Funds were included in the 2018 budget for the cost of this purchase.


Sherry Oja
Finance Director

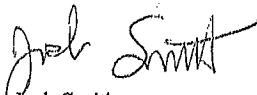
LEGAL NOTE:

The County Board is authorized to take this action pursuant to secs. 59.01 and 59.51, Wis. Stats. In addition, sec. 59.52(29), Wis. Stats. Requires the project to be let to the lowest responsible bidder.


Richard Greenlee
Corporation Counsel

ADMINISTRATIVE NOTE:

Recommended.


Josh Smith
County Administrator

Executive Summary

The desk phones used by most personnel in Rock County have been in place for nearly 20 years. The 2018 Information Technology budget includes funds in a Capital Improvement Plan account for the first phase of a county-wide replacement of these legacy phones. The existing phones are no longer supported by the manufacturer, and utilize an outdated form of enterprise voice technology.

This resolution represents a portion of the phones needed for the 2018 phase of the phone replacement project. Phones from this order will be utilized at the Court House and Health Care Center.

This resolution authorizes the County to issue a Purchase Order to Enterprise System Group for a total not to exceed \$73,813.75 for the purchase of a new desk phones and licenses.

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

September 18, 2018
DATE DRAFTED

CREATING A 0.4 FTE PAYROLL SPECIALIST IN FINANCIAL SERVICES

- 1 **WHEREAS**, Financial Services processes payroll for the majority of County departments, however,
- 2 some payroll functions are performed by Rock Haven staff; and
- 3
- 4 **WHEREAS**, consolidating these payroll functions centrally into Financial Services would provide
- 5 efficiencies and more opportunities for providing back-ups for these functions; and
- 6
- 7 **WHEREAS**, deleting the 1.0 FTE Payroll Specialist in Rock Haven and creating an additional 0.4 FTE
- 8 Payroll Specialist in Financial Services would save the County approximately \$61,000 annually; and
- 9
- 10 **WHEREAS**, the staff member currently in the 1.0 FTE Payroll Specialist position is retiring effective
- 11 November 2, 2018 and deleting the 1.0 FTE Payroll Specialist position in Rock Haven is being
- 12 recommended in the 2019 budget; and
- 13
- 14 **WHEREAS**, creating the 0.4 FTE position in Financial Services in 2018 would allow more time for
- 15 recruitment and training. This position would be funded by 2018 budget savings in the Financial
- 16 Services 2018 budget.
- 17
- 18 **NOW, THEREFORE, BE IT RESOLVED** that the Rock County Board of Supervisors duly
- 19 assembled this _____ day of _____, 2018 does hereby create a 0.4 FTE Payroll Specialist
- 20 position in Financial Services.

Respectfully Submitted,

FINANCE COMMITTEE

COUNTY BOARD STAFF COMMITTEE

Mary Mawhinney, Chair

J. Russell Podzilni, Chair

Mary Beaver, Vice Chair

Mary Mawhinney, Vice Chair

Brent Fox

Richard Bostwick

J. Russell Podzilni

Henry Brill

Bob Yeomans

Betty Jo Bussie

Louis Peer

Alan Sweeney

Terry Thomas

Bob Yeomans

CREATING A 0.4 FTE PAYROLL SPECIALIST IN FINANCIAL SERVICES

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FISCAL NOTE:

The 0.4 FTE will be funded by 2018 savings in the Financial Services budget and will need to be included in the 2019 budget.



Sherry Oja
Finance Director

ADMINISTRATIVE NOTE:

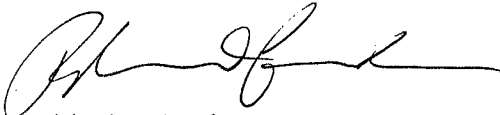
Recommended.



Josh Smith
County Administrator

LEGAL NOTE:

The County Board is authorized to take this action pursuant to §59.22(2), Wis. Stats.



Richard D. Greenlee
Corporation Counsel

EXECUTIVE SUMMARY

Financial Services processes the majority of payroll for the County. However, Rock Haven has a 1.0 FTE Payroll Specialist that splits their time between payroll and accounting functions. It would be more efficient to move the Rock Haven payroll functions to Financial Services. This would allow these functions to be managed by the Financial Services Payroll Manager and provide back-ups to this position by trained payroll staff. The accounting functions of the Rock Haven Payroll Specialist will be able to be absorbed by current Rock Haven accounting staff.

The 2019 budget will recommend the deletion of the 1.0 FTE Payroll Specialist in Rock Haven. In order to have more time for recruitment and training, this resolution requests the Financial Services 0.4 FTE Payroll Specialist position be created in 2018.

This move will save the County approximately \$61,000 annually.