

Rock County Agriculture & Extension Education Committee
Wednesday November 12, 2014 – 7:00 p.m.
Courthouse Conference Center, Rm. 250
Rock County Courthouse
Janesville, WI

Agenda

1. Call to Order
2. Approval of Agenda
3. Approval of October 8, 2014 Meeting Minutes
4. Citizen Participation, Information and Announcements
5. Fair Board Report
6. 4-H Fairgrounds Maintenance and Contracts
 - a. Approval of Fairgrounds Rental Contracts
7. Approval of Extension Bills/Transfers/Encumbrances
8. Educator Report, Christy Marsden- Horticulture Educator

9. Department Update
10. Comments from the Committee
11. Adjourn

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
56-5600-0000-62119	OTHER SERVICES				
		P1400045	09/23/2014	BOARD OF REGENTS	80,519.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	172,064.00	73,649.00	0.00	80,519.00	17,896.00
56-5600-0000-63300	TRAVEL				
			10/27/2014	REBOUT,MEGAN	154.13
			10/27/2014	MARSDEN,CHRISTINE	267.64
			10/23/2014	HETZEL,KATHLEEN	372.26
			10/27/2014	BAKER,NICK	321.44
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	13,500.00	9,805.55	621.19	1,115.47	1,957.79
56-5600-0000-64209	DEMO EXP				
		P1400062	10/27/2014	SENTRY FOOD STORE	31.99
		P1400065	10/03/2014	SOIL AND PLANT ANALYSIS LAB	15.00
		P1400068	10/17/2014	UNIVERSITY OF WISCONSIN	32.00
		P1403478	09/03/2014	BUSHEL AND PECKS LOCAL MARKET	108.49
		P1403479	10/27/2014	BUSHEL AND PECKS LOCAL MARKET	458.80
		P1403504	10/24/2014	UNIVERSITY OF WISCONSIN GREEN	99.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	4,000.00	2,175.26	185.75	745.28	893.71
56-5600-0000-64904	SUNDRY EXPENSE				
ENC		R1403626	10/01/2014	AMAZON.COM	29.66
ENC		R1403808	10/23/2014	BEST EVENTS	2,204.25
		P1400052	10/17/2014	KIMS LETTERING	240.00
		P1400059	10/27/2014	POWERS,MIKE	281.25
		P1400066	10/27/2014	TRUSTEES OF TUFTS COLLEGE	2,250.00
		P1401186	09/29/2014	BRIMAR INDUSTRIES INC	38.68
		P1403393	09/09/2014	WALWORTH COUNTY TREASURER	30.00
		P1403446	10/08/2014	JAX CUSTOM PRINTING INC	56.59
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	25,500.00	13,929.82	861.62	5,130.43	5,578.13
U.W.EXTENSION PROG TOTAL				87,510.18	
56-5610-0000-63500	R&M SUPPLIES				
		P1400051	09/25/2014	JOHNSON TRACTOR INC	1.00
		P1400058	08/29/2014	POMPS TIRE SERVICE INC	56.00
		P1403480	10/16/2014	WHEELER,DAVID	120.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	13,800.00	11,788.84	556.12	177.00	1,278.04
56-5610-0000-67200	CAPITAL IMPROV				
		P1402309	10/24/2014	SIMMONS FENCE AND SPECIALTY PR	4,300.00

COMMITTEE APPROVAL REPORT

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt	
	Budget		YTD Exp	YTD Enc	Pending	Closing Balance
	86,633.00		31,993.06	2,000.00	4,300.00	48,339.94
FAIRGROUNDS PROG TOTAL					4,477.00	

I have examined the preceding bills and encumbrances in the total amount of **\$91,987.18**
 Claims covering the items are proper and have been previously funded. These items are to be treated as follows:
 A. Bills and encumbrances over \$10,000 referred to the Finance Committee and County Board.
 B. Bills under \$10,000 to be paid.
 C. Encumbrances under \$10,000 to be paid upon acceptance by the Department Head.

Date: **NOV 12 2014**

Dept Head _____

Committee Chair _____

PURCHASE ORDER NUMBER P14000283 PEID 053067

PRE-APPROVED ENCUMBRANCE AMENDMENT FORM

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

DATE SEPTEMBER 25, 2014

DEPARTMENT UW-Extension

COMMITTEE A&E

VENDOR NAME Manpower

ACCOUNT NUMBER 56-5610-0000-62400

FUNDS DESCRIPTION R&M

AMOUNT OF INCREASE \$ 7,000.00

INCREASE FROM \$ 35,000 TO \$ 42,000

ACCOUNT BALANCE AVAILABLE \$ 7,000.00 pending transfer \$2,107 SB 10/13/14

REASON FOR AMENDMENT Cost for Maintenance & Administration employees will be over budget for remainder of 2014. Add'l expense due to add' hours required for snow plowing in winter 2014. Sufficient funds remain in the natural gas line item.

APPROVALS

GOVERNING COMMITTEE _____
Chair Date

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

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