

ROCK COUNTY, WISCONSIN



FINANCE COMMITTEE MINUTES – OCTOBER 28, 2021 - 5:00 P.M.

Call to Order. Chair Mawhinney called the meeting of the Finance Committee to order at 5:00 P.M. on Thursday, October 28, 2021 in the Jury Deliberation Room, 4th floor, Courthouse East, 51 S. Main St., Janesville, WI.

Committee Members Present. Supervisors Mawhinney, Aegerter, Fox, Rich Bostwick and Davis.

Committee Members Excused: None.

Staff Members Present. Sherry Oja, Finance Director; Josh Smith, County Administrator; Randy Terronez, Assistant to the Administrator; Brent Sutherland, Facilities Management Director; Lisa Tollefson, County Clerk; Richard Greenlee, Corporation Counsel; Ryan Wiesen, Assistant Finance Director; Sandy Disrud, Register of Deeds; and James Sandvig, IT Director.

Others Present: Supervisors Podzilni and Beaver.

Approval of Agenda. Supervisor Bostwick moved the agenda as presented, second by Supervisor Aegerter.

Citizen Participation, Communications and Announcements

Sherry introduced the new Assistant Finance Director, Ryan Wiesen.

Approval of Minutes – October 14, 2021

Supervisor Davis moved approval of the minutes of October 14, 2021, second by Supervisor Fox.

Transfers and Appropriations

None.

Resolutions and Committee Endorsements

To Designate a Qualified Newspaper for All Rock County Legal Publications for 2022

“NOW, THEREFORE, BE IT RESOLVED, that the Rock County Board of Supervisors duly assembled this ____ day of _____, 2021, does hereby designate the Janesville Gazette as the official county newspaper for all county legal publications for 2022.”

Supervisor Bostwick moved approval of the above resolution, second by Supervisor Davis. Supervisor Aegerter inquired whether it is free to view the agenda or if people have to pay to see the posting. Lisa Tollefson answered that you do have to pay to see the posting in the newspaper. ADOPTED.

Resolution Approving Contract with Lyme - Rave Emergency Notification System

“NOW THEREFORE, BE IT RESOLVED, the Rock County Board of Supervisors duly assembled this day of _____, 2021, authorizes the County Administrator to enter a five-year contract with Lyme, also known as RAVE, an emergency notification system, through a Governmental Services Agency contract GS-35F-465GA with the initial purchase cost of \$40,937.50 and subsequent annual costs for years two through five at \$36,637.50.

BE IT FURTHER RESOLVED, the 2021 Rock County budget be amended as follows:

...”

Supervisor Davis moved approval of the above resolution, second by Supervisor Fox. Rich Greenlee gave a summary of how the Rave Emergency Notification System works. He added that this came out of the after-action review of the incident at the Courthouse last year. Supervisor Mawhinney asked if County Board Supervisors will be able to get the alerts. Rich Greenlee clarified that anyone could subscribe to the alerts. ADOPTED.

Authorizing Purchase of Consultation Work for Implementation of Microsoft Teams SharePoint and One Drive

“NOW, THEREFORE, BE IT RESOLVED that the Rock County Board of Supervisors duly assembled this _____ day of _____, 2021 to authorize the contract agreement with CDW-G for an amount not to exceed \$35,760 for consultation work related to the implementation of Microsoft Teams, SharePoint, and One Drive.”

Supervisor Fox moved approval of the above resolution, second by Supervisor Bostwick. James Sandvig spoke to this. He explained that there are some departments that use Microsoft Teams, but this would include all departments. SharePoint allows employees to access data saved anywhere with a weblink. ADOPTED.

Update, Discussion and Possible Action
Request to donate office furniture to HealthNet

Supervisor Davis moved to approve the donation of furniture to Health Net, second by Supervisor Aegerter. Brent Sutherland clarified that they are repurposing furniture that is not being used. Any furniture of value will be added to Wisconsin Surplus. ADOPTED.

Request to donate office furniture to the University of Wisconsin

Supervisor Bostwick moved to approve the donation of furniture to the University of Wisconsin systems, second by Supervisor Davis. Brian Zobel indicated that some of their furniture is older and asked if anything could be donated. HealthNet would review the furniture first and then University of Wisconsin would be able to review and ask for items they could use. ADOPTED.

Review and discussion of the 2022 Recommended Budget

Josh Smith highlighted the Administrator’s Comments for the Finance Committee. He started with a summary of the Finance Department’s Administrator’s Comments.

Josh then moved to the IT Department Administrator’s comments. He explained some of the projects that were recommended to be funded. Supervisor Mawhinney inquired how much for American Rescue Plan Act (ARPA) money has been used. \$7.5 million for Small Business Grant program. In the recommended budget, Josh has recommended about \$2 million used to fund some positions and projects. \$610,000 of the funds are allocated to position costs. There is about \$23 million remaining. Rock County received around \$15 million in May 2021 and will received about \$15 million in May of 2022.

Josh then moved on to the County Clerk's Office Administrator's Comments. Josh added that he recommended the additional County Clerk Specialist position. Lisa Tollefson stated that this is very needed in her department. Supervisor Mawhinney asked if the County would continue to recruit County employees to work at the polls. Josh stated that this is something that is not in any policy but may be something that we can look at changing. Supervisor Mawhinney expressed her support to continue to have County employees available to help with polls.

Josh then moved on to the Treasurer's Administrator's Comments. He summarized the comments in the section.

Josh then moved to the Register of Deed's Administrator's Comments. Sandy Disrud summarized some of the trends in 2020 and what 2021 trends are predicted to look like. Sandy highlighted how COVID-19 has impacted their office and the documents that they issue. She also discussed some changes that are coming to the Register of Deed's Office in 2022. Supervisor Davis asked where we are at with the redaction process. Sandy answered that the funds will be used up this year and it will still take many years to complete.

Josh then moved to the Community Agency Initiatives Administrator's Comments. He reminded the committee that last year, there were several one-time COVID-related increases. For 2022, there were some new requests. Josh also reminded the committee that the contribution to the Human Society of Southern Wisconsin that the Board directed via resolution in July 2021.

Adjournment

Supervisor Davis moved adjournment at 5:41 P.M., second by Supervisor Bostwick. ADOPTED.

Respectfully submitted,

Haley Hoffman
Office Coordinator

NOT OFFICIAL UNTIL APPROVED BY COMMITTEE