

March 15, 2021

Please be advised that the March meeting of the Richland County Board of Supervisors will convene at 7:00 p.m., Tuesday, March 16, 2021, in the Banquet Room of The Phoenix Center, located at 100 South Orange Street, Richland Center, Wisconsin.

<https://richlandcounty.my.webex.com/richlandcounty.my/j.php?MTID=m799ef1c210cdcfaef8b8d8f50f52fb4e>

Tuesday, Mar 16, 2021 7:00 pm | 4 hours | (UTC-06:00) Central Time (US & Canada)

Meeting number: 182 575 0598

Password: richland

Join by phone

+1-408-418-9388 United States Toll

Access code: 182 575 0598

Agenda:

1. Roll Call
2. Invocation
3. Pledge Of Allegiance
4. Approve Agenda
5. Approve Minutes of February Meeting
6. Resolution Designating March, 2021 As Women's History Month In Richland County
7. Resolution Commemorating The Service Of Ten Retired Employees Of The County Highway Department
8. Resolution Authorizing The County Parks Commission To Apply For And Accept A Grant From The Wisconsin Department Of Natural Resources
9. Resolution Authorizing The County Parks Commission To Apply For And Accept An Outdoor Motorized Recreation Trail Aids Grant From The Wisconsin Department Of Natural Resources
10. Resolution Relating To Obtaining A State Grant For the Maintenance And Grooming Of Snowmobile Trails
11. Resolution Authorizing The Land Conservation Department To Apply For A Joint Grant From The Wisconsin Department Of Agriculture, Trade And Consumer Protection And The Wisconsin Department Of Natural Resources
12. Resolution Approving The Sheriff's Department For Applying For And Accepting A State Grant For Telephonic-Assisted Cardiopulmonary Resuscitation
13. Resolution Approving The Department of Health And Social Services Applying For And Accepting A State Opioid Response Grant
14. Resolution Approving An Amendment To A 2020 Contract And Approving Two 2021 Contracts For The Department Of Health And Human Services
15. Resolution Creating 8 Casual-Call-In Bailiffs Positions For Jury Trials
16. Resolution Amending The Administrative Manual And The Handbook Of Personnel Policies And Work Rules To Establish A Policy Of Filling Long-Term Vacancies By Promoting Current Employee
17. Ordinance Relating To A Parcel Belonging To Gregory Greenheck In The Town Of Buena Vista
18. Ordinance Relating To A Parcel Belonging To Robert Klang In The Town Of Westford
- 19. Ordinance Relating To A Parcel Belonging To Jason Gerner In The Town Of Marshall**
- 20. Resolution Authorizing The County Parks Commission To Apply For And Accept An Outdoor Motorized Recreation Trail Aids Grant From The Wisconsin Department Of Natural Resources**
21. District 11 County Board Supervisor
22. Reports: The Extension Chord; County Administrator
23. Report On Petitions For Zoning Amendments Received Since The Last County Board Session
24. Report On Rezoning Petitions Recommended For Denial By The Zoning And Land Information Committee
25. Correspondence: State Representative, 51<sup>st</sup> Assembly District, Todd Novak
- 26. Closed Session Pursuant To Wisconsin State Statute (19.85(1)(b)(b) – Removal Of Corporation Counsel: (19.85)(1)(b)(b) Considering dismissal, demotion, licensing or discipline of any public employee or person licensed by a board of commission or the investigation of charges against such person, or considering the grant or denial of tenure for a university faculty member, and taking of formal action on any such matter; provided that the faculty member or other public employee or person licensed is given actual notice of any evidentiary hearing which may be held prior to final action being taken and of any meeting at which final action may be taken. The notice shall contain a statement that the person has the right to demand that the evidentiary hearing or meeting be held in open session. This paragraph and par. (f) do not apply to any such evidentiary hearing or meeting where the employee or person licensed requests that an open session be held.**
- 27. Return To Open Session.**
- 28. Possible Action On Items Discussed Under Closed Session Regarding Removal Of Corporation Counsel.**
29. Adjourn

**Note: Items in bold has been added!**



RESOLUTION NO. 21 - \_\_\_\_\_

A Resolution Designating March, 2021 As Women’s History Month In Richland County.

WHEREAS the nation has been celebrating March as Women’s History Month since Congress made this designation in March, 1987 in order to establish an annual observance remembering the contributions and achievements of women over the course of history in a wide variety of fields,

WHEREAS there are numerous women from Richland County with notable achievements, such as Ms. Ada James, Dr. Bertha Reynolds, Ms. Mary Maria Cook Spiedel, Mr. Margaret Helen Scott, Ms. Eno Downs Jones Renney, Ms. Amelia Snyder and Dr. Sarah Thomas Elliott, as well as many other women who have notable achievements, and

WHEREAS the Rules and Resolutions Committee has recommended that the County Board name March, 2021 as Women’s History Month to commemorate not only these women whose achievements are notable but also the innumerable women who, both in the past and presently, have held careers and raised families in Richland County.

NOW THEREFORE BE IT RESOLVED by the Richland County Board of Supervisors that the County Board hereby designates March, 2021 as Women’s History Month in Richland County, and

BE IT FURTHER RESOLVED that the County Board encourages all citizens to learn about and embrace the historical contributions of women in Richland County and to visit the Richland County History Room, 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 AND ETHICS BOARD	
AYES _____	NOES _____		
RESOLUTION _____			FOR AGAINST
_____		Shaun Murphy-Lopez	X
COUNTY CLERK		Chad Cosgrove	X
		Kerry Severson	X
DATED _____		Melissa Luck	X
		Donald Seep	X



**RESOLUTION NO. 21 - \_\_\_\_\_**

A Resolution Commemorating The Service Of Ten Retired Employees Of The County Highway Department.

WHEREAS the County Board wants to commemorate the service of the following ten retired employees of the County Highway Department:

- 1. Timothy Mueller was hired on January 15, 1990 and retired as a Sign Foreman on December 9, 2016 after nearly 26 years of service;
- 2. Robert King was hired on February 3, 1986 and retired as a Lead Paving Foreman on February 3, 2017 after 31 years of service;
- 3. Robert Bindl was hired on December 14, 1998 and retired on March 31, 2017 as an Equipment Operator/Patrolman after 18 years of service;
- 4. David Worthington was hired on January 27, 1986 and retired as an Equipment Operator/Patrolman on May 5, 2017 after over 31 years of service;
- 5. Ms. Jeanne Marshall was hired on September 14, 1988 and retired as Bookkeeper on September 5, 2017 after 19 years of service;
- 6. James Chitwood was hired on February 8, 1988 and retired as County Highway Commissioner on December 1, 2017, after nearly 29 years of service;
- 7. Richard Merry was hired on November 2, 1998 and retired as an Equipment Operator/Patrolman on November 1, 2018 after 20 years of service;
- 8. Edward Sutton was hired on January 2, 1985 and retired as an Equipment Operator/Patrolman on October 5, 2018 after nearly 33 years of service;
- 9. William Condon was hired on June 15, 1992 and retired as County Highway Commissioner on June 27, 2019, after 27 years of service;
- 10. Terry Pretsch was hired on September 28, 1988 and retired as a Lead Grade Foreman on October 15, 2020, after 22 years of service, and

NOW THEREFORE BE IT RESOLVED the County Board wants to express its sincere appreciation to each of these former employees for their many years of dedicated service to Richland County and the County Board wishes each of them a long and happy retirement, and

BE IT FURTHER RESOLVED that the County Clerk is directed to send a copy of this Resolution to each of these retired employees at the addresses set forth in the attachment to this Resolution, 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 HIGHWAY AND TRANSPORTATION COMMITTEE	
AYES _____NOES _____		FOR AGAINST	
RESOLUTION _____			
_____		Steve Williamson	X
COUNTY CLERK		Gary Manning	X
DATED _____		Kerry Severson	X
		Chad Cosgrove	X
		Marc Couey	X



**RESOLUTION NO. 21 - \_\_\_\_\_**

A Resolution Authorizing The County Parks Commission To Apply For And Accept A Grant From The Wisconsin Department Of Natural Resources.

WHEREAS the County Parks Commission is eligible to receive a Snowmobile Trail Aid grant from the Wisconsin Department of Natural Resources (DNR), to pay \$63,000 toward the cost of repairing a deteriorated bridge in the Town of Orion, and

WHEREAS Rule 14 of the Rules of the Board requires County Board approval before any department of County government can apply for and accept a grant.

NOW THEREFORE BE IT RESOLVED by the Richland County Board of Supervisors that approval is hereby granted for the County Parks Commission to apply for and accept a Snowmobile Trail Aids grant from DNR to pay \$63,000 toward the cost of replacing the bridge in section 32, Town of Orion which has deteriorated, and

BE IT FURTHER RESOVED that the County Conservationist, Ms. Cathy Cooper, is hereby authorized to sign on behalf of the County any documents necessary to carry out this Resolution, and

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

VOTE ON FOREGOING RESOLUTION

AYES \_\_\_\_\_NOES \_\_\_\_\_

RESOLUTION \_\_\_\_\_

\_\_\_\_\_

COUNTY CLERK

DATED \_\_\_\_\_

RESOLUTION OFFERED BY THE COUNTY BOARD  
SUPERVISOR MEMBERS OF THE COUNTY PARKS  
COMMISSION

FOR AGAINST

Timothy Gottschall	X
Gary Manning	X
Kerry Severson	X



**RESOLUTION NO. 21 - \_\_\_\_\_**

A Resolution Authorizing The County Parks Commission To Apply For And Accept An Outdoor Motorized Recreation Trail Aids Grant From The Wisconsin Department Of Natural Resources.

WHEREAS the County Parks Commission is eligible to apply for an Outdoor Motorized Recreation Trail Aids Grant from the Wisconsin Department of Natural Resources which will pay the total cost, with no County match, of a snowmobile trail rehabilitation project consisting of installing riprap on 400 feet of the trail near U.S. Highway # 14 and Mobil Mart at a cost of \$14,000, and

WHEREAS Rule 14 of the Rules of the Board requires County Board approval for any department of County government to apply for and accept a grant, and

WHEREAS THE County Parks Commission is recommending that the County Board approve the Parks Commission’s application for this grant.

NOW THEREFORE BE IT RESOLVED by the Richland County Board of Supervisors that approval is hereby granted for the County Parks Commission to apply for and accept a \$14,000 Outdoor Motorized Recreation Trail Aids grant from the Wisconsin Department of Natural Resources for the purpose of installing riprap on 400 feet of the snowmobile trail near U.S. Highway # 14 and Mobil Mart, with the \$14,000 total cost of this project to be paid with grant funds and with no County match, and

BE IT FURTHER RESOLVED that County Conservationist, Ms. Cathy Cooper, is hereby authorized to sign on behalf of the County any documents necessary to carry out this Resolution, 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 COUNTY BOARD	
AYES _____NOES _____		SUPERVISOR MEMBERS OF THE COUNTY PARKS	
RESOLUTION _____		COMMISSION	
			FOR AGAINST
_____		Timothy Gottschall	X
COUNTY CLERK		Gary Manning	X
DATED _____		Kerry Severson	X



**RESOLUTION NO. 21 - \_\_\_\_\_**

A Resolution Relating To Obtaining A State Grant For the Maintenance And Grooming Of Snowmobile Trails.

WHEREAS State funds are available to counties in Wisconsin for the maintenance and grooming of snowmobile trails under the County Snowmobile Trail Aids Program which is administered by the State Department of Natural Resources (DNR), and

WHEREAS the Richland County Land Conservation Department, working with the Richland County Snowmobile Alliance, Inc., has proposed that Richland County apply for a \$42,000 grant for the purpose of maintaining and grooming the approximately 140 miles of snowmobile trails in Richland County for the winter of 2021-2022, and

WHEREAS Rule 14 of the Rules of the Board provides that County Board approval is required before any department of County government can apply for and accept a grant and the County Parks Commission has carefully considered this matter and is now recommending that the County Board adopt this Resolution.

NOW, THEREFORE, BE IT RESOLVED by the Richland County Board of Supervisors that approval is hereby granted for the County Parks Commission to apply for and accept a \$42,000 grant from DNR’s County Snowmobile Trail Aids Program for the purpose of maintaining and grooming the approximately 140 miles of snowmobile trails in Richland County, with the grant period being from July 1, 2021 to June 30, 2022, and

BE IT FURTHER RESOLVED that County Conservationist Ms. Cathy Cooper is hereby authorized to sign on behalf of the County such documents as are necessary to carry out this Resolution, 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 COUNTY BOARD	
AYES _____NOES _____		SUPERVISOR MEMBERS OF THE COUNTY PARKS COMMISSION	
RESOLUTION _____		FOR AGAINST	
_____		Timothy Gottschall	X
COUNTY CLERK		Gary Manning	X
DATED _____		Kerry Severson	X



**RESOLUTION NO. 21 - \_\_\_\_\_**

A Resolution Authorizing The Land Conservation Department To Apply For A Joint Grant From The Wisconsin Department Of Agriculture, Trade And Consumer Protection And The Wisconsin Department Of Natural Resources.

WHEREAS the Land Conservation Department is eligible to apply for a 2022 joint Wisconsin Department of Agriculture, Trade and Consumer Protection and Wisconsin Department of Natural Resources non-point source grant in an amount not to exceed \$253,060.00, and

WHEREAS Rule 14 of the Rules of the Board requires County Board approval for any department of County government to apply for and accept a grant, and

WHEREAS the Land Conservation Committee has carefully considered this proposal 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 Land Conservation department to apply for and accept a 2022 joint Wisconsin Department of Agriculture, Trade and Consumer Protection and Wisconsin Department of Natural Resources non-point source grant in an amount not to exceed \$253,060.00, and

BE IT FURTHER RESOLVED that the grant and the required County match is itemized as follows:

- 1. Not to exceed \$168,060 for staffing, with no County match, for the first position; 30% County match for the second position and 50% County match for the remaining 2 positions;
- 2. Not to exceed \$65,000 in cost-share for construction practices, with no required County match;
- 3. Not to exceed \$20,000 for nutrient management plan cost-sharing, with no County match, and

BE IT FURTHER RESOLVED that the Chair of the Land Conservation Committee is hereby authorized to sign on behalf of the County any documents necessary to carry out this Resolution, 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 COUNTY BOARD	
AYES _____NOES _____		SUPERVISOR MEMBERS OF LAND CONSERVATION	
RESOLUTION _____		COMMITTEE	
			FOR AGAINST
_____		Steve Williamson	X
COUNTY CLERK		Melissa Luck	X
		Shaun Murphy-Lopez	X
DATED _____		Bob Frank	X
		Lee Van Landuyt	X



**RESOLUTION NO. 21 - \_\_\_\_\_**

A Resolution Approving The Sheriff’s Department For Applying For And Accepting A State Grant For Telephonic-Assisted Cardiopulmonary Resuscitation.

WHEREAS the Wisconsin Department of Health Services has indicated that the County is eligible to apply for a mini-grant of \$5,000 to support the cost of providing telephone-assisted cardiopulmonary resuscitation training, certification and continuing education, and

WHEREAS Rule 14 of the Rules of the Board requires County Board approval for any department of County government to apply for and accept a grant, and

WHEREAS the Law Enforcement and Judiciary Committee and Sheriff Jim Bindl have recommended that approval be granted for applying for and accepting this grant and also that the approval will be retroactive because the Department already applied for the grant in order to meet the February 19, 2021 deadline.

NOW THEREFORE BE IT RESOLVED by the Richland County Board of Supervisors that approval is granted for the Sheriff’s Department to apply to the Wisconsin Department of Health Services for a mini-grant of \$5,000 for the purpose of supporting the costs of providing telephonic-assisted cardiopulmonary resuscitation training, certification and continuing education, and

BE IT FURTHER RESOLVED that the action taken by the Sheriff’s Department to apply for this grant by the deadline of February 19, 2021 is hereby ratified, and

BE IT FURTHER RESOLVED that Sheriff Jim Bindl is hereby authorized to sign on behalf of the County any documents necessary to carry out this Resolution, and

BE IT FURTHER RESOLVED that this Resolution shall be effective as of February 19, 2021.

VOTE ON FOREGOING RESOLUTION		RESOLUTION OFFERED BY THE LAW	
AYES _____NOES _____		ENFORCEMENT AND JUDICIARY	
RESOLUTION _____		COMMITTEE:	
			FOR AGAINST
_____		Melissa Luck	X
COUNTY CLERK		David Turk	X
		Chad Cosgrove	X
DATED _____		Daniel McGuire	X
		Kerry Severson	X



**RESOLUTION NO. 21 - \_\_\_\_\_**

A Resolution Approving The Department of Health And Social Services Applying For And Accepting A State Opioid Response Grant.

WHEREAS the Health and Human Services Board and the Director of the Health and Human Services Department, Ms. Tracy Thorsen, have indicated that the Department is eligible for a State Opioid Response Prevention Services grant of up to \$7,300, or more if the grant allows for excess funding requests, from the Alliance for Wisconsin Youth Regional Prevention Centers, and

WHEREAS the purpose of the grant is to allow the Health and Human Services Department to act as the fiscal agent to reimburse the Richland County Partners for Prevention, which is the fiscal agent for the Richland School District, to respond to the need for community education and prevention related to opioid and similar use disorders, and

WHEREAS Rule 14 of the Rules of the Board requires County Board approval before any department of County government can apply for and accept a grant.

NOW THEREFORE BE IT RESOLVED by the Richland County Board of Supervisors that approval is hereby granted for the Health and Human Services Department to apply for and accept a State Opioid Response Grant from the Alliance for Wisconsin Youth Regional Prevention Centers, with the grant to be up to \$7,300 or more if the grant allows for excess funding requests, with the Department to act as fiscal agent to reimburse the Richland County Partners for Prevention, which is the fiscal agent for the Richland School District, and

BE IT FURTHER RESOLVED that this grant will allow for continued risk management in the community to include the following services and items:

- Drug Take Back Events and Medication Disposal
- Prescription Drug Deactivation Units
- Take Away Medication Return Envelopes
- Prescription Drug Lock Boxes
- Prescription Drug Lock Bags
- Community Education Events
- Public Awareness Campaign, and

BE IT FUTHER RESOLVED that the Director of the Health and Human Services Department, Ms. Tracy Thorsen, is hereby authorized to sign on behalf of the County any documents necessary to carry out this Resolution, 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 COUNTY BOARD	
AYES _____NOES _____		SUPERVISOR MEMBERS OF THE HEALTH AND HUMAN SERVICES BOARD	
RESOLUTION _____			FOR AGAINST
_____		Kerry Severson	X
COUNTY CLERK		Ingrid Glasbrenner	X
		Van Nelson	X
DATED _____			



**RESOLUTION NO. 21 - \_\_\_\_\_**

A Resolution Approving Amendments To Two 2020 Contracts And Approving Two 2021 Contracts For The Department of Health and Human Services.

WHEREAS the Health and Human Services Board and the Director of the Health and Human Services Department, Ms. Tracy Thorsen, have recommended amendments to two 2020 contracts and approval of two 2021 contracts, and

WHEREAS it is provided in Rule 14 of the Rules of the Board that any contract by the Department of Health and Human Services Department which involves the expenditure of \$50,000 or more at any one time or within the course of one year must be approved by the County Board, and

WHEREAS the Health and Human Services Board has carefully considered this matter 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 following amendment to the following two 2020 contracts:

- 1. With Premier Financial Management Services Inc. of Milwaukee, with the original contract being for \$100,000 and the amendment being for \$176,000, due to an increased need for financial management services provided to children with disabilities being served by the Behavioral Health Services Unit;
- 2. With A Golden Star Adult Family Home, LLC of Racine, with the original contract being for \$49,500 and the amendment being for \$51,000, due to an increased need for adult family home services provided to individuals being served by the Behavioral Health Services Unit, and

BE IT FURTHER RESOLVED that the following 2021 contract is hereby approved:

- 1. With Chileda Institute, Inc. of LaCrosse in the amount of \$230,000, to provide community-based care at a treatment facility for youth being served by the Children and Youth Services Unit;
- 2. With Southwest Workforce Development Board of Platteville in the amount of \$230,000 to provide contracted employee services to the Department, largely due to the County’s public health pandemic response, and

BE IT FURTHER RESOLVED that the Health and Human Services Board is hereby authorized to amend the above contracts by not more than 15%, and

BE IT FURTHER RESOLVED that the Director of the Health and Human Services Board is hereby authorized to sign the above contracts on behalf of the County in accordance with this Resolution, 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 COUNTY BOARD	
AYES _____NOES _____		SUPERVISOR MEMBERS OF THE HEALTH AND HUMAN SERVICES BOARD	
RESOLUTION _____			FOR AGAINST
_____		Kerry Severson	X
COUNTY CLERK		Ingrid Glasbrenner	X
DATED _____		Van Nelson	X



**RESOLUTION NO. 21 - \_\_\_\_\_**

A Resolution Creating 8 Casual-Call-In Bailiffs Positions For Jury Trials.

WHEREAS Clerk of Circuit Court Stacy Kleist has brought to the attention of the Finance and Personnel Committee and the County Administrator the fact that, although 2 bailiffs are required for all jury trials, the County Board has never formally created the casual-call-in position of jury bailiff, and

WHEREAS in-person jury trials are set to resume in March, 2021 and 8 jury bailiff positions are needed, and

WHEREAS the Finance and Personnel Committee has carefully considered this matter 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 8 casual part-time positions of jury bailiff are hereby created, with the hourly wage to be at Grade \_\_\_\_\_, Step \_\_\_\_\_ in the County’s Pay Plan and the positions shall be filled by the Clerk of Circuit Court, and

BE IT FURTHER RESOLVED that this Resolution shall be effective as of March 1, 2021.

VOTE ON FOREGOING RESOLUTION		RESOLUTION OFFERED BY THE FINANCE AND PERSONNEL COMMITTEE	
AYES _____	NOES _____		
RESOLUTION _____			FOR AGAINST
_____		Shaun Murphy-Lopez	X
COUNTY CLERK		Marc Couey	X
		Marty Brewer	X
DATED _____		Linda Gentes	X
		Melissa Luck	X
		Donald Seep	X
		David Turk	X



## RESOLUTION NO. 21 - \_\_\_\_\_

A Resolution Stating Richland County's Policy Of Filling Long-Term Vacancies By Promoting Current Employees.

WHEREAS County Administrator Clinton Langreck has proposed to the Finance and Personnel Committee that the County establish a policy of filling long-term vacancies by promoting existing County employees, and

WHEREAS the Finance and Personnel Committee has carefully considered this proposal 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 the County's Administrative Manual is amended by adding the following language to Section III Recruitment and Hiring, under the heading "Hiring Process To Fill Vacancies":

"Richland County's hiring policy is intended to promote a well-qualified and diverse workforce that represents both the experience offered by organizational longevity and innovativeness gained through influx.

It shall be policy to promote career advancement opportunities from within departments, while filling positions with qualified employees, best suited for the position and whom bring diverse work-place experiences to the County.

When the County determines that a vacancy or new position shall be filled, position vacancies may be filled by the department head by promotion, transfer, demotion from within the department; or new hire from public posting. Non-elected Department heads shall be filled by the County Administrator. It is not necessary to recruit outside applicants for vacant positions when the position is filled by promotion, transfer or demotion from within the Department."

; and under Section III, A Vacancies Longer than 90 Days, as paragraph 2.

The Department Head may fill the position by promotion, transfer, demotion from within the department without public posting or external candidate consideration. When considering to fill the vacancy internally, if the department has a pool (more than one) of candidates whom meet the minimum credentials and qualifications for the position, the Department Head must internally post the vacancy within the department for at least one week. When multiple, internal candidates apply, the Department Head shall evaluate through a competitive process and may offer to the best suited candidate. Until the position is filled, the Department Head has the discretion to post the vacancy publically at any time, as there is no entitlement to internal promotion for County positions, and

; and under Section III, A Vacancies Longer than 90 Days, as paragraph 3 the underlined words,

3. When a vacant position is not filled from an internal method, the Administrator or Department Head shall place an advertisement in the Richland Observer to run for at least two weeks...

BE IT FURTHER RESOLVED by the Richland County Board of Supervisors that the Handbook of Personnel Policies and Work Rules is hereby amended by adding the following underlined language and eliminating the stricken language under subheading "Hiring for Long-Term Vacancies (90 days or longer) under the heading "Hiring and Employment Considerations.:

1. **Hiring for Long-Term Vacancies (90 days or longer):** Whenever it appears to a Department Head that an approved job position within the department will be vacant for a period of 90 days or longer the following the process defined in the Richland County Administrative Manual. ~~procedure shall be followed:~~

- a. ~~The Department Head shall immediately notify the supervising committee and the County Clerk, who shall in turn notify the Finance and Personnel Committee. In case of a vacancy in a Department Head position, the County Clerk shall perform the hiring steps which the Department Head would otherwise do.~~



- ~~b. The County Clerk or Department Head shall then place an advertisement in the Richland Observer to run for at least two weeks. The County Clerk or Department Head must also send the advertisement to the MIS Department who shall advertise the position on the County website. The advertisement shall, at a minimum briefly describe the job position, necessary qualifications, where and how to apply for the position and include the sentence that the County is an equal opportunity employer. All applicants must be directed to fill out the application form attached as Addendum B to the County’s Administrative Manual unless the department has its own approved application form.~~
- ~~c. The Department Head or designee and the applicable committee or board may interview those applicants who appear from their written applications to be qualified for the job;~~
- ~~d. Skills testing is required for all positions. The Department Head shall determine what skill tests are necessary and appropriate for each position and when in the hiring process to administer the tests. All tests shall be designed to determine whether the applicant has the basic skills and aptitude necessary to satisfactorily perform the job duties of the position. Department Heads may seek approval from their supervisory committee and the Finance and Personnel Committee to not administer skills testing for specific positions if skills testing is not necessary to determine if the applicant has the basic skills for the position.~~
- ~~e. Background checks must be performed on all final candidates prior to making an offer of employment in accordance with department policy and state and federal law. Except as otherwise required by law, the scope of the background check shall be determined by the Department Head. The Department Head shall obtain a legal review if the background check reveals information that may be used adversely against the candidate.~~
- ~~f. The appropriate board or committee, after receiving the recommendation of the Department Head, shall make the final decision as to who shall be hired;~~
- ~~g. a. The County Clerk shall not pay wages to any County employee whose hiring has not been accomplished in accordance with the Administrative Manual policy this paragraph or appropriate addendum.~~

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

VOTE ON FOREGOING RESOLUTION

AYES \_\_\_\_\_NOES \_\_\_\_\_

RESOLUTION \_\_\_\_\_

\_\_\_\_\_  
COUNTY CLERK

DATED \_\_\_\_\_

RESOLUTION OFFERED BY THE FINANCE AND  
PERSONNEL COMMITTEE

	FOR	AGAINST
Shaun Murphy-Lopez	X	
Marc Couey	X	
Marty Brewer	X	
Linda Gentes	X	
Melissa Luck	X	
Donald Seep	X	
David Turk	X	



ORDINANCE NO. 21 - \_\_\_\_\_

Amendment No. \_\_\_\_\_ To Richland County Comprehensive Zoning Ordinance No. 5 Relating To A Parcel Belonging To Gregory Greenheck In The Town Of Buena Vista.

The Richland County Board of Supervisors does hereby ordain as follows:

1. The County Board, having considered the following factors, hereby finds that the following rezoning is in the best interests of the citizens of Richland County:

- (a) Adequate public facilities to serve the development are present or will be provided.
- (b) Provision of these facilities will not be an unreasonable burden to local government.
- (c) The land to be rezoned is suitable for development and development will not cause unreasonable water or air pollution, soil erosion or adverse effects on rare or irreplaceable natural areas.
- (d) Non-farm development will be directed to non-agricultural soils or less productive soils.
- (e) Non-farm development will be directed to areas where it will cause minimum disruption of established farm operations or damage to environmentally sensitive areas.
- (f) Non-farm development will be encouraged to locate so as to leave a maximum amount of farmland in farmable size parcels.
- (g) Non-farm residential development will be directed to existing platted subdivisions and sanitary districts.

2. Richland County Comprehensive Zoning Ordinance No. 5, which was adopted by the Richland County Board of Supervisors on May 20, 2003, as amended to date, is hereby further amended as follows:

That the official maps designating district boundaries, as adopted by Richland County Ordinance 1985 No. 1 (also known as Amendment No. 1 to the Richland County Comprehensive Zoning Ordinance No. 3), which was adopted on March 19, 1985, are hereby amended as follows:

That the following described 2.49-acre parcel belonging to Gregory Greenheck and in the Town of Buena Vista is hereby rezoned from the General Agricultural and Forestry District (A-F) to the Single-Family Residential (R-2) District:

PART OF THE NORTHEAST QUARTER OF THE SOUTHWEST QUARTER OF SECTION 35, TOWN 9 NORTH, RANGE 2 EAST, TOWN OF BUENA VISTA, RICHLAND COUNTY, WISCONSIN, BEING MORE FULLY DESCRIBED AS FOLLOWS:  
COMMENCING AT THE SOUTH QUARTER CORNER OF SECTION 35, T9N, R2E;  
THENCE N 00°17'28" W ON THE EAST LINE OF THE SOUTHWEST QUARTER, 2067.97';  
THENCE S 89°42'32" W, 748.88' TO A POINT ON THE EASTERLY RIGHT-OF-WAY OF OLD MILL ROAD AND THE POINT OF BEGINNING;  
THENCE N 27°27' 21" W, 33.00' TO A POINT ON THE CENTERLINE OF OLD MILL ROAD;  
THENCE S 62°32'39" W ON SAID CENTERLINE, 134.00';  
THENCE CONTINUING SOUTHWESTERLY ON SAID CENTERLINE, 470.46' ON THE ARC OF A 1690.00' RADIUS CURVE TO THE LEFT, MAKING A CENTRAL ANGLE OF 15°57'00" AND A LONG CHORD OF 468.94' THAT BEARS S 54°34'09" W;  
THENCE S 46°35'39" W, 18.27' TO THE NORTHWEST CORNER OF LOT 1 OF RICHLAND COUNTY CERTIFIED SURVEY MAP NUMBER 867 AND THE LAST POINT ON THE CENTERLINE OF OLD MILL ROAD;  
THENCE S 46°44'52" E ON THE NORTH LINE OF SAID LOT 1, 54.96';  
THENCE S 76°47'41" E, 176.29' TO THE NORTHEAST CORNER OF SAID LOT 1;  
THENCE S 00°15'28" E ON THE EAST LINE OF SAID LOT 1, 64.11';  
THENCE N 89°44'32" E, 68.78';  
THENCE N 44°06'02" E, 75.00';  
THENCE N 25°54'13" E, 450.00' TO THE POINT OF BEGINNING.

3. This Ordinance shall be effective on March 16, 2021.

Dated: March 16, 2021	ORDINANCE OFFERED BY THE ZONING AND	
Passed: March 16, 2021	LAND INFORMATION COMMITTEE	
Published:		
		FOR AGAINST
Marty Brewer, Chair	Marc Couey	X
Richland County Board of Supervisors	Steve Williamson	X
ATTEST:	Chad Cosgrove	X
Victor V. Vlasak	Linda Gentes	X
Richland County Clerk	Ingrid Glasbrenner	X



**ORDINANCE NO. 21 - \_\_\_\_\_**

Amendment No. \_\_\_\_\_ To Richland County Comprehensive Zoning Ordinance No. 5 Relating To A Parcel Belonging To Robert Klang In The Town Of Westford.

The Richland County Board of Supervisors does hereby ordain as follows:

1. The County Board, having considered the following factors, hereby finds that the following rezoning is in the best interests of the citizens of Richland County:

- (a) Adequate public facilities to serve the development are present or will be provided.
- (b) Provision of these facilities will not be an unreasonable burden to local government.
- (c) The land to be rezoned is suitable for development and development will not cause unreasonable water or air pollution, soil erosion or adverse effects on rare or irreplaceable natural areas.
- (d) Non-farm development will be directed to non-agricultural soils or less productive soils.
- (e) Non-farm development will be directed to areas where it will cause minimum disruption of established farm operations or damage to environmentally sensitive areas.
- (f) Non-farm development will be encouraged to locate so as to leave a maximum amount of farmland in farmable size parcels.
- (g) Non-farm residential development will be directed to existing platted subdivisions and sanitary districts.

2. Richland County Comprehensive Zoning Ordinance No. 5, which was adopted by the Richland County Board of Supervisors on May 20, 2003, as amended to date, is hereby further amended as follows:

That the official maps designating district boundaries, as adopted by Richland County Ordinance 1985 No. 1 (also known as Amendment No. 1 to the Richland County Comprehensive Zoning Ordinance No. 3), which was adopted on March 19, 1985, are hereby amended as follows:

That the following described 2.02-acre parcel belonging to Robert Klang and in the Town of Westford is hereby rezoned from the General Agricultural and Forestry District (A-F) to the Single-Family Residential (R-2) District:

Part of the Northwest quarter of the Northeast quarter of Section 11, Township 12 North, Range 2 East, Town of Westford, Richland County, Wisconsin more particularly described as follows:  
Commencing at the North quarter corner of said Section 11;  
Thence South 00°04'08" East, along the west line of the northeast quarter, 117.03 feet to the point of beginning of the lands hereinafter described;  
Thence South 89°59'56" East, 247.69 feet;  
Thence South 00°18'49" West, 260.35 feet;  
Thence South 20°05'57" West, 109.36 feet;  
Thence South 89°27'05" West, 55.09 feet;  
Thence South 24°18'27" West, 91.44 feet;  
Thence North 81°53'25" West, 116.61 feet to a point on said west line;  
Thence North 00°04'08" West, along said west line, 430.46 feet to the point of beginning.

3. This Ordinance shall be effective on March 16, 2021.

Dated: March 16, 2021	ORDINANCE OFFERED BY THE ZONING AND	
Passed: March 16, 2021	LAND INFORMATION COMMITTEE	
Published:		
		FOR AGAINST
Marty Brewer, Chair	Marc Couey	X
Richland County Board of Supervisors	Steve Williamson	X
ATTEST:	Chad Cosgrove	X
Victor V. Vlasak	Linda Gentes	X
Richland County Clerk	Ingrid Glasbrenner	X



**ORDINANCE NO. 21 - \_\_\_\_\_**

Amendment No. \_\_\_\_\_ To Richland County Comprehensive Zoning Ordinance No. 5 Relating To A Parcel Belonging To Jason Gerner In The Town Of Marshall.

The Richland County Board of Supervisors does hereby ordain as follows:

1. The County Board, having considered the following factors, hereby finds that the following rezoning is in the best interests of the citizens of Richland County:

- (a) Adequate public facilities to serve the development are present or will be provided.
- (b) Provision of these facilities will not be an unreasonable burden to local government.
- (c) The land to be rezoned is suitable for development and development will not cause unreasonable water or air pollution, soil erosion or adverse effects on rare or irreplaceable natural areas.
- (d) Non-farm development will be directed to non-agricultural soils or less productive soils.
- (e) Non-farm development will be directed to areas where it will cause minimum disruption of established farm operations or damage to environmentally sensitive areas.
- (f) Non-farm development will be encouraged to locate so as to leave a maximum amount of farmland in farmable size parcels.
- (g) Non-farm residential development will be directed to existing platted subdivisions and sanitary districts.

2. Richland County Comprehensive Zoning Ordinance No. 5, which was adopted by the Richland County Board of Supervisors on May 20, 2003, as amended to date, is hereby further amended as follows:

That the official maps designating district boundaries, as adopted by Richland County Ordinance 1985 No. 1 (also known as Amendment No. 1 to the Richland County Comprehensive Zoning Ordinance No. 3), which was adopted on March 19, 1985, are hereby amended as follows:

That the following described 26.09 acre parcel belonging to Jason Gerner and in the Town of Marshall is hereby rezoned from the General Agricultural and Forestry District (A-F) to the Agricultural and Residential (A-R) District:

Being located in part of the fractional Southwest quarter of the Northwest quarter of Section 31, Township 11 North, Range 1 West, Town of Marshall, Richland County, Wisconsin.

Commencing at the West quarter corner of Section 31;  
Thence South 89°30'57" East, along the South line of the fractional Southwest quarter of the Northwest quarter, 99.00 feet to the point of beginning of the lands hereinafter described;  
Thence North 01°14'24" West, 660.00 feet;  
Thence South 89°31'01" East, 66.00 feet;  
Thence North 25°29'25" West, 182.22 feet;  
Thence North 89°57'46" East, 1391.08 feet to a point on the East line of the fractional Southwest quarter of the Northwest quarter;  
Thence South 00°13'35" East, along said East line, 836.24 feet to the Southeast corner of the fractional Southwest quarter of the Northwest quarter;  
Thence North 89°30'57" West, along the South line of said fractional Southwest quarter of the Northwest quarter, 1367.73 feet to the point of beginning.

3. This Ordinance shall be effective on March 16, 2021.

Dated: March 16, 2021  
Passed: March 16, 2021  
Published:

ORDINANCE OFFERED BY THE ZONING AND  
LAND INFORMATION COMMITTEE

Marty Brewer, Chair  
Richland County Board of Supervisors

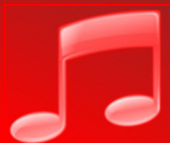
Marc Couey  
Steve Williamson  
Chad Cosgrove  
Linda Gentes  
Ingrid Glasbrenner

ATTEST:  
Victor V. Vlasak  
Richland County Clerk

FOR AGAINST

X  
X  
X  
X  
X





## Division of Extension - Richland County

# The Extension Chord

## Latest Notes from Extension

**This Issue: 2020 IN REVIEW**

**Chelsea Wunnicke**  
Extension Educator, Human  
Development & Relationships

**Background**

**Master's Degree:** Public Administration  
University of Illinois at Springfield  
**Date of Hire:** January 1, 2015

**Major Program Areas:**

- Financial Education
- Strengthening Individuals, Families & Communities

**Groups and Associations:**

Richland Co. Children & Families Advocacy Council, VP  
Richland Co. Home & Community Education, Advisor  
Richland Co. Homelessness Prevention Coalition  
Richland FIT (Fitness in Total) Coalition, Co-leader  
Kinship of Richland County, Secretary

**Educational Programs:****Financial Education:**

- COVID financial updates provided on Richland County website to provide timely information.
- Head Start families received monthly financial newsletters & 34 Richland County children received financial kid's book.
- Encouraging Financial Conversations, 6 session series delivered to 37 area professionals online.
- Initiated statewide teams to record short educational videos: Mindful Money Moments and "Dollars During Development" for statewide and local delivery.
- Provided one-on-one financial coaching with 7 individuals.
- Rent Smart curriculum taught online monthly as part of a statewide team, promoted locally.
- Dean's Innovation Grant and Radical Imagination Grants received for leadership on Universal Child Savings Account project; Youth Forward Wisconsin, mentored by Indiana Youth Institute and funded by Charles Stewart Mott Foundation. Goal to establish community-funded child savings accounts in multiple WI communities.

**Strengthening Individuals, Families, and Communities:**

- Taught "Raising a Thinking Child," Emotion Coaching, and online Parent Café sessions to over 50 parents.
- Led development of series of 11 short videos on Raising a Thinking Child concepts for "Parenting Behind the Behavior" video series"
- "Stronger Together" educational sessions with Southwest Wisconsin Behavioral Health Partnership (SWCAP) in support of area farmers (20+ attended).
- Partnership with Brewer Public Library in Wisconsin Libraries Transforming Communities Grant. Led to creation of Richland County Diversity & Inclusion Taskforce. Administered survey for community leaders.
- Co-leader of Richland County COVID Whole Community Recovery Steering Committee
- Developed online survey for Richland Area Childcare Taskforce to assess parent needs and gaps in local childcare services.

**New in the Extension Office**

Carolyn Ihde  
Agriculture Educator  
Started May, 2020

**Mission**

With an office in each Wisconsin county, Division of Extension develops practical educational programs tailored to local needs and based on university knowledge and research

County-based Extension educators are University of Wisconsin faculty and staff who are experts in agriculture and agribusiness, community and economic development, natural resources, family living and youth development.

Extension county-based faculty and staff live and work with the people they serve in communities across the state. Extension specialists work on UW System campuses where they access current research and knowledge. Collaboration between county and campus faculty is the hallmark of Extension in Wisconsin.

**Purpose**

To which we commit:

We teach, learn, lead and serve, connecting people with the University of Wisconsin, and engaging with them in transforming lives and communities.



**Extension**  
UNIVERSITY OF WISCONSIN-MADISON  
RICHLAND COUNTY





**Carolyn Ihde**  
Agriculture Educator

### Background

**Master's Degree:** Agricultural Education  
Iowa State University, 2015  
**Bachelors Degree:** Horticulture, Design Studies Minor  
Iowa State University, 2000  
**Date of Hire:** May 18, 2020  
**Shared Position:** Crawford County

### Program Area Emphasis:

Livestock - Beef, Small Ruminants, Swine, Poultry

### Groups and Associations:

Richland Co. Meat Animal Sale Committee  
Driftless Region Beef Conference  
Regional Farmer Market Managers Group

### State Work Groups

Division of Extension Beef:  
Wisconsin Beef Special Edition Webinars  
Division of Extension Small Ruminants:  
Winter Webinar Series  
Division of Extension Agriculture Institute Climate Change

### Programming Highlights:

**Beef:** Co-created a Division of Extension Wisconsin Beef Special Edition Webinar Series to replace Cow-Calf Days and Feeder Workshops due to the cancellation of large in-person events. The webinars covered topics related to using Extension created decision tools to inventory forage and calculate forage needs; beef mineral needs, weaning calves, pasture weeds, and direct marketing. Authored articles for the WI Agriculturalist and the Livestock Topic Hub. Articles covered topics such as winter bull care and preconditioning weaned calves.

**Small Ruminant:** Co-created a Division of Extension Small Ruminant Webinar Series for winter 2021 programming. The webinars discuss forage needs, lambing basics, ethnic markets, branding, direct marketing, and pasture needs. Created a fact sheet to inform producers and consumers about directly sourced lamb products.

**Climate Change:** Collaborated with colleagues across the Agriculture Institute to create professional development for all Agriculture Institute members. Professional development provides educators with knowledge and skills to begin or continue conversations about climate change with farmers to increase farmer knowledge of resiliency, adaptation, and mitigation.



**Sheena Cook-Fuglsang**  
FoodWise Nutrition Education  
Coordinator, Crawford, Richland,  
and Vernon Counties

### Background

**Bachelors Degree:** Exercise and Sport Science  
UW-La Crosse, B.S.: 2006, M.S.: 2008  
**Date of Hire:** August 7, 2019 (formerly an Educator since 5/18/15)



**Kristine Lockwood**  
FoodWise Nutrition Educator,  
Richland and Vernon Counties

### Background

**Bachelors Degree:** Political Science  
University of California Irvine, 2004  
**Date of Hire:** November 14, 2019

**About FoodWise:** FoodWise is federally funded by the Supplemental Nutrition Assistance Program-Education (SNAP-Ed) and the Expanded Food and Nutrition Education Program (EFNEP). We advance healthy eating habits, active lifestyles and healthy community environments for Wisconsin residents with limited incomes through nutrition education at the individual, community and systems levels.

### Direct Education Programming Highlights:

- Provided face-to-face nutrition lessons for 2<sup>nd</sup>-4<sup>th</sup> grade students at five elementary schools, reinforcing the benefits of eating all five food groups, daily exercise, and exploring new foods.
- Developed a plan, toolkit and video series to be shared statewide for K-2 education in order to reach students virtually during pandemic.
- Connected with adult audiences through our "Community Café", a virtual space in which we taught multiple series of nutrition lessons. Topics and activities included food budgeting, meal planning, holiday eating, and recipe sharing. .

### Policy, Systems & Environment Impacts:

- Created and maintained multiple food resource tools for use by Richland and Vernon Emergency Operating Center, Health Services, and for the community to have updated information and increased access to food, county-wide.
- Launched a comprehensive website to represent the Crawford, Richland, and Vernon County team and project.
- Hosted weekly call for school food service directors across three counties, which increased collaborative efforts, encouraged schools to offer healthier food options, and expanded the reach of Pandemic Electronic Benefit Transfer (P-EBT) program promotion.
- Facilitated ongoing call for food pantry operators and farmers' market managers that resulted in stronger collaboration, shared resources, distribution of nutrition materials and resources to limited income audiences, and improved systems for emergency and fresh local food distribution in the area..
- Areas of professional development include health equity, diversity and inclusion, climate change, and food in/security.

### Richland County FoodWise Program Partners & Associations:

Jefferson Elementary School	Master Gardeners
Doudna Elementary School	Richland FIT
Lincoln Elementary School	Richland Center Community & Mobile Pantries
Ithaca Elementary School	MultiCultural Outreach Program
School Food Service Directors	Richland Area Farmers' Market





**Karleen Craddock**  
4-H Program Coordinator

#### **Background**

**Bachelor's Degree:** Secondary Education

University of Minnesota-Saint Paul

**Date of Hire:**

May 1, 2016 - Interim 4-H Educator

January 1, 2019 - 4-H Program Coordinator

#### **Groups and Associations**

Richland Mental Health Coalition

Richland County 4-H Leaders Association

Richland County 4-H Junior Leaders Group

Richland County Fair Committee

Various 4-H Committees providing Youth Education Programs

Wisconsin 4-H Volunteer Development Team

#### **Report on 2020 Major Program Priorities**

##### **Expansion of Richland County 4-H Program**

- Worked with 4-H Ambassadors and 4-H Leaders Association to identify potential audiences and develop a plan to reach new families.
- Provided on-going support for 133 4-H volunteers (93 adult, 40 youth)
- Partnered with Brewer Public Library to provide outreach programs.

##### **Youth Leadership and Life Skill Development:**

- Provided training on "How to conduct a meeting" for 4-H club officers.
- Assisted Junior Leader group with community service/outreach activities.
- Worked with 4-H volunteers to develop youth/adult partnerships.

##### **Increase Educational Opportunities for Richland County Youth**

- Coordinated 4-H Discovery Day, a hands-on learning program that reached over 105 people with 20+ classes, including: First Aid, Horses, STEM, Natural Resources, Child Care and Art (*Held on February 22, 2020*)
- Assisted with coordination of five local scholarships.

##### **Adapted Programing to Meet Current Safety Guidelines**

*Note: In Mid-March all in-person educational programs were cancelled due to COVID 19. Here are a few of the ways the Richland County 4-H program continued to reach youth and help them to connect with caring volunteers.*

- Arts Festival—Richland County 4-H partnered with area nursing homes. Youth who had prepared to perform at the Annual 4-H Arts Festival were able to showcase their talents by performing (via zoom) for local seniors.
- Photography Challenge—Youth in the 4-H Photography project were encouraged to enter their photos in a five county 4-H photography contest. Exhibitors received feedback from a judge (via zoom) and photos were posted in an online photo gallery.
- Camp in a Box—Even a pandemic didn't stop 89 youth from participating in 4-H summer camp! 4-H Camp in a Box provided at-home activities and online events led by camp counselors including a virtual campfire, stargazing activity, building a rocket launcher, a paper airplane challenge and more!
- 4-H Project Kits—4-H volunteers and staff developed hands-on Art and STEM activity kits that 4-H members could complete at home.
- 4-H Clubs—4-H volunteers reached out to members in many formats including: zoom, social media, phone calls, drop-off activities and mailings. 4-H clubs also adapted service learning activities to be able to give back to their communities in ways that were safe for all participants.



**Craig Saxe**

Area Extension Director  
(serving Crawford, LaCrosse, Monroe,  
Richland & Vernon Counties)

**Date of Hire:**

July 1, 2017

Area Extension Directors serve as program administrators and supervisors for area faculty and staff. Working to ensure that the educational needs of local communities are met. Providing leadership in program coordination, staff development, financial management, and partnerships.



**Sandy Campbell**  
Program Support Staff

**Date of Hire:**

November 22, 1982

#### **Responsibilities:**

Support Staff for 4-H Program Coordinator & Agriculture Agent  
Oversee Day to Day Technical Office Operations



**Jennie Silver**  
Program Support Staff

**Workforce Development:** June 23, 2014

**Date of Hire:**

January 2, 2015

#### **Responsibilities:**

Support Staff for Human Development & Relationships and FoodWise Coordinator  
Support Staff for Area Extension Director



**Extension**  
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**Extension**

UNIVERSITY OF WISCONSIN-MADISON  
RICHLAND COUNTY

1000 Highway 14 West  
Richland Center, WI 53581

Phone: 608.647.6148  
Fax: 608.647.9116

## 2020 Annual Report to the Richland County Board of Supervisors

**We're on the Web!**  
**<http://richland.extension.wisc.edu>**  
**Also on Facebook as**  
**Extension Richland County**

*"Division of Extension helps the people  
of Richland County apply University  
research, knowledge and resources to  
meet their educational needs wherever  
they live and work."*

### **Richland County Agriculture & Extension Education Committee**

Marc Couey, Chair  
Steve Williamson, Vice Chair  
Lee Van Landuyt  
Shaun Murphy-Lopez  
Van Nelson

### **Faculty & Staff E-Mail Addresses:**

craig.saxe@wisc.edu  
chelsea.wunnicke@wisc.edu  
karleen.craddock@wisc.edu  
carolyn.ihde@wisc.edu  
sheena.cookfuglsang@wisc.edu  
kristine.lockwood@wisc.edu  
sandra.campbell@wisc.edu  
jennie.silver@wisc.edu





# TODD NOVAK

STATE REPRESENTATIVE • 51<sup>ST</sup> ASSEMBLY DISTRICT

(608) 266-7502  
Toll-Free: (888) 534-0051  
Rep.Novak@legis.wi.gov

P.O. Box 8953  
Madison, WI 53708-8953

March 9, 2021

Marty Brewer  
C/O Richland County Clerk  
181 West Seminary Street  
Richland Center, WI 53581

Dear Mr. Brewer and Board Members,

I wanted to take a moment to congratulate you on your successful application to receive a Community Development Block Grant for the village of Lone Rock. I was very pleased to see the Department of Administration (DOA) award Lone Rock this grant for up to \$481,750 to be used for blight elimination and community park developments.

I am proud to support your efforts related to making lasting improvements in our community. In previous sessions, I have worked to include increases to similar programs in the state budget, and I look forward to continuing this effort in the future. I believe these programs provide valuable resources for small rural communities like Lone Rock.

I want to thank you and the your fellow board members for your continued dedication to community development projects in our district. Your work is vital to helping our rural areas grow and thrive throughout the district.

Please feel free to contact my office if you ever need assistance in the future, you can reach my office at (608)-237-9151 or by email at Rep.Novak@legis.wisconsin.gov.

It is my pleasure to represent the 51<sup>st</sup> Assembly District in Madison. I look forward to continuing working with you this session. Once again, if I can be of assistance to you in any way please feel free to contact me.

Sincerely,

A handwritten signature in black ink, appearing to read "T. Novak", with a large, stylized flourish at the end.

Todd Novak  
State Representative  
51<sup>st</sup> Assembly District



[illegible]



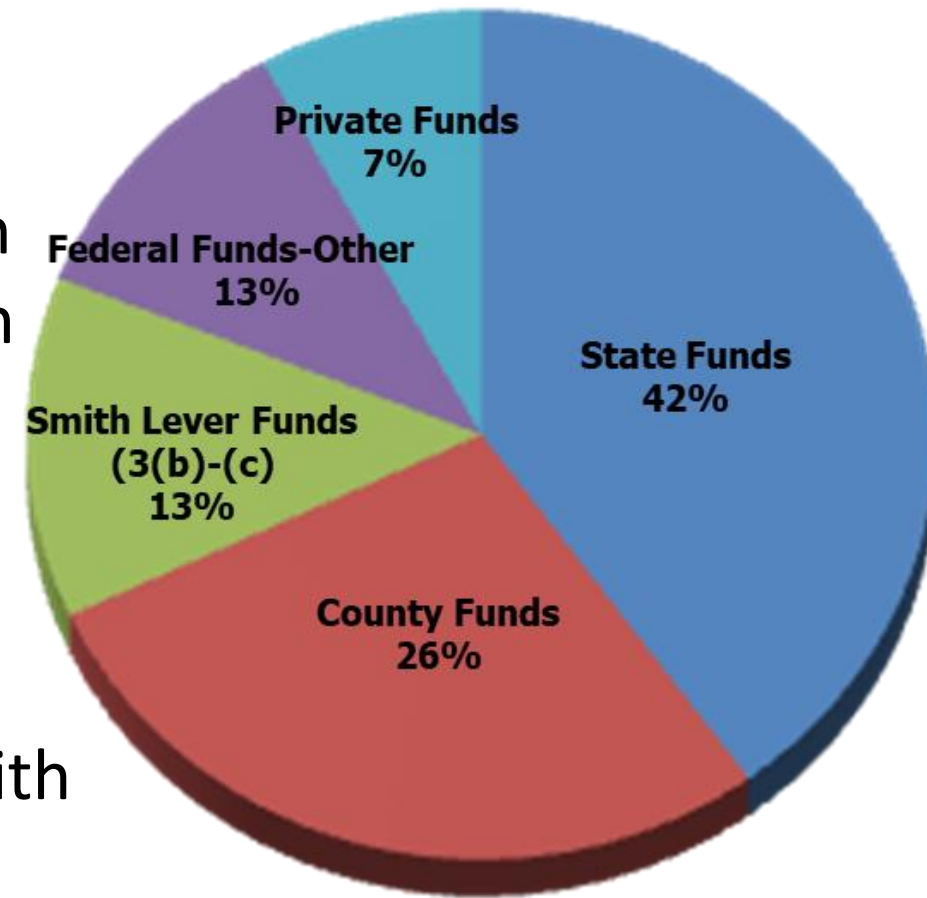
- **Extension's Mission**

Partnering to develop and connect the research and educational resources of UW-Madison with residents and communities to address local, statewide, and national issues.

- **Statewide Network**

Extension has deep local ties, working in and with communities to respond to emerging issues.

- **Investing in Extension**



**Craig Saxe**  
Area Extension Director  
(serving Crawford, LaCrosse, Monroe,  
Richland & Vernon Counties)



# Human Development & Relationships Extension Educator

## Chelsea Wunnicke

...working to make Richland County a place where families thrive!

### Financial Capabilities Education

- Financial coaching
- Encouraging Financial Conversations for professionals

### Parent & Caregiver Education

- Raising a Thinking Child
- Parent Connect

### Strengthening Our Community:

- RCCFAC; Kinship, Homelessness Coalition, Whole Community COVID Recovery
- Diversity & Inclusion Taskforce, Childcare Taskforce



Transforming Lives and Communities





UW-MADISON EXTENSION



**Mission:** To advance healthy eating habits, active lifestyles and healthy community environments for low-income families through nutrition education.

**Funding:** FoodWise is federally funded by the Supplemental Nutrition Assistance Program-Education (SNAP-Ed) and Expanded Food and Nutrition Education Program (EFNEP).

### What We Do:

**EXPOSE** people to new fruits and vegetables and why they're important  
>Elementary nutrition education toolkits & virtual visits

**TEACH** parents and individuals how to buy, plan, store and prepare healthy meals

>Community Café Series,, Family Cooking Classes

**EMPOWER** families with limited incomes to choose healthful diets and spend food dollars wisely

>Workforce Development, Food Pantries, HeadStart

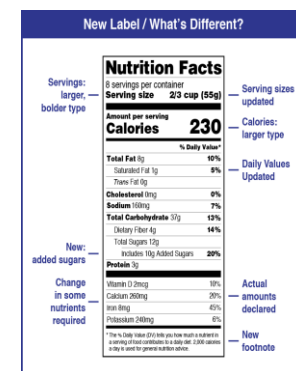
**SUPPORT** communities in making the healthy choice the easy choice where people live, learn, work and play. Build strategic partnerships.

> Growing Together community garden grant, Brewer Library Baking Kit, Farmers Market EBT

**Sheena Cook-Fuglsang,**  
Nutrition Coordinator, Vernon,  
Crawford & Richland Counties

**Kristine Lockwood,** Nutrition  
Educator Richland & Vernon  
Counties

**Kathy Lange,** Nutrition  
Educator, Crawford County



Meal Planning Practice

The Family  
Laura plans a weekly meal for her family of four. Two children eat school lunch. Both Laura and her husband work. Laura developed a meal plan for Monday, but she needs your help with the rest of the week.

Foods on hand  
Eggs, tomatoes, lentil patty, corn, salmon, frozen mixed vegetables, canned beans, apples, milk, Swiss cheese

Foods on sale  
Broccoli, avocados, apples, carrots, and chicken

	Breakfast	Lunch	Snack	Dinner
Monday	Orange juice and banana smoothie Creamy oatmeal with apples	Turkey/Lentil/Tortilla on tortilla Apples and cream cheese Hot fat milk	Yogurt with fruit	Chicken, chicken, rice, broccoli casserole White whole wheat bread Apple crisp Hot fat milk
Tuesday				
Wednesday				
Thursday				
Friday				



# Transforming Lives and Communities



Extension  
UNIVERSITY OF WISCONSIN-MADISON



# Richland County 4-H Youth Development Program

- Building Strong Leaders
- Giving Back To Our Community
- Learning Life Skills



UW-MADISON EXTENSION

Karleen Craddock  
4-H Youth Development Educator



## 4-H Members are:

4X	more likely to give back to their communities
2X	more likely to make healthier choices
2X	more likely to participate in STEM activities



# Carolyn Ihde - Agriculture Educator

## Small Ruminants

Small Ruminant Webinars:

forage needs

lambing basics

ethnic markets

branding,

direct marketing,

pasture needs.

**Publications:**

[How much meat should a lamb yield?](#)



## Beef Programming

Wisconsin Beef Special Edition:

[Forage Inventory Needs](#)

[Replacement Heifer Cost](#)

beef mineral needs

weaning calves

pasture weed

direct marketing

**Publications:**

[Don't forget the bull!](#)

[Preconditioning calves: Establishing your reputation](#)

## Climate Change

Professional Development:

for educators to begin or continue conversations about climate change with farmers to increase farmer knowledge of resiliency, adaptation, and mitigation.

**Promotions:**

[Registration Form](#)





# Questions?



Extension  
UNIVERSITY OF WISCONSIN-MADISON





# SOUTHWEST WISCONSIN LIBRARY SYSTEM

1300 Industrial Drive, Ste. 2, Fennimore, WI 53809 608-822-3393

## FULL BOARD MEETING MINUTES

**Jan. 20, 2021**

**5:00 p.m. 1300 Industrial Drive, Ste. 2, Fennimore, Wis.**

The Jan. 20, 2021, meeting of Southwest Wisconsin Library System was called to order by Board President Bob Boyle at 4:58 p.m. at SWLS headquarters in Fennimore with online connection available via Go To Meeting.

**Present:** **Crawford County:** Diane Craig; **Grant County:** Karen Busch, Carol Hood, Dale Hood, Stephen Kleisath (online), Deb Goold (online); **Iowa County:** Susan Storti, Stephen Holmgren, Larry Nelson (online); **Lafayette County:** Bob Boyle, Lori Neumann (online); **Richland County:** Steve Carrow (online). **Resource Library Representative:** Nikki Klein (online). **Member Library Liaison:** Nancy Ashmore. **SWLS Director:** David Kranz.

**Excused Absent:** **Richland County:** Rachel Schultz.

**Unexcused Absent:** **Grant County:** James Hibbard.

**Vacancy:** One Crawford County seat vacant.

**Public present:** None.

**Meeting Duly Posted:** Kranz affirmed that the meeting agenda was posted at SWLS Headquarters and sent to the five county clerks and 28 member public libraries for public posting more than 48 hours prior to the meeting.

**Moved by:** Susan Storti and **2<sup>nd</sup> by:** Karen Busch to accept the agenda as posted. **Motion carried.**

**Moved by:** Susan Storti and **2<sup>nd</sup> by:** Carol Hood to approve the minutes of the Nov. 18, 2020, SWLS board meeting. **Motion carried.**

**Moved by:** Stephen Kleisath and **2<sup>nd</sup> by:** Susan Storti to receipt in the transaction lists/check registers for November and December 2020. **Motion carried.**

**Moved by:** Karen Busch and **2<sup>nd</sup> by:** Carol Hood to accept the statements of financial control for November and December 2020 as presented. **Motion carried.**

**Moved by:** Susan Storti and **2<sup>nd</sup> by:** Stephen Holmgren to accept the balance sheets for November and December 2020 as presented. **Motion carried.**

**Citizen Participation, Communication and Announcements:** Kranz shared the letter from the state Dept. of Public Instruction saying the 2021 system plan had been approved and the first payment of 2021 state aid had been disbursed to the system in late 2020. Kranz shared a newspaper article that appeared in the *Richland County Observer* over the holidays highlighting the expanded wifi access that several SWLS libraries are able to offer thanks to a LSTA grant. SWLS had sent out information about this to the area newspapers and Kranz hopes this marks a



new start of system-generated promotion and information about area libraries and the building of relationships with area media.

**Director and Staff Activities Reports:** Written reports were provided for review. **Moved by:** Susan Storti and **2<sup>nd</sup> by:** Stephen Holmgren to accept the director and staff activities reports. **Motion carried.**

#### **Committee Reports:**

1. **Net Southwest and PLAC:** Draft minutes of the Dec. 4, 2020, Net Southwest and PLAC meetings were provided for review.
2. **Legislative update:** Kranz shared information about the 2021 Library Legislative Day sponsored by the Wisconsin Library Association. Usually an in-person day-long event in Madison, this year it will be online and involve multiple scheduled meetings conducted over three days, Feb. 16-18. Kranz noted that the WLA's Library Development & Legislation Committee identifies priorities to promote relating to the state budget; for the 2021 event they are prioritizing increased funding for regional library systems, funding for online local history portal Recollection Wisconsin, and funding for select statewide library service activities such as the Talking Book and Braille Library and the Cooperative Children's Book Center.

#### **Old Business:**

1. **Staffing update.** Joining the SWLS staff in December 2020 as part-time Cataloger I was Rosa Moore, formerly a staff member at the Platteville Public Library.
2. **Cataloging project update.** Kranz said all appears to be going well with the new cataloging app and new procedures and staff. He referred to cataloging statistics shared with the board that show 75%-80% of catalog requests being handled by the app process, most of them on an overnight time frame. Brand new items and locally produced or obscure items take longer to find matching record or are physically sent to the system for original cataloging. Nancy Ashmore shared that Prairie du Chien Memorial Library staff involved with cataloging have been pleased with the new cataloging staff at the system.
3. **Grant projects.** To date, 60 webcams have been purchased and distributed to SWLS libraries using a grant; more webcams have been requested and will be supplied. Kranz said grant-related project work slowed over the holidays but would pick up in 2021. The CARES Act grant has paid for an online resume creation tool that libraries can offer to patrons.

#### **New Business:**

1. **2021 YS Consultant contract.** SWLS signed a contract for limited YS Consulting for SWLS libraries with Carrie Portz. Outgoing SWLS YS Consultant Marge Loch-Wouters retired from the YS Consultant role as of the end of 2020, but she offered to assist with Portz's transition into the role; Loch-Wouters agreed to a very limited contracted role making her available for a small number of hours to support the new YS Consultant during the first half of 2021.
2. **Report on CE reimbursement activity.** Kranz provided information about the system's activity reimbursing libraries, municipalities, and individuals for qualifying continuing education activities in the latter third of 2020. A total of \$4,176.50 was reimbursed, including costs of 8 UW-Madison online courses required for librarian certification, 4 online conferences, and 8



additional online courses. This system CE reimbursement activity was in addition to grant-funded registration offered for other online conferences in the same period.

3. **2020 system financial audit proposal.** Kranz shared that a proposal from Collins & Associates of Prairie du Chien had been received to perform the audit of the system's 2020 activity for a cost of \$5,000. **Motion by:** Susan Storti and **2<sup>nd</sup> by:** Diane Craig to approve the system's acceptance of the proposal. **Motion carried.**
4. **ILS Migration grant application.** Kranz provided a copy of the grant application the system submitted Jan. 15 with cooperation from the Fennimore library (Dwight T. Parker Public Library) to cover costs of migration into the shared system integrated library system (ILS). He noted that this statewide grant opportunity was created to eliminate cost barriers for libraries interested in joining their system shared ILSes. The grant does not apply to libraries' ongoing costs of participation. The Fennimore library board moved to approve cooperating in applying for the grant at its Jan. 7 meeting.
5. **Fund balances and descriptions.** A report listing SWLS and system-administrated Net Southwest reserve funds was provided showing balances as of Dec. 31, 2020, and noting the designated purposes of each reserve as well as current location of the related funds. With two CDs reaching maturity in the first half of 2021, there was some discussion about interest rates and what other options might exist if CD renewal was not attractive. **Motion by:** Susan Storti and **2<sup>nd</sup> by:** Larry Nelson to accept the designated reserve funds report. **Motion carried.**
6. **2021 officers.** No desire for change to the SWLS Board of Trustees officers was expressed, so incumbents continue in their roles for 2021: President, Bob Boyle of Lafayette County; Vice President, Stephen Kleisath of Grant County; and Treasurer Deb Goold of Grant County. **Motion by:** Dale Hood and **2<sup>nd</sup> by:** Diane Craig to approve the officers for 2021. **Motion carried.**
7. **Official newspapers.** A list of newspapers in the region was provided, the same list as 2020. Board members were asked whether they had suggestions of other places where they or people in their communities look for news. The Crawford County Independent (northern and eastern Crawford County) and the Pecatonica Valley Leader (eastern Lafayette County) were mentioned. While not added as official newspapers at this time, the system will begin sending them information. **Motion by:** Stephen Holmgren and **2<sup>nd</sup> by:** Larry Nelson to approve the list of official newspapers for 2021. **Motion carried.**
8. **2021 meeting schedule.** Dates of anticipated SWLS Board of Trustees meetings were provided. **Motion by:** Carol Hood and **2<sup>nd</sup> by:** Karen Busch to approve the planned 2021 meeting schedule. **Motion carried.**
9. **Date and site of next planned full board meeting:** Feb. 17, 2021, at 5:00 p.m. at SWLS Headquarters in Fennimore and online via Go To Meeting.
10. **Motion by:** Stephen Holmgren and **2<sup>nd</sup> by:** Susan Storti to stand adjourned. **Motion carried.** Meeting adjourned at 5:43 p.m.

Respectfully submitted,  
David Kranz, SWLS Director