



**ROCK COUNTY BOARD OF SUPERVISORS' MEETING
THURSDAY, DECEMBER 12, 2019 – 6:00 P.M.**

**COUNTY BOARD ROOM/COURTROOM H
FOURTH FLOOR/COURTHOUSE EAST**

Agenda

1. CALL TO ORDER
2. INVOCATION & PLEDGE OF ALLEGIANCE
3. ROLL CALL
4. ADOPTION OF AGENDA
5. APPROVAL OF MINUTES – November 4, 2019, November 6, 2019, November 12, 2019 and November 14, 2019
6. PUBLIC HEARING
7. CITIZEN PARTICIPATION, COMMUNICATIONS AND ANNOUNCEMENTS
8. NOMINATIONS, APPOINTMENTS AND CONFIRMATION
 - A. Appointment to Arrowhead Library System Board
 - B. Appointment to the Coordinated Services Team (CST) Advisory Committee
 - C. Appointment to the Evidence-Based Decision Making (EBDM) Committee
 - D. Appointments to Transportation Coordinating Committee
 - E. Appointment to Veterans Service Commission
9. RECOGNITION OF COUNTY EMPLOYEES OR OTHERS
 - A. Recognizing Chief Deputy Barbara J. Barrington-Tillman
 - B. Recognizing Captain Todd A. Christiansen
 - C. Recognizing Deputy Scott M. Steeber
 - D. Recognizing Ray Legris
 - E. Recognizing Allen Long
 - F. Recognizing Joan Moe for Service to Rock Haven
 - G. Recognizing Dianna Wywial for Service to Rock Haven
 - H. Recognizing Janet Trautsch
 - I. Recognizing Kathy Kope for Service to Rock County
 - J. Recognizing Rock County District Attorney Office Manager Renee Grover
10. INTRODUCTION OF NEW RESOLUTIONS OR ORDINANCES BY SUPERVISORS FOR REFERRAL TO APPROPRIATE COMMITTEE
11. REPORTS

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 BOARD OF SUPERVISORS

DECEMBER 12, 2019

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12. NEW BUSINESS

- A. Supplementary Appropriations and Budget Changes - Roll Call
 - 1) Authorizing Purchase of Lexipol Corrections Policy Manual and Amending the 2019 Budget
 - 2) Authorizing Acceptance of Highway Safety Grant
 - 3) Acceptance of Wisconsin Department of Natural Resources County Conservation Aids Grant Funds and Amending Parks Budget

- B. Contracts – Roll Call
 - 1) Approval to Purchase Specialized Transit Vehicles
 - 2) Authorizing Purchase of Patrol Squad Dodge Durango
 - 3) Authorizing Contract for 2020 & 2021 for Elevator Maintenance and Service for Various County Buildings
 - 4) Awarding Contract for the Installation of an In-Building Distributed Antenna System at Rock County Courthouse
 - 5) Authorizing Purchase of a Hitachi Storage Area Network
 - 6) Authorizing 2020 Orthoimagery and LiDAR Contracts with Ayres Associates, Inc. and Authorizing Memorandums of Understanding (MOU) with Participating Municipalities
 - 7) Amending the Contract with Global Security Services at the Courthouse

- C. Amending the County's Personnel Ordinance (Second Reading and Adoption)
- D. To Ratify the 2020 Labor Agreement Between Rock County and Deputy Sheriff's Association
- E. Eliminating One Programmer Analyst II Position and Adding One Systems Analyst Position in the Information Technology Department
- F. Eliminating One Help Desk Position and Adding One User Support Position in the Information Technology Department

13. ADJOURNMENT

COUNTY, WISCONSIN
 Office of the Rock County Clerk
 51 South Main Street
 Janesville, WI 53545



Office: (608) 757-5660
 Fax: (608) 757-5662
www.co.rock.wi.us

Lisa Tollefson, Rock County Clerk

PROCEEDINGS OF THE
 ROCK COUNTY BOARD OF SUPERVISORS

Janesville, Wisconsin
 November 4, 2019

The Rock County Board of Supervisors met, pursuant to adjournment on October 24, 2019, at 9:00 a.m. in the Courthouse at Janesville, Wisconsin.

Chair Podzilni called the meeting to order. Supervisor Rynes gave the invocation.

3. Roll Call.

At roll call, Supervisors Peer, Fell, Beaver, Potter, Mawhinney, Fox, Richard, Gustina, Bussie, Davis, Rynes, Rashkin, Gramke, Yeomans, Brill, Schulz, Zajac, Bostwick, Sweeney, Owens, Brien and Podzilni were present. Supervisors Aegerter, Thomas, Knudson, Homan, Leavy and Bomkamp were absent. PRESENT – 22. ABSENT – 6. VACANT – 1.

QUORUM PRESENT

4. Adoption of Agenda

Supervisors Bostwick and Beaver moved the Agenda. Agenda ADOPTED as follows:

1. CALL TO ORDER
2. INVOCATION & PLEDGE OF ALLEGIANCE
3. ROLL CALL
4. ADOPTION OF AGENDA
5. APPROVAL OF MINUTES
6. PUBLIC HEARING
7. CITIZEN PARTICIPATION, COMMUNICATIONS AND ANNOUNCEMENTS
8. NOMINATIONS, APPOINTMENTS AND CONFIRMATION
9. RECOGNITION OF COUNTY EMPLOYEES OR OTHERS
10. INTRODUCTION OF NEW RESOLUTIONS OR ORDINANCES BY SUPERVISORS FOR REFERRAL TO APPROPRIATE COMMITTEE
11. REPORTS
12. NEW BUSINESS
 - A. Supplementary Appropriations and Budget Changes – Roll Call
 - B. Contracts – Roll Call
 - C. Review of 2020 Recommended Budget with County Administrator
13. ADJOURNMENT

12.C. Review of 2020 Recommended Budget with County Administrator

Administrator Smith reviewed the 2020 Budget.

Southern Wisconsin Regional Airport Board

The recommended tax levy is \$528,685, an increase of \$19,030 or 3.7% over the prior year.

Public Works Committee

Public Works Department – Expenditures in the Parks Division total \$807,596. Recommended tax levy is \$605,156, an increase of \$79,491 or 15.1% from 2019.

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Expenditures in the Highway Division total \$19,461,428. Recommended tax levy is \$3,279,635, a decrease of \$38,858 or 1.2% from the prior year.

Overall Expenditures for the Public Works Department total \$20,269,024. Recommended tax levy is \$3,884,791, an increase of \$40,633 or 1.0% from 2019.

The amounts above do not include Town Bridge Aids, which are funded through a limited levy only on the towns and total \$403,239 in 2020.

Rail Transit – Tax levy for Rail Transit totals \$30,000.

Supervisors Aegerter and Leavy arrived at 9:10 a.m.

Public Safety & Justice Committee

Sheriff's Office – The recommended tax levy for Law Enforcement Services, including Emergency Management, is \$11,395,226, an increase of \$140,328 or 1.2% over the prior year. The recommended tax levy for Correctional Services, including RECAP and Drug Court, is \$11,810,803, an increase of \$559,316 or 5.0% over the prior year. The overall tax levy for all Sheriff's Office functions is \$23,206,029, which is an increase of \$699,644 or 3.1% over the prior year.

Circuit Court – The recommended tax levy for the Circuit Court is \$1,099,909, an increase of \$69,465 or 6.7% over the prior year. The recommended tax levy for Mediation and Family Court Services is \$122,624, an increase of \$421 or 0.3% over the prior year. The recommended tax levy for the Clerk of Circuit Court is \$1,518,147, a decrease of \$107,881 or 6.6% from the prior year. Collectively, the tax levy for all functions of the Circuit Court is \$2,740,680, a decrease of \$37,995 or 1.4% over the prior year.

911 Communications Center – The recommended tax levy is \$4,498,889, which is an increase of \$114,424 or 2.6% over the prior year.

District Attorney's Office – The recommended tax levy for the District Attorney's Office is \$1,839,358, which is an increase of \$89,919, or 5.1% over the prior year.

Medical Examiner's Office – The recommended tax levy for Medical Examiner's Office is \$734,807, which is an increase of \$17,052 or 2.4% over the prior year.

Child Support Enforcement Department – The recommended tax levy for the Child Support Office is \$636,457, an increase of \$46,674 or 7.9% over the prior year.

Evidence Based Decision Making (EBDM) Initiative – The recommended tax levy for EBDM programs in 2020 is \$481,000, the same amount that was budgeted for EBDM programming in the 2019 budget. Additional funds will be carried over from the 2019 budget.

Planning and Development Committee

Real Property Description – The Land Records program and the State Initiatives grant contain no tax levy. The recommended tax levy for Real Property is \$210,742, which is an increase of \$6,564 or 3.2% over the prior year.

Planning Department – The recommended tax levy for the Planning, Economic and Community Development Department is \$659,475, which is an increase of \$18,025 or 2.8% over the prior year. The outstanding restricted housing program fund balances is an issue that will need to be addressed in the Community Development housing program. The fund balances are projected to show a decline from \$1,086,142 estimated at 12/31/19 to \$765,210 estimated at 12/31/20 as program expenses are beginning to outpace loan repayments. Federal rules require the county to deplete these balances before being able to access other housing grant program funds.

Arrowhead Library System

Given the payments mandated by state law and the agreement to reimburse at 100% of the formula amount, the recommended tax levy is \$1,188,742, an increase of \$88,584 or 8.0% from the prior year.

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This limited tax levy does not count against the County's levy limit under state statutes, as it is not levied on all taxable property in the county.

Human Services Board

Expenditures in the Children, Youth and Families Division total \$23,777,655. Recommended tax levy is \$18,665,991, an increase of \$607,002 or 3.3%.

Expenditures in the Behavioral Health Division total \$31,973,825. Recommended tax levy is \$13,569,219, an increase of \$1,269,183 or 10.3%.

Expenditures in the Economic Support Division total \$9,886,072. Recommended tax levy is \$974,275, a decrease of \$29,593 or 2.9%.

Expenditures in the ADRC/Adult Protective Services Division total \$4,942,133. Recommended tax levy is \$2,825,551, a decrease of \$409,082 or 12.6%.

Costs for the Administrative Services Division are allocated back to the operating divisions.

Overall Expenditures for the Human Services Department total \$70,598,778. Recommended tax levy is \$23,793,927, an increase of \$222,254 or 0.9%.

Recess was taken at 10:32 a.m. and meeting reconvened at 10:40 a.m.

Health Services Committee

Rock Haven – The recommended tax levy for Rock Haven is \$4,169,101, which is an increase of \$128,445 or 3.2% from the prior year.

General Services Committee

Facilities Management Department – The recommended tax levy for Facilities Management is \$2,840,544, an increase of \$180,156, or 6.8% from the prior year.

Finance Committee

Finance Department – The Finance Department's recommended tax levy is \$995,707, an increase of \$20,136 or 2.1% over the prior year.

Information Technology Department – The recommended tax levy for the Information Technology Department is \$2,121,648, which is an increase of \$668,652 or 46.0% compared to the prior year.

Supervisor Yeomans left at 11:01 a.m.

County Clerk – The recommended tax levy for the County Clerk's main account is \$95,311, a decrease of \$1,155 or 1.2% from the prior year. The recommended tax levy for the County Clerk's Elections account is \$105,263, an increase of \$47,728 or 82.9% over the prior year. Overall, the recommended tax levy for the County Clerk's Office is \$200,574, an increase of \$46,573 or 30.2% over the prior year.

County Treasurer – The recommended budget contains \$3,429,939 of revenue in excess of expenditures, an increase of \$1,340,283 or 64.1% over the prior year. This net revenue will go toward offsetting the County property tax levy and may be used to fund other County expenditures.

Register of Deeds – The recommended budget contains \$393,251 of revenue in excess of expenditures, which will go toward offsetting the County property tax levy. That figure is \$19,000 or 4.6% less than the amount used to offset the property tax levy in 2019.

Community Initiatives – The recommended tax levy for the Community Agency Initiatives account is \$192,640. This is a decrease of \$4,803 from 2019.

Education, Veterans and Aging Services Committee

Council on Aging – The recommended tax levy for the Council on Aging programs are as follows: Main account is \$54,570, a decrease of \$17,699 or 24.5% from the prior year. Congregate Nutrition program is \$21,207, an increase of \$579 or 2.8%. Please note that 2019 was the first year tax levy was used to fund this program. Home Delivered Meals program is \$27,209, a decrease of \$579 or 2.1% from the prior year

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(due to the \$13,975 fund balance application). Elderly and Handicapped Transportation is \$93,978, an increase of \$8,697 or 10.2% from the prior year. Mobility Management program will require a tax levy in 2020 in the amount of \$22,000. The recommended tax levy for all Council on Aging programs total \$218,964, an increase of \$12,998 or 6.3% from the prior year.

Veterans Service Office – The recommended tax levy for the Veterans Service Office is \$314,584, an increase of \$9,395 or 3.1% from the prior year.

County Board Staff Committee

County Administrator – The recommended tax levy for the County Administrator's Office is \$638,851, an increase of \$7,707 or 1.2% over the prior year.

Corporation Counsel – The Corporation Counsel recommended tax levy is \$377,180, which is a decrease of \$17,836 or 4.5%.

Human Resources – The recommended tax levy for Human Resources totals \$660,927, an increase of \$31,306 or 5.0% from the prior year.

Board of Health

Public Health Department – The recommended tax levy for Public Health is \$2,509,016, an increase of \$36,998 or 1.5% from the prior year.

Agriculture and Land Conservation Committee

University of Wisconsin Extension – The recommended tax levy for all UW-Extension activities, including the Farm account, total \$220,622, a decrease of \$14,087 or 6.0% over the prior year.

Land Conservation Department – The recommended tax levy for Land Conservation is \$175,063, which is an increase of \$9,649 or 5.8% over the prior year.

County Board

County Board of Supervisors – The County Board requested and recommended tax levy is \$192,470, which is an increase of \$17,692 or 10.1% over the prior year.

The 2020 Recommended Budget includes a tax levy of \$70,418,774. The overall tax levy is recommended to increase by \$2,783,085, or 4.11%. Revenue to cover expenditures include tax levy, sales tax, general fund balance, long-term debt, fees and grants.

13. Adjournment

Supervisors Gustina and Davis moved to adjourn at 12:00 p.m. to Wednesday, November 6, 2019 at 6:00 p.m. ADOPTED by acclamation.



Prepared by Lisa Tollefson, County Clerk
NOT OFFICIAL UNTIL APPROVED BY THE COUNTY BOARD.

*This is a summary of the Rock County 2020 Recommended Budget.
For the full version, visit <http://www.co.rock.wi.us/administration-budget>.*

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Office of the Rock County Clerk
51 South Main Street
Janesville, WI 53545



Office: (608) 757-5660
Fax: (608) 757-5662
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PROCEEDINGS OF THE
ROCK COUNTY BOARD OF SUPERVISORS

Janesville, Wisconsin
November 6, 2019

The Rock County Board of Supervisors met, pursuant to adjournment on November 4, 2019, at 6:00 p.m. in the Courthouse at Janesville, Wisconsin.

Chair Podzilni called the meeting to order. Supervisor Peer gave the invocation.

3. Roll Call.

At roll call, Supervisors Peer, Fell, Aegerter, Beaver, Potter, Mawhinney, Fox, Richard, Gustina, Davis, Thomas, Knudson, Rynes, Homan, Gramke, Yeomans, Leavy, Brill, Schulz, Zajac, Bostwick, Sweeney, Bomkamp, Owens, Brien and Podzilni were present. Supervisors Bussie and Rashkin were absent. PRESENT – 26. ABSENT – 2. VACANT – 1.

QUORUM PRESENT

4. Adoption of Agenda

Supervisors Bostwick and Potter moved the Agenda. Agenda ADOPTED as follows:

1. CALL TO ORDER
2. INVOCATION & PLEDGE OF ALLEGIANCE
3. ROLL CALL
4. ADOPTION OF AGENDA
5. APPROVAL OF MINUTES
6. PUBLIC HEARING
 - A. Public Hearing on 2020 Recommended Budget
7. CITIZEN PARTICIPATION, COMMUNICATIONS AND ANNOUNCEMENTS
8. NOMINATIONS, APPOINTMENTS AND CONFIRMATION
9. RECOGNITION OF COUNTY EMPLOYEES OR OTHERS
10. INTRODUCTION OF NEW RESOLUTIONS OR ORDINANCES BY SUPERVISORS FOR REFERRAL TO APPROPRIATE COMMITTEE
11. REPORTS
12. NEW BUSINESS
 - A. Supplementary Appropriations and Budget Changes – Roll Call
 - B. Contracts – Roll Call
13. ADJOURNMENT

6.A. Public Hearing on 2020 Recommended Budget

Chair Podzilni opened public hearing at 6:10 p.m.

The following individuals spoke in support of keeping the UW-Extension Health and Wellbeing Educator recommended to be deleted in the 2020 budget: Karen Cain, Angie Sullivan, Shari Spoden, Dr. Kathryn Lilley, Megan Timm, Gerianne Asti, Katy O'Brien, Kathy Snyder, Pamela Smith and Angie Flickinger. The following registered in support of keeping the UW-Extension Health and Wellbeing Educator: Bonnie Gable, Lynne Kepp, Annette Reese, Sue McGinniss, Patrice Bobzien, Amie DeVoll, Elizabeth Keenen, Mary Rekowski, Gena Schachtschneider and Vicki Smythe. Dana Geister spoke on 911 Center

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supporting increased wages to help with staffing issues. Amy Langer and Jamie Fugate voiced concerns and spoke against the change in providers for the Human Services Birth to 3 Program. Chair Podzilni closed public hearing at 6:55 p.m.

7. Citizen Participation, Communications and Announcements

Terri Wixom voiced concerns and spoke against the change in providers for the Human Services Birth to 3 Program.

13. Adjournment

Supervisors Potter and Yeomans moved to adjourn at 7:05 p.m. to Tuesday, November 12, 2019 at 9:00 a.m. ADOPTED by acclamation.



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COUNTY, WISCONSIN
Office of the Rock County Clerk
51 South Main Street
Janesville, WI 53545



Office: (608) 757-5660
Fax: (608) 757-5662
www.co.rock.wi.us

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PROCEEDINGS OF THE
ROCK COUNTY BOARD OF SUPERVISORS

Janesville, Wisconsin
November 12, 2019

The Rock County Board of Supervisors met, pursuant to adjournment on November 6, 2019, at 9:00 a.m. in the Courthouse at Janesville, Wisconsin.

Chair Podzilni called the meeting to order. Supervisor Fell gave the invocation.

3. Roll Call.

At roll call, Supervisors Peer, Fell, Beaver, Potter, Mawhinney, Fox, Richard, Davis, Thomas, Knudson, Rynes, Homan, Yeomans, Leavy, Brill, Schulz, Zajac, Bostwick, Sweeney, Bomkamp, Owens, Brien and Podzilni were present. Supervisors Aegerter, Gustina, Bussie, Rashkin and Gramke were absent. PRESENT – 23. ABSENT – 5. VACANT – 1.

QUORUM PRESENT

4. Adoption of Agenda

Supervisors Bostwick and Peer moved the Agenda. Agenda ADOPTED as follows:

1. CALL TO ORDER
2. INVOCATION & PLEDGE OF ALLEGIANCE
3. ROLL CALL
4. ADOPTION OF AGENDA
5. APPROVAL OF MINUTES
6. PUBLIC HEARING
7. CITIZEN PARTICIPATION, COMMUNICATIONS AND ANNOUNCEMENTS
8. NOMINATIONS, APPOINTMENTS AND CONFIRMATION
9. RECOGNITION OF COUNTY EMPLOYEES OR OTHERS
10. INTRODUCTION OF NEW RESOLUTIONS OR ORDINANCES BY SUPERVISORS FOR REFERRAL TO APPROPRIATE COMMITTEE
11. REPORTS
 - A. Annual Report by County Clerk per Wis. Stat. 59.23(2)(o)
 - B. Recommendations by Finance Committee for Revisions to the 2020 Recommended Budget
12. NEW BUSINESS
 - A. Supplementary Appropriations and Budget Changes – Roll Call
 - B. Contracts – Roll Call
 - C. Consideration and Adoption of Recommended 2020 Annual County Budget
 - D. Setting the Tax Levy and Tax Rate for 2019
 - E. Cancellation of Checks Over Two Years Old
13. ADJOURNMENT

7. Citizen Participation, Communications and Announcements

The following individuals registered in favor of keeping the UW-Extension Health and Wellbeing Educator: April Wright, Patrice Bobzien, Vicki Smythe, Gena Schachtschneider and Annette Reese.

Proceedings of the Rock County Board of Supervisors
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11.A. Annual Report by County Clerk per Wis. Stat. 59.17(16)

The records for 2018 indicate the following: Total collections - \$330,294,582. Total disbursements - \$332,306,366. Decrease in cash balance or equivalency - \$2,011,784.

11.B. Recommendations by Finance Committee for Revisions to the 2020 Recommended Budget
Supervisor Mawhinney listed the Finance Committee Recommendations.

- The Board of Health requested the creation of a 1.0 FTE Environmental Health Specialist II and the deletion of a 0.4 FTE Environmental Health Specialist and a 0.4 FTE Environment Health Technician. These changes would be funded by grant revenue. The committee voted 4 to 0 to approve these changes.
- The Agriculture and Extension Committee requested the UW-Extension Health and Wellbeing Educator be added back to the budget. The change would be funded by a reduction in UW-Extension's seasonal wages and travel lines, a transfer in from the UW-Extension Education Fees fund balance and the addition of sales tax to the IT budget to lower IT levy. The committee voted 4 to 0 to approve these changes.
- The Circuit Courts requested the reallocation of 2.0 FTE Deputy Registers in Probate from Range 4 to Range 3. The reallocation would be funded by a reduction in the Circuit Courts Law Books, Publications and Office Supplies lines. The Committee voted 4 to 0 to approve these changes.
- The County Administrator's budget recommendation included a reallocation of 25.0 FTE Deputy Clerk of Court positions from Range 4 to Range 3. Per County Personnel Ordinance 18.206, 'Persons in positions reallocated shall normally be advanced to the step with the next highest dollar amount in the new pay range.' The Clerk of Courts requested that the reallocated positions be placed in a step more in line with staff's years of experience. Since this request was for an exception to the rule for just one group of employees, the Committee voted 0 to 4 to deny this request with the recommendation that Human Resources review the Personnel Ordinance.
- The Southern Wisconsin Regional Airport Board requested the placement of a reclassified 1.0 FTE Secretary II position into a higher step than the Personnel Ordinance allows. The committee voted 0-to 4 to deny this request with again the recommendation that Human Resources review the Personnel Ordinance.
- The 2019-2021 State Biennial Budget includes additional funding to help address the crisis in Child Protective Services. Rock County's portion of this increase is approximately \$1.2 million. Of this additional funding, approximately \$475,000 is set aside in the FY 2020 Human Services budget for priorities yet to be determined by the department, Human Services Board and County Board. Supervisor Richard requested \$300,000 of these funds be used to lower the County levy. The committee voted 1 to 3 to deny this request.

12.C. Consideration and Adoption of Recommended 2020 Annual County Budget

Chair Podzilni called for the adoption of the 2020 recommended budget. Supervisors Mawhinney and Owens moved to adopt the recommended 2020 budget.

- Supervisors Mawhinney and Fox moved to amend the 2020 recommended budget to create a 1.0 FTE Environmental Health Specialist II and delete a 0.4 FTE Environmental Health Specialist and a 0.4 FTE Environment Health Technician. These changes would be funded by grant revenue. Amendment APPROVED by acclamation.
- Supervisors Mawhinney and Rynes moved to amend the 2020 recommended budget to add back the UW-Extension Health and Wellbeing Educator. The change would be funded by a reduction in UW-Extension's seasonal wages and travel lines, a transfer in from the UW-Extension Education Fees fund balance and the addition of sales tax to the IT budget to lower IT levy. Amendment APPROVED by acclamation.

Proceedings of the Rock County Board of Supervisors
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- Supervisors Mawhinney and Beaver moved to amend the 2020 recommended budget to reallocate 2.0 FTE Deputy Registers in Probate from Range 4 to Range 3. The reallocation would be funded by a reduction in the Circuit Courts Law Books, Publication and Office Supplies lines. Amendment APPROVED by acclamation.

Recommended 2020 Annual County Budget as amended was ADOPTED on the following roll call vote. Supervisors Peer, Fell, Beaver, Potter, Mawhinney, Fox, Davis, Thomas, Knudson, Rynes, Homan, Yeomans, Leavy, Brill, Schulz, Zajac, Bostwick, Sweeney, Bomkamp, Owens, Brien and Podzilni voted in favor. Supervisor Richard voted against. Supervisors Aegerter, Gustina, Bussie, Rashkin and Gramke were absent. AYES – 22. NOES – 1. ABSENT – 5. VACANT – 1.

Meeting recessed at 9:32 a.m. for the Finance Committee to meet. Meeting resumed at 9:40 a.m.

12.D. Setting the Tax Levy and Tax Rate for 2019 Resolution No. 19-11C-349
NOW, THEREFORE, BE IT RESOLVED, that the sum of \$0 is hereby transferred from the General Fund to be applied against the proposed budget.

BE IT FURTHER RESOLVED, that the detailed line items are not adopted but are for informational purposes only.

BE IT FURTHER RESOLVED, that the special charges in the amount of \$1,680, are hereby ratified.

BE IT FINALLY RESOLVED, that the line summary budget and personnel roster, as modified, are hereby adopted and that the resulting tax levy for 2019 be in the amount of \$70,418,774 which reflects a rate of \$5.996732 of equalized valuation.

Supervisors Mawhinney and Fox moved the above resolution. ADOPTED by acclamation.

12.E. Cancellation of Checks Over Two Years Old Resolution No. 19-11C-350

NOW, THEREFORE, BE IT RESOLVED that the Rock County Board of Supervisors, duly assembled this 12th day of November, 2019, does hereby authorize that the checks over two years old be cancelled and credited back to the proper accounts.

Supervisors Owens and Potter moved the above resolution. ADOPTED by acclamation.

13. Adjournment

Supervisors Davis and Potter moved to adjourn at 9:46 a.m. to Thursday, November 14, 2019 at 6:00 p.m. ADOPTED by acclamation.



Prepared by Lisa Tollefson, County Clerk
NOT OFFICIAL UNTIL APPROVED BY THE COUNTY BOARD.

*This is a condensed version of the minutes. For the full summary,
visit <http://www.co.rock.wi.us/county-board-agendas-minutes>.*

COUNTY, WISCONSIN
 Office of the Rock County Clerk
 51 South Main Street
 Janesville, WI 53545



Office: (608) 757-5660
 Fax: (608) 757-5662
www.co.rock.wi.us

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PROCEEDINGS OF THE
 ROCK COUNTY BOARD OF SUPERVISORS

Janesville, Wisconsin
 November 14, 2019

The Rock County Board of Supervisors met, pursuant to adjournment on November 12, 2019, at 6:00 p.m. in the Courthouse at Janesville, Wisconsin.

Chair Podzilni called the meeting to order. Supervisor Aegerter gave the invocation.

3. Roll Call.

At roll call, Supervisors Peer, Fell, Aegerter, Beaver, Potter, Mawhinney, Fox, Richard, Bussie, Davis, Thomas, Knudson, Rynes, Homan, Yeomans, Leavy, Brill, Schulz, Zajac, Bostwick, Bomkamp, Owens, Brien and Podzilni were present. Supervisors Gustina, Rashkin, Gramke and Sweeney were absent. PRESENT – 24. ABSENT – 4. VACANT – 1.

QUORUM PRESENT

4. Adoption of Agenda

Supervisors Bostwick and Richard moved the Amended Agenda. Amended Agenda ADOPTED as follows:

1. CALL TO ORDER
2. INVOCATION & PLEDGE OF ALLEGIANCE
3. ROLL CALL
4. ADOPTION OF AGENDA
5. APPROVAL OF MINUTES – October 24, 2019
6. PUBLIC HEARING
 - A. Amending the County's Personnel Ordinance (First Reading)
7. CITIZEN PARTICIPATION, COMMUNICATIONS AND ANNOUNCEMENTS
8. NOMINATIONS, APPOINTMENTS AND CONFIRMATION
 - A. Appointment to the Criminal Justice Coordinating Committee
 - B. Appointment to the 911 Communications Commission
 - C. Appointment to Supervisory District 11
 - D. Appointment to Health Services Committee
 - E. Appointment to Public Works Committee
 - F. Appointment to Agriculture and Extension Education Committee
 - G. Appointment to Land Conservation Committee
 - H. Appointment of Chair to Health Services Committee
9. RECOGNITION OF COUNTY EMPLOYEES OR OTHERS
 - A. Recognizing Eric Nelson
 - B. Recognizing Jon Furseth
10. INTRODUCTION OF NEW RESOLUTIONS OR ORDINANCES BY SUPERVISORS FOR REFERRAL TO APPROPRIATE COMMITTEE
11. REPORTS
 - A. Armed Security at the Courthouse – Brent Sutherland
12. NEW BUSINESS
 - A. Supplementary Appropriations and Budget Changes – Roll Call

Proceedings of the Rock County Board of Supervisors
November 14, 2019

- 1) Amending the 2019 HSD Budget to Accept CLTS Funds and Creating 1.0 FTE Human Services Supervisor I Position
 - B. Contracts – Roll Call
 - 1) Authorizing Purchase of Patrol Squads and Fleet Vehicles
 - 2) Authorizing Purchase of Ivanti IT Services Management Software
 - 3) Yahara River Basin Adaptive Management Project
 - 4) Approval to Begin Acquisition Process for Selected 2019 PACE Program Applications (Federally Funded)
 - 5) Authorizing Purchase of NeoGov Payroll and Human Resources Information System
 - C. Memorial Bench Honoring Sarah Thompson Taormino
13. ADJOURNMENT

5. Approval of Minutes – October 24, 2019

Supervisors Bussie and Potter moved to approve the minutes as submitted. ADOPTED by acclamation.

Supervisor Rashkin arrived at 6:07 p.m.

6.A. Amending the County's Personnel Ordinance (First Reading)

Public hearing opened at 6:07 p.m. There was no public comment. Public hearing closed at 6:08 p.m.

7. Citizen Participation, Communications and Announcements

Supervisor Knudson gave information on the Children's' Christmas Benefit. Brent Sutherland reviewed using badges with the new security procedures.

8.A. Appointment as an Alternate to the Criminal Justice Coordinating Council (CJCC)

Position: Alternate Member of the Criminal Justice Coordinating Council (CJCC)

New Appointment: Commander Erik Chellevoid
Rock County Sheriff's Office
Alternate to Sheriff Troy Knudson

Effective Date: November 14, 2019

Supervisors Beaver and Rynes moved the above appointment. ADOPTED by acclamation.

8.B. Appointment as an Alternate to the 911 Communications Commission

Position: Member of the 911 Communications Commission

New Appointment: Chief Deputy Craig Strouse

Effective Date: November 14, 2019

Supervisors Beaver and Rynes moved the above appointment. ADOPTED by acclamation.

8.C. Appointment to Supervisory District #11

Position: Representative to Supervisory District #11

New Appointment: Kaelyb Lokrantz

Effective Date: November 14, 2019

Supervisors Davis and Brien moved the above appointment. ADOPTED by acclamation.

8.D. Appointment to Health Services Committee

Position: Member of the Health Services Committee

New Appointment: Supervisor Mary Beaver

Effective Date: November 14, 2019

Supervisors Aegerter and Owens moved the above appointment. ADOPTED by acclamation.

8.E. Appointment to Public Works Committee

Position: Member of the Public Works Committee

New Appointment: Supervisor Mary Mawhinney

Effective Date: November 14, 2019

Supervisors Knudson and Bussie moved the above appointment. ADOPTED by acclamation.

Proceedings of the Rock County Board of Supervisors
November 14, 2019

8.F. Appointment to Agriculture and Extension Education Committee

Position: Member of the Agriculture and Extension Education Committee

New Appointment: Kaelyb Lokrantz

Effective Date: November 14, 2019

Supervisors Bostwick and Zajac moved the above appointment. ADOPTED by acclamation.

8.G. Appointment to Land Conservation Committee

Position: Member of the Land Conservation Committee

New Appointment: Kaelyb Lokrantz

Effective Date: November 14, 2019

Supervisors Bostwick and Zajac moved the above appointment. ADOPTED by acclamation.

8.H. Appointment as Chair to Health Services Committee

Position: Chair of the Health Services Committee

New Appointment: Supervisor Tom Brien

Effective Date: November 14, 2019

Supervisors Mawhinney and Knudson moved the above appointment. ADOPTED by acclamation.

9.A. Recognizing Eric Nelson

Resolution No. 19-11D-352

NOW, THEREFORE, BE IT RESOLVED that the Rock County Board of Supervisors duly assembled this 14th day of November, 2019 does hereby recognize Eric Nelson, thanks him for his service and extends best wishes in his future endeavors.

Supervisors Beaver and Potter moved the above resolution. ADOPTED by acclamation.

9.B. Recognizing Jon Furseth

Resolution No. 19-11D-353

NOW, THEREFORE, BE IT RESOLVED, that the Rock County Board of Supervisors, at its regular meeting this 14th day of November, 2019, directs that a sincere expression of recognition be given to Jon Furseth for his 32½ years of service and expresses to him best wishes for the future.

Supervisors Brill and Rashkin moved the above resolution. ADOPTED by acclamation.

11.A. Armed Security at the Courthouse

A report on armed security at the Courthouse was given by Brent Sutherland.

Supervisors Bostwick and Potter left the meeting at 7:20 p.m.

12.A.1. Amending the 2019 HSD Budget to Accept CLTS Funds and Creating 1.0 FTE Human Services

Supervisor | Position

Resolution No. 19-11D-354

NOW, THEREFORE, BE IT RESOLVED that the Rock County Board of Supervisors duly assembled this 14th day of November, 2019 does hereby approve the creation of 1.0 FTE Human Services Supervisor I position in CLTS, and the purchase of a computer, phone and furniture for the new position.

BE IT FURTHER RESOLVED, that the 2019 Budget be amended as follows:

Account/Description	Budget 9/1/19	Increase (Decrease)	Amended Budget
Source of Funds			
36-3691-0000-42100 Federal Aid	\$5,422,455	\$309,536	\$5,731,991
Use of Funds			
36-3691-0000-61100 Regular Wages	\$1,196,814	\$5,316	\$1,202,130
36-3691-0000-61210 Overtime Wages	\$1,000	\$2,500	\$3,500
36-3691-0000-61400 FICA	\$91,634	\$407	\$92,041
36-3691-0000-61510 Retirement-Employers	\$78,457	\$348	\$78,805

Proceedings of the Rock County Board of Supervisors
November 14, 2019

36-3691-0000-61610 Health Insurance	\$427,371	\$1,415	\$428,786
36-3691-0000-61620 Dental Insurance	\$12,266	\$54	\$12,320
36-3691-0000-61915 Certification/Licenses	\$1,190	\$310	\$1,500
36-3691-0000-64604 Program Expense	\$3,421,696	\$297,786	\$3,719,482
36-3691-0000-67130 Terminals & PC's	\$6,100	\$1,400	\$7,500

Supervisors Knudson and Aegerter moved the above resolution. ADOPTED on the following roll call vote. Supervisors Peer, Fell, Aegerter, Beaver, Mawhinney, Fox, Richard, Bussie, Davis, Thomas, Knudson, Rynes, Homan, Rashkin, Yeomans, Leavy, Brill, Schulz, Zajac, Bomkamp, Owens, Brien and Podzilni voted in favor. Supervisors Potter, Gustina, Gramke, Bostwick and Sweeney were absent. Supervisor Lokrantz abstained. AYES – 23. NOES – 0. ABSENT – 5. ABSTAIN – 1.

12.B.1. Authorizing Purchase of Patrol Squads and Fleet Vehicles Resolution No. 19-11D-355
NOW, THEREFORE, BE IT RESOLVED by the Rock County Board of Supervisors duly assembled this 14th day of November, 2019 that a Purchase Order be issued, to Ewald Motors of Oconomowoc, LLC, totaling the amount of \$150,135, for the purchase of the 2020 Sheriff's Office's fleet vehicles. Supervisors Beaver and Fell moved the above resolution. ADOPTED on the following roll call vote. Supervisors Peer, Fell, Aegerter, Beaver, Mawhinney, Fox, Richard, Bussie, Davis, Thomas, Knudson, Rynes, Homan, Rashkin, Yeomans, Leavy, Brill, Schulz, Zajac, Bomkamp, Owens, Brien and Podzilni voted in favor. Supervisors Potter, Gustina, Gramke, Bostwick and Sweeney were absent. Supervisor Lokrantz abstained. AYES – 23. NOES – 0. ABSENT – 5. ABSTAIN – 1.

12.B.2. Authorizing Purchase of Ivanti IT Service Management Software Resolution No. 19-11D-356
NOW, THEREFORE, BE IT RESOLVED that the Rock County Board of Supervisors duly assembled this 14th day of November, 2019 authorize the purchase agreement with CDW-G, Inc. for an amount not to exceed \$106,650.40 for the purchase of the Ivanti Service Management software. Supervisors Mawhinney and Fox moved the above resolution. ADOPTED on the following roll call vote. Supervisors Peer, Fell, Aegerter, Beaver, Mawhinney, Fox, Richard, Bussie, Davis, Thomas, Knudson, Rynes, Homan, Rashkin, Yeomans, Leavy, Brill, Schulz, Zajac, Bomkamp, Owens, Brien and Podzilni voted in favor. Supervisors Potter, Gustina, Gramke, Bostwick and Sweeney were absent. Supervisor Lokrantz abstained. AYES – 23. NOES – 0. ABSENT – 5. ABSTAIN – 1.

12.B.3. Yahara River Basin Adaptive Management Project Resolution No. 19-11D-357
NOW, THEREFORE, BE IT RESOLVED that the Rock County Board of Supervisors duly assembled this 14th day of November, 2019, approves the incentive payments for Rock County Best Management Practice Installation Agreements WINS-01.19 in the sum of \$28,515. Supervisors Davis and Zajac moved the above resolution. ADOPTED on the following roll call vote. Supervisors Peer, Fell, Aegerter, Beaver, Mawhinney, Fox, Richard, Bussie, Davis, Thomas, Knudson, Rynes, Homan, Rashkin, Yeomans, Leavy, Brill, Schulz, Zajac, Bomkamp, Owens, Brien and Podzilni voted in favor. Supervisors Potter, Gustina, Gramke, Bostwick and Sweeney were absent. Supervisor Lokrantz abstained. AYES – 24. NOES – 0. ABSENT – 5. ABSTAIN – 1.

12.B.4. Approval to Begin Acquisition Process for Selected 2019 PACE Program Applications (Federally Funded) Resolution No. 19-11D-358
NOW, THEREFORE, BE IT RESOLVED, that the Rock County Board of Supervisors duly assembled this 14th day of November, 2019, does by enactment of this Resolution approve an *Agricultural Conservation Easement Conveyance Agreement* for each property, authorizing the LCD to undertake activities identified therein and obligate all necessary funds to complete said activities. Supervisors Aegerter and Davis moved the above resolution. ADOPTED on the following roll call vote. Supervisors Peer, Fell, Aegerter, Beaver, Mawhinney, Fox, Richard, Bussie, Davis, Thomas, Knudson, Rynes, Homan, Rashkin, Yeomans, Leavy, Brill, Schulz, Zajac, Bomkamp, Owens, Brien and Podzilni

Proceedings of the Rock County Board of Supervisors
November 14, 2019

voted in favor. Supervisors Potter, Gustina, Gramke, Bostwick and Sweeney were absent. Supervisor Lokrantz abstained. AYES – 23. NOES – 0. ABSENT – 5. ABSTAIN – 1.

12.B.5. Authorizing Purchase of NeoGov Payroll and Human Resources Information System

Resolution No. 19-11D-360

NOW, THEREFORE, BE IT RESOLVED that the Rock County Board of Supervisors duly assembled this 14th day of November, 2019 authorize the purchase agreement with NeoGov for an amount not to exceed \$247,274.00 for the purchase of the Payroll and HRIS software.

Supervisors Mawhinney and Beaver moved the above resolution. ADOPTED on the following roll call vote. Supervisors Peer, Fell, Aegerter, Beaver, Mawhinney, Fox, Richard, Bussie, Davis, Thomas, Knudson, Rynes, Homan, Rashkin, Yeomans, Leavy, Brill, Schulz, Zajac, Bomkamp, Owens, Brien and Podzilni voted in favor. Supervisors Potter, Gustina, Gramke, Bostwick and Sweeney were absent. Supervisor Lokrantz abstained. AYES – 23. NOES – 0. ABSENT – 5. ABSTAIN – 1.

12.C. Memorial Bench Honoring Sarah Thompson Taormino

Resolution No. 19-11D-359

NOW, THEREFORE, BE IT RESOLVED that the Rock County Board of Supervisors duly assembled this 14th day of November, 2019 does hereby accept the donation of a memorial bench to be placed in the lobby of the Office of the Clerk of Courts to Sarah Thompson Taormino, a valued employee who will be missed.

Supervisors Beaver and Rashkin moved the above resolution. ADOPTED by acclamation.

13. Adjournment

Supervisors Bussie and Beaver moved to adjourn at 7:43 p.m. to Thursday, December 12, 2019 at 6:00 p.m. ADOPTED by acclamation.



Prepared by Lisa Tollefson, County Clerk
NOT OFFICIAL UNTIL APPROVED BY THE COUNTY BOARD.

APPOINTMENT TO ARROWHEAD LIBRARY SYSTEM BOARD

POSITION: Member of the Arrowhead Library System Board

AUTHORITY: Wis. Stats. 43.19 and County Board Resolution 73-7-64

TERM: Unexpired Term Ending December 31, 2020

PER DIEM: Yes, Per Board Rule IV.J.

PRESENT MEMBER: Bill Wilson

CONFIRMATION: Yes, by County Board of Supervisors

NEW APPOINTMENT: Annette Smith
1044 Sunset Drive
Milton, WI 53563

EFFECTIVE DATE: December 12, 2019

**APPOINTMENT TO THE COORDINATED SERVICES TEAM (CST)
ADVISORY COMMITTEE**

POSITION: Member of the Coordinated Services Team (CST) Advisory Committee

AUTHORITY: County Board Resolution 12-4A-642

TERM: Unexpired Term Ending April 30, 2022

PER DIEM: For County Board Supervisors Only
(Per Board Rule IV.J.)

PRESENT MEMBER: Mike Czerwonka

CONFIRMATION: Yes, by County Board of Supervisors

APPOINTMENT: Carol Mishler
RWCFS Head Start
1221 Henry Ave.
Beloit, WI 53511

EFFECTIVE DATE: December 12, 2019

**APPOINTMENT TO THE EVIDENCE-BASED DECISION MAKING (EBDM)
COMMITTEE**

POSITION: Member of the Evidence-Based Decision Making Committee

AUTHORITY: County Board Resolution 19-1A-168

TERM: Indefinite

PER DIEM: For County Board Supervisors Only
(Per Board Rule IV.J.)

CONFIRMATION: Yes, by County Board of Supervisors

APPOINTMENT: Sheriff Troy Knudson
Rock County Sheriff's Office

EFFECTIVE DATE: December 12, 2019

APPOINTMENTS TO THE TRANSPORTATION COORDINATING COMMITTEE

POSITION: Members of the Transportation Coordinating Committee

AUTHORITY: County Board Resolution 13-1B-241

TERM: Terms Ending April, 2022

PER DIEM: For County Board Supervisors Only
(Per Board Rule IV.J.)

PRESENT MEMBER:	<u>MEMBER</u>	<u>ALTERNATE</u>
	Paula Schutt	Vacant
	Teri Downing	
	Patty Hansberry	Vacant
	David Lowe	Karl Shulte
	Rosanne Tremain	

CONFIRMATION: Yes, by County Board of Supervisors

APPOINTMENT:	<u>MEMBER</u>	<u>ALTERNATE</u>
	Paula Schutt	Ryan Booth
	Council on Aging	Council on Aging
	James Thompson	
	Beloit Transit System	
	1225 Willowbrook Rd	
	Beloit, WI 53511	
	Patty Hansberry	William Anderson
	RSVP	RSVP
	2433 S Riverside Dr Suite B	2433 S Riverside Dr Suite B
	Beloit, WI 53511	Beloit, WI 53511
	David Lowe	Karl Shulte
	Running Inc	Brown Cab Co
	PO Box 454	PO Box 66
	Janesville, WI 53547	Fort Atkinson, WI 53538
	Rosanne Tremain	
	ADRC of Rock County	

EFFECTIVE DATE: December 12, 2019

APPOINTMENT TO VETERANS SERVICE COMMISSION

POSITION: Member of the Veterans Service Commission

AUTHORITY: Wisconsin Statutes 45.81

TERM: Three Years – 1/1/20-12/31/22

PER DIEM: Yes, Per Wis. Stats. 45.81(5)

PRESENT MEMBER: Albert Funk

CONFIRMATION: Yes, by County Board of Supervisors

NEW APPOINTMENT: Richard E. Fry
4101 Kingsford Drive
Janesville, WI 53546

EFFECTIVE DATE: December 12, 2019

**RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS**

Sheriff Troy J. Knudson
INITIATED BY



Chief Deputy Craig Strouse
DRAFTED BY

Public Safety and Justice Committee
SUBMITTED BY

November 1, 2019
DATE DRAFTED

Recognizing Chief Deputy Barbara J. Barrington-Tillman

- 1 **WHEREAS**, Barbara Barrington-Tillman began her employment with Rock County as a Deputy Sheriff
- 2 on August 1, 1982, by Sheriff F. Joseph Black; and,
- 3
- 4 **WHEREAS**, Sheriff Black promoted her to Sergeant in August of 1987, and to Lieutenant in July of 1991.
- 5 Chief Deputy Barrington-Tillman was promoted to Commander in February of 1995 by Sheriff Howard
- 6 Erickson. Sheriff Robert D. Spoden promoted her to Chief Deputy on January 3, 2007. She has worked
- 7 under the command of five Sheriffs, F. Joseph Black, Howard Erickson, Eric Runaas, Robert Spoden, and
- 8 Troy Knudson; and,
- 9
- 10 **WHEREAS**, throughout her tenure with the Sheriff's Office, Chief Deputy Barrington-Tillman has
- 11 served in many capacities including, but not limited to, advisor for the Rock County Sheriff's Office
- 12 Explorer Post, Unit Leader for the Rock County Sheriff's Office Police Reserve Unit, member of the
- 13 Southern Wisconsin Critical Incident Stress Debriefing Team, Wisconsin Department of Justice Entry
- 14 Level Law Enforcement Exam Development Committee, and a Law Enforcement Academy Instructor
- 15 for Police Report Writing at Blackhawk Technical College; and,
- 16
- 17 **WHEREAS**, Chief Deputy Barrington-Tillman has received numerous awards and commendations
- 18 including the Mary Rita Ostrander Leadership Award, a YWCA Women of Distinction Award, and the
- 19 Rock County Sheriff's Office F. Joseph Black Leadership Award; and,
- 20
- 21 **WHEREAS**, Chief Deputy Barbara Barrington-Tillman will retire from public service on December 16,
- 22 2019.
- 23
- 24 **NOW, THEREFORE BE IT RESOLVED**, that the Rock County Board of Supervisors duly assembled
- 25 this _____ day of _____, 2019, does hereby recognize Chief Deputy Barbara Barrington-
- 26 Tillman for her over 37 years of faithful service and recommends that a sincere expression of
- 27 appreciation be given to Chief Deputy Barbara Barrington-Tillman along with best wishes for the future.

Respectfully submitted,

COUNTY BOARD STAFF COMMITTEE

PUBLIC SAFETY AND JUSTICE COMMITTEE

J. Russell Podzilni, Chair

Mary Beaver
Mary Beaver, Chair

Mary Mawhinney, Vice Chair

Phillip Owens
Phillip Owens, Vice Chair

Richard Bostwick

Terry Fell
Terry Fell

Henry Brill

Ron Bomkamp
Ron Bomkamp

Betty Jo Bussie

Brian Knudson
Brian Knudson

Louis Peer

Alan Sweeney

Terry Thomas

Bob Yeomans

19-12A-361

**RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS**

Sheriff Troy J. Knudson
INITIATED BY



Chief Deputy Craig Strouse
DRAFTED BY

Public Safety and Justice Committee
SUBMITTED BY

November 13, 2019
DATE DRAFTED

RECOGNIZING CAPTAIN TODD A. CHRISTIANSEN

1 **WHEREAS**, Todd A. Christiansen began his employment with the Rock County Sheriff's Office as a
2 Correctional Officer on August 25, 1988; and,
3
4 **WHEREAS**, Todd A. Christiansen was hired as a Deputy Sheriff on April 16, 1991, working in the Patrol
5 Bureau. Deputy Christiansen was promoted to Detective on January 13, 1997. Detective Todd
6 Christiansen was then promoted to Sergeant on June 16, 1997, and worked in both the Law Enforcement
7 and Correctional Services Divisions. Sergeant Christiansen was promoted to Lieutenant on June 1, 2007.
8 Lieutenant Christiansen was assigned to lead the Detective Bureau. On January 1, 2009, Lieutenant Todd
9 Christiansen was promoted to the rank of Captain assigned to the Detective Bureau; and,
10
11 **WHEREAS**, throughout his tenure with the Sheriff's Office, Captain Christiansen has served in many
12 capacities including, SWAT Commander, SWAT Sniper, Firearms Instructor, EVOG Instructor, and as
13 a part of the Transition Team for the development of the Jail addition; and,
14
15 **WHEREAS**, Captain Christiansen has received numerous awards and commendations including Rock
16 County Sheriff's Office Deputy of the Year in 1996 and the F. Joseph Black Leadership Award in 2015;
17 and,
18
19 **WHEREAS**, Captain Todd A. Christiansen has worked under the command of five Sheriffs, F. Joseph
20 Black, Howard L. Erickson, Eric A. Runaas, Robert D. Spoden, and Troy J. Knudson and will retire from
21 public service on December 16, 2019.
22
23 **NOW, THEREFORE BE IT RESOLVED**, that the Rock County Board of Supervisors duly assembled
24 this _____ day of _____, 2020, does hereby recognize Captain Todd A. Christiansen for
25 his over 31 years of faithful service and recommends that a sincere expression of appreciation be given
26 to Captain Todd A. Christiansen along with best wishes for the future.

19-12A-362

Respectfully submitted,

COUNTY BOARD STAFF COMMITTEE

PUBLIC SAFETY AND JUSTICE COMMITTEE

Mary Beaver
Mary Beaver, Chair

J. Russell Podzilni, Chair

Phillip Owens
Phillip Owens, Vice Chair

Mary Mawhinney, Vice Chair

Terry Fell
Terry Fell

Richard Bostwick

Ron Bomkamp
Ron Bomkamp

Henry Brill

Brian Knudson
Brian Knudson

Betty Jo Bussie

Louis Peer

Alan Sweeney

Terry Thomas

Bob Yeomans

**RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS**

Sheriff Troy J. Knudson
INITIATED BY



Chief Deputy Craig Strouse
DRAFTED BY

Public Safety and Justice Committee
SUBMITTED BY

November 13, 2019
DATE DRAFTED

RECOGNIZING DEPUTY SCOTT M. STEEBER

- 1 **WHEREAS**, Scott M. Steeber began his employment with the Rock County Sheriff's Office as a
- 2 Correctional Officer on June 27, 1988; and,
- 3
- 4 **WHEREAS**, Scott M. Steeber was hired as a Deputy Sheriff on July 1, 1989, working in both the Law
- 5 Enforcement and Correctional Services Divisions; and,
- 6
- 7 **WHEREAS**, throughout his tenure with the Sheriff's Office, Deputy Steeber has served in many
- 8 capacities including, SWAT Team, Water Rescue Team, Assistant Supervisor of Boat Patrol, Field
- 9 Training Officer, and Federal Bureau of Identification Milwaukee Division Gangs Rock County Safe
- 10 Streets Task Force (GROC); and,
- 11
- 12 **WHEREAS**, Deputy Steeber has received numerous awards and commendations; and,
- 13
- 14 **WHEREAS**, Deputy Scott M. Steeber has worked under the command of five Sheriffs, F. Joseph Black,
- 15 Howard L. Erickson, Eric A. Runaas, Robert D. Spoden, and Troy J. Knudson and will retire from public
- 16 service on December 16, 2019.
- 17
- 18 **NOW, THEREFORE BE IT RESOLVED**, that the Rock County Board of Supervisors duly assembled
- 19 this _____ day of _____, 2020, does hereby recognize Deputy Scott M. Steeber for his
- 20 over 31 years of faithful service and recommends that a sincere expression of appreciation be given to
- 21 Deputy Scott M. Steeber along with best wishes for the future.

Respectfully submitted,

COUNTY BOARD STAFF COMMITTEE

PUBLIC SAFETY AND JUSTICE COMMITTEE

J. Russell Podzilni, Chair

Mary Beaver
Mary Beaver, Chair

Mary Mawhinney, Vice Chair

Phillip Owens
Phillip Owens, Vice Chair

Richard Bostwick

Terry Fell
Terry Fell

Henry Brill

Ron Bomkamp
Ron Bomkamp

Betty Jo Bussie

Brian Knudson
Brian Knudson

Louis Peer

Alan Sweeney

Terry Thomas

Bob Yeomans

19-12A-363

RESOLUTION

ROCK COUNTY BOARD OF SUPERVISORS

Public Works Committee
INITIATED BY



Duane M. Jorgenson Jr.,
Director of Public Works
DRAFTED BY

Public Works Committee
SUBMITTED BY

October 17, 2019
DATE DRAFTED

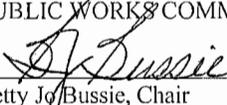
RECOGNIZING RAY LEGRIS

- 1 **WHEREAS**, Ray Legris began his career as temporary help at the Rock County Department of Public
- 2 Works July 14, 1997, moved to a permanent employee as a Heavy Equipment Operator and held
- 3 positions as Patrol Worker, Shovel Operator and Highway Worker where he remained; and
- 4
- 5 **WHEREAS**, Mr. Legris has served the citizens of Rock County for over twenty-two years as a
- 6 dedicated and valued employee of Rock County, and will retire from public service effective
- 7 November 1, 2019; and
- 8
- 9 **WHEREAS**, the Rock County Board of Supervisors representing the citizens of Rock County,
- 10 wishes to recognize Mr. Legris for his long, faithful and dedicated service.
- 11
- 12 **NOW, THEREFORE, BE IT RESOLVED**, by the Rock County Board of Supervisors at its regular
- 13 meeting this ____ day of _____, 2019, directs that a sincere expression of recognition be given
- 14 to Mr. Legris his over twenty-two years of service and expresses to him best wishes for the future.

Respectfully submitted,

PUBLIC WORKS COMMITTEE

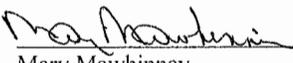
COUNTY BOARD STAFF COMMITTEE


Betty Jo Bussie, Chair

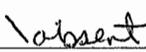
J. Russell Podzilni, Chair


Brent Fox, Vice Chair

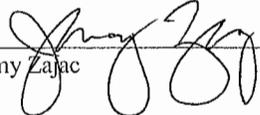
Mary Mawhinney, Vice Chair


Mary Mawhinney

Richard Bostwick


Rick Richard

Henry Brill


Jeremy Zajac

Betty Jo Bussie

Louis Peer

Alan Sweeney

Terry Thomas

Bob Yeomans

19-12A-364

RESOLUTION

ROCK COUNTY BOARD OF SUPERVISORS

Public Works Committee
INITIATED BY



Duane M. Jorgenson Jr.
Director of Public Works
DRAFTED BY

Public Works Committee
SUBMITTED BY

October 17, 2019
DATE DRAFTED

RECOGNIZING ALLEN LONG

- 1 **WHEREAS**, Allen Long began his career as a Patrol Worker at the Rock County Department of
- 2 Public Works - Airport/Parks and moved to Heavy Truck Driver where he remained; and
- 3
- 4 **WHEREAS**, Mr. Long has served the citizens of Rock County for over eighteen years as a dedicated
- 5 and valued employee of Rock County, and will retire from public service effective November 7, 2019;
- 6 and
- 7
- 8 **WHEREAS**, the Rock County Board of Supervisors, representing the citizens of Rock County,
- 9 wishes to recognize Mr. Long for his long, faithful and dedicated service.
- 10
- 11 **NOW, THEREFORE, BE IT RESOLVED**, by the Rock County Board of Supervisors at its regular
- 12 meeting this ___ day of _____, 2019, directs that a sincere expression of recognition be given
- 13 to Mr. Long for his over eighteen years of service and expresses to him best wishes for the future.

Respectfully submitted,

PUBLIC WORKS COMMITTEE

COUNTY BOARD STAFF COMMITTEE

Betty Jo Bussie
Betty Jo Bussie, Chair

J. Russell Podzilni
J. Russell Podzilni, Chair

Brent Fox
Brent Fox, Vice Chair

Mary Mawhinney
Mary Mawhinney, Vice Chair

Mary Mawhinney
Mary Mawhinney

Richard Bostwick
Richard Bostwick

Rick Richard
Rick Richard

Henry Brill
Henry Brill

Jeremy Zajac
Jeremy Zajac

Betty Jo Bussie
Betty Jo Bussie

Louis Peer
Louis Peer

Alan Sweeney
Alan Sweeney

Terry Thomas
Terry Thomas

Bob Yeomans
Bob Yeomans

19-12A-365

RESOLUTION

ROCK COUNTY BOARD OF SUPERVISORS

Health Services Committee
INITIATED BY



Clayton Kalmon
DRAFTED BY

Health Services Committee
SUBMITTED BY

November 19, 2019
DATE DRAFTED

RECOGNIZING JOAN MOE FOR SERVICE TO ROCK HAVEN

- 1 **WHEREAS**, Joan Moe has served the citizens of Rock County over the past 40 years, 4 months as a dedicated
- 2 and valued employee of Rock County; and,
- 3
- 4 **WHEREAS**, Joan Moe began her career with Rock Haven/Rock County Health Care Center as a Unit
- 5 Coordinator on September 5, 1979; and,
- 6
- 7 **WHEREAS**, Joan Moe has worked diligently in that position until her retirement on January 2, 2020; and,
- 8
- 9 **WHEREAS**, the Rock County Board of Supervisors, representing the citizens of Rock County, wishes to
- 10 recognize Joan Moe for her long and faithful service.
- 11
- 12 **NOW, THEREFORE, BE IT RESOLVED**, that the Rock County Board of Supervisors duly assembled this
- 13 _____ day of _____, 2019 does hereby recognize Joan Moe for her 40 years, 4 months of service and
- 14 extend their best wishes to her in her future endeavors; and,
- 15
- 16 **BE IT FURTHER RESOLVED**, that the County Clerk be authorized and directed to furnish a copy of this
- 17 resolution to Joan Moe.

19-12A-366

Respectfully submitted,

HEALTH SERVICES COMMITTEE

COUNTY BOARD STAFF COMMITTEE

Tom Brien, Chair

J. Russell Podzilni, Chair

Kathy Schulz

Mary Mawhinney, Vice Chair

Kevin Leavy

Henry Brill

Ron Bomkamp

Betty Jo Bussie

Mary Beaver

Louis Peer

Alan Sweeney

Terry Thomas

Bob Yeomans

Richard Bostwick

RESOLUTION

ROCK COUNTY BOARD OF SUPERVISORS

Health Services Committee
INITIATED BY



Clayton Kalmon
DRAFTED BY

Health Services Committee
SUBMITTED BY

November 19, 2019
DATE DRAFTED

RECOGNIZING DIANNA WYWIAL FOR SERVICE TO ROCK HAVEN

- 1 **WHEREAS**, Dianna Wywial has served the citizens of Rock County over the past 25 years, 7 months as a
- 2 dedicated and valued employee of Rock County; and,
- 3
- 4 **WHEREAS**, Dianna Wywial began her career with Rock Haven/Rock County Health Care Center as a
- 5 Certified Nursing Assistant on April 19, 1994; and,
- 6
- 7 **WHEREAS**, Dianna Wywial has worked diligently in that position until her retirement on December 2,
- 8 2019; and,
- 9
- 10 **WHEREAS**, the Rock County Board of Supervisors, representing the citizens of Rock County, wishes to
- 11 recognize Dianna Wywial for her long and faithful service.
- 12
- 13 **NOW, THEREFORE, BE IT RESOLVED**, that the Rock County Board of Supervisors duly assembled
- 14 this _____ day of _____, 2019 does hereby recognize Dianna Wywial for her 25 years, 7 months
- 15 of service and extend their best wishes to her in her future endeavors.

Respectfully submitted,

HEALTH SERVICES COMMITTEE

COUNTY BOARD STAFF COMMITTEE

Tom Brien, Chair

J. Russell Podzilni, Chair

Kathy Schulz

Mary Mawhinney, Vice Chair

Kevin Leavy

Henry Brill

Ron Bomkamp

Betty Jo Bussie

Mary Beaver

Louis Peer

Alan Sweeney

Terry Thomas

Bob Yeomans

Richard Bostwick

19-12A-367

**RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS**

Finance Committee
INITIATED BY



Sherry Oja, Finance Director
DRAFTED BY

Finance Committee
SUBMITTED BY

November 25, 2019
DATE DRAFTED

Recognizing Janet Trautsch

- 1 **WHEREAS**, Janet Trautsch has served the citizens of Rock County for the past 31 years as a dedicated
- 2 and valued employee, and is retiring effective December 13, 2019; and,
- 3
- 4 **WHEREAS**, Janet Trautsch began her career with Rock County as a Nursing Assistant at Rock Haven on
- 5 December 20, 1988; and,
- 6
- 7 **WHEREAS**, Janet Trautsch accepted the Account Clerk II position at the Health Care Center on
- 8 September 25, 1992 and moved to the Account Clerk II position in Payroll on April 25, 1996; and,
- 9
- 10 **WHEREAS**, Janet Trautsch was promoted to Payroll Manager on May 13, 2002 and worked tirelessly in
- 11 that position until her retirement on December 13, 2019; and,
- 12
- 13 **WHEREAS**, the Rock County Board of Supervisors representing the citizens of Rock County wishes to
- 14 recognize Janet Trautsch for her significant contributions to the County and to thank her for her many
- 15 years of dedicated and faithful service.
- 16
- 17 **NOW, THEREFORE, BE IT RESOLVED** that the Rock County Board of Supervisors duly assembled
- 18 this _____ day of _____, 2019, does hereby recognize Janet Trautsch for her 31 years of
- 19 service and extends best wishes to her in her future endeavors.

19-12A-368

Respectfully submitted,

FINANCE COMMITTEE

COUNTY BOARD STAFF COMMITTEE

Mary Mawhinney
Mary Mawhinney, Chair

J. Russell Podzilni
J. Russell Podzilni, Chair

Mary Beaver
Mary Beaver, Vice Chair

Mary Mawhinney, Vice Chair

/s/ Brent Fox
Brent Fox

Richard Bostwick

J. Russell Podzilni
J. Russell Podzilni

Henry Brill

Bob Yeomans
Bob Yeomans

Betty Jo Bussie

Louis Peer

Alan Sweeney

Terry Thomas

Bob Yeomans

RESOLUTION

ROCK COUNTY BOARD OF SUPERVISORS

James S. Sandvig
INITIATED BY

James S. Sandvig
DRAFTED BY

Finance Committee
SUBMITTED BY

11/25/2019
DATE DRAFTED



RECOGNIZING KATHY KOPE FOR SERVICE TO ROCK COUNTY

1 WHEREAS, Kathy Kope has dedicated over 27 years of her professional career to protecting the information
 2 technology systems of Rock County; and,
 3
 4 WHEREAS, Kathy began her career as a Computer Programmer with Rock County Computer Services on
 5 September 16, 1992; and,
 6
 7 WHEREAS, Kathy fulfilled those duties and she diligently served until Dec 13, 2019; and,
 8
 9 WHEREAS, Kathy made countless contributions during her tenure with Rock County's Information Technology
 10 department. Her extensive knowledge coupled with her unwavering dedication to doing her very best set an
 11 example not only for her co-workers, but for all who had the pleasure of working with her. Kathy has been a vital
 12 member of the Information Technology team and her influence will have a positive impact on the department and
 13 the Rock County workforce for many years to come.
 14
 15 NOW, THEREFORE, BE IT RESOLVED that the Rock County Board of Supervisors duly assembled on this
 16 _____day of _____ 2019, does hereby thank Kathy Kope for her dedication and contributions to the
 17 citizens of Rock County; and
 18
 19 BE IT FURTHER RESOLVED that a copy of this resolution be presented to Kathy Kope with the Rock County
 20 Board of Supervisors' best wishes for her future plans.

Respectfully submitted,

FINANCE COMMITTEE

COUNTY BOARD STAFF COMMITTEE

Mary Mawhinney
Mary Mawhinney, Chair

J. Russell Podzilni
J. Russell Podzilni, Chair

Mary Beaver
Mary Beaver, Vice Chair

Mary Mawhinney, Vice Chair

Brent Fox
Brent Fox

Richard Bostwick

J. Russell Podzilni
J. Russell Podzilni

Henry Brill

Bob Yeomans
Bob Yeomans

Betty Jo Bussie

Louis Peer

Alan Sweeney

Terry Thomas

Bob Yeomans

19-12A-369

RESOLUTION

ROCK COUNTY BOARD OF SUPERVISORS

District Attorney David J. O'Leary
INITIATED BY



David J. O'Leary
DRAFTED BY

Public Safety & Justice Committee
SUBMITTED BY

November 26, 2019
DATE DRAFTED

**RECOGNIZING ROCK COUNTY DISTRICT ATTORNEY OFFICE MANAGER
RENEE GROVER**

1 **WHEREAS**, Renee Grover began her career as dispatcher of Fire and EMS services with the Janesville Fire
2 Department in April 1980; Was hired to dispatch Police, Fire & EMS with the Janesville Police Department in
3 September 1983; Was promoted to records & communications manager at JPD in March 1989; Was hired as 911
4 Operations Manager in March 1993; Was hired as SSI Coordinator in January 1996; Was hired as Deputy Clerk
5 of Courts in December 1996; Was hired as Database Coordinator with Human Services in July 2000; and became
6 the Rock County District Attorney Office Manager in January 2006; and
7

8 **WHEREAS**, during her tenure with the District Attorney was instrumental in the implementation and
9 development of the use of the Protect case management computer system; and
10

11 **WHEREAS**, Renee was always a positive, professional representative of the District Attorney's Office when
12 dealing with staff, victims, the public, the media, defendants and attorneys; and
13

14 **WHEREAS**, Renee Grover has served the citizens of Rock County for 40 years, has worked with a host of
15 elected officials, administrators, prosecutors, law enforcement, defense attorneys, community leaders and
16 concerned citizens in order to make Rock County a safer community; and
17

18 **WHEREAS**, Renee Grover will retire from public service on January 3, 2020.
19

20 **NOW, THEREFORE, BE IT RESOLVED** that the Rock County Board of Supervisors duly assembled this
21 _____ day of _____, 2019, does hereby recognize Renee Grover for her 40 years of faithful service
22 and recommends that a sincere expression of appreciation be given to Renee Grover along with best wishes for
23 the future.

Respectfully submitted,

PUBLIC SAFETY & JUSTICE COMMITTEE

COUNTY BOARD STAFF COMMITTEE

Mary Beaver
Mary Beaver, Chair

J. Russell Podzilni, Chair

Phillip Owens
Phillip Owens, Vice Chair

Mary Mawhinney, Vice Chair

Terry Fell
Terry Fell

Richard Bostwick

Ron Bomkamp
Ron Bomkamp

Henry Brill

Brian Knudson
Brian Knudson

Betty Jo Bussie

Louis Peer

Alan Sweeney

Terry Thomas

Bob Yeomans

19-12A-370

**RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS**

Sheriff Troy Knudson
INITIATED BY



Diane Michaelis
DRAFTED BY

Public Safety and Justice Committee
SUBMITTED BY

November 8, 2019
DATE DRAFTED

**AUTHORIZING PURCHASE OF LEXIPOL CORRECTIONS POLICY MANUAL
AND AMENDING THE 2019 BUDGET**

- 1 **WHEREAS**, the Sheriff's Office is currently using the Lexipol law enforcement policy manual and daily
- 2 training bulletin services for Law Enforcement; and,
- 3
- 4 **WHEREAS**, the Sheriff's Office will benefit from implementing a similar program for Correctional
- 5 Services; and,
- 6
- 7 **WHEREAS**, the policy manual and daily training bulletins will help the Correctional Services division
- 8 and the County reduce risk and avoid litigation; and,
- 9
- 10 **WHEREAS**, the project start-up costs, including subscription, implementation, and extraction, are
- 11 \$51,781; and,
- 12
- 13 **WHEREAS**, the funding for the Lexipol corrections policy manual and daily training bulletin services
- 14 will come from Commissary Commissions and Equitably Shared Funds.
- 15

16 **NOW, THEREFORE, BE IT RESOLVED**, by the Rock County Board of Supervisors duly assembled
17 this _____ day of _____, 2019, that a Purchase Order be issued to Lexipol, LLC, in the
18 amount of \$51,781, for the purchase of a corrections policy manual and daily training bulletin services;
19 and,

20
21 **BE IT FURTHER RESOLVED**, that the Sheriff's Office's budget for 2019 be amended as follows:

23 Account/ 24 Description	Budget 11/01/19	Increase (Decrease)	Amended Budget
25 <u>Source of Funds</u>			
26 21-2200-0000-44170	\$174,252	\$50,000	\$224,252
27 Commissary Commissions			
28 <u>Use of Funds</u>			
29 21-2200-0000-64904	\$174,252	\$50,000	\$224,252
30 Sundry Expense			

Respectfully submitted,

PUBLIC SAFETY AND JUSTICE COMMITTEE

FINANCE COMMITTEE

Reviewed and approved on a vote of

Mary Beaver
Mary Beaver, Chair

5-0

Ron Bomkamp
Ron Bomkamp

Mary Mawhinney
Mary Mawhinney, Chair

Terry Fell
Terry Fell

Brian Knudson
Brian Knudson

Phillip Owens
Phillip Owens, Vice Chair

19-12A-371

AUTHORIZING PURCHASE OF LEXIPOL CORRECTIONS POLICY MANUAL AND
AMENDING THE 2019 BUDGET

Page 2

FISCAL NOTE:

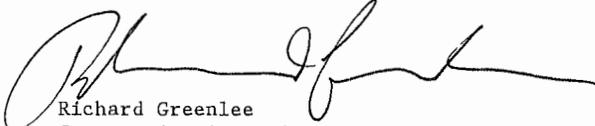
The initial costs and first year subscription to this service are being funded by commissary commissions and equitably shared funds. However, a funding source for future annual fees will need to be determined.



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. Lexipol, LLC is the sole source provider of this training. As an amendment to the adopted 2019 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

AUTHORIZING PURCHASE OF LEXIPOL CORRECTIONS POLICY MANUAL AND
AMENDING THE 2019 BUDGET

Page 3

Executive Summary

The Sheriff's Office is currently using the Lexipol law enforcement policy manual and daily training bulletin services for Law Enforcement. The Sheriff's Office will benefit from implementing a similar program for Correctional Services.

The policy manual and daily training bulletins will help the Correctional Services division and the County reduce risk and avoid litigation. Lexipol's web-based tools will provide the Correctional Services division with:

- Policies that reflect up-to-date, applicable industry standards and best practices
- Content specific to the laws and practices of Wisconsin
- Daily scenario-based training that reinforces the Sheriff's Office's policies
- Timely updates in response to new legislation and case law

The project start-up costs are \$51,781. The start-up costs include the subscription cost (annual) and the implementation and extraction costs (one-time).

Subscription	\$15,998
Implementation and extraction	<u>\$35,783</u>
Total	\$51,781

The funding for the Lexipol corrections policy manual and daily training bulletin services will come from Commissary Commissions and Equitably Shared Funds.

**RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS**

Sheriff Troy J. Knudson
INITIATED BY



Diane Michaelis
DRAFTED BY

Public Safety and Justice Committee
SUBMITTED BY

November 26, 2019
DATE DRAFTED

Authorizing Acceptance of Highway Safety Grant

1 **WHEREAS**, the Wisconsin Department of Transportation, Bureau of Transportation Safety, makes
 2 Federal Highway Safety funds available to local law enforcement agencies for various traffic safety
 3 programs; and,
 4
 5 **WHEREAS**, these funds are earmarked to allow law enforcement agencies to provide additional patrols
 6 directed at improving traffic safety by deploying seatbelt, speed, and alcohol enforcements; and,
 7
 8 **WHEREAS**, the Rock County Sheriff's Office is eligible to receive a grant of \$70,000 to participate in
 9 this program; and,
 10
 11 **WHEREAS**, grant funds will be used for overtime wages, related benefits, and supplies; and,
 12
 13 **WHEREAS**, the grant requires a local match of 25% which may be an in-kind or hard match; and,
 14
 15 **WHEREAS**, the grant year runs from October 1, 2019 through September 30, 2020.
 16
 17 **NOW, THEREFORE BE IT RESOLVED** by the Rock County Board of Supervisors assembled this
 18 _____ day of _____ 2019, that the Rock County Sheriff is authorized to accept funds under the
 19 Highway Safety Grant and,

20
 21 **BE IT FURTHER RESOLVED**, that the 2019 budget be amended as follows:

23	Account Description	Budget at	Amount	Amended
24	<u>Account Number</u>	<u>11/01/19</u>	<u>Incr (Decr)</u>	<u>Budget</u>
25				
26	<u>Source of Funds</u>			
27	Federal Aid			
28	21-2120-2020-42100	\$0	\$70,000	\$70,000
29				
30	<u>Use of Funds</u>			
31	Overtime Wages			
32	21-2120-2020-61210	\$0	\$40,700	\$40,700
33	Policing and First Aid Supplies			
34	21-2120-2020-63904	\$0	\$4,300	\$4,300
35	Aid to Localities			
36	21-2120-2020-69501	\$0	\$25,000	\$25,000

19-12A-372

Authorizing Acceptance of Highway Safety Grant
Page 2

Respectfully submitted,

PUBLIC SAFETY AND JUSTICE COMMITTEE

Mary Beaver
Mary Beaver, Chair

Ron Bomkamp
Ron Bomkamp

Terry Fell
Terry Fell

Brian Knudson
Brian Knudson

Philip Owens
Philip Owens, Vice Chair

FINANCE COMMITTEE ENDORSEMENT

Reviewed and approved on a vote of

5-0

Mary Mawhinney
Mary Mawhinney, Chair

FISCAL NOTE:

This resolution accepts \$70,000 in federal aid for the highway safety program. This grant requires a 25% match. The match is already included in the budget as in-kind match.

Sherry Oja
Sherry Oja
Finance Director

ADMINISTRATIVE NOTE:

Recommended.

Josh Smith
Josh Smith
County Administrator

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 2019 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
Richard Greenlee
Corporation Counsel

Authorizing Acceptance of the Highway Safety Grant

Executive Summary

The Wisconsin Department of Transportation, Bureau of Transportation Safety, makes Federal Highway Safety funds available to local law enforcement agencies for various traffic safety programs. These funds are earmarked to allow law enforcement agencies to provide additional patrols directed at improving traffic safety by deploying seatbelt, speed, and alcohol enforcements. The Rock County Sheriff's Office is eligible to receive a grant of \$70,000 to participate in this program. Grant funds will be used for overtime wages, related benefits, and equipment. This grant requires a local match of 25%. The match may be an in-kind match or a hard match.

**RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS**

Public Works Committee
Initiated by



John Traynor, Parks Manager
Drafted by

Public Works Committee
& Parks Advisory Committee
Submitted by

November 1, 2019
Date Drafted

**ACCEPTANCE OF WISCONSIN DEPARTMENT OF NATURAL RESOURCES
COUNTY CONSERVATION AIDS GRANT FUNDS
AND AMENDING PARKS BUDGET**

1 **WHEREAS**, the legislature of the State of Wisconsin enacted legislation providing for allocation
2 to the respective counties in that state on an acreage basis for the county fish and game projects,
3 including conservation of resources and habitat, on the condition that the counties match the state
4 allocation; and
5

6 **WHEREAS**, Rock County made application to participate in unallocated county fish and game
7 projects pursuant to provisions of s.23.09(12) of the Wisconsin Statutes and as authorized by
8 county board resolution 18-10A-099; and
9

10 **WHEREAS**, \$5,000 is in the 2019 budget as an estimated amount for this grant in 2019; and
11

12 **WHEREAS**, matching grant funds totaling \$3131 are available from the Wisconsin Department of
13 Natural Resources, but less than the estimated budgeted amount, and a resolution accepting the
14 same is required; and
15

16 **NOW, THEREFORE, BE IT RESOLVED** that the Rock County Board of Supervisors duly
17 assembled this ____ day of _____, 2019 does hereby approve the acceptance of these funds.
18

19 **BE IT FURTHER RESOLVED** that the Parks Manager be hereby authorized and directed to sign
20 the grant agreements and that these documents be submitted to the Wisconsin Department of
21 Natural Resources.
22

23 **BE IT FURTHER RESOLVED**, that the Parks Manager be authorized to file all necessary
24 documents for administration and reimbursement of this program
25

26 **BE IT FURTHER RESOLVED** that the Rock County Board of Supervisors hereby approves the
27 amendment of the Department of Public Works Parks Division 2019 Budget as follows:
28

	<u>Budget</u>	<u>Increase/(Decrease)</u>	<u>Amended Budget</u>
29			
30 Sources of Funds Parks:			
31 41-4592-4788-42200	\$5,000	(\$1,869)	\$3,131
32 DNR Conservation Grant			
33			
34 Use of Funds Parks:			
35 41-4592-4788-64900	\$5,000	(\$1,869)	\$3,131
36 Grant Expenses			

19-12A-373

ACCEPTANCE OF WISCONSIN DEPARTMENT OF NATURAL RESOURCES COUNTY
CONSERVATION AIDS GRANT FUNDS AND AMENDING PARKS BUDGET

Page 2

Respectfully submitted,

PUBLIC WORKS COMMITTEE

absent
Betty Jo Bussie, Chair

Brent Fox
Brent Fox, Vice Chair

Vacant
R. Rich
Rick Richard

Jeremy Zajac
Jeremy Zajac

PARKS ADVISORY COMMITTEE

Floyd Finney
Floyd Finney

Dean Paynter
Dean Paynter

Tom Presny
Tom Presny

FINANCE COMMITTEE ENDORSEMENT

Reviewed and approved on a vote of 5-0 :

Mary Mawhinney
Mary Mawhinney, Chair

FISCAL NOTE:

This resolution accepts the DNR
Conservation grant and amends the budget to
equal the amount of the final grant award.

Sherry Oja
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 2019 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
Richard Greenlee
Corporation Counsel

ADMINISTRATIVE NOTE:

Recommended.

Josh Smith
Josh Smith
County Administrator

-EXECUTIVE SUMMARY-

**ACCEPTANCE OF WISCONSIN DEPARTMENT OF NATURAL RESOURCES
COUNTY CONSERVATION AIDS GRANT FUNDS AND AMENDING PARKS BUDGET**

Each Wisconsin County is allocated a certain amount of money annually to fund small projects on a 50/50 match basis. This year we will be using our allocated funds to help pay for invasive species control at Carver-Roehl and Magnolia Bluff Parks.

Rock County was originally allotted \$1,927 in County Conservation Aids grant funds. An additional \$1,204 in County Conservation Aids grant funds have become available, for a total award of \$3,131 for 2019. The recommended 2019 budget includes \$5,000 for this grant. This resolution accepts the \$3,131 in County Conservation Aids funds and reduces the 2019 budget from \$5,000 to \$3,131.

The invasive species control work will include burning, prairie planting, prairie restoration, mowing and invasive species removal at Carver-Roehl and Magnolia Bluff Parks. The invasive species to be controlled using this grant are Common Buckthorn, Honeysuckle, Siberian Elm, Garlic Mustard, and White/Yellow Sweet Clover. Other native but negative woody growth from Sumac, Rubus species, Elm, Boxelder, and Cherry has invaded areas of the State Natural Areas inhibiting growth of native flora and white/bur oak regeneration. These woody species will also be considered in the restoration activities.

Though this funding source required a 50% match by the County, all time and materials supplied by the Parks and Highway Divisions, as well as other community resources, may be used as in-kind match.

**RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS**

Education Veterans & Aging
Services Committee
INITIATED BY



Paula Schutt
DRAFTED BY

November 11, 2019
DATE DRAFTED

Education Veterans & Aging
Services Committee

SUBMITTED BY

Approval to Purchase Specialized Transit Vehicles

- 1 **WHEREAS**, the Council on Aging received a 5310 Capital Acquisition Grant from the Department of
- 2 Transportation to purchase one dual axle mini bus and two medium buses as additions to the Specialized
- 3 Transit Fleet; and,
- 4
- 5 **WHEREAS**, the vehicles were purchased through the Wisconsin Department of Transportation; and,
- 6
- 7 **WHEREAS**, federal funds pay for 80% of the vehicle with a 20% local match; and,
- 8
- 9 **WHEREAS**, additional funds are required for upgrades.
- 10
- 11 **NOW, THEREFORE, BE IT RESOLVED** that the Rock County Board of Supervisors duly assembled
- 12 this _____ day of _____, 2019 does approve this payment to be made to the State of
- 13 Wisconsin in the amount of \$38,321.20 for the local match.

19-12A-374

Respectfully submitted,

EDUCATION VETERANS & AGING SERVICES
COMMITTEE

Rick Richard
Rick Richard, Chair

Phillip Owens
Phillip Owens, Vice Chair

Tom Brien
Tom Brien

Craig Gramke
Craig Gramke

absent
Kevin Leavy

ADMINISTRATIVE NOTE:

Recommended.
Josh Smith
Josh Smith
County Administrator

FISCAL NOTE:

The purchase of these vehicles were included in the FY 2019 Council on Aging budget.

Sherry Oja
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
Richard Greenlee
Corporation Counsel

Executive Summary

The Rock County Council on Aging was awarded a federal 5310 grant to purchase three new Specialized Transit vehicles through a bidding process conducted by the Wisconsin Department of Transportation. This grant provides 80% of the funding for the purchase of the vehicles, with 20% local match and upgrade costs coming from the Elderly and Handicapped Transportation Fund. The breakdown is as follows:

Vehicle Type	Federal State Portion	Local Match 20 %
Mini Bus, Dual-Axle - Gas	\$44,62.40	\$11,165.60
Honeycomb - Medium Bus	\$54,311.20	\$13,577.80
Honeycomb-Medium Bus	\$54,311.20	\$13,577.80
Total Federal share (80%) Amount of grant agreement	\$153,284.80	
Total local share (20%) Amount of check from Rock County		\$38,321.20

Total Amount	\$191,606.00
---------------------	---------------------

Breakdown of vehicle upgrades

Mini Bus	Upgrades by StarCraft Bus.....	\$8,127.00
Honeycomb Medium Bus.....	Upgrades by A & J Vans.....	\$6,585.00
Honeycomb Medium Bus.....	Upgrades by A & J Vans.....	\$6,585.00
Total upgrades		\$21,297.00

**RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS**

Sheriff Troy J. Knudson
INITIATED BY



Diane Michaelis
DRAFTED BY

Public Safety and Justice Committee
SUBMITTED BY

November 26, 2019
DATE DRAFTED

Authorizing Purchase of Patrol Squad Dodge Durango

- 1 **WHEREAS**, the 2020 budget request contains one Dodge Durango; and,
- 2
- 3 **WHEREAS**, the Sheriff's Office can purchase the 2020 model under the 2019 State contract price; and,
- 4
- 5 **WHEREAS**, section 2.218 (4) of the Purchasing Ordinance does allow Rock County to purchase vehicles
- 6 through a cooperative purchasing agreement with the State of Wisconsin under Contract # 505ENT-M19-
- 7 2019 VEHICS-00; and,
- 8
- 9 **WHEREAS**, Ewald Motors of Oconomowoc, LLC, in Oconomowoc, Wisconsin, was awarded the State
- 10 contract for law enforcement vehicles; and,
- 11
- 12 **WHEREAS**, the Sheriff's Office and the Purchasing staff have reviewed the State of Wisconsin bid
- 13 specifications and recommend purchasing one Dodge Durango.
- 14
- 15 **NOW, THEREFORE, BE IT RESOLVED** by the Rock County Board of Supervisors duly assembled
- 16 this _____ day of _____, 2019 that a Purchase Order be issued, to Ewald Motors of
- 17 Oconomowoc, LLC, totaling the amount of \$30,832.50, for the purchase of one 2020 Dodge Durango.

Respectfully submitted,

PUBLIC SAFETY AND JUSTICE COMMITTEE

Mary Beaver
Mary Beaver, Chair

Ron Bomkamp
Ron Bomkamp

Terry Fell
Terry Fell

Brian Knudson
Brian Knudson

Philip Owens
Philip Owens, Vice Chair

FISCAL NOTE:

Funds were included in the 2020 budget for the cost of this vehicle.

Sherry Oja
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
Richard Greenlee
Corporation Counsel

ADMINISTRATIVE NOTE:

Recommended.

Josh Smith
Josh Smith
County Administrator

19-12A-375

Authorizing Purchase of Patrol Squad Dodge Durango

Executive Summary

The 2020 budget request contains one Dodge Durango. The Sheriff's Office can purchase the 2020 model under the 2019 State contract prices.

Although the 2020 budget has not been adopted yet, the Sheriff's Office would like order one Dodge Durango immediately. The delivery date would be after January 1, 2020. The pricing would be from the 2019 state contract.

Under Section 2.218 (4) of the Purchasing Ordinance, Rock County can utilize the State of Wisconsin bid to purchase vehicles through a cooperative purchasing agreement.

Ewald Motors of Oconomowoc, LLC, in Oconomowoc, Wisconsin, was awarded the State contract for law enforcement vehicles for 2019. The Sheriff's Office and the Purchasing staff reviewed the State of Wisconsin bid specifications and recommend purchasing one Dodge Durango from Ewald Motors of Oconomowoc, LLC.

**RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS**

General Services Committee
INITIATED BY



Brent Sutherland- Director-
Facilities Management
DRAFTED BY

General Services Committee
SUBMITTED BY

November 25, 2019
DATE DRAFTED

**Awarding Contract for 2020 & 2021 for Elevator Maintenance and Service
for Various County Buildings**

- 1 **WHEREAS**, Facilities Management Department has multiple elevators at various County buildings; and,
- 2
- 3 **WHEREAS**, the Purchasing Division solicited Request for Proposals from qualified elevator contractors
- 4 for a 2-year contract with an option to renew for an additional 3 years starting January 1, 2020; and,
- 5
- 6 **WHEREAS**, four proposals was received and evaluated by Facilities Management leadership team; and,
- 7
- 8 **WHEREAS**, Otis Elevator Company received the highest number of points based on the evaluation
- 9 criteria; and,
- 10
- 11 **WHEREAS**, Purchasing and Facilities Management recommends awarding the contract to Otis Elevator
- 12 Company of Madison, Wisconsin.
- 13
- 14 **NOW, THEREFORE, BE IT RESOLVED** by the Rock County Board of Supervisors duly assembled
- 15 this _____ day of _____, 2019 that a contract for 2020 & 2021 for elevator
- 16 maintenance and service be awarded to Otis Elevator Company, of Madison, Wisconsin.

19-12A-376

Respectfully submitted,

GENERAL SERVICES COMMITTEE

Henry Brill, Chair

Jeremy Zajac, Vice Chair

Robert Potter

Yuri Rashkin

Tom Brien

FISCAL NOTE:

Funds were included in the 2020 budget and will need to be included in future budgets for these services.

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.

ADMINISTRATIVE NOTE:

Recommended.

Josh Smith
County Administrator

Richard Greenlee
Corporation Counsel

Executive Summary

**Awarding the 2020-2021 Elevator maintenance contract for Several Rock County
Facilities**

Rock County contracts out for elevator maintenance for several buildings managed by Facilities Management. The Purchasing Division solicited request for proposals for 2020 & 2021 with an option to renew for an additional 3 years.

Four proposals were received, evaluators reviewed and rated the proposals on several merits. The company with the highest rated number was OTIS Elevator Company from Madison, Wisconsin.

The Purchasing Manager and the Facilities Management Director recommend awarding the 2020 & 2021 contract for elevator maintenance to Otis Elevator Company of Madison, Wisconsin.



PROPOSAL SUMMARY FORM

PROPOSAL NUMBER 2020-14
 PROPOSAL NAME ELEVATOR MAINTENANCE
 PROPOSAL DUE DATE NOVEMBER 12, 2019 – 12 NOON
 DEPARTMENT FACILITIES MANAGEMENT

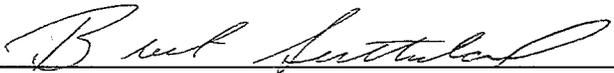
	OTIS MADISON WI	BRAUN MADISON WI	KONE MADISON WI	SCHUMACHER DENVER IA
RATER 1	95	75	55	55
RATER 2	97	95	93	91
RATER 3	90	70	65	60
TOTAL SCORE	282	240	213	206
COST PER ELEVATOR BY LOCATION				
(9) COURTHOUSE	2,100.00	2,299.00	2,760.00	1,560.00-1,788.00
COURTHOUSE WHEELCHAIR LIFT	1,020.00	427.00	540.00	600.00
(4) HEALTH CARE CENTER	1,380.00	1,878.00	2,640.00	1,020.00
(3) SHERIFF'S OFFICE	2,100.00	3,280.00	2,760.00	1,764.00
(4) UW-WHITEWATER AT ROCK COUNTY	2,100.00	3,036.00	2,760.00	1,704.00
HOURLY RATE-INDIVIDUAL	195.00	277.00	230.00	158.90
HOURLY RATE- TEAM	351.00	490.00	430.00	305.90
OT RATE-INDIVIDUAL	390.00	471.00	345.00	385.90
OT RATE-TEAM	702.00	833.00	635.00	742.90
SUNDAYS/HOLIDAYS-INDIVIDUAL	487.50	554.00	448.00	227.00
SUNDAYS/HOLIDAYS-TEAM	877.50	958.00	820.00	437.00
RATE INCREASE 2022	3%	3.3%	3%	3%
RATE INCREASE 2023	3%	3.3%	3%	3%
RATE INCREASE 2024	3%	3.3%	3%	3%

Request for Proposals was advertised in the Beloit Daily News and on the Internet.

- ✓ Proposals were evaluated based on the following criteria:
- ✓ General quality & adequacy of Proposal – Maximum 25 points
- ✓ Technical approach – Maximum 25 points
- ✓ Organization, personnel & experience – Maximum 25 points
- ✓ Reasonableness of cost estimates – Maximum 25 points

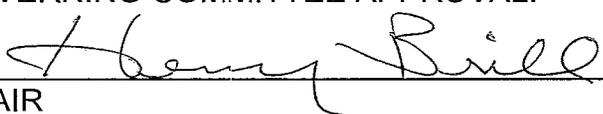
PREPARED BY: JODI MILLIS, PURCHASING MANAGER

DEPARTMENT HEAD RECOMMENDATION: OTIS Elevator Company


SIGNATURE

11-25-19
DATE

GOVERNING COMMITTEE APPROVAL:


CHAIR

4-0-1
VOTE

12/3/19
DATE

RESOLUTION

ROCK COUNTY BOARD OF SUPERVISORS

General Services Committee
INITIATED BY



Brent Sutherland –
Director of Facilities Management
DRAFTED BY

General Services Committee
SUBMITTED BY

November 25, 2019
DATE DRAFTED

Awarding the Contract for the Installation of an In-Building Distributed Antenna System at Rock County Courthouse

- 1 WHEREAS, funds were budgeted in 2019 for the installation of this in –building distributed
- 2 antenna system (DAS); and,
- 3
- 4 WHEREAS, this is part of the security upgrade that is being completed 2019; and,
- 5
- 6 WHEREAS, as part of the security measures being implemented it is vital to have cell phone
- 7 coverage throughout the Courthouse; and,
- 8
- 9 WHEREAS, a signal survey was completed and coverage was mapped out with findings
- 10 showing most of the Courthouse had no signal; and,
- 11
- 12 WHEREAS, this antenna system will provide the needed signal throughout the courthouse; and,
- 13
- 14 WHEREAS, specifications were drafted and bids solicited with five qualified contractors
- 15 responding. The lowest most responsive and responsible bidder was Communications Cabling &
- 16 Network out of Brookfield, WI in the amount of \$151,806.
- 17
- 18 NOW, THEREFORE, BE IT RESOLVED, that the Rock County Board of Supervisors duly
- 19 assembled on this ____ day of _____, 2019 does hereby approve and authorize
- 20 awarding a contract in the amount of \$151,806.00 to Communications Cabling & Network out of
- 21 Brookfield, WI.
- 22
- 23 BE IT FURTHER RESOLVED, that a \$15,000.00 contingency also be approved to cover any
- 24 possible unforeseen items.

19-12A-377

Respectfully submitted,

GENERAL SERVICES COMMITTEE

Henry Brill
Henry Brill, Chair

Jeremy Zagac
Jeremy Zagac, Vice Chair

Absent
Tom Brien

Robert Potter
Robert Potter

Yuri Rashkin
Yuri Rashkin

Awarding the Contract for the Installation of an In-Building Distributed Antenna System at Rock
County Courthouse
Page 2

FISCAL NOTE:

Funds were included in the 2019 budget for this project. This project is being funded by sales tax revenue.



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***Awarding the Contract for the Installation of an In-Building Distributed Antenna System at Rock County Courthouse**

The resolution before you approves contracting with the lowest, most responsive and responsible bidder, Communications Cabling & Network of Brookfield WI, in the amount of \$151,806.00 for the installation of an in-building distributed antenna system at Rock County Courthouse. This also approves a 10% (\$15,000) contingency fund. Funds were included in the 2019 budget and bids were solicited with five contractors responding. This is part of the security upgrades being completed in 2019. Cell phone signals are vital in a security incident. A signal survey was conducted to map out the cell phone signal throughout the entire campus. The survey showed no signal was available throughout most of the Courthouse.

ORIGINAL



BID SUMMARY FORM

BID NUMBER 2019-32
BID NAME DISTRIBUTED ANTENNA SYSTEM – ROCK COUNTY COURTHOUSE
BID DUE DATE NOVEMBER 19, 2019 – 1:30 P.M.
DEPARTMENT FACILITIES MANAGEMENT

	COMMUNICATIONS CABLING & NETWORKING BROOKFIELD WI	GENERAL COMMUNICATIONS MADISON WI	NEWBRIDGE WIRELESS FULTON MD	MALKO COMMUNICATION SERVICES SKOKIE IL	COMMWAVE SAN MARCOS CA
BASE BID	\$ 151,805.87	\$ 185,180.67	\$ 227,291.60	\$ 253,407.00	\$ 458,331.00
BID BOND	YES	YES	YES	YES	YES
QUALIFICATIONS	YES	YES	YES	YES	YES
ADDENDA	YES	YES	YES	NO	YES
START DATE	12/17/19	01/06/20	JANUARY 2020	TO BE DETERMINED	01/06/20
COMPLETION	01/24/20	01/17/20	MARCH 2020	DEPENDS ON CARRIERS	04/30/20

Invitation to Bid was advertised in the Beloit Daily News and on the Internet. One vendor neglected to submit a Bid Bond with their bid and therefore is disqualified. Four additional vendors was solicited that did not respond.

PREPARED BY: JODI MILLIS, PURCHASING MANAGER

DEPARTMENT HEAD RECOMMENDATION: Communications Cabling + networking.

Bob Smith 11-20-19
SIGNATURE DATE

GOVERNING COMMITTEE APPROVAL:
Henry Brill 4-0-1 12/3/19
CHAIR VOTE DATE

**RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS**

Finance Committee
INITIATED BY



Diana Arneson, Asst. to IT Dir
DRAFTED BY

Finance Committee
SUBMITTED BY

November 26, 2019
DATE DRAFTED

AUTHORIZING PURCHASE OF A HITACHI STORAGE AREA NETWORK

- 1 **WHEREAS**, the Rock County Information Technology Department is authorized to purchase computer
- 2 equipment on behalf of the County; and,
- 3
- 4 **WHEREAS**, data created or acquired by the users and applications within the Rock County Computer
- 5 Network is increasing exponentially as technology evolves and systems automation increases; and,
- 6
- 7 **WHEREAS**, the Information Technology Department's three Storage Area Networks (SANs) have
- 8 become obsolete and will no longer be supported; and,
- 9
- 10 **WHEREAS**, the Information Technology Department staff did review and configure the Hitachi servers
- 11 and storage devices available on the State of Wisconsin UW System Storage Contract #18-2052; and,
- 12
- 13 **WHEREAS**, the 2020 Budget did designate funds for the purchase of this computer equipment.
- 14
- 15 **NOW, THEREFORE, BE IT RESOLVED** that the Rock County Board of Supervisors duly assembled
- 16 this _____ day of _____, 2019 that a Purchase Order for the purchase of a Hitachi VSP G350
- 17 Storage Area Network computer system be issued to A&E Business Solutions in Madison, WI in the
- 18 amount of \$240,996.42.

19-12A-378

Respectfully submitted,

FINANCE COMMITTEE

Mary Mawhinney
Mary Mawhinney, Chair

Mary Beaver
Mary Beaver, Vice Chair

Brent Fox
Brent Fox

J. Russell Podzilni
J. Russell Podzilni

Bob Yeomans
Bob Yeomans

AUTHORIZING PURCHASE OF A HITACHI STORAGE AREA NETWORK

Page 2

FISCAL NOTE:

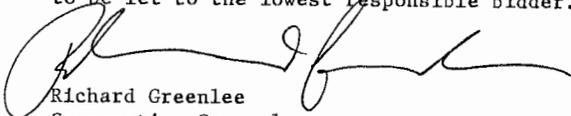
Funds for this project were included in the 2020 budget. Approximately \$158,000 in one-time hardware costs are being funded by sales tax. The on-going costs are being funded by tax levy.



Sherry Oja
Finance Director

LEGAL NOTE:

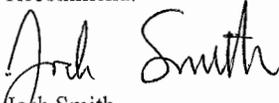
The County Board is authorized to take this action pursuant to secs. 59.01 and 59.51, Wis. Stats. In addition, sec. 59.52(29), Wis. Stats. requires the project to be let to the lowest responsible bidder.



Richard Greenlee
Corporation Counsel

ADMINISTRATIVE NOTE:

Recommend.



Josh Smith
County Administrator

Authorizing Purchase of a Hitachi Storage Area Network

The Information Technology department currently uses three Storage Area Networks (SANs) to manage and support the data that resides within the Rock County Computer Network at the Health Care Center. The SANs are at end-of-life and will lose third party support in 2020. The proposed Hitachi SAN requested in this resolution will replace the obsolete SANs and consolidate data processing and storage into one system by utilizing a larger server pool and greater storage capacity. This will increase efficiency greatly as only one system will need to be monitored and resources will be shared within one complete system instead of three.

The purchase of the Hitachi SAN hardware, management software and licenses, a 5 year support contract, and the associated implementation services will be procured from A&E Business Solutions, a Hitachi registered vendor, via the State of Wisconsin UW System Storage Contract #18-2052 in the amount of \$240,996.42.

**RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS**

Land Information Office
INITIATED BY



Michelle Schultz
DRAFTED BY

Planning & Development Committee
SUBMITTED BY

November 6, 2019
DATE DRAFTED

**AUTHORIZING 2020 ORTHOIMAGERY AND LiDAR CONTRACTS
WITH AYRES ASSOCIATES, INC. AND AUTHORIZING MEMORANDUMS
OF UNDERSTANDING (MOU) WITH PARTICIPATING MUNICIPALITIES**

- 1 **WHEREAS**, the Wisconsin Regional Orthoimagery Consortium conducted a request for professional
- 2 qualifications for a consultant to conduct a fly-over of the State of Wisconsin in the spring of 2020 for the
- 3 purpose of providing a highly accurate, cost-effective update of the data that comprises the various
- 4 Geographic Information Systems (GIS) found throughout the State; and,
- 5
- 6 **WHEREAS**, the Consortium selected Ayres Associates, Inc., to conduct the project and work with State
- 7 agencies and local governments interested in updating their respective GIS and orthoimagery; and,
- 8
- 9 **WHEREAS**, the Land Records Committee and the City of Beloit wish to participate in this project in the
- 10 spring of 2020 which would give them updated digital aerial photography, as well as update their Digital
- 11 Terrain Model (DTM) through LiDAR; and,
- 12
- 13 **WHEREAS**, Rock County would serve as fiscal agent and contractor with Ayres Associates, Inc., on
- 14 behalf of the City of Beloit in order to achieve administrative efficiency, economy of scale and mutual cost
- 15 savings; and,
- 16
- 17 **WHEREAS**, Rock County has applied for grant funding that would pay for a portion of the costs
- 18 associated with this project; and,
- 19
- 20 **WHEREAS**, each party to the MOU agrees it will be responsible for its proportional local share of the
- 21 project not covered by grant funds, not to exceed the amount identified in contracts with Ayres Associates,
- 22 Inc., for the orthoimagery and the DTM through LiDAR attributable to those jurisdictions; and,
- 23
- 24 **WHEREAS**, Rock County's share of the project is included in the 2020 Land Records budget.
- 25
- 26 **NOW, THEREFORE, BE IT RESOLVED** that the Rock County Board of Supervisors duly assembled
- 27 this ____ day of _____, 2019 does hereby authorize the County Board Chair to enter into the
- 28 contracts with Ayres Associates, Inc., to perform the work necessary to provide participating municipalities
- 29 and Rock County with updated orthoimagery and DTM, as well as sign the Memorandums of
- 30 Understanding between Rock County and the municipalities participating in this project.

19-12A-379

Respectfully submitted,

PLANNING AND DEVELOPMENT COMMITTEE

Alan Sweeney, Chair

Wayne Gustina

Mary Mawhinney, Vice Chair

Phillip Owens

Wes Davis

Authorizing 2020 Orthoimagery and LiDAR Contracts with Ayres Associates, Inc. and Authorizing Memorandums of Understanding (MOU) with Participating Municipalities
Page 2

FISCAL NOTE:

This project was included in the 2020 budget and will be funded by a combination of partner contributions, grant funds and land records fees. No tax levy is required.



Sherry Oja
Finance Director

LEGAL NOTE:

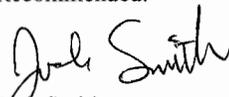
The County Board is authorized to take this action pursuant to secs. 59.01, 59.51, and 66.0301, Wis. Stats. In addition, sec. 59.52(29), Wis. Stats. requires the project to be let to the lowest responsible bidder.



Richard Greenlee
Corporation Counsel

ADMINISTRATIVE NOTE:

Recommended.



Josh Smith
County Administrator

EXECUTIVE SUMMARY

The purpose of this Resolution is to award the contract for the 2020 Orthoimagery & LiDAR Joint Project. The Wisconsin Regional Orthophotography Consortium conducted a request for professional qualifications for a consultant to conduct a statewide flyover in the spring of 2020. Ayres Associates, Inc. was selected to conduct the project and work with state agencies and local governments interested in updating their Orthoimagery and LiDAR derived DTM.

Rock County will serve as fiscal agent and contractor with Ayres Associates, Inc. on behalf of the project partners in order to achieve administrative efficiency, economy of scale and mutual cost savings.

Estimated total project cost is \$196,623 for the LiDAR derived DTM and \$79,430 for the Orthoimagery. Rock County has applied for grant funding to cover a portion of the project costs. The project partners will contribute to the total project cost based on their proportion of the flight area. The County's proportionate cost will not exceed \$195,252 for the LiDAR derived DTM and \$65,080 for the imagery and is part of 2020 Land Records Budget.

The MOU'S identify the County as the administrative and fiscal agent on behalf of its partners, and those partners agree to repay the County for their cost of participating in the project.

The information derived from the project has many functions and is the basis for the sophisticated Geographical Information Systems (GIS) operated by the City of Beloit and Rock County.

RESOLUTION

We, the undersigned Supervisors, request that the topic of Armed Security at the Courthouse be put on the agenda for discussion by the Full Board. The Resolution has been in Committee for more than six months.

Signature

Print

Craig J. Gramke

CRAIG GRAMKE

Don Pen

Don Pen

77 Fel

Don Pen

May Mahoney

May Mahoney

Phil Owens

Phil Owens

Rich Bostwick

Rich Bostwick

RESOLUTION

ROCK COUNTY BOARD OF SUPERVISORS

General Services Committee
INITIATED BY

General Services Committee
SUBMITTED BY



Brent Sutherland -
Director of Facilities Management
DRAFTED BY
February 6, 2019
DATE DRAFTED

Amending the Contract with Global Security Services at the Courthouse

1 **WHEREAS**, January 1, 2019, Rock County entered into a 3-year contract with Global Security
2 Services for unarmed courthouse security officers at a cost of \$216,033.20, and;
3
4 **WHEREAS**, research data shows the number of violent incidents in court buildings has
5 increased dramatically in recent years and continues to rise, and;
6
7 **WHEREAS**, contracted security officers, who are responsible for the screening all persons
8 entering for weapons, are currently unarmed, and;
9
10 **WHEREAS**, according to National Center for State Courts, best practices for Courthouse
11 Security include providing armed security at the front entrance screening station, and;
12
13 **WHEREAS**, Rock County is amending the current contract to increase the 3-year cost by
14 \$45,784.52, for providing armed officers to conduct security services.
15
16 **NOW, THEREFORE, BE IT RESOLVED**, that the Rock County Board of Supervisors duly
17 assembled this _____ day of _____, 2018, does hereby approve and authorize
18 amending the total contract cost with Global Security Services of Davenport, Iowa, to
19 \$261,817.72 for armed security services at the Courthouse screening station, starting April 1,
20 2019.

Respectfully submitted,

GENERAL SERVICES COMMITTEE

Hank Brill, Chair

Jeremy Zajac, Vice Chair

Tom Brien

Robert Potter

Yuri Rashkin

19-12A-380

Page 2
Amending the Contract with Global Security Services at the Courthouse

FISCAL NOTE:

Sufficient funds were included in the budget for the FY 2019 portion of this contract.



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:

Rock County's Vision Statement speaks to the importance of both Service ("Service to the public is our fundamental reason for being") and Safety ("Safety is critical to a high standard of living"). I have several concerns about whether arming contracted security guards strikes the right balance between service and safety.

First, it is important that the Courthouse be seen as a welcoming and inclusive environment where residents who need services are comfortable. I am particularly concerned that disadvantaged populations may negatively perceive the increase in firearms at the front entrance in a way that could inhibit residents' willingness to access needed services.

Second, while the intent would be to put contracted security in a better position to respond to an armed threat, I am concerned that the introduction of firearms to contracted security at the front entrance may also increase the likelihood of an incident. With the many members of the public who must use the Courthouse in less-than-ideal circumstances (e.g., court appearance, paying taxes, child support obligations, complaints, etc.), the opportunity for escalated confrontation with disgruntled residents may increase.

There are other issues that could be considered related to the increased cost of the contract and the timing of implementation in the context of the larger Courthouse security project, but I would consider those secondary to the discussion of the issues noted above.

That being said, it is appropriate for the County Board to exercise its policy authority over this issue.



Josh Smith
County Administrator

Rock County, Wisconsin
51 South Main Street
Janesville, WI 53545

Facilities Management
Phone (608)757-5527
Fax (609) 757-5516



Executive Summary

Amending the Contract for Security Services at the Courthouse

The resolution before you is amending the 3-year contract with Global Security Services for security services at the Courthouse building screening station. The current 3-year contract is for \$216,033.20 for unarmed security officers. The contract is being amended to providing armed security officers for a total contract cost of \$261,817.72. This is an increase of \$45,784.52 over the life of the 3-year contract.

These are proactive measures being taken due to the National Center for States Courts reporting the increase in courthouse violent acts and Courthouse Security best practices is to provide armed security officers at the front entrance screening station.

**ORDINANCE
ROCK COUNTY BOARD OF SUPERVISORS**

Annette Mikula
INITIATED BY

Amy Spoden, Asst. Human Resource Director
DRAFTED BY

County Board
Staff Committee
SUBMITTED BY



November 6, 2019
DATE DRAFTED

AMENDING THE COUNTY'S PERSONNEL ORDINANCE

1 **WHEREAS**, Rock County has an established Personnel Ordinance; and,
 2
 3 **WHEREAS**, it is good practice to review the personnel ordinance language on an annual basis; and
 4
 5 **WHEREAS**, certain additional changes have been suggested by Employees and Department Managers; and,
 6
 7 **WHEREAS**, the County wants to incorporate these additional changes to the Personnel Ordinance effective
 8 December 13, 2019
 9
 10 **NOW, THEREFORE, BE IT RESOLVED**, that the Rock County Board of Supervisors assembled this
 11 _____ day of _____, 2019 does hereby amend Chapter XVIII, the County's Personnel
 12 Ordinance as follows:
 13

19-11D-351

CHAPTER XVIII
Section 3: Recruitment and Selection

Recruitment
18.301

14
15
16
17
18
19 The Human Resources Director shall develop and conduct an active recruitment program designed to
20 meet current and projected County manpower needs.
21

22 Recruitment shall be tailored to the position to be filled and shall be directed to sources likely to yield
23 qualified candidates. Applications received are maintained by Applicant Tracking Software. Candidates
24 are notified by the system as they progress thru the life cycle of the recruitment.
25

26 (a) Job Announcements and Publicity.

27
28 Human Resources shall issue job announcements and otherwise publicize
29 vacancies as may be appropriate. Job vacancies shall be formally announced for a
30 minimum of five working days prior to the closing date for filing applications.
31 Depending upon the vacancy and the scope of the recruitment process, this period
32 may be adjusted accordingly. The Human Resources Director may also initiate
33 continuous recruitment programs for any class of positions. (See HR Policies and
34 Procedures.)
35

36 (b) Application Form.

37
38 All applications for employment shall be made on forms prescribed by the Human
39 Resources Director. The Human Resources Director may require proof of
40 application statements.
41

42 (c) Rejection of Applications.

43
44 Human Resources may reject any application if the applicant:

- 45 (l) does not meet the minimum qualifications established for the position.
- 46

- 47 (2) is physically, mentally or otherwise unable to perform the duties of the
 48 position, with or without a reasonable accommodation, as permitted under
 49 applicable State and Federal laws.
 50
 51 (3) has been convicted of a crime, which renders him/her unsuitable for the
 52 position, as permitted under applicable State and Federal laws.
 53
 54 (4) is not within the legal age limits prescribed for the position or for County
 55 employment.
 56
 57 (5) has established an unsatisfactory employment record, which demonstrates
 58 unsuitability for the position.
 59
 60 (6) is a member of an organization, which advocates the violent overthrow of
 61 the government of the United States.
 62
 63 (7) based on job related factors, is found by Human Resources to be clearly
 64 unsuitable for the position for which he/she has applied.
 65
 66 ~~(d) Whenever an application is rejected, notice of such rejection shall be promptly~~
 67 ~~made to the applicant.~~
 68
 69 (d) Human Resources may select only the best qualified applicants for screening and
 70 final consideration.
 71
 72 (e) Applicants that are not selected for a position have the ability to review their
 73 individual results. Candidates who do not agree with their recruitment process
 74 results may request the Human Resources Director to review the results.
 75
 76

Section 5: Fringe Benefits

Holidays
18.501

81 The following holidays are observed by the County and shall be granted to regular employees with pay
 82 and to temporary employees without pay, unless such employees are required to be on scheduled work:
 83

- 84 (a) New Year's Day
 85 (b) Spring Holiday to be observed the Friday immediately preceding
 86 Easter
 87 (c) Memorial Day
 88 (d) July 4th
 89 (e) Labor Day
 90 (f) Thanksgiving Day
 91 (g) Friday following Thanksgiving
 92 (h) Day before Christmas
 93 (i) Christmas Day
 94 (j) One Floating Holiday
 95 (k) Any additional holiday granted by the County Board.
 96 (l) The County Administrator may designate additional holidays in
 97 unusual circumstances with the approval of the County Board
 98 Chair and/or Vice Chair.
 99

100 For employees working the standard work schedule, when a holiday falls on Saturday, it shall be
 101 observed on the preceding Friday. When a holiday falls on a Sunday, the following Monday shall be
 102 observed.
 103

104 For employees not working the standard work schedule see the HR Policies and Procedures.
 105

106 Floating holidays must be taken in whole day increments (pro-rated for part-time employees).
 107

108 The floating holiday shall accrue to the employee effective any work shift starting on or after 4 a.m. of
 109 January 1st of each year. Employees need to use the floating holiday on or before December 31 of each
 110 calendar year. If the floating holiday is not used by December 31, the floating holiday will be
 111 forfeited. During their first year of employment, Employees hired after November 30, will have until
 112 January 31 of the following year to use their floater from the previous year.

113

114

115

Jury Duty

116

18.510

117

118 Any employee called for jury duty in any court of competent jurisdiction shall be granted time off from
 119 his/her regular and normal daily schedule of working hours with pay, for such jury service provided
 120 such employee shall remit to ~~Employer~~ Rock County Treasurer's Office all fees received from the
 121 Clerk of Courts for such service, and further provided that no claim for overtime pay or compensatory
 122 time off shall be made by such employee as a result of his/her jury services. If a second or third shift
 123 employee is selected to serve on a jury panel, the employee will not be required to work their next
 124 scheduled shift, if such shift begins on the same calendar day. If the employee does not remit the fee,
 125 he/she shall be considered to be on leave of absence without pay while performing jury duty. The
 126 County shall pay a reasonable amount for the difference if the employee has to pay parking fees and
 127 reimbursement from the Court does not fully cover the fee.

128

129 Should an employee not be selected to serve on a jury panel, the employee will report back to work
 130 within one hour of dismissal by the court.

131

132 If the employee chooses not to return to work, they may use available benefit time to take the rest of the
 133 day off. Sick Leave cannot be used.

134

135

136

Sick Leave

137

18.515

138

139 Sick leave pay shall commence on the first day of any period of illness due to accident, injury or disease.

140

141 (1) All full-time employees shall earn one sick leave day per month of
 142 continuous employment. All part-time employees whose regular workweek
 143 is sixteen hours or more shall earn one sick leave day on a prorata basis
 144 directly in relation to the normal full time employment period. All part-
 145 time employees, who work less than sixteen hours per week, shall not earn
 146 sick leave. Temporary and seasonal employees are not eligible for sick
 147 leave.

148

149 (2) Sick leave shall be granted after three months continuous service (from
 150 original hire date) when an employee is required to be absent from work
 151 because of:

152

153

(a) Illness of the employee.

154

155

(b) Illness of an employee's spouse

156

157

158

159

160

161

162

(b) Adult child when covered by an approved FMLA.

163

164

165

166

167

168

(d) Contact with or exposure to a contagious disease rendering the
employee's presence hazardous to fellow workers

- 169 (e) Reasonable medical or dental attention that cannot be scheduled during
170 non-working hours.
171
- 172 (3) Sick leave shall accrue to a maximum of one hundred thirty days.
173
- 174 (4) Employees who are absent from work for reasons which entitle them to
175 sick leave shall notify their supervisor in accordance with Department
176 Work Rules.
177
- 178 (5) A supervisor may identify a potential problem with an employee's sick
179 leave usage. Patterns that may indicate a problem with sick leave usage
180 include but are not limited to:
181
- 182 a) It occurs before or after a holiday,
183
- 184 b) It occurs before or after a scheduled day off,
185
- 186 c) An employee takes sick leave in excess of three days which has not been
187 reported to FMLA, or
188
- 189 d) The employee has a history of using short amounts of sick leave
190 repeatedly over an extended period of time.
191
- 192 e) It occurs on a day that an employee previously requested off and was
193 denied.
194
- 195
- 196 Once a potential problem with sick leave usage has been identified the
197 supervisor shall meet with the employee to discuss the reason(s) for the
198 absences. The goal of the meeting is to gather information, counsel the
199 employee and if there is an admitted problem, have the employee change
200 his/her behavior.
201
- 202 When a problem has been identified and the employee has not voluntarily
203 changed their behavior, a Department Head or the Human Resources
204 Director may require the employee to submit a medical statement, stating
205 the specific illness, period of treatment, and date that the employee may
206 return to work.
207
- 208 The Department Head or Human Resources Director may require an
209 employee to take a medical examination on returning from sick leave or on
210 such occasions that it is in the best interest of the County. The medical
211 examination shall be given by a physician designated by the Human
212 Resources Director.
213
- 214 The Department Head or the HR Director may investigate the alleged
215 illness of an employee absent from work on sick leave. False or fraudulent
216 use of sick leave shall be cause for disciplinary action against the
217 employee, up to and including dismissal.
218
- 219 (6) An employee on vacation who presents an acceptable medical certificate
220 giving the dates of illness may have that portion of his/her vacation leave
221 converted to sick leave.
222
- 223 (7) Sick leave shall be debited in no less than quarter hour units.
224
- 225 (8) No credit for sick leave shall be granted for time worked by an employee in
226 excess of his/her normal workweek.
227
- 228 (9) A regular employee who moves from one department to another by
229 transfer, promotion or demotion shall have his/her total sick leave credits
230 transferred to the new department.
231

232 Employees who resign or retire with ten or more
233 years of continuous service shall be paid for one half of the accumulated
234 sick leave days, not to exceed a total of sixty-five days. In the event of the
235 death of an employee, the County shall make the same sick leave payment
236 to the employee's estate. In the event of a discharge, the employee will not
237 receive this benefit.

238
239 Subpoenaed Witness
240 18.516

241
242 When subpoenaed to appear before a court, public body, or commission in connection with County
243 business on regular work time, the employee shall be paid at his/her regular rate of pay and the employee
244 shall remit his/her fee to the County.

245
246 Employees who are off duty and are subpoenaed to appear in court as a result of their work assignment
247 shall receive a minimum of two hours pay at the rate of time and one half. If the employee is required by
248 the court to be present in court for time over and above the minimum, the employee will be paid at the
249 rate of time and one half. Employees shall be reimbursed for mileage costs incurred because of court
250 appearances required under this provision. Employees shall sign and turn over to the County any and all
251 fees and reimbursements paid because of court appearances resulting from their work assignment.

252
253 Subpoena Cancellation Pay. Employees who are subpoenaed to testify on off duty time and are not
254 notified of the cancellation or dismissal of said subpoena at least twenty-four hours prior to the time
255 scheduled for appearance, shall be paid two hours of pay at their regular rate of pay. There shall be a
256 maximum of two (2) canceled subpoenas per day.

257
258 Employees subpoenaed to appear before a court, public body, or commission for reasons outside of their
259 County employment will be given time off of work if they must appear during their normally scheduled
260 shift. The time away from work will be covered by the employee's benefit time or will be leave without
261 pay if the employee does not have appropriate benefit time to cover.

262
263 Section 6: Conditions of Employment

264 Discipline/Investigations
265 18.607

266
267 The purpose of discipline is correcting job behavior and performance problems of employees.
268 Employees shall be informed of standards of conduct and performance. All staff must notify their
269 immediate supervisor within twenty-four (24) hours of all arrests and convictions for any ordinance
270 (other than minor traffic violations), misdemeanor or felony violations that may impact their ability to
271 complete the essential functions of their position.

272
273 No disciplinary action will be taken until a thorough investigation has been completed. Employees
274 under investigation shall have the right to representation during the investigatory process. The
275 employee will be allowed to have a representative of their choice who is not a supervisor or manager
276 within Rock County. The representative will be limited to listening and advising the employee but will
277 not be allowed to speak in place of the employee. Unilateral employees other than Department Heads
278 shall be allowed to have a representative of their choice who has equal or less authority than they do.
279 Employees may be placed on a Paid/Non Paid Administrative Leave during the investigation. Rules
280 and standards shall be consistently applied. Penalties shall be uniform and shall match the infraction.
281 Persons administering corrective discipline shall systematically document the case. Records of written
282 reprimands, suspensions, demotions and terminations shall be provided to Human Resources and kept
283 in the employee's personnel file. Written reprimands will remain in effect for a period not to exceed
284 one year, and at the end of such period shall be removed from the active Employee's personnel file.
285 Records of suspension shall remain in the active Employee's personnel file for a period of two years
286 and at the end of such period shall be removed from the Employee's personnel file.

287
288 Suspensions, demotions, and terminations shall be discussed with the Human Resources Director or the
289 County Administrator before such actions are taken. In the event that the immediate dismissal action is
290 required and the HR Director or the County Administrator cannot be reached, the employee shall be
291 suspended with pay pending investigation.

292

293 An employee may only be suspended, demoted, or terminated for just cause. In determining whether
294 just cause exists, the following standards must be applied to the extent applicable:

295

296 (a) Whether the employee could reasonably be expected to have had knowledge of the likely
297 consequences of the alleged conduct

298 (b) Whether the rule or order that the employee allegedly violated was reasonable.

299 (c) Whether the County made a reasonable effort to investigate and discover whether the
300 employee did in fact violate a rule or order.

301 (d) Whether the investigation was fair and objective.

302 (e) Whether the County discovered substantial evidence that the employee violated the rule or
303 order

304 (f) Whether the County is applying the rule or order fairly and without discrimination against
305 the employee.

306 (g) Whether the proposed discipline reasonably relates to the seriousness of the alleged
307 violation and the employee's record of service with the County.

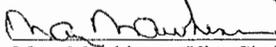
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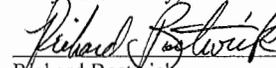
309 Notwithstanding the above, whenever an employee is laid off under section 18.613, it shall
310 not be considered discipline and the employee shall not be considered terminated under this
311 section. Dismissal of an employee during his or her initial Probationary Period shall not be
312 considered a termination under this section.

Respectfully Submitted,

COUNTY BOARD STAFF COMMITTEE

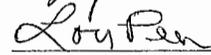

J. Russell Podzilni, Chair


Mary Mawhinney, Vice Chair

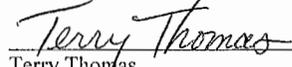

Richard Bostwick


Henry Brill


Betty Jo Bussie


Louis Peer


Alan Sweeney


Terry Thomas


Bob Yeomans

FISCAL NOTE:

Minimal fiscal impact.


Sherry Oja
Finance Director

LEGAL NOTE:

The County Board is authorized to take this action by Wisconsin Statutes §§ 59.03 and 59.52(8).


Richard Greenlee
Corporation Counsel

ADMINISTRATIVE NOTE:

Recommended.


Josh Smith
County Administrator

Executive Summary

Rock County has a Personnel Ordinance that establishes a uniform personnel program for Rock County. The ordinance is reviewed annually and suggestions for modifications are brought forward to the County Board Staff Committee and the County Board.

It is important to give our workforce a voice in the process, and in 2019 a survey was sent to managers and employees to solicit input into suggestions for modifications to the current personnel ordinances and for suggestions for new ordinances. Overall there were 58 employee responses. The Human Resources Department identified several areas that were brought to their attention during 2019.

A draft of the proposed changes was reviewed with the County Administrator. There were some additional suggestions offered and a final version of proposed changes was compiled.

These changes are summarized below and a full version of the Ordinance language is included with the resolution.

Proposed Personnel Ordinance Changes

Rock County Ordinance

- **18.301 – Recruitment**

Updates candidate notification process.

- **18.501 – Holidays**

Updates floating holiday language to clarify it can be used on December 31st.

- **18.510 Jury Duty**

Clarifies where jury duty pay should be remitted to the Rock County Treasurer's Office.

- **18.515 –Sick Leave**

Clarifies language that sick leave can be used for an adult child when covered by approved family medical leave.

- **18.516 - Subpoenaed Witness**

Clarifies that if an employee is subpoenaed for reasons outside of their County employment, and they must miss work, they need to use benefit time or take it as time without pay.

- **18.607 – Discipline/Investigations**

Clarifies that employees who are laid off or dismissed during probation are not considered terminated for cause.

**RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS**

County Board Staff Committee
INITIATED BY



Annette Mikula, HR Director
DRAFTED BY

County Board Staff Committee
SUBMITTED BY

November 20, 2019
DATE DRAFTED

**TO RATIFY THE 2020 LABOR AGREEMENT BETWEEN ROCK COUNTY
AND
DEPUTY SHERIFF'S ASSOCIATION**

- 1 WHEREAS, the County is subject to 111.70 of the Wisconsin Statutes; and
- 2
- 3 WHEREAS, representatives of the Deputy Sheriff's Association have met with the County's Bargaining Team
- 4 in an attempt to arrive at a mutual agreement on wages, hours and conditions of employment; and
- 5
- 6 WHEREAS, the proposed wage settlement represents an across the board wage increase of 3.00% effective
- 7 January 1, 2020; and
- 8
- 9 WHEREAS, the membership of the Association has ratified the agreement; and,
- 10
- 11 WHEREAS, a summary of the contractual agreement is attached.
- 12
- 13 NOW, THEREFORE, BE IT RESOLVED, that the Rock County Board of Supervisors assembled this
- 14 _____ day of _____, 2019 does hereby ratify the terms and conditions of the 2020 labor
- 15 agreement between Rock County and the Deputy Sheriff's Association.

Respectfully Submitted,

COUNTY BOARD STAFF COMMITTEE

J. Russell Podzinski, Chair

Louis Peer

Mary Mawhinney, Vice Chair

Alan Sweeney

Richard Bostwick

Terry Thomas

Henry Brill

Betty Jo Bussie

Bob Yeomans

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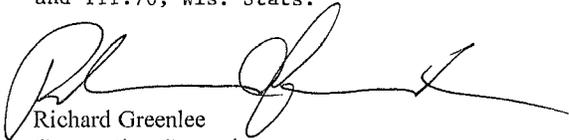
TO RATIFY THE 2020 LABOR AGREEMENT BETWEEN ROCK COUNTY AND THE DEPUTY
SHERIFF'S ASSOCIATION

Page 2

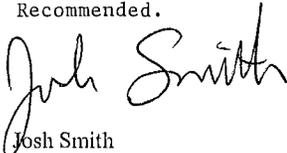
FISCAL NOTE:

<u>Base Compensation</u>	<u>Wage Increase</u>	<u>Add'l Base Compensation</u>
\$5,320,525	3.0% eff. 1/1/2020	\$159,616

Base Compensation includes wages, FICA and retirement.

Sherry Oja
Finance DirectorLEGAL NOTICE:The County Board is authorized to take this action pursuant to secs. 59.01
and 111.70, Wis. Stats.Richard Greenlee
Corporation CounselADMINISTRATIVE NOTE:

Recommended.

Josh Smith
County Administrator

AGREEMENT BETWEEN
ROCK COUNTY, WISCONSIN
&
ROCK COUNTY DEPUTY SHERIFF'S ASSOCIATION
2020

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AGREEMENT

This Agreement made and entered into this _____ day of _____, 2019 by and between Rock County, Wisconsin hereinafter referred to as County and the Rock County Deputy Sheriff's Association, hereinafter referred to as the Association.

ARTICLE I - RECOGNITION

- 1.01 The County recognizes the Association as the exclusive collective bargaining representative for all non-ranking deputies, and detectives below the rank of lieutenant, employed by the County in classifications set forth in Appendix A, but excluding all other employees accordance with WERC Case CXXXVI, No. 27879 ME-1994 dated August 28, 1981.

ARTICLE II MANAGEMENT RIGHTS

- 2.01 The management of the Department and the direction of the working force is vested exclusively in the Sheriff, including, but not limited to the right to hire or appoint, suspend, demote, discipline or discharge for cause (all pursuant to the provisions of Wis. Stats. 59.26) for the Sheriff's Department to transfer or layoff for economic or other legitimate reasons, to determine the type, kind and quality of service to be rendered to the citizenry, to determine the location, operation and type of any physical structures or facilities of any division or shift within a division, to plan and schedule service, work shifts and training programs, to establish reasonable work rules, to determine what constitutes good and efficient County service and all other functions of management and direction not expressly limited by the terms of this Agreement. The Association expressly recognizes the prerogative of the County and the Sheriff to operate and manage its/his affairs in all respects in accordance with it/his responsibilities.

ARTICLE III - PROBATIONARY PERIOD

- 3.01 Length. All newly hired employees shall serve a probationary period of one (1) year of continuous service, except newly hired employees who have not been certified as law enforcement officers by the State of Wisconsin as of their date of hire, in which case the employee shall serve a probationary period of one (1) year, plus a period of time equal to the time spent in law enforcement certification training as established by the State Law Enforcement Standards Board. During such probationary period, they shall not attain any seniority rights and shall be subject to dismissal at the sole discretion of the Employer and without recourse to appeal the dismissal through the grievance procedure hereinafter provided.

- 3.02 Probationary Period for Promotions. Employees promoted to positions in the classification of Detective shall serve a probationary period of one (1) year. Each probationary Detective shall be evaluated midway during and one month prior to completion of his/her probationary period.

If the employee failed in the sole judgment of the Department Head to successfully complete the probationary period, the employee shall have the right to return to his/her former position.

- 3.03 Upon the successful completion of the probationary period, the employee shall have seniority rights from the date of original hire.

- 3.04 Any member of the Association who accepts a promotion within the Sheriff's Department to a position in the Supervisor's Association or a unilateral command position, shall retain the right to return to the Association. Any employee who returns to the Association under this provision will have the seniority that the employee had as of the date of promotion, except that for benefit purposes, all years of continuous employment will be counted.

ARTICLE IV - LEAVES OF ABSENCE

- 4.01 Length. Leaves of absence without pay for periods not in excess of six months in any year, may in the discretion of the department head be granted in writing to any employee who has completed his/her probationary period, providing such employee does not accept employment elsewhere. Failure to grant leave of absence shall not be subject to the grievance procedure. The employee to whom written leave of absence has been granted shall be entitled at the expiration of the time stated on such leave to be reinstated to a comparable position or the one in which he/she was employed at the time the leave was granted. The Association shall be provided with a copy of the written leave by the Employer at the time such leave is granted.
- 4.02 Anniversary Date. When a leave of more than thirty days is granted, the employee's anniversary date shall be advanced by the amount of time that the leave exceeds thirty days and such time shall not be counted for the purpose of computing salary increments, except leave necessary for illness, injury or Family Medical Leave when member has no sick time left.
- 4.03 Military Leave. Leaves of absence shall be automatically granted all full-time employees who are called or volunteer for military service and such employees shall be reinstated to at least their former job level or classification at the expiration of their military service, all pursuant to the provisions of Wis. Stats. 45.50 and Title 38 of the Federal Code as it applies to military leave.

ARTICLE V - HOLIDAYS

- 5.01 Holidays - Sheriff's Office.
- A. Employees shall be granted the following holidays off with pay:
- 1) New Year's Day, 2) Memorial Day, 3) July 4th, 4) Labor Day,
 - 5) Thanksgiving Day, 6) Friday following Thanksgiving, 7) December 25 and three "floating" holidays to be selected by the employee. New employees who commence employment on or after July 1, of each year shall be granted only two "floating" holidays.
- B. If the holiday falls on a regular scheduled day of work for an employee on a 5-2, 5-3 schedule, the employee shall be compensated at one and one-half times the employees' normal hourly rate of pay and the employee will be granted a day in lieu thereof off with pay. If the holiday falls on a regular scheduled day off for an employee on a 5-2, 5-3 schedule, the employee will be granted a day in lieu thereof off with pay. If the holiday falls on a weekend for an employee on a 5-2 schedule, the employee will be granted a day in lieu thereof off with pay. Any such requested days off shall be granted subject to the approval of the Sheriff with regard to the particular day requested.

Employees called into work on a holiday shall receive the overtime rate for all hours worked in addition to the holiday pay.

- C. Requests for holiday time shall be by seniority within each shift of each division, but the days must be requested prior to February 1 of the New Year. Holiday requests will be granted only after all vacation requests have been approved. After February 1, all holiday requests will be approved on a first come, first serve basis, with no regard to seniority. Holidays may be used in increments as small as one-quarter (1/4) hour at a time, except Floating Holidays which must be used in single day increments.

- D. An employee on a 5-2 schedule who works eight (8) hours on a holiday shall receive one and one-half (1 1/2) times the employee's normal hourly rate of pay and will be paid eight (8) hours of holiday pay or granted a day off with pay in lieu thereof, at the employee's option. If an employee on a 5-2 schedule works less than eight (8) hours on a holiday, he/she shall receive one and one-half (1 1/2) times the employee's normal hourly rate of pay for hours worked and eight (8) hours of pay for the holiday.

 Court Officers must be available, as necessary, to staff holiday court proceedings. When Court Officers are needed to work on a holiday, the work will be offered by seniority. If the work cannot be assigned voluntarily, it will be assigned by reverse seniority.

- E. Employees hired on or after May 1, 1998 shall have the right to accumulate and must use their holidays within twelve (12) months of earning said holiday. If not used, the holiday will be paid out.

- F. Employees hired prior to May 1, 1998 may elect to have any accumulated holidays paid out. The Employee shall provide two weeks written notice to the Sheriff's Office and Human Resources Department prior to the requested payment date. The hours will be paid through normal payroll and not be paid in a separate check.

ARTICLE VI - VACATIONS

- 6.01 Length. All regular full-time employees shall earn vacation from the most recent date of employment followed by uninterrupted employment. Leaves of absence pursuant to Article VII shall not be counted as an interruption of employment.

- 6.02 Schedule. Employees shall be entitled to annual paid vacations as follows: Upon the completion of one year, ten working days; in addition, employee shall be entitled to one additional day of vacation per year for each additional year of employment up to a maximum of twenty-two working days of paid vacation per year.

- 6.03 Employees hired after February 1, 2002 shall be entitled to annual paid vacation as follows: upon the completion of one year, ten working days. Each year starting with the completion of 5 years of service, an employee shall receive 1 additional day of paid vacation up to a maximum of 25 days according to the following schedule:

After 5 years - 11 days	After 13 years - 19 days
After 6 years - 12 days	After 14 years - 20 days
After 7 years - 13 days	After 15 years - 21 days
After 8 years - 14 days	After 16 years - 22 days
After 9 years - 15 days	After 17 years - 23 days
After 10 years - 16 days	After 18 years - 24 days
After 11 years - 17 days	After 19 years - 25 days
After 12 years - 18 days	

Employees hired prior to February 1, 2002 will receive vacation as specified in Article 6.02 until the employee's length of service would provide more vacation under Article 6.03, at which time the employee will be placed in the vacation scheduled specified in Article 6.03.

Effective January 1, 2014 Employees hired after February 1, 2002 shall be entitled to annual paid vacation as follows: upon the completion of one year, ten working days. Each year starting with the completion of 2 years of service, an employee shall receive 1 additional day of paid vacation up to a maximum of 25 days according to the following schedule:

After 2 years -	11 days	After 10 years -	19 days
After 3 years -	12 days	After 11 years -	20 days
After 4 years -	13 days	After 12 years -	21 days
After 5 years -	14 days	After 13 years -	22 days
After 6 years -	15 days	After 17 years -	23 days
After 7 years -	16 days	After 18 years -	24 days
After 8 years -	17 days	After 19 years -	25 days
After 9 years -	18 days		

Employees hired prior to February 1, 2002 will receive vacation as specified in Article 6.02 until the employee's length of service would provide more vacation under Article 6.03, at which time the employee will be placed in the vacation scheduled specified in Article 6.03.

- 6.04 Staffing. The number of employees on vacation within a given shift or division at any given period shall be determined by the Sheriff.
- 6.05 Selection. Choice of vacation time shall be by seniority within each shift of each division, but the days must be requested prior to February 1 of the New Year. Vacation may be used in increments as small as one-quarter (1/4) hour at a time. Preference (by seniority) shall be granted to full day increments. After February 1, all vacation requests will be approved on a first come, first serve basis, with no regard to seniority.
- 6.06 Consecutive Weeks. Employees may take two consecutive weeks of their earned vacation and with prior approval of the Sheriff, may take all their earned vacation consecutively.
- 6.07 Termination. Employees who give at least two weeks prior notice of termination of employment, and employees or the heirs thereof, whose services are terminated due to discharge (except for dishonesty), retirement or death shall receive all earned vacation based on months of service on a pro-rata basis. A fractional month of employment shall be counted as a whole month when the fraction is one-half or more and dropped when less than one-half. Payment shall be made in full on the next regular payday after termination.

ARTICLE VII - SICK LEAVE

- 7.01 Accumulation. Each full-time employee shall accumulate one sick leave day with pay for each month or major fraction thereof of employment until a total of one hundred-fifty days has been accumulated.
- 7.02 Notice. Sick leave pay shall begin on the first day of absence for illness and notice shall be given by the employee at least two hours prior to his/her starting time, if possible. Failure to give such notice which is due to the carelessness or negligence of the employee shall result in a forfeiture of one days sick leave pay to which such employee would otherwise be entitled. Sick leave may be used in increments as small as one-quarter (1/4) hour at a time.

7.03 Retirement or Voluntary Termination.

- A. An employee who leaves the service voluntarily after fifteen years or more of service, shall receive payment in money for accumulated sick leave up to, but not exceeding one hundred days. The employee shall notify his/her supervisor thirty days prior to date of separation from service. A day shall be defined as a regular working day in computing the payment in money. Payment shall be made in full on the next regular payday after retirement.
- B. Survivor Benefit. In the event of a death of an employee who is still in service, the County shall pay in money for any of his/her accumulated sick leave, to his/her surviving spouse, if any and then to his/ her children if any and then to his/her heirs at law.

7.04 Bereavement Leave. In the event of a death an employee may be excused from work without loss of pay for up to a maximum of thirty-two (32) hours annually for the purpose of attending a person's wake, visitation, memorial service, funeral, or make necessary arrangements regarding the person's death, within a reasonable time after the occurrence.

If additional time is required beyond the thirty-two (32) hours annually, an employee may request to use accumulated vacation, holiday or comp-time. Sick leave cannot be used.

Bereavement leave cannot be accrued from one year to the next.

Bereavement leave can be used in increments of quarter hours.

All leaves under this section shall be prorated based upon the employee's FTE.

7.05 Pallbearer Pay. In the event an employee is requested to act as a pallbearer for a funeral not otherwise eligible for funeral leave, he/she shall be granted no more than one day to serve without loss of pay.7.06 Worker's Compensation. In the event of illness or injury incurred as a direct result of a service related incident, an employee shall be paid his/her regular salary provided that he/she returns all weekly payments from Worker's Compensation to the County. Said payments shall continue for a period not to exceed two calendar years.7.07 Sick Leave Payment. Employees with at least ten years of service who have accumulated more than one hundred days of sick leave may elect to be paid in cash for those days beyond one hundred at a rate of one day of sick leave equals one-half day pay. Employees must notify the department through sign-up, of their intention to collect such pay for sick leave before December 1, of each year. Employees failing to notify the department as required will not be permitted to sign up until the following year. Said payout shall be for a time accrued as of December 31, of the year the election is made, and shall be paid out on the second paycheck in January.

ARTICLE VIII - HOURS OF WORK, WAGES AND CLASSIFICATIONS

8.01 Work Schedule. The hours of work for all regular full-time employees shall average forty hours per week annually. The workweek shall be five (5) days on/two (2) days off, five (5) days on/three (3) days off schedule, or a straight five (5) days on/two (2) days off schedule. Those regular full-time employees working a straight five (5) days on/two (2) days off schedule shall be paid for eighty (80) hours on a bi-weekly basis.8.02 Shift Structure.

- A. The hours of work for employees assigned the work schedule of five (5) days on/two (2) days off, five (5) days on/three (3) days off, shall be on either the first shift (7:00 am to 3:00 pm), second shift (3:00 pm to 11:00 pm), mid-shift (7:00 pm to 3:00 am), or third shift (11:00 pm to 7:00 am). All employees on this shift schedule shall report to work one-half (1/2) hour prior to commencement of their shift. It is understood and agreed that employees may be called for emergency work at anytime.
- B. Exemptions from the above scheduled hours may be adopted for Detectives, Process Servers, Court Officers, Support Service Officers, and Narcotics Officers. Such employees shall work a 5-2 schedule with workdays and hours as follows:

Civil Process: Monday thru Friday, 8:00 am to 4:00 pm/1:00 pm to 9:00 pm;

Detectives: Regularly Scheduled--Monday thru Friday, 7:30 am to 3:30 pm/3:00 pm to 11:00 pm;

Bureau of Identification: Regularly Scheduled Monday thru Friday, 7:00 am to 3:00 pm or 8:00 am to 4:00 pm.

Narcotics Officer: flex hours only;

Support Service Officer: 7:00 am to 3:00 pm, Monday thru Friday;

Court Officers: Monday thru Friday, 7:00 am to 3:00 pm/8:00 am to 4:00 pm/9:00 am to 5:00 pm/10:00 am to 6:00 pm. The Court Officer shall be regularly assigned to one of these scheduled shifts.

The hours of employees who are exempt from Article 8.02 (A) shall be scheduled in advance and in writing.

Should the Department establish new assignments, the County and the Association shall negotiate required schedules. Assignments under this provision shall be made following the posting of such assignment for employees to sign indicating an interest. Said assignments shall be on a voluntary basis. If there are not qualified signers the position shall be filled using paragraph 8.02(a).

- C. The Employer shall continue the practice of considering request for shift preference based on seniority, subject to the staffing requirements of the Employer; however, such request must only be honored when a vacancy or staffing change occurs; no bumping shall be allowed.
- D. In order to ensure weekend coverage, detectives will be assigned to weekend and holiday on-call status on a rotating basis. Detectives assigned to weekend investigative on-call status shall limit their activities while on-call so as to be able to respond to the Sheriff's Office following the below listed conditions:
1. A cell phone shall be provided to the detective on call.
 2. One detective shall be responsible for on-call status for each day over the weekend. Detectives shall be allowed to switch assigned weekends or days within the weekend, with notice to and approval of a supervisor. Approval will not be unreasonably denied.
 3. The detective shall respond in person to the Sheriff's Office as soon as practicable, but not longer than a two-hour period of receiving an alerting page or call.

4. On-call detectives shall maintain themselves in a fit-for-duty condition while on call.
5. A weekend of investigative on-call shall be defined as the time period from 11:00 PM on Friday until 7:30 AM on the following Monday.

E. Compensation for this on call status shall be as follows:

1. On-call detectives will be compensated with four (4) hours of compensatory time or (4) hours straight time for each day they are scheduled on call for a total of eight (8) for each weekend.
2. This on-call system shall also apply to holidays. The Thursday and Friday Thanksgiving holidays and subsequent weekend shall be separated into two separate on -call assignments.
3. If called into duty, the call-in provision of the collective bargaining agreement shall apply in addition to the compensation provided in this agreement.
4. The use of compensatory time earned under this agreement shall be according to Article 8 – Hours of Work, Wages and Classifications, Section 8.10 – Compensatory time off/Overtime Payment.
5. Assignment of on-call weekends shall be completed after the vacation selection process. First, the Department shall post a sign up sheet for all weekends and holidays from February 1, of the current year to January 31 of the following year. Selection of the on-call weekends and holidays shall be offered by seniority. After all detectives have selected by seniority, open on-call weekends and holidays shall be assigned on a rotating basis, starting with the least senior detective. Seniority referred to in this section means seniority based on detective rank date.

F. The Sheriff, or authorized designee, may place an employee in alert status via voice contact or confirmed electronic communication during which the employee shall be available and ready for duty when contacted within one hour. An employee placed in alert status shall receive an hourly rate equal to 15% of the top patrol Deputy's hourly rate for every hour in which they are in alert status, with a four (4) hour minimum.

8.03 Overtime. Employees working a 5-2, 5-3 schedule shall receive time and one-half (1 1/2) in compensation for all hours worked in excess of eight and one-half (8 1/2) per day. Employees working a 5-2, 5-2 schedule shall receive time and one-half (1 1/2) in compensation for all hours worked in excess of eight hours per day and forty hours per week. Overtime shall be computed on base salary plus shift differential. Employees called into work who report to work shall be compensated on a minimum of two (2) hours of pay at said overtime rate.

If a vacation, holiday or compensatory time is scheduled at least 24 hours in advance, and is subsequently cancelled by management, the employee will be paid time and one-half (1 1/2) for hours worked and will retain the vacation, holiday or compensatory time in the appropriate bank. If the employee works less than eight (8) hours, he/she will be paid time and one-half (1 1/2) for hours worked and the remainder of the eight (8) hours will be paid as vacation, holiday or compensatory time off, whichever was to be used for the off time. If the partial day was scheduled as a floating holiday, the floating holiday time not used to complete the eight (8) hour day will be transferred to the employee's regular holiday bank.

8.04 Guidelines for Postings and Assignments.

A. Maintain Work Unit Staffing Levels. Volunteer overtime shall be offered to Deputy Sheriff's based upon seniority at the Deputy rank. Mandatory overtime shall be ordered by reverse seniority if no volunteers are available. Deputy Sheriff

Supervisors are not eligible for volunteer overtime or mandated overtime to maintain Deputy Sheriff staffing in a work unit.

- B. Special Events or Extra Duty Posting. Overtime anticipated for special events (i.e. 4-H Fair, etc.) or extra patrol (Highway Safety Projects and Water Patrol) shall be posted. Deputy Sheriffs who sign postings shall be selected on the basis of seniority for each block of overtime offered. For unfilled Deputy overtime vacancies, Deputy Sheriff Supervisors will be selected for overtime by rank and seniority.
- 8.05 Subpoena Pay. Employees who are not on duty shall receive time and one-half pay for all time in court when subpoenaed by court to appear in traffic, civil and criminal cases directly to their employment with Rock County or when specifically requested by the Sheriff, Office of District Attorney or Corporation Counsel. Employees whose services are required under this provision and who are not on duty shall receive a minimum of two (2) hours pay at time and one-half. There shall be a maximum of three (3) subpoenas per day.
- 8.06 Subpoena Cancellation Pay. Employees who are subpoenaed to testify on off-duty time and are not notified of the cancellation or dismissal of said subpoena at least twenty-four hours prior to the time scheduled for appearance, shall be paid two hours of pay at their regular rate of pay. There shall be a maximum of two (2) canceled subpoenas per day.
- 8.07 Classification. Each employee presently employed or hired after adoption of this contract shall be classified by job title as listed under Appendix A under "Classification". The anniversary date of employment shall determine the step placement and Section 8.07 of Article VIII shall be used to determine the progression.
- 8.08 Pay Progression. Employees shall normally be hired at Step A as set forth in the applicable appendix-classification schedule and shall then be advanced to Step B upon completion of twelve months of service, to Step C upon completion of twenty-four months of service, to Step D upon completion of forty-eight months of service, to Step E upon completion of eighty-four months of service, and to Step F upon completion of one-hundred forty-four months of service.
- The Sheriff may determine that a particular appointment be made above the entrance pay rate, up to Step D, in recognition of relevant experience and/or exceptional qualifications. In this scenario, the employee will receive completion credits, as labeled in the wage schedule, towards step progression. For example, if the employee is awarded Step B they have earned 12 months toward movement to Step C. These completion credits only apply to step progression and no other benefits or seniority. Upon completion of the probationary period, the completion credits shall be applied to the employee's vacation allotment up to Step D.
- 8.09 Pay Schedule. The classification and salary steps listed in Appendix A shall be in effect on the date specified in the appendix.
- 8.10 Pay Date. Employees shall be paid every two weeks.
- 8.11 Compensatory Time Off/Overtime Payment. A Deputy may select to be paid for all of his/her overtime at the rate of time and one-half, or take his/her overtime in a comp-time procedure at the rate of time and one-half not to exceed a total of 80 hours. All time accumulated over the 80 hours would automatically be paid at a rate of time and one-half. Utilization of said leave shall be subject to authorization of the shift commander or appropriate supervisor. Comp time may be used in one-quarter (1/4) increments.

Compensatory time must be taken in the calendar year in which it was generated or it will be paid out on the 25th pay date of the calendar year in a separate check.

- 8.12 Deputies who perform the duties of a Field Training Officer shall receive one (1) hour of straight-time to be taken as pay or comp-time for each four hour period or substantial portion thereof.
- 8.13 Canine Handler. Employees that are employed as full-time canine handlers shall be compensated as follows:
- A. The regular workday for canine handlers will consist of seven and one-quarter hours. The handler will be compensated for eight hours of work—the additional three quarters hour of pay is compensation to the canine handler for home care of their canine. Care is defined as time spend at the canine handler's home while off-duty, feeding, grooming, yard and kennel cleaning, and exercising the canine. Care does not include police canine training, as training time will normally be provide during the canine handler's regular duty hours.
 - B. The canine handler shall receive three-quarters of an hour of benefit time to be taken as straight pay if caring for the canine on non-work days or on a benefit day off.
 - C. If the canine handler kennels his or her assigned dog at County expense, he or she will not have his or her workday schedule reduced by the three-quarters of an hour, nor will he or she be compensated for the care of the dog.
 - D. The canine handler will be eligible to receive appropriate benefits during the three-quarters of an hour provided for in this section, including but not limited to, workers compensation benefits if the canine handler experiences a work-related injury during the three-quarter of an hour that he or she is caring for the canine.
 - E. The canine handler's shift will still begin with briefing, and the canine handler will report for his or her shift in accordance with the terms of this contract. Any law enforcement related work conducted after the canine handler's scheduled seven and one-quarter hour shift will be compensated at the rate of time and one-half.
 - F. The canine handler will be provided with an appropriately equipped vehicle that is personally assigned to the handler, and that the handler may take home. The vehicle shall not be used for personal use.
 - G. All costs associated with maintain the Canine Unit, including equipment (e.g. outdoor pen/kennel, grooming supplies, etc.) food, veterinary costs, kennel costs, certification, licensing, and training shall not be borne by the canine handler. The Sheriff or his or her designee must approve all non-routine expenses, including veterinary costs, in advance. The final decision to make any expenditure, including veterinary costs, will be made by the Sheriff or his or her designee.
 - H. The canine is the property of the County of Rock. The County of Rock will carry proper insurance coverage and indemnify the canine handler from liability resulting from the proper performance of the canine handler's job duties.

- I. The Sheriff or his or her designee shall determine the appropriate training related to the canine handler and canine. The Sheriff, in his or her sole discretion, reserves the right to remove the handler or the canine from the assignment due to unsatisfactory performance.
- J. The canine handler will not receive compensation for commuting to work for regular duty hours, nor for carrying a Sheriff's Office telephone or pager. On-call status is not in effect for any canine handler. When canine handlers are called in for duty during their off-duty hours, they will be compensated at time and one half starting with travel time to the call location and will receive a minimum of two (2) hours of pay at said overtime rate. Upon completion of all duties related to the call out, including travel time back to the Sheriff's Office or residence (whichever is shorter) from a mutual aid call, compensation is ended.
- K. Canine handler call-ins should be made on a rotating basis between handlers, when practicable, depending upon availability and/or specialized canine training.
- L. The Sheriff or his or her designee reserves the right to determine the shift assignment of the canine handler. The shift structure and hours shall be that established by this Collective Bargaining Agreement.
- M. Selection of canine handlers will be based on a posted section process determined by the Sheriff.
- N. If there is more than one canine handler they will select their shift and day-off rotation on the basis of seniority within the Canine Unit. Shifts and day=off rotations available for selection by canine handlers will be determined by the Sheriff or his or her designee.
- O. Canine handlers may occasionally need to perform non-law enforcement, work-related duties (such as veterinary visits) outside of their regular work hours. Canine handlers will participate in one four-hour training block per month with other handlers or canine helpers, under the direction of the Canine Unit Supervisor. Canine handlers may accrue earned compensatory time off, on an hour-for-hour basis to perform these tasks and the monthly training.
- P. Employees selected to be canine handlers must make a 5-year commitment with the understanding that the actual length of the assignment may be influenced by the service life of the dog. No assignment will extend beyond the five years, unless mutually agreed upon by the handler and the Sheriff's Office.
- Q. The canine handler will be required to be a resident of Rock County.
- R. As per Standard Operating Procedure 5.12(IV)(A)(2), selection as a canine handler will be considered an assignment and will not impede any officer's future opportunities for promotion.
- S. When the canine is retired (at the end of its effective working life, as determined by the Sheriff or his or her designee) the County must offer the canine to its handler for \$1. If an officer ceases to be a canine handler (voluntarily or otherwise) during the effective life of the canine, the Sheriff or his or her designee will determine the disposition of the canine.
- T. The parties acknowledge that the Fair Labor Standards Act ("FLSA"), entitles the parties to agree to a reasonable number of hours per month for the

performance of off duty canine duties. The hours derived at in this section were determined after an actual inquiry of deputies previously assigned as canine handlers. It is the intent to the parties through the provisions of this section to comply with the requirements of the FLSA. In addition, both parties believe that this section does comply with the requirements of the FLSA.

8.14 Recreational Safety Deputy. Deputies assigned to fill the Recreational Safety Deputy shall be subject to the following working terms:

- A. The assigned deputies shall be exempted from the standard scheduling practices in section 8.02 of this agreement and will be assigned as follows:
 - 1. During the off-peak period of Labor Day to Memorial Day the hours for this position will be Monday through Friday 7:00 am to 3:00 pm. However, if there is a weekend event or other scheduled recreational safety related duties, deputies assigned as Recreational Safety Deputies may be assigned an adjusted schedule. Every attempt will be made to give the employee as much notice as possible about the change in schedule.
 - 2. During the peak period of Memorial Day to Labor Day Deputies assigned as a Recreational Safety Deputy shall work an eight hour shift from 11:00 am to 7:00 pm five days a week, including Friday, Saturday, and Sunday. However, if there is a weekend event or other scheduled recreational safety related duties, deputies assigned as Recreational Safety Deputies may be assigned an adjusted schedule. Every attempt will be made to give the employee as much notice as possible about the change in schedule. It is understood, that the employee will receive at least one scheduled weekend off per month.
- B. Overtime for this position shall receive time and one-half for all hours worked in excess of eight hours per day and forty hours per week. All other terms and conditions of section 8.03 in this Agreement shall apply. Benefit time will be calculated on an hour for hour basis.
- C. Recreation Safety overtime assignments will be awarded based on seniority within the team, however, preference will be given to allow one of the fulltime Recreational Deputies the opportunity to work the assignment, when possible, to help ensure safe and proper operation of all equipment.
- D. Recreational Deputy Call-ins should be made on a rotating basis between Deputies, when practicable, depending on availability and/or specialized training. Deputies who report to work shall be compensated on a minimum of two hours of pay at said overtime rate.
- E. The Recreational Safety Deputies shall be provided with an appropriately equipped vehicle that is personally assigned to the unit.
- F. Selection of Recreational Safety Deputies will be based on a posted selection process determined by the Sheriff, or his or her designee.
- G. Deputies assigned to this position shall receive a second shift premium.

8.15 Special Event Deputies. The Sheriff may appoint one or more Special Events Deputies for the purposes of providing traffic control at special events, security at the Rock County 4-H Fair, mental health transports, providing detention and courtroom services, hospital guard

duty and other related supported law enforcement activities as assigned by the Sheriff's Office. Special Events Deputies will be utilized only in lieu of mandating a deputy for overtime. The number of Special Events Deputies will not exceed twelve at any given time. The Special Event Deputy must legally be able to carry a firearm. Rock County will assist the Special Event Deputy in obtaining their certification with the Wisconsin Law Enforcement Standards Board and the required twenty-four hours of in-service training to maintain such certification. The Special Event Deputies will be limited to working not more than twenty hours per week.

ARTICLE IX - BENEFITS IN LIEU OF WAGES

- 9.01 Life Insurance. The County having elected to participate in the State Life Group Insurance Program for employees of Wisconsin Municipalities, pursuant to the provisions of Wisconsin Statutes 40.20, shall continue to so participate with the County paying ninety-five percent of the total cost thereof, with coverage of \$1,000 for each \$1,000 of annual base salary or fraction thereof.
- 9.02 Uniform Allowance. Effective January 1, 2014 each full-time employee shall be granted an annual uniform allowance of \$1,025.00. This shall be paid to the employee on or before January 15 of each year by separate check. Newly hired employees who leave the County employment within one calendar year of date of employment, shall be required to return all uniform equipment purchased by the County. Employees may purchase bullet-proof vests from their basic allowance.
- 9.03 Health Insurance. A group comprehensive major medical plan shall be in force for all full-time employees, the premiums for which shall be paid by the County. In addition, all full-time employees shall have the like coverage provided for their spouse and children, the expense of which shall be provided by the County during the term of the contract. During the term of the contract the health insurance plan in effect will not be modified except by mutual agreement of the parties. The schedule of medical benefits will be modified as specified in Appendix B.
- 9.04 Health Insurance for Retirees.
- A. Effective January 1, 2014, for employees retiring after attaining age 53, the County shall pay 100% of the health insurance premiums for the applicable coverage for the retired and eligible dependents ~~in~~ until such time as the employee becomes eligible for coverage under any federal health insurance plan, which is understood to be Medicare / Medicaid eligible. No retiree retiring after January 1, 2020 shall be able to stay enrolled on any Health Insurance Plan other than the plan currently offered to Rock County's ordinary employees.
 - B. Employees desiring to retire as early as age 50, 51 or 52 shall be allowed to pay their insurance related costs inclusive of health premiums through use of their PEHP. Upon attaining age 53, the health insurance premiums shall be paid by the County in accordance with the terms of the agreement as appears in paragraph A above.
 - C. If a Deputy upon retirement does not have sufficient funds available to pay health insurance premiums until age 53 through the use of his or her PEHP, then he or she may participate in the health insurance plan upon the following conditions:
 1. The Deputy must have at least fifteen (15) years of continuous services with the Rock County Sheriff's Office.

2. The Deputy must pay the annual premium cost yearly in advance to age fifty-three (53) based upon the known premium at the time of retirement. There will be an annual adjustment and payment by the deputy or County to reflect changes in the actual premium amount.

9.05 Dental Insurance. A group dental insurance plan shall be made available by the County. The coverage and benefit level shall be as set forth in Appendix C of this Agreement. Only employees working one-half time or more shall be eligible to participate in said program. The costs for said premiums shall be shared as follows:

The Employer shall pay 60% of applicable premium and the employee shall pay 40% of the applicable premium.

9.06 Retirement.

- A. For all employees hired prior to July 1, 2011, the County shall participate in the Wisconsin Retirement System pursuant to Wisconsin State Statute 40.21(1) and shall contribute the full employee's contribution of the employee's earnings as required by 40.05(1)(a)(3) less three (3%) percent.

For all employees hired after July 1, 2011, the County shall participate in the Wisconsin Retirement System pursuant to Wisconsin State Statute 40.21(1). The Employee shall contribute the full employee's contribution of the employee's earnings as required by 40.05(1)(a)(3).

- B. In addition to the amount in A above, the County shall pay the benefit adjustment contribution equal to one percent of earnings beginning January 1, 1986 as set forth in Section 40.05(2m), Wisconsin Statutes (1983-84)
- C. Such retirement contributions made by the Employer as listed in 9.05 (A) above, shall be reported by the Employer to the Wisconsin Retirement System in the same manner as though deducted from the earnings of said employees. It is understood and agreed between the parties hereto that such payments made by the Employer shall not be considered municipality contributions.

9.07 Education.

- A. The County shall reimburse employees for the full cost of their tuition and books for approved police science, criminal justice or related courses in an accredited vocational/technical school, college or university. Reimbursement for tuition shall be limited to the highest level for in-state tuition for such courses at UW-Whitewater or Blackhawk Technical or UW-Rock County. Further said reimbursement shall be limited to the tuition charge for a full-time student per semester. No reimbursement shall be required of the County that would be a duplication of payment for educational benefits received by the employee from another source other than assistance from a private source. Such courses are subject to prior approval in writing by the Sheriff or his representative; however, such approval shall not be unreasonably withheld. Reimbursements will be limited to courses for one (1) approved Bachelor's Degree program and/or one (1) approved Master's Degree program.
- B. In addition to the regular wage schedule, employees who have obtained a bachelor's degree in police science or a related field approved by the Sheriff or LEAA guidelines, shall receive an additional \$125 per month. Employees who have attained an associate degree in police science or related field as approved by the

Sheriff or LEAA guidelines shall receive in addition to their regular salary \$50.00 per month. Employees hired on or after May 1, 1998 will not be eligible for the associate degree payment until 1-1-2019. In addition to the regular wage schedule, employees who have obtained a master's degree in police science or a related field approved by the Sheriff or LEAA guidelines, shall receive an additional \$150.00 per month. In order to receive such incentive the employee must submit an official transcript or a copy of their official conferred diploma to the Human Resources Department.

- C. In the event an employee should cease his/her employment with the Sheriff's Department (exceptions; retires at age 50, is laid-off, death or accepts other employment with Rock County) within two years of the date of the last payment of any tuition by the County, he/she shall reimburse the County a sum of money equal to 25% of tuition payments made by the County on his/her behalf during the last three years of employment. Said reimbursement to be made in the form of a deduction from the employee's final paycheck.

- 9.08 Shift Differential. All employees who work on second shift shall receive one percent of their base pay as shift differential. Employees working third shift or mid-shift or as narcotics officer shall receive two percent of their base pay as a shift differential. Employees who work as a civil process deputy and whose actual hours of work include four (4) or more hours during second shift shall receive one percent of their base pay as a shift differential for all hours worked during that shift. Said payments shall be added to their base pay and shall be computed to the nearest cent per hour.
- 9.09 Physical Examinations. Each employee may have a physical examination every three years. The County will determine the scope of the examination and pay the full cost of the exam. The County will select the provider of the examination. When the County's Health Insurance Policy provides coverage for physicals that does not incur deductibles, this section does not apply.
- 9.10 PEHP. The County shall make available a Post Employment Health Plan (PEHP) program in accordance with appropriate IRS regulations. See Appendix D.
- 9.11 Meal Reimbursement. (See County Personnel Ordinance Section 18.626.)
- 9.13 Retiree Firearm Qualification. Retirees who wish to maintain the appropriate firearms qualifications and carry a Sheriff's retiree ID card may do so free of charge with the Rock County Sheriff's Office provided he or she shoots with his or her own weapon and supplies his or her own ammunition.

ARTICLE X- GRIEVANCE PROCEDURE

- 10.01 Definition. Any dispute which may arise from a complaint by an employee or the Association with respect to the interpretation of the terms and conditions of this Agreement, shall be subject to the following grievance procedure unless expressly excluded from such procedure by the terms of this Agreement. Grievances resulting from discipline shall begin processing at Step 2. Time limits set forth herein may be extended upon mutual agreement of the parties.
- 10.02 Procedure.
- Step 1. The employee and/or the Association Committee shall present the grievance, orally or in writing, involving matters of interpretation of the terms and conditions of this Agreement to the most immediate supervisor who has the authority to make adjustments in

the matter within 14 calendar days of the alleged grievance or the time the employee can reasonably have been expected to have knowledge of said grievance.

The supervisor shall respond within 7 calendar days. If the grievance is denied, said denial shall be in writing.

Step 2. If the grievance is not resolved at Step 1 within 7 calendar days from the date of the written denial in Step 1, the employee and /or the Association Committee shall present the grievance in writing to the Sheriff or his/her designee, who shall attempt to adjust the grievance. The Sheriff or his/her designee, shall meet with the employee, and/or the Association representative within 7 calendar days following receipt of the written grievance. The Sheriff, or his/her designee, shall provide a written response to the employee or Association representative, within 14 calendars of the meeting.

Step 3. If a satisfactory settlement is not reached in Step 2 it shall be presented in writing to the Human Resources Director by the employee or the Association Committee and/or the Association representative no later than 7 calendar days after receipt of the Sheriff's decision. Within 14 calendar days, the Human Resources Director shall meet with the parties to discuss the grievance and attempt to settle the matter. If there is no settlement, the Human Resources Director shall provide a decision in writing to the Association within 14 calendar days following the meeting of the parties.

Step 4. If a satisfactory settlement is not reached in Step 3 within 14 calendar days after the date the Human Resources Director's written response is due, the County or the Association may serve written notice upon the other that the grievance issue shall be arbitrated.

Within 7 calendar days thereafter, the parties shall meet and attempt to agree upon an arbitrator. If the parties fail to agree upon an arbitrator within 14 calendar days following said notice of arbitration, the parties shall request the Wisconsin Employment Relations Commission to submit a panel of 5 arbitrators. In the event the parties do not agree upon one of the 5 arbitrators, the moving party shall strike two names and the opposing party shall strike 2 names and the individual remaining shall serve as arbitrator to hear the dispute. The arbitrator shall have jurisdiction and authority only to interpret the specific provision aggrieved and shall not amend, delete, or modify any of the express provisions of this Agreement.

- 10.03 Costs. The decision of the arbitrator shall be final and binding upon the parties. The cost of arbitration shall be borne equally by the parties, except that each party shall be responsible for the costs of any witnesses testifying on its behalf. Upon mutual consent of the parties, more than one grievance may be heard before one arbitrator.

ARTICLE XI - DUES DEDUCTION

11.01 Dues Deduction.

- A. The Employer agrees to deduct monthly dues in the amount certified by the Association from the pay of employees who individually sign a dues deduction authorization form supplied by the Association. This deduction shall include any Local Association dues which the employee has authorized to be deducted in conjunction with the WPPA/LEER dues (the "combined dues").
- B. It shall be the Association's responsibility to obtain dues authorization forms from new employees and provide them to employer no less than 30 days prior to the date in which dues deductions are to commence.

- C. The Employer shall deduct the combined dues amount each month for each employee requesting such deduction, upon receipt of such form and shall remit the total of such deductions, with a list of employees from whom such sums have been deducted, to the Association, in one lump sum not later than the end of the month in which the deduction is made.
 - D. Authorization of dues deduction by a voluntary member may be revoked upon notice in writing to the Employer, WPPA or to the Local Association.
 - E. No employee shall be required to join the Association, but membership in the Association shall be made available to all employees in the bargaining unit who apply consistently with the either the WPPA or local Association Constitution and By-Laws. No employee shall be denied membership because of race, creed, color, sex or other legally protected class status.
- 11.02 Modifications. Changes in dues amounts to be deducted shall be certified by the Association at least four weeks before the start of the pay period the increased deduction is to be effective.
- 11.03 Hold Harmless. It is understood and agreed that the Association will refund to the employer or the employee involved any dues erroneously deducted by the employer and paid to the Association. The Association shall indemnify, defend and save the Employer harmless against any and all claims, demands, suits or other forms of liability, including court costs, that shall arise out of or by reason of action taken or not taken by the Employer in reliance upon employee payroll deduction authorized forms submitted by the Association to the Employer. If it should be ruled by a court of competent jurisdiction that this indemnification clause, or any part of it, is void as against public policy, then 11.01 Dues Deduction shall become null and void and shall no longer be considered a part of this contract. The parties shall enter into immediate negotiations for the purpose of arriving at a mutually satisfactory replacement for such article or part.

ARTICLE XIII - LAYOFF, RECALL

- 13.01 Criteria. When it becomes necessary to reduce the workforce for any reason, the layoffs shall be based upon ability to perform available work as determined by the department head based upon written records and reports. When abilities are stated to be equal, seniority shall prevail.
- 13.02 Notice. The department head shall notify each person to be laid-off of all his/her rights, including his/her reinstatement eligibility in writing. Regular employees shall receive at least ten days notice prior to such layoff.
- 13.03 Order. No permanent employee shall be laid-off when there are temporary, probationary, state or federal subsidized employees or reserves in the department performing deputy sheriff's functions.
- 13.04 Recall. Laid-off employees shall be eligible for recall for a period of time equal to their length of service, but in no event longer than two full calendar years. Recall shall be on a seniority basis, unless qualifications are not equal to other laid-off personnel.

ARTICLE XIV - TRAINING TIME

- 14.01 Compensatory Time Earned. In the event the Sheriff or his authorized representatives post information occasionally relating to technical training programs, seminars, and other specialized police training or meetings, and in the event an employee shall voluntarily

desire to attend said program during his/her off-duty hours; then any such employee shall receive compensatory time off from his/her regular working hours for substantially the same amount of time spent in attending and traveling to and from said off-duty training programs.

- 14.02 Compensatory Time-Off. Each employee seeking such compensatory time off shall certify to the Sheriff the number of hours spent at said program, including travel time, during off-duty time and the place where such courses were taken prior to receiving compensatory time off. It is the express intent of the parties hereto that attendance at such approved programs shall be voluntary on the part of the Deputies. Utilization of compensatory time shall be subject to the staffing needs of the department in the judgment of the Sheriff or his authorized representative. Accumulation of compensatory time shall not exceed sixty hours.

Authorization to accumulate compensatory time under this provision shall be the responsibility of the Sheriff.

- 14.03 Flex Shift For Training. The Sheriff, or his/her authorized representative, is authorized to create a flex-shift from 8:00 am to 4:00 p.m. for in-service or mandated training; or a 1:00 p.m. to 9:00 p.m. shift exclusively for Firearms and/or EVOC training. This shift applies to both attendees and instructors of such training. Specialty team training events shall adhere to the listed schedules; unless a different schedule is agreed upon by all affected union members, as well as the Sheriff and/or his/her designee.

- 14.04 Recruit Academy Training. Probationary Deputies attending a law enforcement academy are not eligible for overtime for the academy daily schedule of Monday through Friday, including, but not limited to, time attending academy classes and travel time. If the academy requires attendance on Saturday or Sunday, the deputy will receive overtime for those hours in attendance. This does not preclude overtime assignments authorized by the Sheriff or designee.

ARTICLE XV - AMENDMENT, LIMITATION, DURATION

- 15.01 Amendment. This Agreement may be amended anytime during its life by the mutual consent of the parties. Such amendments to be enforceable must be in writing and attached to at least two copies of this Agreement.
- 15.02 Waiver. This Agreement shall supersede all ordinances or resolutions which are in conflict herewith; however, if any article or section be held invalid by operation of law or by any tribunal of competent jurisdiction, or if compliance with or enforcement of any article or section shall be restrained by such tribunal, the remainder of this Agreement and appendices shall not be affected thereby.
- 15.03 Duration. This Agreement shall become effective January 1, 2020 and shall remain in full force and effect through December 31, 2020 subject to the provisions of Article XV, Section 15.04.
- 15.04 Re-Opener. Unless either party desires to alter, amend or otherwise change this Agreement upon written notice to the other party no sooner than January 15, 2020, and no later than August 1, 2020 or between the 15th day of June and the 1st day of August in any year thereafter, this Agreement shall be automatically renewed from year to year.

In the event one of the parties desire to alter, amend or otherwise change this Agreement and proper notice is given, but agreement between the parties to the proposed alteration, amendment or other change is not reached prior to the expiration date of this Agreement,

and unless other terms are agreed to, this Agreement shall continue in full force and effect until the parties shall agree on the proposed alterations, amendments or other changes.

ARTICLE XVI - DEFINITIONS

16.01 The following terms as hereinbefore used in this Agreement have the following meanings:

- A. Department Head means the Sheriff of Rock County.
- B. Department means the Rock County Sheriff's Office.
- C. Division means the several divisions within the Office.
- D. Shifts:
 - 1. The 1st shift shall be from 7:00 a.m. to 3:00 p.m.
 - 2. The 2nd shift shall be from 3:00 pm to 11:00 p.m.
 - 3. The mid-shift shall be from 7:00 p.m. to 3:00 a.m.
 - 4. The 3rd shift shall be from 11:00 p.m. to 7:00 a.m.
- E. Step "A" through Step "F" means those salary steps listed in Appendix A.
- F. Immediate Family (See County Personnel Ordinance Section 18.1025).
- G. Association Committee means the committee of members of the Rock County Deputy Sheriff's Association of 5 persons no more than 3 of which may participate in bargaining while on duty and being paid by the County.

ARTICLE XVII - EXECUTION

17.01 This Agreement has been executed in quintuple; one copy to be filed with the County Clerk's Office, one copy to be filed with the Human Resources Director, one copy to be filed with the Sheriff and two copies to be filed with the Association.

Signed this _____ day of _____, 2019.

FOR THE ASSOCIATION:

FOR THE COUNTY:

Rock County Clerk

RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS

Finance Committee
INITIATED BY



Dara Mosley
DRAFTED BY

Finance Committee
SUBMITTED BY

November 25, 2019
DATE DRAFTED

ELIMINATING ONE PROGRAMMER ANALYST II POSITION AND ADDING ONE SYSTEMS ANALYST POSITION IN THE INFORMATION TECHNOLOGY DEPARTMENT

- 1 WHEREAS, the Rock County Board of Supervisors did pass a resolution in August of 2018 to contract
- 2 with Baker Tilly to perform an Information Technology Department assessment; and,
- 3
- 4 WHEREAS, as a result of the Baker Tilly assessment the first project recommended for I.T. to complete
- 5 was to reorganize the department; and,
- 6
- 7 WHEREAS, the Rock County Information Technology Department recently had one Programmer
- 8 Analyst II retire; and,
- 9
- 10 WHEREAS, the role of a Systems Analyst would better serve the needs of Rock County I.T. than
- 11 refilling the Programmer Analyst II position; and,
- 12
- 13 WHEREAS, the I.T. department requests the former Programmer Analyst II, position pay range 26, be
- 14 eliminated and a new Systems Analyst position be added at pay range 23; and,
- 15
- 16 NOW, THEREFORE, BE IT RESOLVED that the Rock County Board of Supervisors duly assembled
- 17 this _____ day of _____, 2019 does hereby approve the elimination of one Programmer Analyst
- 18 II position at pay range 26 and the creation of one Systems Analyst position at pay range 23.

19-12A-382

Respectfully submitted,

FINANCE COMMITTEE

COUNTY BOARD STAFF COMMITTEE

Mary Mawhinney
Mary Mawhinney, Chair

J. Russell Podzilni, Chair

Mary Beaver
Mary Beaver, Vice Chair

Richard Bostwick

Brent Fox
Brent Fox

Henry Brill

J. Russell Podzilni
J. Russell Podzilni

Betty Jo Bussie

Bob Yeomans
Bob Yeomans

Mary Mawhinney

Louis Peer

Alan Sweeney

Terry Thomas

Bob Yeomans

Eliminating One Programmer Analyst II Position and Adding One Systems Analyst Position in the
Information Technology Department
Page 2

FISCAL NOTE:

The deletion of a Programmer Analyst II positions and the addition of a Systems Analyst position will
save approximately \$11,100 in personnel costs.



Sherry Oja
Finance Director

LEGAL NOTE:

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



Richard Greenlee
Corporation Counsel

ADMINISTRATIVE NOTE:

Recommended.



Josh Smith
County Administrator

Executive Summary

This resolution authorizes the elimination of a Programmer Analyst II position and the creation of a Systems Analyst position in Rock County's Information Technology Department.

The reorganization of the I.T. department has afforded I.T. administration the flexibility to reclassify duties within the Data Services team. By reorganizing those duties, an opportunity was made to add a position that can add efficiencies within the Rock County enterprise.

The Systems Analyst will be tasked with identifying routines and systems in the county that can be improved, both by simplifying processes and automating procedures.

Given the reduction of advanced programming duties and the marked increase in purchased applications, the addition of a Systems Analyst position will help the Information Technology department better serve both the citizens of Rock County and its workforce.

**RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS**

Finance Committee
INITIATED BY



Diana Arneson, Asst. to IT Dir
DRAFTED BY

Finance Committee
SUBMITTED BY

November 25, 2019
DATE DRAFTED

**ELIMINATING ONE HELP DESK POSITION AND ADDING ONE USER
SUPPORT POSITION IN THE INFORMATION TECHNOLOGY
DEPARTMENT**

- 1 **WHEREAS**, the Rock County Board of Supervisors did pass a resolution in August of 2018 to contract
- 2 with Baker Tilly to perform an Information Technology Department assessment; and,
- 3
- 4 **WHEREAS**, as a result of the Baker Tilly assessment the first project recommended for I.T. to complete
- 5 was to reorganize the department; and,
- 6
- 7 **WHEREAS**, the low level Help Desk duties within the I.T. department have been reassigned due to the
- 8 reorganization; and,
- 9
- 10 **WHEREAS**, the I.T. Director has determined the User Support team is currently understaffed; and,
- 11
- 12 **WHEREAS**, the elimination of one Help Desk position allows for funding a much-needed additional
- 13 User Support position to perform more complex duties; and,
- 14
- 15 **WHEREAS**, due to a staff promotion, the Help Desk position is currently vacant, providing an
- 16 opportunity to improve services without affecting current staff; and,
- 17
- 18 **WHEREAS**, the I.T. department requests the former Help Desk position pay range 13 be eliminated and
- 19 a new User Support position be added at pay range 18; and,
- 20
- 21 **WHEREAS**, the I.T. department can absorb the cost difference in the 2019 and 2020 budgets.
- 22
- 23 **NOW, THEREFORE, BE IT RESOLVED** that the Rock County Board of Supervisors duly assembled
- 24 this _____ day of _____, 2019 does hereby approve the elimination of one Help Desk position
- 25 at pay range 13 and the creation of one User Support position at pay range 18.

19-12A-383

Respectfully submitted,

FINANCE COMMITTEE

Mary Mawhinney
Mary Mawhinney, Chair

Mary Beaver
Mary Beaver, Vice Chair

Brent Fox
Brent Fox

J. Russell Podzinski
J. Russell Podzinski

Bob Yeomans
Bob Yeomans

AUTHORIZING ELIMINATING HELP DESK POSITION AND ADDING USER SUPPORT
POSITION
Page 2

COUNTY BOARD STAFF COMMITTEE

J. Russell Podzilni, Chair

Richard Bostwick

Henry Brill

Betty Jo Bussie

Mary Mawhinney, Vice Chair

Louis Peer

Alan Sweeney

Terry Thomas

Bob Yeomans

AUTHORIZING ELIMINATING HELP DESK POSITION AND ADDING USER SUPPORT
POSITION
Page 2

FISCAL NOTE:

The elimination of a Help Desk position and the addition of an additional User Support position will cost approximately \$9,500 in FY2020. The additional cost could be covered by staff vacancies or a transfer from another account if funds are available.



Sherry Oja
Finance Director

LEGAL NOTE:

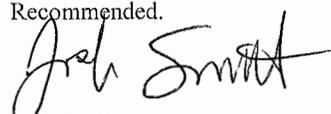
The County Board is authorized to take this action pursuant to §59.22(2),
Wis. Stats.



Richard Greenlee
Corporation Counsel

ADMINISTRATIVE NOTE:

Recommended.



Josh Smith
County Administrator

Executive Summary

This resolution authorizes the elimination of a Help Desk position and the addition of a User Support position in Rock County's Information Technology Department.

Information Technology has changed much over the years and no longer requires the same level of Help Desk operations and duties as in the past. Print services, job management, and backup scheduling are no longer relegated to just the Help Desk since they can be performed by online applications and sometimes by the users themselves. The reorganization of the I.T. department has afforded I.T. administration the flexibility to reclassify duties such as those of the former Help Desk to a more all-encompassing Service Desk team approach. Additionally, the I.T. department is preparing to facilitate some large-scale projects to be completed within the next few years including: major user movement within the county to 1717 Center Avenue, the elimination of all Windows 7 devices and the installation of replacement Windows 10 devices, the replacement of old, outdated computer equipment in order to standardize refresh cycles, and the move of the I.T. department out of the Health Care Center building. These projects will require increased effort and capability on the part of a user support staff that is already operating above capacity.

Given the reduction in low level Help Desk duties and the marked increase in more complex User Support activities, the addition of a User Support position will help the Information Technology department better serve both the citizens of Rock County and its workforce.