



MINUTES

Finance and Insurance Committee

March 18, 2013
Land Information Conference Room C129
First Floor Marinette Courthouse

MEMBERS PRESENT: Supervisors Melissa Christiansen, Kathy Just, Don Pazynski, Vilas Schroeder and Connie Seefeldt

MEMBERS EXCUSED:

OTHERS PRESENT: Deputy County Clerk BobbieJean Borkowski, Finance Director Pat Kass, Administrator Ellen Sorensen, Land Information Director John Lefebvre, IT Director Larry Schultz, and Peshtigo Times

1. Call to order

Chair Schroeder called the meeting to order at 9:00 a.m.

2. Agenda

Motion (Just/Christiansen) to approve agenda. Motion carried.

3. Public Comment

None

4. Minutes

Motion (Christiansen/Pazynski) to approve minutes of February 18, 2013. Motion carried.

5. IT Report

- Moving forward with recommendation to County Board to approve System Analyst position and Assistant Manager position at March meeting.
- Programming informacast for 911 calls - certain number of people are alerted in the County, we are working towards a notification system.
- Request from HHSD Committee to utilize Ipad.

6. Purchase of Virtualization Hardware, Software, and Installation Services

Motion (Just/Christiansen) to purchase virtualization hardware, software, and installation services from Capital Data (Dell Product) at a cost of \$96,683.75. Motion carried.
Exhibit A

7. Conservation LTE Position

Motion (Seefeldt/Pazynski) to approve funding of \$8,542.00 from DTCAP Revenue for Conservation LTE position. Motion carried. Exhibit B

8. Removal of Balance from Wisconsin Dept. of Transportation

Motion (Christiansen/Just) to approve removing balance of \$11,980.00 due from the Wisconsin Department of Transportation for the Beecher Transportation Economic Assistance (TEA) Program. Motion carried. Exhibit C

9. Phone Audit Report

Discussion regarding phone audit to be held at April meeting.

10. Finance Director's Report

February Monthly Investment Report – \$36,502,219.26

11. Appropriation Entries

Motion (Just/Christiansen) to approve Schedule of Appropriation Entries. Exhibit D

12. Schedule of Invoices

Committee reviewed February Schedule of Invoices totaling \$170,901.71.

13. Future Agenda Items

- Develop County Board Ipad usage policy
- Phone Audit Report
- Contract with Capital Data

14. Adjournment

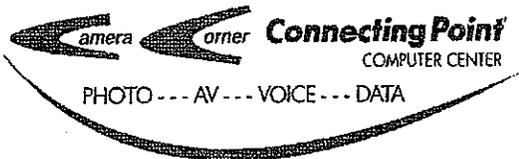
Motion (Seefeldt/Pazynski) to adjourn at 9:56 a.m. Motion carried.

Next meeting date: April 8, 2013 at 9:00 a.m.

BobbieJean Borkowski
Deputy County Clerk

Date approved/corrected:

	CDW-G	Camera Corner Connecting Point	Capital Data
Disk Space Raw Data	58.8	64.3 TB	67.2
4 hour 7 by 24 on site service with Emergency dispatch	NO	YES	YES
State Contract	YES	YES	YES
Experienced sales and install of Zerto Disaster Recovery	NO	NO	YES
Includes Switching Infrastructure specific to the SAN and Hosts	NO	YES, Layer 2	YES, Layer 3
Upgrades will be consistently priced as opposed to major fluctuations relating to produ	NO	YES	YES
Total Cost	\$128,417.34	\$94,242.03	\$96,683.75



Quotation

3-13-13 B

QUOTATION NO: 0432163
 DATE: 3/6/2013
 EXPIRES: 12/31/5999
 CUSTOMER#: 7327480

P.O. Box 248 • Green Bay, WI 54305-0248 • (920) 435-5353
 www.cccp.com • Fax (920) 438-0389

MARINETTE, COUNTY OF
 1926 HALL AVE
 MARINETTE, WI 54143

SHIP TO: MARINETTE COUNTY
 LARRY SCHULTZ
 1926 HALL AVE
 MARINETTE, WI 54143

EMC SITE A & B CONFIG

(715) 732-7463
 L.Schultz@MARINETTECOUNTY.com

DESCRIPTION	QTY.	PRICE	EXTENDED
EMC SECURE REMOTE SUPPORT GATE	1.00	0.00	0.00
EMC 2TB 7200RPM 6GB SAS DRIVE	16.00	0.00	0.00
EMC DAE W/15X3 IN DRIVE SLOTS	1.00	0.00	0.00
VNX5300 DPE; 15X3.5 DRIVES-FLD	1.00	0.00	0.00
CISCO 2960S-48TS-L ETHERNET SWITCH 48 PORTS - MANAGEABLE - 48 X RJ-45 - 4 X EXPANSION SLOTS - 10/100/1000BASE-T	4.00	2,175.00	8,700.00
CISCO 5YR 8X5 NBD SMARTNET	4.00	1,260.00	5,040.00
PRICE FOR EMC HARDWARE	1.00	76,101.00	76,101.00
NETAPP TRADE IN VALUE	1.00	20,000.00	20,000.00
ZERTO STARTER BUNDLE 15 VIRTUAL MACHINES	1.00	11,520.62	11,520.62
ZERTO SUPPORT 1 YEAR PREMIUM M&S	1.00	2,880.41	2,880.41
TIME AND MATERIALS INSTALL 80 HOURS	1.00	10,000.00	10,000.00

NET ORDER: 94,242.03
 SALES TAX: 0.00
 ORDER TOTAL: 94,242.03

SIGNATURE/DATE
 SIGNATURE ABOVE AUTHORIZES CAMERA CORNER/CONNECTING POINT TO ORDER
 THE ABOVE EQUIPMENT
 SHIPPING & HANDLING WILL BE CHARGED AT TIME OF INVOICE UNLESS NOTED

PREPARED BY: CHRIS NELSON

SALESSUPPORT@CCCP.COM 920-438-0307

capital data

your partner. your solution.

3-13-13

Sales Order

Date: 3/13/2013
Sales Order Number: SO25486

PURCHASER

Firm: Marinette County
1926 Hall Avenue
Marinette WI, 54143

SELLER

Firm: Capital Data, Inc.
600 N. Broadway, Suite 100
Milwaukee, WI 53202
Contact: Jeff Sartorelli
Phone: (414) 223-8000
Fax: (414) 291-8010

Quantity	Description	Unit Price	Ext. Price
4	Force10, S55, 1RU, 44 x 10/100/1000 BASE-T, 4 x 10GbE SFP, 1 x AC PSU, 2 x FM, IO to PSU Panels (Normal). Force10, Power Cord, 125V, 15A, 10 Feet, NEMA 5-15/C13, S-Series. Force10, User Documentation for: S55/S60, DAO/BCC. ProSupport: 4-Hour 7x24 On-site Service After Problem Diagnosis, 3 Years. ProSupport: 7x24 HW / SW Tech Support and Assistance, 3 Years. SW Support, Force10 Software, 5 Years. Force10, 5 Year Return To Depot Service, Base Warranty. On-Site Installation Declined.	\$4,794.94	\$19,179.76
1	Dell EqualLogic PS6500X High Performance, High density, 10K SAS Drives. 43.2TB capacity, 10K SAS, 48x 900GB, Dual-Controller. INFO Channel Partner Installation Required. EqualLogic array may not be returned. Synchronous and Point-in-Time Replication. Snaps/Clones with integration for MS SQL, Exchange, Hyper V and VMware. SAN HQ multi group monitoring software. ProSupport : 7x24 HW / SW Tech Support and Assistance , 3 Year. MISSION CRITICAL PACKAGE: Enhanced Services, 3 Year. EqualLogic Advanced Software Warranty and Service, 7x24 Access, 3 Year. Mission Critical Package: 4-Hour 7x24 On-Site Service with Emergency Dispatch, 3 Years. Proactive Maintenance Service Declined. EqualLogic Reference Architecture, S25N/S50N, PS6500, upto 3 arrays. On-Site Installation Declined.	\$68,781.79	\$68,781.79



**PEOPLE
WHO
GET IT**

\$ 89,800.38

netapp ref# 10385891		Qte date: 02/08/13
	Mainette County	Prep by: Matt Cross Phone: 866-639-2815 Email: mattcro@cdw.com

QTY	PART NUMBER	DESCRIPTION	End-User / Unit	End User Extended
1	DS4243-R5			
1	DS4243-0748-24A-QS-R5	DSK SHLF,24x2.0TB,7.2K,QS	\$61,488.84	\$61,488.84
2	X800E-R6	Power Cable North America,R6	\$0.00	\$0.00
1	X5526A-R6	Rackmount Kit,4-Post,Universal,R6	\$68.89	\$68.89
4	X6558-R6	Cable,SAS Cntrlr-Shelf/Shelf-Shelf/HA,2m	\$103.33	\$413.33
1	X6560-R6	Cable,Ethernet,0.5m RJ45 CAT6	\$4.13	\$4.13
2	X6561-R6	Cable,Ethernet,2m RJ45 CAT6	\$6.20	\$12.40
1	CS-O2-NBD	SupportEdge Premium NBD Onsite, 60 months	\$27,812.78	\$27,812.78
GRAND TOTAL			\$89,800.38	

****Quote is good for 30 Days. Tax and Shipping will be calculated at time of purchase**



**MARINETTE COUNTY
POSITION REQUEST FORM**

EXHIBIT B

Administration Completes and returns to the Department

Applicable dates:
 Governing Committee March 11, 2013
 Personnel Committee March 8, 2013
 Finance Committee March 18, 2013
 County Board March 26, 2013

Permission to proceed: _____
 (County Administrator initials and dates)

Department Completes and submits to Human Resources

Department: Land Information
 Department Head: John Lefebvre
 Supervisor: Greg Cleereman
 Position Title: Conservation LTE
 Old Position Title: Conservation LTE
 Hours per Week/Year: 560
 Account Number(s): 100-33-56300-112

New Positions:	<input type="checkbox"/> Permanent
	<input type="checkbox"/> Seasonal
	<input type="checkbox"/> Project
	<input checked="" type="checkbox"/> LTE
	<input type="checkbox"/> Addition of Current Position
Changes to Existing:	<input type="checkbox"/> Hours of Work
	<input type="checkbox"/> Title Change
	<input type="checkbox"/> Location Change

Funding taken from: Salaries Without Fringes (i.e. salaries with or without fringes) PK 2/27/2013
 Justification for request: attached 2 Additional SWRM Automation (DATCP Grant) Funds

Human Resources Completes and submits to Finance

Wage Scale: Pro - Forestry
 Pay Rate/Salary: \$ 13.91
 Pay Level: 75% of 1 29-13A-B-I WC = 9413
 Human Resources Initials: KA

Finance Completes and returns to Administration

Cost of Request:			
Wages:	\$ <u>7,790 -</u>	Workers Comp:	\$ <u>156 -</u>
FICA:	\$ <u>596 -</u>	Life Insurance:	\$ _____
Retirement:	\$ _____	Longevity:	\$ _____
Other (explain):	_____		
Total Cost:	\$ <u>8,542</u>	Finance Initials:	<u>PK 2/27/2013</u>

Approval*

Department Head: 2/25/13
 County Administrator: 2/28/13

* Minutes from the applicable Governing Committee, Personnel Committee, Finance Committee, and County Board meeting must be attached.

Justification for Hiring a Conservation LTE

The Wisconsin Department of Agriculture, Trade, and Consumer Protection (DATCP) annually provides funding for staff in the Land and Water Conservation Division (LWCD). Last year as the Marinette County budget was finalized there was uncertainty about how much funding the state would provide for local staff in 2013. DATCP recently sent their Joint Final Allocation Plan in which we learned the DATCP Staff/Support allocation for 2013 was \$18,331 larger than expected.

In light of this additional revenue, we are requesting a Limited Term Employee (LTE) for this summer to work a maximum of 560 hours. The LWCD is working on several projects where the LTE will be valuable.

1. Hydraulic Aquatic Plant Harvester – The LTE will help complete construction and testing. Safe operation of the harvester requires two people.
2. US Fish and Wildlife Service Grant to inventory fish passage issues in the Pemebonwon River Watershed.
3. US Fish and Wildlife Service Grant (applied for) for Channel restoration and barrier removal on the South Branch of the Pemebonwon River.
4. Delivery of four editions of the Northwoods Journals
5. Counselor at Sand Lake Conservation Camp.
6. Maintenance at Harmony Arboretum and LWCD equipment.
7. Assists permanent staff as needed.

LTE hours will be used as in-kind match for the grants listed 1, 2, and 3.

Hiring the LTE is on the Land Information Committee agenda for March 11, 2013.

**MARINETTE COUNTY FINANCE DEPARTMENT
BUDGET TRANSFER FORM
2013**

Entry#:	
Date Posted:	
Current Date:	
Initials	

Department: Land Information

Date: 3/18/2013

Transfer From:

Account Number:						Object Code Description	Amount of Transfer	Budget Amount	Remaining Balance
100	-	33	-	43578	-	SWRM Automationn (DATCP Grant)	\$ 8,542.00	\$ 193,542.00	
-	-	-	-	-	-				
-	-	-	-	-	-				
-	-	-	-	-	-				
-	-	-	-	-	-				
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-	-	-	-	-	-				
-	-	-	-	-	-				
\$							8,542.00		

Transfer To:

Account Number:						Object Code Description	Amount of Transfer	Budget Amount	Remaining Balance
100	-	33	-	56300	- 112	Salaries	\$ 7,790.00	\$ -	
100	-	33	-	56300	- 151	Social Security	\$ 596.00	\$ 36,167.00	
100	-	33	-	56300	- 159	Workmans Comp	\$ 156.00	\$ 4,599.00	
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\$							8,542.00		

Explanation: Transfer is necessary to fund LTE. County is anticipated to receive an additional \$18,331 from DTACP in revenue over what was budgeted in 2013. A portion of this anticipated revenue will be used to fund the LTE and the remainder will be recognized as additional revenue for the Land Information Department.

FOR FINANCE USE ONLY	
DOES TRANSFER "FROM ACCOUNT" INVOLVE CONTINGENCY FUNDS?	
Yes <input type="checkbox"/>	No <input type="checkbox"/>
Level of Approval:	Date
Administrator <input type="checkbox"/>	_____
Governing Committee <input type="checkbox"/>	_____
Finance Committee <input type="checkbox"/>	_____
County Board <input type="checkbox"/>	_____

APPROVAL:

Department Head

Finance Department

Administrator

Transportation Economic Assistance (TEA) Program
Beecher, WI (Marinette County)
Industrial Lead Track Rehabilitation Project

Following is a summary of key issues and questions regarding the TEA project in Beecher, WI.

Is the track rehabilitated safe?

Point 1 – E&LS Railroad is operating on the track. If the railroad had safety concerns, they would not move freight on the track. We do not believe the track is unsafe. However, the project was not built to federal standards, and we believe the overall quality is inferior. One significant downside to the project as built is that it will not last as long as it would if it had been built to standards.

Point 2 – FRA defects – One existing defect that *could* be written by an FRA inspector inspecting this track relates to the rail joints (49 CFR Part 213.351 Rail Joints). 10 mph (or below) is the current track operation speed.

Project Quality

Project defects remaining include inadequate tie plate size, tie plate installation defects, inadequate joint bars, and rail joints not of proper spacing. Had the project been built as approved these defects would not exist.

<u>Work not completed</u>	<u>Benefit if completed</u>	<u>Material Cost</u>	<u>Labor Cost</u>
Tie plate replacement	Better load distribution (ties lasts longer)	\$5980	(100% material cost*)
Joint bar replacement (& cropping the rail)	Better product/life of joint (rail lasts longer)	<u>\$6000</u>	<u>(100% material cost*)</u>
		\$11,980	+ \$11,980
Cost estimate = <u>\$23,960</u>			

* Labor costs were developed following standard processes for estimating.

The cost estimate is what it would have taken to complete the work as part of the original project. It would cost more to go back and complete this work today. Besides the work itself, additional costs for insurance and mobilization would be required to perform the work after the fact. The material estimates are based on quotes from suppliers.

Recommendation

Based on the work performed, we believe it is reasonable to pay the applicant an additional \$6,020. We arrived at this amount by subtracting the estimated cost of delivering the work not performed.

Original project as approved		New project based on work performed	
Approved Cost	\$72,000	Approved Cost	\$48,040
WisDOT share	\$36,000	WisDOT share	\$24,020
Paid to date	\$18,000	Paid to date	\$18,000
Yet to pay	\$18,000	Yet to pay	\$6,020

