



**COUNTY BOARD STAFF COMMITTEE
TUESDAY – APRIL 8, 2014 – 4:00 P.M.
CONFERENCE ROOM N-1 – FIFTH FLOOR
ROCK COUNTY COURTHOUSE-EAST**

Agenda

1. Call to Order & Approval of Agenda
2. Approval of Minutes – March 25, 2014
3. Citizen Participation, Communications and Announcements
4. Approval of Bills/Transfers/Pre-Approved Encumbrances
5. Resolutions
 - A. Recognizing Wilson Meadows for Service to Rock County
 - B. Recognizing Deferred Prosecution Director Kristin Koeffler
 - C. To Recognize Charles Holznecht
 - D. Establishing the Salary for Rock County Clerk of Courts for the 2015-2018 Term
 - E. Establishing the Salary for Rock County Sheriff for the 2015-2018 Term
 - F. Recognizing Ivan Collins
 - G. Recognizing Steve Howland
 - H. Recognizing Marilyn Jensen
 - I. Recognizing Phillip Owens, Jr.
 - J. Recognizing Mike Rundle
 - K. Recognizing Marv Wopat
 - L. Recognizing Fred Yoss
 - M. Amending the 2014 Rock County Health Department Budget to Increase the Environmental Health Technician Position from .04 FTE to 0.6 FTE
6. Update on Timeline and Recruitment Process for County Administrator
7. Consideration of Proposed Rule Changes
8. Adjournment

COMMITTEE APPROVAL REPORT

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
06-1620-0000-63202	LAW BOOKS	P1400028	03/04/2014	WEST GROUP	520.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	2,300.00	0.00	0.00	520.00	1,780.00
CORPORATION COUNSEL PROG TOTAL				520.00	

I have examined the preceding bills and encumbrances in the total amount of **\$520.00**

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

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

Date: **APR 08 2014**

Dept Head _____

Committee Chair _____

COMMITTEE APPROVAL REPORT

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
08-1420-0000-62108	LABOR NEGOTIATIO	P1401543	03/11/2014	LUBKEMAN,JODI L	1,762.75
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	6,000.00	444.04	5,225.00	1,762.75	(1,431.79)
08-1420-0000-62119	OTHER SERVICES	P1401540	02/17/2014	ADECCO EMPLOYMENT SERVICES	282.29
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	6,000.00	0.00	3,100.00	282.29	2,617.71
08-1420-0000-63107	PUBL & LEGAL	P1400390	02/28/2014	JANESVILLE GAZETTE INC	2,718.14
		P1400391	03/14/2014	CHRONICLE,THE	126.00
		P1401541	03/06/2014	NATIONAL ASSOCIATION OF COUNTI	200.00
		P1401542	03/03/2014	STATE BAR OF WISCONSIN	300.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	30,000.00	21,839.48	0.00	3,344.14	4,816.38
08-1420-0000-63200	PUBL/SUBCR/DUES	P1401522	03/12/2014	SOCIETY FOR HUMAN RESOURCE MA	185.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	900.00	0.00	0.00	185.00	715.00
08-1420-0000-64200	TRAINING EXP	P1401654	03/25/2014	WISCONSIN COUNTIES ASSOCIATION	65.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	24,000.00	5,752.42	122.23	65.00	18,060.35
08-1420-0000-64417	RH EXPENSES	P1400390	02/28/2014	JANESVILLE GAZETTE INC	22.73
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	8,500.00	1,345.65	0.00	22.73	7,131.62
08-1420-0000-67160	CA \$500-\$4,999	P1401452	03/05/2014	GULF SOUTH MEDICAL SUPPLY	1,471.38
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	1,500.00	0.00	0.00	1,471.38	28.62
				HUMAN RESOURCES PROG TOTAL	7,133.29

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
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I have examined the preceding bills and encumbrances in the total amount of **\$7,133.29**

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: **APR 08 2014**

Dept Head _____

Committee Chair _____

COMMITTEE APPROVAL REPORT

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
19-1932-0000-64904	SUNDRY EXPENSE				
		P1401603	03/21/2014	MMPR	510.65
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	8,873.00	857.62	0.00	510.65	7,504.73
EMPLOYEE RECOGNITION ACTIVITY PROG TOTAL				510.65	

I have examined the preceding bills and encumbrances in the total amount of **\$510.65**

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: **APR 08 2014**

Dept Head _____

Committee Chair _____

**RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS**

Robert Leu
INITIATED BY



Robert Leu
DRAFTED BY

The General Services Committee
SUBMITTED BY

March 19, 2014
DATE DRAFTED

Recognizing Wilson Meadows for Service to Rock County

- 1 **WHEREAS**, Wilson Meadows has served the citizens of Rock County for over thirty-two (32) years as a
- 2 dedicated and valued employee of Rock County; and,
- 3
- 4 **WHEREAS**, Wilson Meadows began his career on September 21, 1981, as a Maintenance Worker II in
- 5 the General Services Department, at the Rock County Courthouse; and,
- 6
- 7 **WHEREAS**, Wilson Meadows worked at the Courthouse in Janesville until August 31, 1998, the County
- 8 Building in Beloit until February 25, 2002, and the Youth Services Center /911 Communications Center,
- 9 until his retirement on March 12, 2014, as a Maintenance Worker IV in the General Services Department.
- 10
- 11 **WHEREAS**, Wilson was honest, dedicated, laid-back, and well-liked by the people he came in contact
- 12 with, and truly cared about the buildings he maintained.
- 13
- 14 **NOW, THEREFORE, BE IT RESOLVED** that the Rock County Board of Supervisors duly assembled
- 15 this _____ day of _____, 2014, does hereby recognize Wilson Meadows for his 32 years of
- 16 service, and wishes him the best in his future endeavors; and,
- 17
- 18 **BE IT FURTHER RESOLVED** that the County Clerk be authorized and directed to furnish a copy of
- 19 this resolution to Wilson Meadows.

Respectfully Submitted:

General Services Committee:

County Board Staff Committee:

Phillip Owens, Chair

J.Russell Podzilni, Chair

Henry Brill, Vice Chair

Sandra Kraft, Vice Chair

Ivan Collins

Betty Jo Bussie

Jason Heidenreich

Eva Arnold

Edwin Nash

Mary Mawhinney

Marilynn Jensen

Kurtis Yankee

Henry Brill

Louis Peer

RESOLUTION

ROCK COUNTY BOARD OF SUPERVISORS

District Attorney David J. O'Leary
INITIATED BY



Renee Grover
DRAFTED BY

Public Safety & Justice
SUBMITTED BY

February 19, 2014
DATE DRAFTED

RECOGNIZING DEFERRED PROSECUTION DIRECTOR KRISTIN KOEFFLER

- 1 **WHEREAS**, Kristin Koeffler began her employment with Rock County on April 11, 1977 as an Administrative
- 2 Assistant in the Rock County District Attorney's Deferred Prosecution Program (DPP), and began serving as the
- 3 Acting Director on September 26, 1977, and was promoted to the Deferred Prosecution Director on March 9, 1978;
- 4 and,
- 5
- 6 **WHEREAS**, during her tenure with the Deferred Prosecution Program, Kristin Koeffler was instrumental in the
- 7 implementation and development of the Domestic Violence Intervention Program (DVIP); and,
- 8
- 9 **WHEREAS**, Kristin Koeffler has dedicated her career toward helping both first time and domestic violence
- 10 offenders learn to modify their thinking or behavior to become better citizens; and,
- 11
- 12 **WHEREAS**, Kristin Koeffler has served the citizens of Rock County for 37 years; has worked with a host of elected
- 13 officials, administrators, prosecutors, law enforcement, defense attorneys, community leaders and concerned citizens
- 14 in order to make Rock County a safer community; has worked with over 7,750 DPP clients and more than 8,000
- 15 DVIP clients; has served on two Governor's commissions, the Sentencing Committee chaired by Prof. Frank
- 16 Remington, and the Domestic Violence Counsel with Gov. Lee Dryfus; has served as a board of director for the
- 17 battered womens' shelters and trained volunteers for shelter staff for both Beloit and Janesville; has taught judges,
- 18 prosecutors and law enforcement around the state on the issues of domestic violence; and,
- 19
- 20 **WHEREAS**, Kristin Koeffler will retire from public service on May 2, 2014.
- 21
- 22 **NOW, THEREFORE, BE IT RESOLVED** that the Rock County Board of Supervisors duly assembled this
- 23 _____ day of _____, 2014, does hereby recognize Kristin Koeffler for her over 37 years of faithful
- 24 service and recommends that a sincere expression of appreciation be given to Kristin Koeffler along with best
- 25 wishes for the future.
- 26
- 27 **BE IT FURTHER RESOLVED**, that the County Clerk be authorized and directed to furnish a copy of this
- 28 resolution to Deferred Prosecution Director Kristin Koeffler.

Respectfully submitted,

PUBLIC SAFETY & JUSTICE COMMITTEE

COUNTY BOARD STAFF COMMITTEE

Ivan Collins, Chair

J. Russell Podzilni, Chair

Brian Knudson

Sandra Kraft, Vice Chair

Mary Beaver

Eva Arnold

Henry Brill

Henry Brill

Larry Wiedenfeld

Betty Jo Bussie

Marilynn Jensen

Mary Mawhinney

Louis Peer

Kurtis L. Yankee

RESOLUTION NO. _____

AGENDA NO. _____

**RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS**

Hon. James P. Daley
Presiding Judge
INITIATED BY



Juelane J. Teubert
Circuit Court Office Manager
DRAFTED BY

Public Safety & Justice
SUBMITTED BY

April 1, 2014
DATE DRAFTED

TO RECOGNIZE CHARLES HOLZNECHT

- 1 **WHEREAS**, Charles Holznecht has given the citizens of Rock County 33 years of public
- 2 service; and,
- 3
- 4 **WHEREAS**, Charles Holznecht began his career on March 2, 1981, as Court Commissioner for
- 5 Rock County, and,
- 6
- 7 **WHEREAS**, Charles Holznecht continued as Court Commissioner for Rock County until his
- 8 retirement on April 1, 2014; and,
- 9
- 10 **WHEREAS**, the Rock County Board of Supervisors, representing the citizens of Rock County,
- 11 wishes to recognize Charles Holznecht for his achievements and significant contributions to the
- 12 Rock County Circuit Court and to the citizens of Rock County, and to thank him for his many
- 13 years of faithful service.
- 14
- 15 **NOW, THEREFORE, BE IT RESOLVED**, that the Rock County Board of Supervisors duly
- 16 assembled this _____ day of _____, 2014 does hereby recognize Charles Holznecht for 33
- 17 years of service and extends best wishes to him in his future endeavors.
- 18
- 19 **BE IT FURTHER RESOLVED**, that the County Clerk is hereby authorized and directed to
- 20 furnish a copy of this resolution to Charles Holznecht.

Respectfully submitted,

PUBLIC SAFETY AND JUSTICE COMMITTEE

Ivan Collins, Chair

Henry Brill, Vice Chair

Mary Beaver

Brian Knudson

Larry Wiedenfeld

TO RECOGNIZE CHARLES HOLZNECHT

Page 2

COUNTY BOARD STAFF COMMITTEE

J. Russell Podzilni, Chair

Sandra Kraft, Vice Chair

Eva Arnold

Henry Brill

Betty Jo Bussie

Marilynn Jensen

Mary Mawhinney

Louis Peer

Kurtis Yankee

RESOLUTION NO. _____

AGENDA NO. _____

**RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS**

County Board Staff Committee
INITIATED BY



Dave O'Connell, HR Director
DRAFTED BY

County Board Staff Committee
SUBMITTED BY

March 26, 2014
DATE DRAFTED

ESTABLISHING THE SALARY FOR THE ROCK COUNTY CLERK OF COURTS
FOR THE 2015-2018 TERM

1 **WHEREAS**, the Rock County Board of Supervisors sets the compensation for the Rock County Clerk Of
2 Courts for the 2015-2018 term of office; and,
3
4 **WHEREAS**, the County Board Staff Committee has considered the issue of compensation for the Rock County
5 Clerk of Courts.
6
7 **NOW, THEREFORE, BE IT RESOLVED**, that the Rock County Board of Supervisors duly assembled this
8 _____ day of _____, 2014, set the increase in salary for the Rock County Clerk of Courts as per the
9 below schedule: 4.07%, effective January 1, 2015, 2.00%, effective January 1, 2016, 2.0%, effective January 1,
10 2017, and 2%, effective January 1, 2018, said salary to be paid equally over a period of 26 or 27 regular pay
11 periods throughout each year.

12					
13		<u>01/01/2015</u>	<u>01/01/2016</u>	<u>01/01/2017</u>	<u>01/01/2018</u>
14		\$72,069.16	\$73,510.54	\$74,980.00	\$76,480.00
15					
16					

17 **BE IT FURTHER RESOLVED**, that the aforementioned County elected official is entitled to participate in
18 the Wisconsin Retirement System in accordance with law and the County shall pay only its share of
19 contributions required by law; and,
20

21 **BE IT FURTHER RESOLVED** that the aforementioned County elected official is entitled to participate in the
22 County's health insurance program subject to the terms and conditions of the program, which may be modified
23 from time to time, under the same terms and conditions as the health insurance coverage offered to non-
24 represented managerial County employees who are not law enforcement managerial employees or non-
25 represented managerial employees described in Wis. Stat. Section 111.70(1)(mm).

Respectfully Submitted,

COUNTY BOARD STAFF COMMITTEE

J. Russell Podzilni, Chair

Marilynn Jensen

Sandra Kraft, Vice Chair

Mary Mawhinney

Eva Arnold

Louis Peer

Henry Brill

Kurtis Yankee

Betty Jo Bussie

FISCAL NOTE:

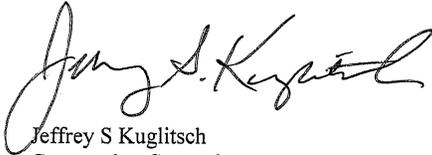
Sufficient funds will need to be included in the 2015 - 2018 budgets for the cost of this position.



Sherry Oja
Finance Director

LEGAL NOTE:

The County Board is authorized to take this action pursuant to sec. 59.22(1), Wis. Stats.



Jeffrey S Kuglitsch
Corporation Counsel

ADMINISTRATIVE NOTE:

Matter of policy.



Craig Knutson
County Administrator

Executive Summary:

Under State law every four years the County Board must set the salary for the elected officials. In 2012 the County Board set the salaries for the County Clerk, County Treasurer and Register of Deeds for 2013, 2014, 2015, and 2016.

This year the Board must set the salaries for the Sheriff and Clerk of Courts for 2015, 2016, 2017 and 2018.

The County Board Staff Committee asked the Rock County Human Resource Department for comparable information. The HR Director provided salary data from all of the other counties in the State for their Clerk of Courts' salaries in 2011-2014. He also provided the Committee with the best 2015 data available for the traditional counties Rock County uses for comparables: Brown, Kenosha, Marathon, Outagamie, Racine, Sheybogan, and Winnebago. He also provided information on the salaries for the Rock County Clerk, County Treasurer and Register of Deeds. The current Clerk of Courts asked that his job be compared to that of the Rock County Child Support Director and that comparable information was also presented

After discussion at the County Board Staff Committee meetings on March 11 and 25, the Committee directed the HR Director to prepare this resolution. Under the resolution adopted by the Committee, the salary of the Rock County Clerk of Courts would be increased so that it is equal to the Rock County Clerk, County Treasurer and Register of Deeds. This would be accomplished by increasing the salary by 4.07% in 2015 and 2% in 2016. The increase for the 3rd and 4th years would also be 2% each year.

The Clerk of Courts would also begin paying the employee portion of the WRS contribution (currently 7%) just like the County Clerk, County Treasurer and Register of Deeds.

This increase to the Rock County Clerk of Court's salary will keep that salary in line with the Rock County Clerk, County Treasurer and Register of Deeds.

RESOLUTION NO. _____

AGENDA NO. _____

**RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS**

County Board Staff Committee
INITIATED BY



Dave O'Connell, HR Director
DRAFTED BY

County Board Staff Committee
SUBMITTED BY

March 27, 2014
DATE DRAFTED

ESTABLISHING THE SALARY FOR ROCK COUNTY SHERIFF
FOR THE 2015-2018 TERM

1 **WHEREAS**, the Rock County Board of Supervisors sets the compensation for the Rock County Sheriff for the
2 2015-2018 term of office; and,
3

4 **WHEREAS**, the County Board Staff Committee has considered the issue of compensation for the Rock County
5 Sheriff.
6

7 **NOW, THEREFORE, BE IT RESOLVED**, that the Rock County Board of Supervisors duly assembled this
8 _____ day of _____, 2014, set the increase in salary for the Rock County Sheriff as per the below
9 schedule: 2.5% effective January 1, 2015, 6.84%, effective January 1, 2016, 2%, effective January 1, 2017, and
10 2%, effective January 1, 2018 to be paid equally over a period of 26 or 27 regular pay periods throughout each
11 year.
12

13	<u>01/01/2015</u>	<u>1/01/2016</u>	<u>01/01/2017</u>	<u>01/01/2018</u>
14	\$105,389.00	\$112,597.00	\$114,849.00	\$117,146.00

15
16 **BE IT FURTHER RESOLVED**, that the aforementioned County elected official is entitled to participate in
17 the Wisconsin Retirement System (WRS) in accordance with law and the County shall contribute the full
18 elected official's contribution of the elected official's earnings as required by 40.05(1)(a)(3) less one percent
19 which the elected official shall begin paying effective January 1, 2015.
20

21 **BE IT FURTHER RESOLVED**, that in the event a newly elected Sheriff was not enrolled in WRS in a
22 protective status position prior to July 1, 2011, by law that person would pay the entire employee share of their
23 WRS contribution, currently seven percent in 2014.
24

25 **BE IT FURTHER RESOLVED**, that the Rock County Sheriff shall be eligible to participate in all the benefits
26 available to appointed department heads, under the same terms and conditions, including the health and dental
27 plans, as may be modified from time to time.

Respectfully Submitted,

COUNTY BOARD STAFF COMMITTEE

J. Russell Podzilni, Chair

Marilynn Jensen

Sandra Kraft, Vice Chair

Mary Mawhinney

Eva Arnold

Louis Peer

Henry Brill

Kurtis Yankee

Betty Jo Bussie

FISCAL NOTE:

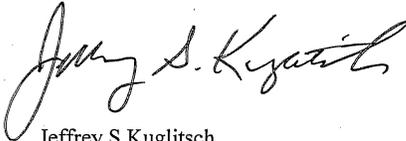
Sufficient funds will need to be included in the 2015-2018 budgets for the cost of this position.



Sherry Oja
Finance Director

LEGAL NOTE:

The County Board is authorized to take this action pursuant to sec. 59.22(1), Wis. Stats.



Jeffrey S Kuglitsch
Corporation Counsel

ADMINISTRATIVE NOTE:

Matter of policy.



Craig Knutson
County Administrator

Executive Summary:

Under State law every four years the County Board must set the salary for the elected officials. In 2012 the County Board set the salaries for the County Clerk, County Treasurer and Register of Deeds for 2013, 2014, 2015, and 2016.

This year the Board must set the salaries for the Sheriff and Clerk of Courts for 2015, 2016, 2017 and 2018.

The County Board Staff Committee asked the Rock County Human Resource Department for comparable information. The HR Director provided salary data from all of the other counties in the State for their Sheriff's and Chief Deputies' salaries in 2011-2014. He also provided the Committee with the best 2015 data available for the traditional counties Rock County uses for comparables: Brown, Kenosha, Marathon, Outagamie, Racine, SheyboGAN, and Winnebago. In addition the Sheriff's Office provided information for three additional counties: Dane, LaCrosse and Walworth; and for the Chiefs of Police in the Cities of Beloit and Janesville.

After discussion at the County Board Staff Committee meetings on March 11 and 25, the Committee directed the HR Director to prepare this resolution. Under the resolution adopted by the Committee, the salary of the Rock County Sheriff would be increased by 1.5% in 2015 (the same as the County Clerk, County Treasurer and Register of Deeds) and then increased by adding a lump sum of \$5,000 in 2016 plus 2% of that number, and then increased by 2% in each of the next two years of the four-year term.

The Sheriff's salary would also be increased by an additional 1% in 2015 with a corresponding 1% WRS contribution to be paid by the Sheriff. This one percent contribution is the same as all of the other law enforcement employees in Rock County who have protective status. [Note. This provision applies to anyone who is elected Sheriff in 2014 and is a current member of the Wisconsin Retirement System and has protective status. In the event a newly elected Sheriff was not enrolled in WRS in a protective status position prior to July 1, 2011 that person would have to pay the employee share of their WRS contribution like the County Clerk, County Treasurer, Register of Deeds and Clerk of Courts. The employee share for all of those elected positions is currently seven percent in 2014.]

This increase to the Rock County Sheriff's salary will keep that salary in line with other comparables and also create separation between the Sheriff's salary and that of the Chief Deputy.

RESOLUTION NO. _____

AGENDA NO. _____

RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS

County Board Staff Committee
INITIATED BY

County Board Staff Committee
SUBMITTED BY



Nick Osborne, Assistant
to the County Administrator
DRAFTED BY

March, 10, 2014
DATE DRAFTED

RECOGNIZING IVAN COLLINS

- 1 **WHEREAS**, Ivan Collins was elected to the Rock County Board of Supervisors, representing District 28, in
 2 2002; and,
 3
 4 **WHEREAS**, Ivan has devoted many hours to faithfully serve on the following:
 5
 6 Standing Committees:
 7 Health Services Committee
 8 Public Safety and Justice Committee, Chair
 9 General Services Committee
 10 County Board Staff Committee
 11
 12 Other Boards and Commissions:
 13 EMS Advisory Council
 14 Community Action Program
 15 City of Janesville TIF District 26
 16
 17 **WHEREAS**, the Rock County Board of Supervisors recognizes Ivan Collins for his dedicated service to the
 18 citizens of Rock County and commends him for his contributions to the betterment of Rock County.
 19
 20 **NOW, THEREFORE, BE IT RESOLVED** that the Rock County Board of Supervisors duly assembled
 21 this _____ day of _____, 2014 does hereby recognize Ivan Collins for his service and extends best
 22 wishes in his future endeavors.

Respectfully submitted,

COUNTY BOARD STAFF COMMITTEE

J. Russell Podzilni, Chair

Marilynn Jensen

Sandra Kraft, Vice Chair

Mary Mawhinney

Eva Arnold

Louis Peer

Henry Brill

Kurtis Yankee

Betty Jo Bussie

RESOLUTION NO. _____

AGENDA NO. _____

RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS

County Board Staff Committee
INITIATED BY

County Board Staff Committee
SUBMITTED BY



Nick Osborne, Assistant
To the County Administrator
DRAFTED BY

March, 10, 2014
DATE DRAFTED

RECOGNIZING STEVE HOWLAND

1 **WHEREAS**, Steve Howland was elected to the Rock County Board of Supervisors, representing District 15,
2 in 2012; and,

3
4 **WHEREAS**, Steve has devoted many hours to faithfully serve on the following:

- 5 Standing Committees:
- 6 Health Services Committee
- 7 Education, Veterans. And Aging Services Committee
- 8

- 9
- 10 Other Boards and Commissions:
- 11 Local Emergency Planning Committee
- 12

13 **WHEREAS**, the Rock County Board of Supervisors recognizes Steve Howland for his dedicated service to
14 the citizens of Rock County and commends him for his contributions to the betterment of Rock County.

15
16 **NOW, THEREFORE, BE IT RESOLVED** that the Rock County Board of Supervisors duly assembled
17 this _____ day of _____, 2014 does hereby recognize Steve Howland for his service and extends
18 best wishes in his future endeavors.

Respectfully submitted,

COUNTY BOARD STAFF COMMITTEE

J. Russell Podzilni, Chair

Marilynn Jensen

Sandra Kraft, Vice Chair

Mary Mawhinney

Eva Arnold

Louis Peer

Henry Brill

Kurtis Yankee

Betty Jo Bussie

RESOLUTION NO. _____

AGENDA NO. _____

RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS

County Board Staff Committee
INITIATED BY

County Board Staff Committee
SUBMITTED BY



Nick Osborne, Assistant
to the County Administrator
DRAFTED BY

March, 10, 2014
DATE DRAFTED

RECOGNIZING MARILYNN JENSEN

1 **WHEREAS**, Marilynn Jensen was elected to the Rock County Board of Supervisors, representing District
2 15, in 1986 and was elected to District 27 in 2002; and,
3

4 **WHEREAS**, Marilynn has devoted many hours to faithfully serve on the following:
5

6 Standing Committees:

- 7 Education and Training Committee, Vice Chair
- 8 Social Services Board
- 9 51.42 Board
- 10 Developmental Disabilities Board, Chair
- 11 Health Services Committee, Vice Chair
- 12 Planning and Development Committee
- 13 County Board Staff Committee

14

15 Other Boards and Commissions:

- 16 Long Term Support Committee, Vice Chair and Chair
- 17 Local Emergency Planning Commission
- 18 Rock County Tourism Council, Chair
- 19 EMS Advisory Council
- 20 Rock Haven Health Care Center Blue Ribbon Study Task Force
- 21 Ad Hoc Reapportionment Committee
- 22 Ad Hoc Committee for Redistricting of Supervisory Districts
- 23 Outdoor Warning System Ad Hoc Study Committee

24

25 **WHEREAS**, the Rock County Board of Supervisors recognizes Marilynn Jensen for her dedicated service to
26 the citizens of Rock County and commends her for her contributions to the betterment of Rock County.
27

28 **NOW, THEREFORE, BE IT RESOLVED** that the Rock County Board of Supervisors duly assembled
29 this _____ day of _____, 2014 does hereby recognize Marilynn Jensen for her service and extends
30 best wishes in her future endeavors.

Respectfully submitted,

COUNTY BOARD STAFF COMMITTEE

J. Russell Podzilni, Chair

Marilynn Jensen

Sandra Kraft, Vice Chair

Mary Mawhinney

Eva Arnold

Louis Peer

Henry Brill

Kurtis Yankee

Betty Jo Bussie

RESOLUTION NO. _____

AGENDA NO. _____

RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS

County Board Staff Committee
INITIATED BY

County Board Staff Committee
SUBMITTED BY



Nick Osborne, Assistant
to the County Administrator
DRAFTED BY

April 2, 2014
DATE DRAFTED

RECOGNIZING PHILLIP OWENS JR.

- 1 **WHEREAS**, Phillip Owens Jr. was appointed to the Rock County Board of Supervisors, representing
- 2 District 16, in 2006 and subsequently elected in 2008; and,
- 3
- 4 **WHEREAS**, Phillip has devoted many hours to faithfully serve on the following:
- 5
- 6 Standing Committees:
- 7 General Services Committee, Chair
- 8 Human Services Board
- 9 Planning and Development Committee
- 10 Education, Veterans, and Aging Services Committee
- 11
- 12 Other Boards and Commissions:
- 13 Hall of Honor Committee
- 14
- 15 **WHEREAS**, the Rock County Board of Supervisors recognizes Phillip Owens Jr. for his dedicated service
- 16 to the citizens of Rock County and commends him for his contributions to the betterment of Rock County.
- 17
- 18 **NOW, THEREFORE, BE IT RESOLVED** that the Rock County Board of Supervisors duly assembled
- 19 this _____ day of _____, 2014 does hereby recognize Phillip Owens Jr. for his service and extends
- 20 best wishes in his future endeavors.

Respectfully submitted,

COUNTY BOARD STAFF COMMITTEE

J. Russell Podzilni, Chair

Marilynn Jensen

Sandra Kraft, Vice Chair

Mary Mawhinney

Eva Arnold

Louis Peer

Henry Brill

Kurtis Yankee

Betty Jo Bussie

RESOLUTION NO. _____

AGENDA NO. _____

RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS

County Board Staff Committee
INITIATED BY

County Board Staff Committee
SUBMITTED BY



Nick Osborne, Assistant
to the County Administrator
DRAFTED BY

April 2, 2014
DATE DRAFTED

RECOGNIZING MIKE RUNDLE

1 **WHEREAS**, Mike Rundle was appointed to the Rock County Board of Supervisors, representing District
2 20, in 2012; and,

3
4 **WHEREAS**, Mike has devoted many hours to faithfully serve on the following:

- 5
- 6 Standing Committees:
- 7 Board of Health
- 8 Developmental Disabilities Board
- 9

- 10 Other Boards and Commissions:
- 11 Arrowhead Library System Board
- 12

13 **WHEREAS**, the Rock County Board of Supervisors recognizes Mike Rundle for his dedicated service to the
14 citizens of Rock County and commends him for his contributions to the betterment of Rock County.

15
16 **NOW, THEREFORE, BE IT RESOLVED** that the Rock County Board of Supervisors duly assembled
17 this _____ day of _____, 2014 does hereby recognize Mike Rundle for his service and extends best
18 wishes in his future endeavors.

Respectfully submitted,

COUNTY BOARD STAFF COMMITTEE

J. Russell Podzilni, Chair

Marilynn Jensen

Sandra Kraft, Vice Chair

Mary Mawhinney

Eva Arnold

Louis Peer

Henry Brill

Kurtis Yankee

Betty Jo Bussie

RESOLUTION NO. _____

AGENDA NO. _____

RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS

County Board Staff Committee
INITIATED BY

County Board Staff Committee
SUBMITTED BY



Nick Osborne, Assistant
to the County Administrator
DRAFTED BY

March, 10, 2014
DATE DRAFTED

RECOGNIZING MARV WOPAT

- 1 **WHEREAS**, Marv Wopat was elected to the Rock County Board of Supervisors, representing District 5, in
- 2 2008; and,
- 3
- 4 **WHEREAS**, Marv has devoted many hours to faithfully serve on the following:
- 5
- 6 Standing Committees:
- 7 Human Services Board
- 8 Education, Veterans. And Aging Services Committee
- 9
- 10 Other Boards and Commissions:
- 11 Criminal Justice Coordinating Council
- 12
- 13 **WHEREAS**, the Rock County Board of Supervisors recognizes Marv Wopat for his dedicated service to the
- 14 citizens of Rock County and commends him for his contributions to the betterment of Rock County.
- 15
- 16 **NOW, THEREFORE, BE IT RESOLVED** that the Rock County Board of Supervisors duly assembled
- 17 this _____ day of _____, 2014 does hereby recognize Marv Wopat for his service and extends best
- 18 wishes in his future endeavors.

Respectfully submitted,

COUNTY BOARD STAFF COMMITTEE

J. Russell Podzilni, Chair

Marilynn Jensen

Sandra Kraft, Vice Chair

Mary Mawhinney

Eva Arnold

Louis Peer

Henry Brill

Kurtis Yankee

Betty Jo Bussie

RESOLUTION NO. _____

AGENDA NO. _____

RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS

County Board Staff Committee
INITIATED BY

County Board Staff Committee
SUBMITTED BY



Nick Osborne, Assistant
to the County Administrator
DRAFTED BY

March, 10, 2014
DATE DRAFTED

RECOGNIZING FRED YOSS

- 1 **WHEREAS**, Fred Yoss served on the County Board from 2005 to 2008 and was again elected to the Rock
- 2 County Board of Supervisors, representing District 29, in 2010; and,
- 3
- 4 **WHEREAS**, Fred has devoted many hours to faithfully serve on the following:
- 5
- 6 Standing Committees:
- 7 Human Services Board
- 8 Education, Veterans. and Aging Services Committee
- 9 Land Conservation Committee
- 10
- 11 Other Boards and Commissions:
- 12 Rock County Tourism Council
- 13 Community Action Program
- 14 City of Janesville TIF District 8
- 15
- 16 **WHEREAS**, the Rock County Board of Supervisors recognizes Fred Yoss for his dedicated service to the
- 17 citizens of Rock County and commends him for his contributions to the betterment of Rock County.
- 18
- 19 **NOW, THEREFORE, BE IT RESOLVED** that the Rock County Board of Supervisors duly assembled
- 20 this _____ day of _____, 2014 does hereby recognize Fred Yoss for his service and extends best
- 21 wishes in his future endeavors.

Respectfully submitted,

COUNTY BOARD STAFF COMMITTEE

J. Russell Podzilni, Chair

Marilynn Jensen

Sandra Kraft, Vice Chair

Mary Mawhinney

Eva Arnold

Louis Peer

Henry Brill

Kurtis Yankee

Betty Jo Bussie

RESOLUTION NO. _____

AGENDA NO. _____

RESOLUTION

ROCK COUNTY BOARD OF SUPERVISORS

Board of Health
INITIATED BY _____



Karen Cain, Health Officer
DRAFTED BY _____

Board of Health
SUBMITTED BY _____

March 21, 2014
DATE DRAFTED _____

Amending the 2014 Rock County Health Department Budget to Increase the Environmental Health Technician Position from 0.4 FTE to 0.6 FTE

1 **WHEREAS**, the Rock County Health Department has agreed to assist the Rock County Planning,
2 Economic & Community Development Agency with conducting Lead Risk Assessments and Lead
3 Clearances; and
4

5 **WHEREAS**, the Rock County Planning, Economic & Community Development Agency will
6 reimburse the Rock County Health Department for lead risk assessments at \$250 per assessment, and
7 lead clearances at \$125 per clearance; and
8

9 **WHEREAS**, the amount of time needed to complete the assessments and clearances was not included in
10 the Health Department's 2014 Budget; and
11

12 **WHEREAS**, an increase in work hours for the Environmental Health Technician would allow for
13 completion of work not currently able to be completed.
14

15 **NOW, THEREFORE BE IT RESOLVED**, by the Rock County Board of Supervisors duly assembled
16 on this _____ day of _____, 2014 does hereby authorize the Rock County Health
17 Department to increase the Environmental Health Technician's work hours from 0.4 FTE to 0.6 FTE
18 from April 14, 2014 through October 31, 2014, and to amend the 2014 Rock County Health
19 Department Budget as follows:
20

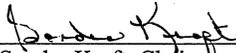
	Budget	Increase	Amended
<u>Source of Funds</u>	<u>3/21/14</u>	<u>(Decrease)</u>	<u>Budget</u>
23 31-3000-0000-68010			
24 Cross Charges	-0-	(\$3,250)	(\$3,250)
25			
<u>Use of Funds</u>			
27 31-3000-0000-61100			
28 Regular Wages	\$2,133,955	\$3,250	\$2,137,205

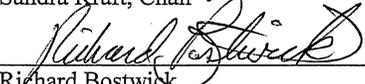
Amending the 2014 Rock County Health Department Budget to Increase the Environmental Health Technician Position from 0.4 FTE to 0.6 FTE

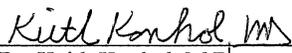
Page 2

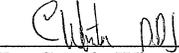
Respectfully submitted,

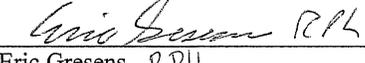
BOARD OF HEALTH

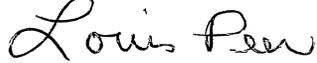

Sandra Kraft, Chair

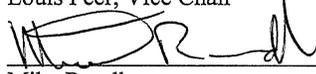

Richard Bostwick

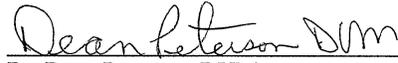

Dr. Keith Konkol, M.D.

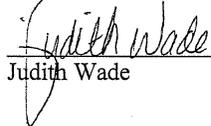

Dr. Connie Winter, DDS


Eric Gresens, RPH


Louis Peer, Vice Chair


Mike Rundle


Dr. Dean Peterson, DVM


Judith Wade

FINANCE COMMITTEE ENDORSEMENT

Reviewed and approved on a vote of
7-0


Mary Mawhinney, Chair

ADMINISTRATIVE NOTE:

Recommended.


Craig Knutson
County Administrator

FISCAL NOTE:

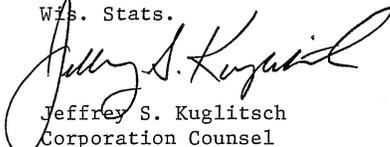
This resolution temporarily increases an Environmental Health Technician's work hours from 0.4 FTE to 0.6 FTE. The increased salary and fringe costs will be mostly offset by cross-charges to the Planning Department. Any additional costs will be covered by savings from Health Department personnel vacancies.



Sherry Oja
Finance Director

LEGAL NOTE:

The County Board is authorized to take this action pursuant to § 59.22(2), Wis. Stats. As an amendment to the adopted 2014 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.


Jeffrey S. Kuglitsch
Corporation Counsel

**Amending the 2014 Rock County Health Department Budget to Increase the
Environmental Health Technician Position from 0.4 FTE to 0.6 FTE**

Page 3

County Board Staff Committee:

J.Russell Podzilni, Chair

Sandra Kraft, Vice Chair

Eva Arnold

Henry Brill

Betty Jo Bussie

Marilynn Jensen

Mary Mawhinney

Louis Peer

Kurtis Yankee

**AMENDING THE 2014 ROCK COUNTY HEALTH DEPARTMENT BUDGET TO
INCREASE THE ENVIRONMENTAL HEALTH TECHNICIAN POSITION FROM
0.4 FTE TO 0.6 FTE**

EXECUTIVE SUMMARY

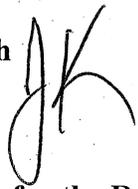
The Rock County Health Department's Environmental Health staff has the technical expertise to conduct Lead Risk Assessments and Lead Clearance Tests. Lead Risk Assessments are conducted to determine if there is a lead hazard in an environment, and Lead Clearances are conducted to determine if the lead hazard has been eliminated after rehabilitation of the environment. At the request of the Rock County Planning, Economic & Community Development Agency, the Health Department has agreed to assist with conducting Lead Risk Assessments and Lead Clearances for the HUD and CDBG grants.

The additional work of these assessments and clearances was not included in the Health Department's 2014 Budget. Currently, Health Department staff is not able to conduct the work without additional staff time. Increasing the Environmental Health Technician's position from 0.4 FTE to 0.6 FTE during the busiest time period of April 14, 2014 through October 31, 2014 would provide sufficient additional time for Environmental Health staff to complete the Lead Assessments and Clearances, and other work assignments.

The Rock County Planning, Economic & Community Development Agency will reimburse the Health Department for Lead Risk Assessments at \$250 per assessment, and Lead Clearances at \$125 per clearance. The projected revenue from Rock County Planning, Economic & Community Development Agency is \$3,250. Reimbursement from the Rock County Planning, Economic & Community Development Agency should cover most of the cost of the increased hours. If the cost is higher than expected, there are currently 2 open positions in the department, and sufficient funds in the Health Department's salary and fringe benefit accounts to cover an unexpected increase.



MEMORANDUM

TO: County Board Staff Committee
FROM: Jeffrey S. Kuglitsch 
DATE: April 1, 2014
RE: Rules of Procedure for the Rock County Board of Supervisors

The Rock County Board of Supervisors will at its meeting on April 15, 2014 consider the adoption of rules of procedure for the following term. The following amendments are requested to the current rules. In all cases new language is underscored and language deleted is ~~erossed out~~. At the current time, there are five (5) proposed rule changes.

(1) Rule I-A shall be amended as follows:

A. As provided by statute, the Board shall organize on the third Tuesday of each April and adopt rules and regulations for the ensuing year term in each even year, considering recommendations of the outgoing Board. All committees of the Board shall serve biennially for a term that coincides with that of the Chair, except as otherwise provided by statute. In no less than three days nor more than seven days after such meeting, the Chair shall announce all Committee, Commission and Board appointments as required by law and County Board policy, all of which shall be submitted for Board confirmation. Proposed appointments shall be distributed to all Board members not less than 24 hours prior to the meeting at which appointments are to be made.

(2) Rule IV-G shall be amended as follows:

G. Appointments to committees, commissions and boards shall be made by the Chair, including chairships subject to County Board confirmation. The Chairs of all standing committees shall be County Board members. Vice Chairships shall be elected by the committee membership. Vacancies during the term of any committee member shall be filled by the County Board Chair with confirmation by the County Board. If practicable, this shall be done within 30 working days of the date on which the vacancy was created.

(3) Rule V-A shall be amended as follows:

A. The following shall be the standing committees of the County Board of Supervisors and shall have the general duties and responsibilities stated in Rule IV and shall approve all contracts, purchase orders, encumbrances, claims, current accounts, demands and causes of

action less than \$10,000 against the accounts under their jurisdiction. Upon request from department heads and review by the County Administrator, or a designated agent, standing committees reallocate amounts more than ~~\$500~~ 1,000 and up to ~~\$1,000~~ 2,000 between detail accounts or create new detail accounts of an individual county office or department within their jurisdiction. With review by the County Finance Director, the County Administrator or the Administrator's designee may approve reallocation requests of ~~\$500~~ 1,000 or less, or create detail accounts for any transfer of ~~\$500~~ 1,000 or less without further committee action.

...

(4) Rule V-D(2) shall be amended as follows:

D. County Board Staff Committee

...

(2) The committee shall supervise the Administrator, legal matters, (except that authority for Land Division and County Zoning Ordinance enforcement/litigation assigned by the County Board shall be the full responsibility of the Planning & Development Committee,) inter-governmental coordination, personnel and labor relations, the promotion of interest in County government, (including authorizing use of the County Seal) and program evaluation and development. The Finance Director shall provide the committee all necessary assistance in carrying out its duties.

...

(5) Rule V-G(5) shall be amended as follows:

G. Finance Committee

...

(5) a. For transfers greater than ~~\$1,000~~ 2,000 and upon the request from the appropriate committee and review by the County Administrator or a designated agent, and subject to County Board policy, the Finance Committee may reallocate funds between detail accounts of an individual county office or department. In addition, the Finance Committee may supplement the appropriations for a particular office, department, or activity by transfers from the contingency fund. Such transfers shall not exceed the amount set up in the contingency fund as adopted in the annual budget nor aggregate, in the case of an individual office, department, or activity, in excess of ten percent of the funds originally provided for such office, department or activity in the annual budget. The publication provisions of Wis. Stats. 65.90(5)(a) shall apply to all committee transfers from the contingency fund.

5b. Pursuant to Wis. Stats. sec. 65.90(5)(b), the Finance Committee may transfer funds between budgeted items of an individual county office or department, if such budgeted items have been separately appropriated.

...