

Richland County Committee

Agenda Item Cover

Agenda Item Name: Short Term Capital Borrowing Program Policy

Department	Administration	Presented By:	Administrator
Date of Meeting:	01 Dec 2020	Action Needed:	Vote / Resolution
Disclosure:	Open Session	Authority:	Committee Structure C,D,E,F
Date submitted:	18 November 2020	Referred by:	

Recommendation and/or action language:

Motion to... recommend adoption of the Short Term Capital Borrowing Program Policy to the County Board for resolution.

Background: *(preferred one page or less with focus on options and decision points)*

Short Term Capital Borrowing Program Policy was approved by the Finance and Personnel Committee on November 3rd. The list of proposed items was adopted by the county Board on November 17th. While preparing the resolution, Counsel reviewed the policy for a second time and advised that authority language in the policy may be in violation of Wisconsin 65.90(5). As such, language amendments have been added for consideration and recommendation to the County Board for Adoption.

As such, the policy is returning to the Finance and Personnel Committee for review with annotated changes.

Attachments and References:

Short Term Capital Borrowing Program Policy	Wisconsin 65.90(5).
Proposed Resolution Language	

Financial Review:

(please check one)

<input checked="" type="checkbox"/>	In adopted budget	Fund Number	Short Term Capital Borrowing Fund # ____
<input type="checkbox"/>	Apportionment needed	Requested Fund Number	
<input type="checkbox"/>	Other funding Source		
<input type="checkbox"/>	No financial impact		

(summary of current and future impacts)

Please see Project List attached.

Approval:

Review:

Clinton Langreck

Propose Resolution Language:

Richland County Committee

Agenda Item Cover

RESOLUTION NO. 20- _____

A Resolution Approving Short Term Capital Borrowing Program Policy.

WHEREAS Wisconsin Statutes, section 59.18 provides that the County Administrator shall be the chief administrative officer of the County and shall appoint and supervise the heads of all departments of the County except those elected by the voters, and

WHEREAS Richland county adopted Resolution No. 20 - _____. A resolution detailing the utilization of the funds from the County's recent short term capital borrowing; and

WHEREAS County Administrator Clinton Langreck has proposed that a Short Term Capital Borrowing Program Policy be adopted for the administrative purposes to establish procedural guidance in utilizing these funds.

WHEREAS the Finance and Personnel Committee has carefully reviewed these matters and is now presenting this Resolution to the County Board for its consideration.

NOW THEREFORE BE IT RESOLVED by the Richland County Board of Supervisors that approval is hereby granted for the Short Term Capital Borrowing Program Policy as proposed by County Administrator Clinton Langreck. A copy of which are on file in the County Clerk's office and accessible on the County's website:

BE IT FURTHER RESOLVED that the County Administrator is directed to ensure that the matters set forth in these policies are complied with, and

BE IT FURTHER RESOLVED that this Resolution shall be effective immediately upon its passage and publication.

VOTE ON FOREGOING RESOLUTION	RESOLUTION OFFERED BY THE RULES AND RESOLUTIONS COMMITTEE
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AYES _____ NOES _____	<u>FOR</u> <u>AGAINST</u>
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RESOLUTION _____	_____	_____	_____
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_____	_____	_____	_____
COUNTY CLERK			

DATED _____	_____	_____	_____
	_____	_____	_____

Richland County Finance and Personnel Committee

Agenda Item Cover

Agenda Item Name: CDBG – Required - Fair Housing Ordinance

Department	Economic Development	Presented By:	Jasen Glasbrenner
Date of Meeting:	12/1/20	Action Needed:	Adoption of Fair Housing Ordinance
Disclosure:	Open	Authority:	Structure J
Date submitted:	11/20/20	Referred by:	Jasen Glasbrenner

Recommendation and/or action language: *(summarize action/s sought by committee, e.g. present a resolution, present an ordinance, receive and file information, approve expense or grant, etc.)*

Motion to recommend an ordinance pertaining to fair and open housing to the Richland County board in support of the CDBG close initiative.

Background: *Please refer to the recommended action*

This action pertains to the Community Development Block Grant (CDBG) – Close process that the County is moving through to retain ≈ \$1.2 million dollars in grant funds. In order for Richland County to participate in CDBG Programs it is required to adopt the following ordinance pertaining to Fair and Open Housing.

Ordinance No. _____ Ordinance Pertaining to Fair and Open Housing

Adopted by the County Board of Richland County on **December 8, 2020**.

1. **Adoption of state standard.**

The **Richland County Board of Supervisors** hereby **recognizes** § 106.50, Wis. Stats.

2. **Authority and enforcement procedures.**

The officials and employees of Richland County shall assist in the orderly prevention and removal of all discrimination in housing within the County by implementing the authority and enforcement procedures set forth in § 106.50, Wis. Stats., as amended.

3. **Complaint forms.**

The **County Clerk** shall maintain forms for complaints to be filed under § 106.50, Wis. Stats., as amended, and shall assist any person alleging a violation thereof in the County to file a complaint there under with the Wisconsin Department of Work Force Development, Equal Rights Division, for enforcement of § 106.50, Wis. Stats., as amended.

This ordinance shall be in full force and effect following its passage and publication as provided by law.

Dated this **8th day of December, 2020**

Passed this **8th day of December, 2020**

Victor V. Vlasak, County Clerk

Approved By:

Richland County Finance and Personnel Committee

Agenda Item Cover

Marty Brewer, County Board Chair

Attachments and References:

Financial Review: *The financial impact is as noted in the recommended action.*
(please check one)

<input type="checkbox"/>	In adopted budget	Fund Number	
<input type="checkbox"/>	Apportionment needed	Requested Fund Number	
<input checked="" type="checkbox"/>	No financial impact		

No foreseen financial impacts.

Approval:

Jasen Glasbrenner

Review:

Department Head

Administrator, or Elected Office (if applicable)

Richland County Finance and Personnel Committee

Agenda Item Cover

Agenda Item Name: Resolution to adopt the Residential Anti Displacement and Relocation Assistance Plan as required for CDBG Programs

Department	Economic Development	Presented By:	Jasen Glasbrenner
Date of Meeting:	12/1/2020	Action Needed:	Resolution
Disclosure:	Open	Authority:	Board Structure J
Date submitted:	11/19/2020	Referred by:	Jasen Glasbrenner

Recommendation and/or action language: *(summarize action/s sought by committee, e.g. present a resolution, present an ordinance, receive and file information, approve expense or grant, etc.)*

Motion to recommend the Residential Anti-Displacement and Relocation Assistance Plan —
WISCONSIN RESIDENTIAL ANTIDISPLACEMENT AND RELOCATION ASSISTANCE PLAN
FOR CDBG PROGRAMS to the Richland County Board for adoption.

Background: Please refer to recommendation above.

This action pertains to the Community Development Block Grant (CDBG) – Close process that the County is moving through to retain ≈ \$1.2 million dollars in grant funds. In order for Richland County to participate in CDBG Programs it is required to adopt the following Residential Anti Displacement and Relocation Assistance Plan. **This plan only pertains to CDBG Projects.**

Please see attached plan

Attachments and References:

County Relocation Plan Anti Displacement Policy 11-19-20	

Financial Review: Please refer to recommendation above.

(please check one)

<input type="checkbox"/>	In adopted budget	Fund Number	
<input type="checkbox"/>	Apportionment needed	Requested Fund Number	
<input checked="" type="checkbox"/>	No financial impact		

No foreseeable financial impacts, as the current plans do not include displacement or relocation.

Approval:

Jasen Glasbrenner

Review:

Department Head

Administrator, or Elected Office (if applicable)

Residential Anti-Displacement and Relocation Assistance Plan

WISCONSIN RESIDENTIAL ANTIDISPLACEMENT AND RELOCATION ASSISTANCE PLAN FOR CDBG PROGRAMS

This Residential Anti-Displacement and Relocation Assistance Plan (RARAP) is prepared by Richland County in accordance with the Housing and Community Development Act of 1974, as amended; and HUD regulations at 24 CFR 42.325 and is applicable to our CDBG¹ projects.

Minimize Displacement

Consistent with the goals and objectives of activities assisted under the Act, Richland County will take the following steps to minimize the direct and indirect displacement of persons from their homes:

- ☒ Coordinate code enforcement with rehabilitation and housing assistance programs.
- ☒ Evaluate housing codes and rehabilitation standards in reinvestment areas to prevent undue financial burden on established owners and tenants.
- ☐ Stage rehabilitation of apartment units to allow tenants to remain in the building/complex during and after the rehabilitation, working with empty units first.
- ☒ Arrange for facilities to house persons who must be relocated temporarily during rehabilitation.
- ☐ Adopt policies to identify and mitigate displacement resulting from intensive public investment in neighborhoods.
- ☐ Adopt policies which provide reasonable protections for tenants faced with conversion to a condominium or cooperative.
- ☐ Adopt tax assessment policies, such as deferred tax payment plans, to reduce impact of increasing property tax assessments on lower income owner-occupants or tenants in revitalizing areas.
- ☐ Establish counseling centers to provide homeowners and tenants with information on assistance available to help them remain in their neighborhood in the face of revitalization pressures.

(continued on the next page)

¹ CDBG programs include: Entitlement Community Development Block Grant (CDBG) Program, State CDBG Program, CDBG Small Cities Program, Section 108 Loan Guarantee Program, CDBG Special Purpose Grants Program, and the Neighborhood Stabilization Program (NSP).

- ☒ Where feasible, give priority to rehabilitation of housing, as opposed to demolition, to avoid displacement.
- ☒ If feasible, demolish or convert only dwelling units that are not occupied or vacant occupiable dwelling units (especially those units which are "lower-income dwelling units" as defined in 24 CFR 42.305).
- ☒ Target only those properties deemed essential to the need or success of the project.
- ☐ Additional action that will be taken to address local needs & priorities, as determined by the Unit of General Local Government (UGLG).
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Relocation Assistance to Displaced Persons

Richland County will provide relocation assistance for lower-income tenants who, in connection with an activity assisted under the CDBG Program, move permanently or move personal property from real property as a direct result of the demolition of any dwelling unit or the conversion of a lower-income dwelling unit in accordance with the requirements of 24 CFR 42.350. A displaced person who is not a lower-income tenant, will be provided relocation assistance in accordance with the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended, and implementing regulations at 49 CFR Part 24.

One-for-One Replacement of Lower-Income Dwelling Units

Richland County will replace all occupied and vacant occupiable lower-income dwelling units demolished or converted to a use other than lower-income housing in connection with a project assisted with funds provided under the CDBG Program in accordance with 24 CFR 42.375.

Before entering into a contract committing Richland County to provide funds for a project that will directly result in demolition or conversion of lower-income dwelling units, Richland County will make public by publishing a notice in the official County newspaper and submit to HUD Wisconsin Department of Administration the following information in writing:

1. A description of the proposed assisted project;
2. The address, number of bedrooms, and location on a map of lower-income dwelling units that will be demolished or converted to a use other than as lower-income dwelling units as a result of an assisted project;
3. A time schedule for the commencement and completion of the demolition or conversion;

4. To the extent known, the address, number of lower-income dwelling units by size (number of bedrooms) and location on a map of the replacement lower-income housing that has been or will be provided. **NOTE: See also 24 CFR 42.375(d).**
5. The source of funding and a time schedule for the provision of the replacement dwelling units;
6. The basis for concluding that each replacement dwelling unit will remain a lower-income dwelling unit for at least 10 years from the date of initial occupancy; and
7. Information demonstrating that any proposed replacement of lower-income dwelling units with smaller dwelling units (e.g., a 2-bedroom unit with two 1-bedroom unit), or any proposed replacement of efficiency or single-room occupancy (SRO) units with units of a different size, is appropriate and consistent with the housing needs and priorities identified in the HUD-approved Consolidated Plan and 24 CFR 42.375(b).

To the extent that the specific location of the replacement dwelling units and other data in items 4 through 7 are not available at the time of the general submission, Richland County will identify the general location of such dwelling units on a map and complete the disclosure and submission requirements as soon as the specific data is available.

Replacement not Required Based on Unit Availability

Under 24 CFR 42.375(d), Richland County may submit a request to Wisconsin Department of Administration for a determination that the one-for-one replacement requirement does not apply based on objective data that there is an adequate supply of vacant lower-income dwelling units in standard condition available on a non-discriminatory basis within the area.

Contacts

The County Administrator at (608) 649-5960 is responsible for tracking the replacement of lower-income dwelling units and ensuring that they are provided within the required period.

The County Administrator at (608) 649-5960 is responsible for providing relocation payments and other relocation assistance to any lower-income person displaced by the demolition of any dwelling unit or the conversion of lower-income dwelling units to another use.

Adopted by the Richland County Board on: December 8, 2020 (date adopted).

Signature of Authorized Official

County Board Chair
Title of Authorized Official

Marty Brewer
PRINTED NAME of Authorized Official

Richland County Finance and Personnel Committee

Agenda Item Cover

Agenda Item Name: Approve financing option for the replacement of 3 cardiac monitors

Department	Ambulance	Presented By:	Darin Gudgeon
Date of Meeting:	1 Dec 2020	Action Needed:	Vote
Disclosure:	Open Session	Authority:	Committee Structure (D)
Date submitted:	24 Nov 2020	Referred by:	Joint Ambulance Committee

Recommendation and/or action language:

Motion to approve a resolution for the County Board allowing the Ambulance Service to enter into a finance agreement with Stryker Medical Corporation

Background: *(preferred one page or less with focus on options and decision points)*

The Joint Ambulance Committee (JAC) approved a motion for the Service Director to present a financing option, to the Finance and Personnel Committee for their consideration, for the replacement of 3 cardiac monitors. The total amount for the replacement of 3 cardiac monitors is approximately \$100,000.00. Stryker Medical Corporation is currently offering a finance option of 3 years at zero interest if the purchase is made in December 2020. The JAC budgeted for the replacement of 2 monitors in 2021 and are currently seeking any available funding opportunities to replace all 3 cardiac monitors as they will be at end of life with no technical support at the end of the 2021. The JAC has carefully considered the option of utilizing the offered line of credit and feels they can handle the cost, if spread over a 3 year period.

Stryker Medical makes the Physio Control Lifepack 15 which is compatible with the service's CPR devices, the AEDs purchased by the Sheriff's Dept. and cardiac equipment used by the Richland Hospital.

Estimates on the project: \$100,000.00

Attachments and References:

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Financial Review:

(please check one)

<input type="checkbox"/>	In adopted budget	Fund Number	51
<input type="checkbox"/>	Apportionment needed	Requested Fund Number	
<input checked="" type="checkbox"/>	Other funding Source		
<input type="checkbox"/>	No financial impact		

(summary of current and future impacts)

Approval:

Darin Gudgeon

Department Head

Review:

Administrator, or Elected Office (if applicable)

Flex Financial, a division of Stryker Sales Corporation
1901 Romence Road Parkway
Portage, MI 49002
t: 1-888-308-3146 f: 877-204-1332
www.stryker.com



Date: December 1, 2020

RE: Reference no: 2210125564

COUNTY OF RICHLAND
PO BOX 251
RICHLAND CENTER, Wisconsin 53581

Thank you for choosing Stryker for your equipment needs. Enclosed please find the documents necessary to enter into the arrangement. Once all of the documents are completed, properly executed and returned to us, we will issue an order for the equipment.

PLEASE COMPLETE ALL ENCLOSED DOCUMENTS TO EXPEDITE THE SHIPMENT OF YOUR ORDER.

**Short Form Conditional Sale Agreement
Exhibit A - Detail of Equipment
Insurance Authorization and Verification
State and Local Government Rider**

****Conditions of Approval: Insurance Authorization and Verification, State and Local Government Rider, Valid Tax Exemption Certificate**

PLEASE PROVIDE THE FOLLOWING WITH THE COMPLETED DOCUMENTS:

Federal tax ID number:	_____	AP address:	_____
Purchase order number:	_____	Contact name:	_____
Phone number:	_____	Email address:	_____

Please fax completed documents to (877) 204-1332. Return original documents to 1901 Romence Road Parkway Portage, MI 49002 (using Fed-Ex Shipping ID# 612-309469)

Your personal documentation specialist is Alisha Hager and can be reached at 269-389-4155 or by email alisha.hager@stryker.com for any questions regarding these documents.

The proposal evidenced by these documents is valid through the last business day of **December, 2020**

Sincerely,

Flex Financial, a division of Stryker Sales Corporation

Notice: To help the government fight the funding of terrorism and money laundering activities, U.S. Federal law requires financial institutions to obtain, verify and record information that identifies each person (individuals or businesses) who opens an account. What this means for you: When you open an account or add any additional service, we will ask you for your name, address, federal employer identification number and other information that will allow us to identify you. We may also ask to see other identifying documents. For your records, the federal employer identification number for Flex Financial, a Division of Stryker Sales Corporation is 38-2902424.

Short Form Conditional Sale Agreement No. 2210125564

Owner ("we" or "us") :
Flex Financial, a division of Stryker Sales Corporation
1901 Romence Road Parkway
Portage, MI 49002

Customer name and address ("You" and "Your"): COUNTY OF RICHLAND PO BOX 251 RICHLAND CENTER, Wisconsin 53581	Equipment location: 181 W SEMINARY ST, RICHLAND CENTER, Wisconsin 53581 Supplier: Stryker Sales Corporation, 3800 E. Centre Avenue, Portage, MI 49002 Equipment description: see Exhibit A (and/or as described in invoice(s) or equipment list attached hereto and made a part hereof)
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Payment information

Number of payments	Payment frequency	Payment amount
3	Annual	\$38,523.20 (First payment due 30 days after Agreement is commenced), (plus applicable sales/use taxes - see "Taxes" section below)

Terms and conditions:

1. Purchase agreement/ acceptance/ payments: You agree to purchase from us the Equipment and services, if any, described above and on any attached schedule (the "Equipment") in accordance with the terms of this Agreement (this "Agreement"). You shall be deemed to have accepted the Equipment for purchase under this Agreement on the date that is ten (10) days after the date it is shipped to you by the Supplier ("Acceptance Date") and, at our request, you shall confirm for us such acceptance in writing. No acceptance of any item of Equipment may be revoked by you. You agree to pay the Payments described above ("Payments") beginning on the Acceptance Date or any later date we designate and thereafter until all fully paid. Unless otherwise instructed by us in writing, all Payments and other amounts due hereunder shall be made to our address above. This Agreement is non-cancelable and may not be prepaid. Your obligations under this Agreement (your "Obligations") are absolute, unconditional, and are not subject to cancellation, defense, recoupment, reduction, setoff or counterclaim. If a Payment is not made when due, you will pay us a late charge of 5% of each Payment or \$10.00, whichever is greater, but only to the extent permitted by law. We may charge you a fee of \$55.00 for any check that is returned. You authorize us to adjust the Payments at any time if taxes included in the Payments differ from our estimate. You agree that the Payments were calculated by us based, in part, on an interest rate equivalent as quoted on the Intercontinental Exchange website, at <https://www.theice.com/marketdata/reports/180>, under the USD Rates 1100 Series, its successor, or any other generally recognized financial information service selected by us, that would have a repayment term equivalent to the Term (or an interpolated rate if a like-term is not available) as reasonably determined by us and in the event the Term of this Agreement starts more than 30 days after we send this Agreement to you, we may adjust the Payments once to compensate us, in good faith, for any increase in such rate.

2. Ownership/security interest/laws/use/maintenance: Upon acceptance of the Equipment by you, you shall hold title to and be the owner of the Equipment for all purposes including, without limitation, tax purposes. The purchase of the Equipment by you under this Agreement shall be "AS IS, WHERE IS", without representation or warranty of any kind from us, provided that this Agreement shall not impair any express warranties or indemnifications, written service agreements or other obligations of Stryker Corporation or any of its subsidiaries to you regarding the Equipment and we hereby assign all of our rights in any Equipment warranties to you. As security for all of your Obligations, you hereby grant to us a first priority security interest in all of your rights, title and interests in the Equipment, all replacements, additions, accessions, accessories and substitutions thereto or therefore and all proceeds and products thereof, including, without limitation, all proceeds of insurance. Upon timely payment of all amounts due hereunder (plus all applicable Taxes), our security interest in the Equipment shall terminate and you shall be the owner of the Equipment, free and clear of any interest created by us. You agree not to permit any lien, security interest (except ours), claim or encumbrance to be placed upon the Equipment. You shall comply with all applicable laws, rules and regulations and manufacturer's specifications and instructions concerning the operation, ownership, use and/or possession of the Equipment. You must, at your cost, keep the Equipment in good working condition. If Payments include maintenance and/or service costs, you agree that (i) no Assignee (as defined below) is responsible to provide the maintenance or service, (ii) you will make all maintenance and service related claims to the persons providing the maintenance, service or warranty, and (iii) any maintenance, warranty or service claims will not impact your Obligations. The Equipment cannot be moved from the location above without our prior written consent.

3. Taxes: You shall pay when and as due all sales, use, property, excise and other taxes, and all license and registration fees now or hereafter imposed by any governmental body or agency upon this Agreement or the ownership, use, or sale of the Equipment, together with all interest and penalties for their late payment or non-payment ("Taxes"). You shall indemnify and hold us harmless from any such Taxes. You shall prepare and file all tax returns relating to Taxes for which you are responsible hereunder. If we receive any tax bill pertaining to the Equipment from the appropriate taxing authority, we may, without obligation, pay such tax and if we pay such tax bill we will invoice you for the expense. Upon receipt of such invoice, you will promptly reimburse us for such expense.

4. Assignment: You agree not to transfer, sell, lease, assign, pledge or encumber the Equipment or any rights under this Agreement without our prior written consent, which consent shall not be unreasonably withheld, and if you do, even with our consent, you will still be fully responsible for all your Obligations. You shall provide us with at least 45 days' prior written notice of any change to your principal place of business, organization or incorporation. You agree that we may, without notice to you, sell, assign, or transfer ("Transfer") this Agreement to a third party (each, an "Assignee"), and each Assignee will have our Transferred rights, but none of our obligations, and such rights will not be subject to any claims, recoupment, defenses, or setoffs that you may have against us or any supplier even though an Assignee may continue to bill and collect all of your Obligations in the name of "Flex Financial, a division of Stryker Sales Corporation".

5. Risk of loss, insurance and reimbursement: Effective upon delivery to you, you shall bear all risk of Equipment loss or damage. If any such loss or damage occurs you still must satisfy all of your Obligations. You will (i) keep the Equipment insured against all risks of loss or damage for an amount equal to its replacement cost, (ii) list us as the insurance sole loss payee and (iii) give us written proof of the insurance. If you do not provide such insurance, we have the right, without obligation, to obtain such insurance and add an insurance fee (which may include a profit) to the amount due from you. You will obtain and maintain comprehensive public liability insurance naming us as an additional insured with coverages and amounts acceptable to us. To the extent not expressly prohibited by applicable law, you will reimburse and defend us, including each Assignee for and against any losses, injuries, damages, liabilities, expenses, claims or legal proceedings asserted against or incurred by us, including any Assignee, relating to the Equipment and which relate to or arise out of your act or omission or the act or omission of your agents or employees or others (excluding us) with access to the Equipment. The terms of this paragraph will continue after the termination of this Agreement.

Short Form Conditional Sale Agreement No. 2210125564

6. Default remedies: You are in default under this Agreement if: a) you fail to pay a Payment or any other amount when due; or b) you breach any other obligation under this Agreement; or c) your principal owner or any guarantor of this Agreement dies; or d) you or any guarantor dissolves, ceases to do business as a going concern, becomes insolvent, bankrupt, merges, or is sold; or e) you or any guarantor fails to pay any other material obligation owed to us or any of our affiliates. Upon default, we may: a) declare the entire balance of unpaid Payments immediately due and payable; b) sue you for and receive the total amount due with future Payments discounted to the date of default at a rate of 3% per annum; c) charge you interest on all monies due at the rate of 18% per year or the highest rate permitted by applicable law from the date of default until paid; and/or d) require you to immediately return the Equipment to us or we may peaceably repossess it. Upon default, you will also pay all expenses including but not limited to reasonable attorneys' fees, legal costs, cost of storage and shipping incurred by us in the enforcement and attempted enforcement of any remedies under this Agreement. If the Equipment is returned or repossessed we will, if commercially reasonable, sell or otherwise dispose of the Equipment at terms we determine, at one or more public or private sales, with notice as required by law, and apply the net proceeds (after deducting any related expenses) to your Obligations. You remain liable for any deficiency with any excess being retained by us or applied as required by applicable law.

7. Miscellaneous: This Agreement shall be governed and construed in accordance with the laws of Michigan. You agree that the Equipment will only be used for business purposes and not for personal, family or household use. This Agreement may be executed in counterparts and any facsimile, photographic or other electronic transmission and/or electronic signing of this Agreement by you and when manually countersigned by us or attached to our original signature counterpart and/or in our possession shall constitute the sole original chattel paper as defined in the UCC for all purposes and will be admissible as legal evidence thereof. No security interest in this Agreement can be perfected by possession of any counterpart other than the counterpart bearing our original signature. You agree not to raise as a defense to the enforcement of this Agreement or any related documents hereto the fact that such documents were executed by electronic means. We may inspect the Equipment at any time prior to payment in full of your Obligations. No failure to act shall be deemed a waiver of any rights hereunder. If you fail to pay (within thirty days of invoice date) any freight, sales tax or other amounts related to the Equipment which are not financed hereunder and are billed directly by us to you, such amounts shall be added to the Payments set forth above (plus interest or additional charges thereon) and you authorize us to adjust such Payments accordingly. If you are required to report the components of your payment obligations hereunder to certain state and/or federal agencies or public health coverage programs such as Medicare, Medicaid, SCHIP or others, and such amounts are not adequately disclosed in any attachment hereto, then Stryker Sales Corporation will, upon your written request, provide you with a detailed outline of the components of your payments which may include equipment, software, service and other related components. You acknowledge that you have not received any tax or accounting advice from us. You agree that you shall upon request from us, promptly provide to us a copy of your most recent annual financial statements and any of your other financial information (including interim financial statements) that we may request. You authorize us to share such information with our affiliates, subsidiaries and Assignees. This Agreement, any schedules hereto, any attachments to this Agreement or any schedules and any express warranties made by Stryker Sales Corporation constitute the entire agreement between the parties hereto regarding the Equipment and its use and possession and supersede all prior agreements and discussions regarding the Equipment and any prior course of conduct. You waive all rights to any indirect, punitive, special or consequential damages in connection with the Equipment or this Agreement. There are no agreements, oral or written, between the parties which are contrary to the terms of this Agreement and such other documents. YOU AGREE THAT THIS IS A NON-CANCELLABLE AGREEMENT AND WAIVE TRIAL BY JURY.

I CERTIFY THAT I AM AUTHORIZED TO SIGN THIS AGREEMENT FOR CUSTOMER

Customer signature	
Signature:	Date:
Print name:	
Title:	

Accepted by Flex Financial, a division of Stryker Sales Corporation	
Signature:	Date:
Print name:	
Title:	

Exhibit A to Short Form Conditional Sale Agreement Number 2210125564

Description of equipment

Customer name: COUNTY OF RICHLAND

Delivery address: 181 W SEMINARY ST, RICHLAND CENTER, Wisconsin 53581

Part I - Equipment/Service Coverage (if applicable)

Model number	Equipment description	Quantity
99577-001957	LP15,EN,SPO2CO,3L/12L,EX,NIBP,CO2,TR,VR,BT,V4	3
41577-000288	LP15 ACCRY SHIPKIT,AHA,S	3
21330-001176	BATTERY PACK-LI-ION	6
11140-000098	ADAPTER, POWER, AC TO DC,ENHANCED, LP15	3
11140-000015	POWER CORD-MLD,DOM, STR RCPT	3
11140-000080	CABLE-EXTERNAL POWER, EXTENSION	3
11160-000011	NIBP CUFF-REUSEABLE,INFANT, BAYONET	3
11160-000013	NIBP CUFF-REUSEABLE,CHILD, BAYONET	3
11160-000017	NIBP CUFF-REUSEABLE,LARGE ADULT, BAYONET	3
11160-000019	NIBP CUFF- REUSEABLE,X-LARGE ADULT, BAYONET	3
11577-000002	KIT - CARRY BAG, MAIN BAG	3
11220-000028	TOP POUCH	3
11260-000039	KIT - CARRY BAG, REAR POUCH, 3RD EDITION	3
11577-000001	KIT - CARRY BAG, SHOULDER STRAP	3
21300-008159	NIBP - TUBING, 6FT, BAYONET, UDI	3
11171-000049	RAINBOW DCI ADT REUSABLESENSOR, REF 2696,ROHS	3
21996-000109	GATEWAY, WIRELESS, TITANIII	3
TR-PXL-LP15	TR-PHL XL TO LP15	3

Total equipment: \$101,799.60

Service coverage:

Model number	Service coverage description	Quantity	Years
78000008	LP15 On Site Prevent w batt	3	3.0

Total service coverage: \$13,770.00

Total Amount: \$115,569.60

Customer signature		Accepted by Flex Financial, a division of Stryker Sales Corp.	
Signature:	Date:	Signature:	Date:
Print name:		Print name:	
Title:		Title:	

Insurance Authorization and Verification



Date: December 1, 2020

Short Form Conditional Sale Agreement Number 2210125564

To: COUNTY OF RICHLAND ("Customer")
181 W SEMINARY ST
RICHLAND CENTER , Wisconsin 53581

From: Flex Financial, a division of Stryker Sales Corporation ("Creditor")
1901 Romence Road Parkway
Portage, MI 49002

TO THE CUSTOMER: In connection with one or more financing arrangements, Creditor may require proof in the form of this document, executed by both Customer* and Customer's agent, that Customer's insurable interest in the financed property (the "Property") meets the requirements as follows, with coverage including, but not limited to, fire, extended coverage, vandalism, and theft:

Creditor, and its successors and assigns shall be covered as both **ADDITIONAL INSURED** and **LENDER'S LOSS PAYEE** with regard to all equipment financed or acquired for use by policy holder through or from Creditor.

Customer must carry **GENERAL LIABILITY** (and/or, for vehicles, Automobile Liability) in the amount of **no less than \$1,000,000.00** (one million dollars).

Customer must carry **PROPERTY Insurance** (or, for vehicles, Physical Damage Insurance) in an amount **no less than the 'Insurable Value' \$101,799.60** with deductibles **no more than \$10,000.00**.

*PLEASE PROVIDE THE INSURANCE AGENTS INFORMATION REQUESTED BELOW & SIGN WHERE INDICATED

By signing, Customer authorizes the Agent named below: 1) to complete and return this form as indicated; and 2) to endorse the policy and subsequent renewals to reflect the required coverage as outlined above.

Insurance agency:
Agent name:
Address:
Phone/fax:
Email address:

COUNTY OF RICHLAND	
Signature: <input type="text"/>	Date: <input type="text"/>
Print name: <input type="text"/>	
Title: <input type="text"/>	

*Customer: Creditor will fax the executed form to your insurance agency for endorsement. In Lieu of agent endorsement, Customer's agency may submit insurance certificates demonstrating compliance with all requirements. If fully executed form (or Customer-executed form plus certificates) is not provided within 15 days, we have the right but not the obligation to obtain such insurance at your expense. Should you have any questions please contact Alisha Hager at 269-389-4155.

TO THE AGENT: In lieu of providing a certificate, please execute this form in the space below and promptly fax it to Creditor at 877-204-1332 . This fully endorsed form shall serve as proof that Customer's insurance meets the above requirements.

Agent hereby verifies that the above requirements have been met in regard to the Property listed below.

Agent signature	
Signature: <input type="text"/>	Date: <input type="text"/>
Print name: <input type="text"/>	
Title: <input type="text"/>	
Carrier name: <input type="text"/>	
Carrier policy number : <input type="text"/>	
Policy expiration date: <input type="text"/>	

Insurable value: \$101,799.60

ATTACHED: PROPERTY DESCRIPTION FOR Short Form Conditional Sale Agreement Number 2210125564

See Exhibit A to Short Form Conditional Sale Agreement Number 2210125564

TOGETHER WITH ALL REPLACEMENTS, PARTS, REPAIRS, ADDITIONS, ACCESSIONS AND ACCESSORIES INCORPORATED THEREIN OR AFFIXED OR ATTACHED THERETO AND ANY AND ALL PROCEEDS OF THE FOREGOING, INCLUDING, WITHOUT LIMITATION, INSURANCE RECOVERIES.

State and Local Government Customer Rider

This State and Local Government Customer Rider (the "Rider") is an addition to and hereby made a part of **Short Form Conditional Sale Agreement Number 2210125564** (the "**Agreement**") between **Flex Financial**, a division of Stryker Sales Corporation ("**Owner**") and COUNTY OF RICHLAND ("**Customer**") to be executed simultaneously herewith and to which this Rider is attached. Capitalized terms used but not defined in this Rider shall have the respective meanings provided in the Agreement. Owner and Customer agree as follows:

1. Customer represents and warrants to Owner that as of the date of, and throughout the Term of, the Agreement: (a) Customer is a political subdivision of the state or commonwealth in which it is located and is organized and existing under the constitution and laws of such state or commonwealth; (b) Customer has complied, and will comply, fully with all applicable laws, rules, ordinances, and regulations governing open meetings, public bidding and appropriations required in connection with the Agreement, the performance of its obligations under the Agreement and the acquisition and use of the Equipment; (c) The person(s) signing the Agreement and any other documents required to be delivered in connection with the Agreement (collectively, the "Documents") have the authority to do so, are acting with the full authorization of Customer's governing body, and hold the offices indicated below their signatures, each of which are genuine; (d) The Documents are and will remain valid, legal and binding agreements, and are and will remain enforceable against Customer in accordance with their terms; and (e) The Equipment is essential to the immediate performance of a governmental or proprietary function by Customer within the scope of its authority and will be used during the Term of the Agreement only by Customer and only to perform such function. Customer further represents and warrants to Owner that, as of the date each item of Equipment becomes subject to the Agreement and any applicable schedule, it has funds available to pay all Agreement payments payable thereunder until the end of Customer's then current fiscal year, and, in this regard and upon Owner's request, Customer shall deliver in a form acceptable to Owner a resolution enacted by Customer's governing body, authorizing the appropriation of funds for the payment of Customer's obligations under the Agreement during Customer's then current fiscal year.
2. To the extent permitted by applicable law, Customer agrees to take all necessary and timely action during the Agreement Term to obtain and maintain funds appropriations sufficient to satisfy its payment obligations under the Agreement (the "Obligations"), including, without limitation, providing for the Obligations in each budget submitted to obtain applicable appropriations, causing approval of such budget, and exhausting all available reviews and appeals if an appropriation sufficient to satisfy the Obligations is not made.
3. Notwithstanding anything to the contrary provided in the Agreement, if Customer does not appropriate funds sufficient to make all payments due during any fiscal year under the Agreement and Customer does not otherwise have funds available to lawfully pay the Agreement payments (a "Non-Appropriation Event"), and provided Customer is not in default of any of Customer's obligations under such Agreement as of the effective date of such termination, Customer may terminate such Agreement effective as of the end of Customer's last funded fiscal year ("Termination Date") without liability for future monthly charges or the early termination charge under such Agreement, if any, by giving at least 60 days' prior written notice of termination ("Termination Notice") to Owner.
4. If Customer terminates the Agreement prior to the expiration of the end of the Agreement's initial (primary) term, or any extension or renewal thereof, as permitted under Section 3 above, Customer shall (i) on or before the Termination Date, at its expense, pack and insure the related Equipment and send it freight prepaid to a location designated by Owner in the contiguous 48 states of the United States and all Equipment upon its return to Owner shall be in the same condition and appearance as when delivered to Customer, excepting only reasonable wear and tear from proper use and all such Equipment shall be eligible for manufacturer's maintenance, (ii) provide in the Termination Notice a certification of a responsible official that a Non-Appropriation Event has occurred, (iii) deliver to Owner, upon request by Owner, an opinion of Customer's counsel (addressed to Owner) verifying that the Non-Appropriation Event as set forth in the Termination Notice has occurred, and (iv) pay Owner all sums payable to Owner under the Agreement up to and including the Termination Date.
5. Any provisions in this Rider that are in conflict with any applicable statute, law or rule shall be deemed omitted, modified or altered to the extent required to conform thereto, but the remaining provisions hereof shall remain enforceable as written.

Customer signature		Accepted by Flex Financial, a division of Stryker Sales Corp.	
Signature:	Date:	Signature:	Date:
Print name:		Print name:	
Title:		Title:	



LIFEPAK 15

Quote Number: 10183621

Remit to: **Stryker Medical**

P.O. Box 93308

Version: 1

Chicago, IL 60673-3308

Prepared For: RICHLAND CO AMB SVC

Rep: Julie Schmitz

Attn:

Email: julie.schmitz@stryker.com

Phone Number:

Quote Date: 11/12/2020

Expiration Date: 02/10/2021

Delivery Address

Name: RICHLAND CO AMB SVC

Account #: 1124087

Address: 181 W SEMINARY ST

RICHLAND CENTER

Wisconsin 53581

End User - Shipping - Billing

Name: RICHLAND CO AMB SVC

Account #: 1124087

Address: 181 W SEMINARY ST

RICHLAND CENTER

Wisconsin 53581

Bill To Account

Name: RICHLAND CO AMB SVC

Account #: 1081215

Address: PO BOX 251

RICHLAND CENTER

Wisconsin 53581

Equipment Products:

#	Product	Description	Qty	Sell Price	Total
1.0	99577-001957	LIFEPAK 15 V4 Monitor/Defib - Manual & AED, Trending, Noninvasive Pacing, SpO2, SpCO, NIBP, 12-Lead ECG, EtCO2, BT. Incl at N/C: 2 pr QC Electrodes (11996-000091) & 1 Test Load (21330-001365) per device, 1 Svc Manual CD (26500-003612) per order	3	\$31,220.50	\$93,661.50
2.0	41577-000288	Ship Kit -QUIK-COMBO Therapy Cable; 2 rolls100mm Paper; RC-4, Patient Cable, 4ft.; NIBP Hose, Coiled; NIBP Cuff, Reusable, adult; 12-Lead ECG Cable, 4-Wire Limb Leads, 5ft; 12-Lead ECG Cable, 6-Wire Precordial attachment	3	\$0.00	\$0.00
3.0	21330-001176	LP 15 Lithium-ion Battery 5.7 amp hrs	6	\$405.08	\$2,430.48
4.0	11140-000098	LP15 AC Power Adapter (power cord not included)	3	\$1,410.40	\$4,231.20
5.0	11140-000015	AC power cord	3	\$68.06	\$204.18
6.0	11140-000080	Extension Cable (5ft 3 in)	3	\$262.40	\$787.20
7.0	11160-000011	NIBP Cuff-Reusable, Infant	3	\$18.86	\$56.58
8.0	11160-000013	NIBP Cuff-Reusable, Child	3	\$21.32	\$63.96
9.0	11160-000017	NIBP Cuff -Reusable, Large Adult	3	\$29.52	\$88.56
10.0	11160-000019	NIBP Cuff-Reusable, Adult X Large	3	\$41.82	\$125.46
11.0	11577-000002	LIFEPAK 15 Basic carry case w/right & left pouches; shoulder strap (11577-000001) included at no additional charge when case ordered with a LIFEPAK 15 device	3	\$276.34	\$829.02
12.0	11220-000028	LIFEPAK 15 Carry case top pouch	3	\$50.02	\$150.06
13.0	11260-000039	LIFEPAK 15 Carry case back pouch	3	\$71.34	\$214.02
14.0	11577-000001	LIFEPAK 15 Shoulder strap	3	\$32.80	\$98.40
15.0	21300-008159	LIFEPAK 15 NIBP Straight Hose, 6'	3	\$59.86	\$179.58



LIFEPAK 15

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Chicago, IL 60673-3308

Prepared For: RICHLAND CO AMB SVC

Rep: Julie Schmitz

Attn:

Email: julie.schmitz@stryker.com

Phone Number:

Quote Date: 11/12/2020

Expiration Date: 02/10/2021

#	Product	Description	Qty	Sell Price	Total
16.0	11171-000049	Masimo™Rainbow™ DCI Adult Reusable SpO2, SpCO, SpMet Sensor, 3 FT. For use with RC Patient Cable.	3	\$524.80	\$1,574.40
17.0	21996-000109	Titan III WiFi Gateway	3	\$1,035.00	\$3,105.00
18.0	TR-PXL-LP15	TRADE-IN-PHILIPS XL TOWARDS PURCHASE OF LIFEPAK 15	3	-\$2,000.00	-\$6,000.00
Equipment Total:					\$101,799.60

ProCare Products:

#	Product	Description	Qty	Sell Price	Total
19.1	78000008	ProCare LIFEPAK 15 Prevent Service: Annual onsite preventive maintenance inspection and unlimited repairs including parts, labor and travel with battery coverage for LIFEPAK 15 V4 Monitor/Defib - Manual & AED, Trending, Noninvasive Pacing, SpO2, SpCO, NIBP, 12-Lead ECG, EtCO2, BT. Incl at N/C: 2 pr QC Electrodes (11996-000091) & 1 Test Load (21330-001365) per device, 1 Svc Manual CD (26500-003612) per order	3	\$4,590.00	\$13,770.00
ProCare Total:					\$13,770.00

Price Totals:

Grand Total: \$115,569.60

Prices: In effect for 60 days.

Terms: Net 30 Days

Ask your Stryker Sales Rep about our flexible financing options.



LIFEPAK 15

Quote Number: 10183621

Version: 1

Prepared For: RICHLAND CO AMB SVC

Attn:

Remit to:

Stryker Medical

P.O. Box 93308

Chicago, IL 60673-3308

Rep:

Julie Schmitz

Email:

julie.schmitz@stryker.com

Phone Number:

Quote Date: 11/12/2020

Expiration Date: 02/10/2021

AUTHORIZED CUSTOMER SIGNATURE

Deal Consummation: This is a quote and not a commitment. This quote is subject to final credit, pricing, and documentation approval. Legal documentation must be signed before your equipment can be delivered. Documentation will be provided upon completion of our review process and your selection of a payment schedule.

Confidentiality Notice: Recipient will not disclose to any third party the terms of this quote or any other information, including any pricing or discounts, offered to be provided by Stryker to Recipient in connection with this quote, without Stryker's prior written approval, except as may be requested by law or by lawful order of any applicable government agency.

Terms: Net 30 days. FOB origin. A copy of Stryker Medical's standard terms and conditions can be obtained by calling Stryker Medical's Customer Service at 1-800-Stryker.

In the event of any conflict between Stryker Medical's Standard Terms and Conditions and any other terms and conditions, as may be included in any purchase order or purchase contract, Stryker's terms and conditions shall govern.

Cancellation and Return Policy: In the event of damaged or defective shipments, please notify Stryker within 30 days and we will remedy the situation. Cancellation of orders must be received 30 days prior to the agreed upon delivery date. If the order is cancelled within the 30 day window, a fee of 25% of the total purchase order price and return shipping charges will apply.



LIFEPAK 15

Quote Number: 10183621

Remit to: **Stryker Medical**

P.O. Box 93308

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Chicago, IL 60673-3308

Prepared For: RICHLAND CO AMB SVC

Rep: Julie Schmitz

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RICHLAND CENTER

Wisconsin 53581

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LIFEPAK 15

Quote Number: 10183621

Version: 1

Prepared For: RICHLAND CO AMB SVC

Attn:

Remit to:

Stryker Medical

P.O. Box 93308

Chicago, IL 60673-3308

Rep:

Julie Schmitz

Email:

julie.schmitz@stryker.com

Phone Number:

Quote Date: 11/12/2020

Expiration Date: 02/10/2021

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Equipment Total:					\$101,799.60

Price Totals:

Grand Total: \$101,799.60

Prices: In effect for 60 days.

Terms: Net 30 Days

Ask your Stryker Sales Rep about our flexible financing options.

AUTHORIZED CUSTOMER SIGNATURE

Deal Consummation: This is a quote and not a commitment. This quote is subject to final credit, pricing, and documentation approval. Legal documentation must be signed before your equipment can be delivered. Documentation will be provided upon completion of our review process and your selection of a payment schedule.

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Richland County Finance and Personnel Committee

Agenda Item Cover

Agenda Item Name: Emergency Purchase of UPS System

Department	MIS	Presented By:	Barbara Scott
Date of Meeting:	December 1, 2020	Action Needed:	Approval
Disclosure:	Open	Authority:	Statute and/or county board rule authorizing action
Date submitted:	11/20/2020	Referred by:	MIS

Recommendation and/or action language: Approve emergency purchase of replacement UPS. This is the UPS for the backup server and is critical to the operation of the network. This had to be replaced to prevent network failure and downtime.

Background: The UPS for the Backup Host malfunctioned and needed immediate replacement. Consult was made with the County administrator and Chair of the Finance Committee. This UPS was 6 years old and was due for replacement in the 2021 cycle. It is not possible to wait to replace this piece of equipment as it is vital to the infrastructure. Cost for replacement were sought out and Jcomp has given us an acceptable quote for \$1881.28.

Rules #14

(e) Emergencies. An emergency is when a proposed contract, expenditure or program initiative for which County Board approval is necessary must be submitted by a date which is before the next County Board meeting. In an emergency then the committee Chair of the appropriate committee is authorized to undertake the act on behalf of the County, subject to the following:

1. That it be stated on the document being submitted that the approval being given is subject to review by the County Board at its next monthly meeting.
2. That a Resolution on the matter be presented to the County Board for approval at its next meeting.

Attachments and References:

Financial Review:

(please check one)

<input checked="" type="checkbox"/>	In adopted budget	Fund Number	
<input type="checkbox"/>	Apportionment needed	Requested Fund Number	
<input type="checkbox"/>	No financial impact		

See Above

Approval:

Review:



Richland County Finance and Personnel Committee

Agenda Item Cover

Department Head

Administrator, or Elected Office (if applicable)



Invoice 64779

Invoice Date 11/25/20

JComp Technologies, Inc.

630 Pate Street
Baraboo, WI 53913

Telephone: 608/356-1700

Bill To:

Richland County MIS
221 W Seminary Street
Richland Center, WI 53581

Ship To:

Richland Co Highway Dept.
120 Bowen Circle
Richland Center, WI 53581

Customer		Ship Via		F.O.B.		Terms	
RIC19		Will Call		Origin		Net 10 Days	
Purchase Order Number				Salesperson		Order Date	Our Order Number
Verbal				TAM		11/23/20	63877
Qty. Ordered	Qty. Shipped	Item Number		Unit of Measure	Unit Price		Extended Price
	Back Ordered	Item Description			Discount %	Tax	
1	1	NB/L-20SM0012US	EA	967.99		967.99	
	0	Lenovo ThinkBook 15-IIL 20SM0012US 15.6" Notebook			N		
1	1	WA/5WS0A23813	EA	0.00		0.00	
	0	Lenovo Service/Support - 3 Year Depot			N		
1	1	WA/5PS0L30075	EA	0.00		0.00	
	0	Lenovo ADP - 3 Year - Warranty - On-site - Technical			N		
Lenovo ThinkBook 15 W10P laptop with 3 YR ADP warranty for Highway Dept. S/N LR0ECECS							
Nontaxable Subtotal							967.99
Taxable Subtotal							0.00
Tax							0.00
Total Invoice							967.99



Invoice 64780

Invoice Date 11/25/20

JComp Technologies, Inc.

630 Pate Street
Baraboo, WI 53913

Telephone: 608/356-1700

Bill To:

Richland County MIS
221 W Seminary Street
Richland Center, WI 53581

Ship To:

Richland County MIS
221 W Seminary Street
Richland Center, WI 53581

Customer	Ship Via	F.O.B.		Terms		
RIC19	Drop Ship	Origin		Net 10 Days		
Purchase Order Number			Salesperson	Order Date	Our Order Number	
Verbal			RC	11/24/20	63895	
Qty. Ordered	Qty. Shipped	Item Number	Unit of Measure	Unit Price		Extended Price
	Back Ordered	Item Description		Discount %	Tax	
1	1	UP/APC/SMX2KUNC	EA	1881.28		1881.28
	0	APC SmartUPS X - 2000VA with Network Card			N	
Replacement UPS for server room.						
Nontaxable Subtotal						1881.28
Taxable Subtotal						0.00
Tax						0.00
Total Invoice						1881.28

Richland County Committee

Agenda Item Cover

Agenda Item Name: Plan for the 2022 Budget Process

Department	Administration	Presented By:	Administrator
Date of Meeting:	01 Dec 2020	Action Needed:	Vote
Disclosure:	Open Session	Authority:	Committee Structure
Date submitted:	25 Nov 2020	Referred by:	

Recommendation and/or action language:

Motion to... adopt proposed timeline and initiatives in preparation for the 2022 County Budget.

Background: *(preferred one page or less with focus on options and decision points)*

In response to the continued financial challenges resulting from aging infrastructure, state imposed levy limits, and increased expenditures resulting from rising costs in health insurance, benefits, materials, and services, the attached initiatives and timeline is proposed for the development of the 2022 Richland County Budget. It is not intended that all financial problems will be solved, or strategic plans completed in 2021. What is intended is to begin developing a systematic and reoccurring schedule to identify, discuss, prioritize and address these issues in an annual battle rhythm. It should also be understood that this plan is tentative and may change in response to developments, priorities and desires of the committee.

Attachments and References:

2022 Richland County Budget Development Process	
---	--

Financial Review:

(please check one)

<input type="checkbox"/>	In adopted budget	Fund Number	
<input type="checkbox"/>	Apportionment needed	Requested Fund Number	
<input type="checkbox"/>	Other funding Source		
<input type="checkbox"/>	No financial impact		

(summary of current and future impacts)

This is intended to be the timeline and initiative in developing future budgets.

Approval:

Review:

Clinton Langreck

Department Head

Administrator, or Elected Office (if applicable)

Richland County Committee

Agenda Item Cover

Richland County 2022 Budget Development Process

The following tentative time-line is proposed in addressing current needs and strategic goals:

Plan the 2022 budget process -Initiatives and timeline	Dec 2020 – Jan 2021
Affirm commitments to prior resolutions -Res 19-89 Compensation Plan -Res 15-98 General Fund Balance	Jan 2021
Capital Improvements and Projects -Develop forecast plan -Adopt a plan	Jan – Feb 2021
Review and affirm partnerships -Review and affirm	Mar 2021
Staffing and spacing -Review staffing and functions -Determine needs for adjustments	April – June 2021
Health insurance and benefits -Review current package -Explore options	July 2021
Operating budget -Preliminary Guidance -Review: Line item w/ Administrator and F+P Committee -Presentation to Supervisory Committees -Finalization by F+P Committee -Posting	August – September 2021
Hearings and adoption -Hearing -Board Action / Adoption	October 2021

Richland County Finance and Personnel Committee

Agenda Item Cover

Agenda Item Name: Strategic Challenges and Goals

Department	Administration	Presented By:	Clinton Langreck
Date of Meeting:	01 Dec 2020	Action Needed:	Motion on guidance or accept
Disclosure:	Open Session	Authority:	Committee Structure E
Date submitted:	25 Nov 2020	Referred by:	

Recommendation and/or action language:

Motion to accept report.

*Anticipating possible motions to “advise” and provide guidance.

Background: *(preferred one page or less with focus on options and decision points)*

Under authorities and responsibilities established through the County’s Committee Structure document the Finance and Personnel Committee is charged with:

E. The committee shall advise and supervise County administrative affairs in general with a view of bringing about proper coordination and cooperation between the various departments and agencies in the County to the end that the best business practices may be observed; that due efficiency may be maintained; and that the interests of the citizens of the County may best be served.

And with regards to Resolution No. 21-107 A Resolution approving the County Administrative Strategic Plan and Administrative Priorities, the Administrator intends to make routine reports to the Finance and Personnel Committee regarding the status and progress of meeting the goals.

It is anticipated the committee may take action to advise the Administrator by motion and defer to the County Board to confirm the intentions of the full body when needed.

Attachments and References:

Tracker (25 Nov 2020)	
-----------------------	--

Financial Review:

(please check one)

<input type="checkbox"/>	In adopted budget	Fund Number	
<input type="checkbox"/>	Apportionment needed	Requested Fund Number	
<input type="checkbox"/>	Other funding Source		
<input type="checkbox"/>	No financial impact		

(summary of current and future impacts)

No direct expenses, but may significantly influence project and funding decisions.

Approval:

Review:

Clinton Langreck

Department Head

Administrator, or Elected Office (if applicable)

Richland County Finance and Personnel Committee

Agenda Item Cover

Strategic Plan Tracking and Reporting: 2020-2021				
Items:	Actions:		Status:	
Challenges for the County Administrator (18 month goals for administrator):		29-Sep-20	30-Oct-20	25-Nov-20
1. Develop a long-term strategic plan		Preliminary	Developing	
	Meeting with SW Regional planning 28 Sep 2020			
	Utilization of Wi Statute 75.69(2) for strategic land development Ordinance / Policy Change to Follow			
	Received EAD Grant for Development Resiliency			
	Bagan Marketing and Tourism Focus Team Meetings			
2. Transition finance and HR from County Clerk's Office to the Administrator's Office		Preliminary	Developing	
	Preliminary Discussion with Clerk 16 Sep 2020			
	Administrator moved office to Courthouse 23 Oct 2020			
	Administrative Transition Team has begun meeting: Nov 6th			
3. Make resolutions and ordinances available and organized on the internet		Preliminary		
	HTML Richland CTY Website search tool -by MIS			
4. Develop more uniform HR policy and procedures		No Actions		
5. Implement a uniform performance review program		Preliminary	Developing	
	Legal Research Defining relationships of Dept. Heads			
	Probation Review Administrator			
	Probation Review Economic Development Dir			
	Looking to confirmation of appointed department heads in Nov			
	Department Heads Confirmed on 17 Nov 2020			
6. Develop plan and funding for more		Preliminary		
	Meeting with SW Regional planning 28 Sep 2020			
	Scheduling meeting with John Bertz			
7. Develop finance and purchasing policy (increase admin authority on purchasing)		Preliminary		
	Investigating other counties			
8. Develop new county board member orientation program		Preliminary		
	Discussion and drafts			
9. Full review of county employee handbook, addendums and administrative manual		Preliminary		
	Reviews in adjusting to Administrator Model			
10. Partner with Southwest Regional Planning in developing a county strategic plan		Developing		
	Meeting with SW Regional planning 28 Sep 2020			
	Plan on moving forward with EAD Grant Study			
	Received EAD Grant for Development Resiliency			
	Bagan Marketing Focus Team Meetings			
	Released Survey			
11. Develop policy and procedure to address complaints and investigations (Proposed by Administrator)		Preliminary		Actions Taken
	Discussion and draft with several supervisors			
	Department Review: Taking to County Board in December			
12. Develop compensation and classification plan (Proposed by Administrator)		No Actions		

CASH BALANCE HISTORY

	2013	2014	2015	2016	2017	2018	2019	2020
JANUARY	\$8,050,665.21	\$6,925,137.32	\$7,066,323.71	\$6,078,108.02	\$5,447,010.27	\$8,018,303.19	\$9,543,883.16	\$11,716,588.09
FEBRUARY	\$9,981,672.62	\$8,496,100.09	\$8,592,407.68	\$7,743,112.49	\$7,376,962.47	\$9,202,554.18	\$10,364,895.42	\$12,664,057.62
MARCH	\$9,977,308.75	\$8,540,644.18	\$8,650,296.04	\$7,899,929.04	\$6,654,599.38	\$9,142,209.89	\$10,727,961.25	\$12,793,506.26
APRIL	\$9,111,402.41	\$7,789,196.58	\$7,923,103.35	\$6,950,407.15	\$5,946,959.12	\$8,385,357.31	\$10,036,770.09	\$12,344,283.64
MAY	\$8,890,041.15	\$7,472,921.45	\$7,414,140.57	\$6,499,349.23	\$5,383,385.17	\$7,250,287.73	\$9,618,767.91	\$12,308,581.51
JUNE	\$7,970,526.07	\$7,509,464.99	\$6,789,851.35	\$5,752,225.50	\$4,451,103.22	\$7,093,184.38	\$9,520,508.94	\$12,242,011.03
JULY	\$14,059,202.54	\$13,005,705.60	\$12,072,884.72	\$10,478,351.86	\$9,560,594.21	\$13,141,528.18	\$15,432,791.06	\$17,872,254.40
AUGUST	\$7,105,446.68	\$7,312,289.27	\$6,301,050.96	\$5,266,829.12	\$4,554,244.78	\$7,573,108.74	\$9,744,696.28	\$12,420,159.39
SEPTEMBER	\$6,845,562.06	\$6,403,216.56	\$6,006,902.50	\$4,418,935.63	\$5,089,736.34	\$7,133,175.26	\$9,435,915.97	\$11,623,978.29
OCTOBER	\$6,188,015.73	\$6,751,594.94	\$5,074,860.95	\$3,678,970.93	\$4,939,696.86	\$6,647,089.88	\$8,826,385.54	\$12,012,006.64
NOVEMBER	\$6,505,931.75	\$6,796,964.37	\$5,378,798.68	\$4,041,446.06	\$6,099,117.17	\$6,792,480.83	\$9,538,141.40	
DECEMBER	\$6,195,875.56	\$6,006,723.05	\$5,011,432.20	\$4,044,131.85	\$5,738,182.72	\$7,310,288.42	\$9,658,984.85	

INTEREST ON INVESTMENTS**LOCAL GOVERNMENT INVESTMENT POOL**

	2019		2020	
	INTEREST	%	INTEREST	%
JANUARY	\$13,660.42	2.47%	\$11,941.80	1.61%
FEBRUARY	\$15,537.77	2.46%	\$13,859.06	1.62%
MARCH	\$18,199.50	2.47%	\$10,231.20	1.14%
APRIL	\$18,128.05	2.49%	\$4,490.08	0.51%
MAY	\$17,172.98	2.45%	\$1,739.98	0.20%
JUNE	\$15,702.21	2.42%	\$1,242.50	0.14%
JULY	\$18,214.39	2.38%	\$1,353.88	0.14%
AUGUST	\$19,338.86	2.17%	\$1,403.66	0.13%
SEPTEMBER	\$14,709.79	2.18%	\$1,055.33	0.13%
OCTOBER	\$12,916.13	1.92%	\$868.66	0.10%
NOVEMBER	\$10,767.79	1.71%		
DECEMBER	\$11,030.28	1.63%		
	\$185,378.17		\$48,186.15	

Average Interest Rate Per Year

2007	5.02%
2008	2.46%
2009	0.48%
2010	0.21%
2011	0.14%
2012	0.16%
2013	0.10%
2014	0.09%
2015	0.13%
2016	0.42%
2017	0.84%
2018	1.88%

			RICHLAND COUNTY		
			SALES TAX HISTORY		
	2018		2019		2020
JANUARY	\$75,556.90		\$102,699.41		\$106,038.84
FEBRUARY	\$109,829.73		\$107,110.07		\$97,945.44
MARCH	\$69,618.73		\$77,695.96		\$84,142.18
APRIL	\$58,896.08		\$65,799.10		\$97,802.81
MAY	\$104,776.55		\$104,845.20		\$95,550.07
JUNE	\$111,914.22		\$93,441.12		\$93,702.75
JULY	\$90,472.80		\$115,765.25		\$115,212.03
AUGUST	\$144,992.04		\$141,547.69		\$118,130.77
SEPTEMBER	\$82,147.04		\$65,911.85		\$125,223.23
OCTOBER	\$115,223.32		\$116,344.16		\$112,430.68
NOVEMBER	\$117,541.42		\$118,424.02		
DECEMBER	\$90,551.80		\$82,231.43		
TOTAL	\$1,171,520.63		\$1,191,815.26		\$1,046,178.80
ANNUAL SALES TAX REVENUE:					
2004	\$921,917.33				
2005	\$961,482.68				
2006	\$931,177.10				
2007	\$898,370.01				
2008	\$964,036.28				
2009	\$881,013.57				
2010	\$902,047.76				
2011	\$896,604.56				