

# RICHLAND COUNTY

Rules & Resolutions Committee and Ethics Board

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June 2, 2021

## NOTICE OF MEETING

Please be advised that the Richland County Rules and Resolutions Committee and Ethics Board will convene at 10:00 a.m., Thursday, June 3<sup>rd</sup>, 2021 in the County Board Room at 181 W. Seminary Street and via videoconference and teleconference using the following information:

### **WebEx Videoconference:**

<https://richlandcounty.my.webex.com/richlandcounty.my/j.php?MTID=m4610a2d861a1b37b410b84b56358c440>

Meeting number: 182 104 9177, Password: richland

**WebEx Teleconference:** WebEx teleconference phone number: 408-418-9388, Access code: 182 104 9177 ##

If you have any trouble accessing the meeting, please contact MIS Director Barbara Scott at 608-649-5922 (phone) or [barbara.scott@co.richland.wi.us](mailto:barbara.scott@co.richland.wi.us) (email), or Finance & Personnel Committee Chair Shaun Murphy-Lopez at 608-462-3715 (phone/text) or [shaun.murphy@co.richland.wi.us](mailto:shaun.murphy@co.richland.wi.us) (email).

### Agenda:

1. Call to order
2. Proof of notification
3. Agenda approval
4. Previous meeting minutes\*
5. Recognition of the service of Anthony Wheeler\*
6. Recognition of emergency and health care service workers\*
7. LGBTQ pride month\*
8. Ordinance and resolution records review\*
  - a. **Brief tour to take place in the County Clerk's office at 181 W. Seminary St**
9. Future agenda items
10. Adjournment

\*Meeting materials for items marked with an asterisk may be found at <https://www.co.richland.wi.us/ethicsboardminutes.shtml>.

CC: Committee Members, County Board, Department Heads, Richland Observer, WRCO, Valley Sentinel, Courthouse Bulletin Board

## **RULES AND RESOLUTIONS COMMITTEE**

May 6, 2021

The Rules and Resolutions Committee and Ethics Board met on Thursday, May 6, 2021, at 1:00 p.m. virtually.

Committee members present included: Shaun Murphy-Lopez, Chad Cosgrove, Kerry Severson, Melissa Luck and Donald Seep.

Also present was: Derek S. Kalish, County Clerk and Clinton Langreck, County Administrator.

Committee Chair Murphy-Lopez called the meeting to order at 1pm.

Administrator Langreck confirmed Proof of Notification.

Motion by Cosgrove, second by Luck for approval of the Agenda. Motion carried.

Motion by Seep, second by Severson for approval of the minutes for the March 4<sup>th</sup> meeting of the Rules and Resolutions Committee and Ethics Board. Discussion continued. Murphy-Lopez makes motion to amend the minutes of the March 4<sup>th</sup> meeting by striking the number 40 and replacing it with 20 on page two under the municipal elected officials service recognition section, Cosgrove seconds, motion to amend carried. Motion to approve the minutes as amended carried.

**Changes to County Committee Structure Document** – Langreck reviewed proposed changes to the Finance and Personnel, LEJC, and Revolving Loan Fund Committee sections of the County Committee Structure document.

Under the Finance and Personnel Committee, Langreck proposed the following changes:

~~D. Annually prepare a budget for the County for submission to the County Board for its approval at the annual meeting.~~ Work with the County Administrator in the preparation of the annual county budget.

~~L. The County Administrator shall r~~Recommend ~~to the Committee~~ all proposals of lowering or raising the salary ranges, fixing the salaries, sick leave, vacation periods, holidays, working conditions, insurance for County employees, fringe benefits and leaves of absence shall be referred to the Personnel Committee only after consideration and recommendation by the concerned department head and committee. The Personnel Committee shall review and analyze such proposals and make such recommendations to the County Board as it determines appropriate.

~~M. The committee~~ The County Administrator shall from time to time conduct or cause to be conducted Job Analysis and Evaluations and a study of the table of operations, ~~and~~ and report to the Committee. ~~if~~ then a change in any of the above is recommended, ~~and~~ then said recommendation shall be submitted to the County Board for action.

~~R. Administer County's Federal and State Family and Medical Leave Act policies and forms.~~

- ~~S. The Committee will administer the County's deferred compensation program.~~
- ~~W. Study and make recommendations to the County Board regarding future telephone needs of all County departments.~~

Under the Law Enforcement and Judiciary Committee, Langreck proposed the following changes:

- ~~C. To confer with and supervise~~Provide oversight and advice for the needs, powers and duties of the Sheriff of Richland County, his deputies and employees, and attend to the supervision of the jail.
- ~~E. To Provide oversight and advice on service and maintain maintenance of~~ all equipment relative to the department.
- ~~G. Have charge~~ Provide oversight and advice of all matters pertaining to the operation of the Police Radio System.
- ~~K. Supervise~~ Provide oversight and advice for the operations of the Coroner's Office.
- ~~L. Supervise~~ Provide oversight and advice for the security and maintenance and rental of the County's radio towers and the accompanying building and surrounding fenced grounds.
- ~~M. Supervise~~ Provide oversight and advice for the operation of the County's 911 emergency telephone response system

Under the Revolving Loan Fund Committee, Langreck proposed the following changes:

- ~~A. Seven citizen members, at least one of whom shall be a banker and at least one of whom shall be an accountant. The Committee shall consist of individuals representative of broad community interests, and having special expertise and knowledge of commercial lending and economic developments processes.~~
- ~~A. Members shall be appointed by the Finance Committee.~~
- ~~B. The Committee shall review, select and recommend loan applications to the Finance Committee for final approval. The Committee shall also make policy recommendations to the Finance Committee for the administration of the Richland County Revolving Loan Program.~~
- ~~C. Three members shall constitute a quorum of the Committee.~~
- ~~D. Perform the duties set forth in the Richland County Revolving Loan Fund Manual dated July, 1998.~~
- ~~E. This Committee is not subject to the 6 years of continuous service rule.~~

Cosgrove makes motion to recommend a resolution to County Board regarding the changes to the Richland County committee structure as recommended by the Administrator Transition Committee, Luck seconds, motion carried. Discussion continued. Luck noted that the changes made fell in line with the changes made to other departments, nothing that elected officials cannot be directly supervised, and it's clear that communication needs to occur. Luck also noted that changes to the Finance and Personnel structure still allow the County Administrator to bring items forward to that committee. Seep noted he was comfortable with the proposed changes and asked if a review of the statutory guidelines has been conducted and Luck replied by stating a

review of statutory authority had not been completed or viewed by corporation counsel at this point. Langreck noted the proposed changes lessen the possibility to conflict with statutory rights. Murphy-Lopez inquired about section C under Finance and Personnel and asked if the word “supervise” was missed in the review process. Murphy-Lopez makes motion to amend Section C of the Finance and Personnel section of the committee structure document striking the word “supervise” and replace with “to provide oversight and advice to the County Administrator regarding all financial matters of the County Board for the purpose of keeping expenditures under control and within the budget adopted by the County Board”, Luck seconds, discussion continued. Seep questions the difference between the word advice and guidance and noted one sounds stronger than the other. Luck states the less of a strong word is desired. Motion to amend section C of the Finance and Personnel committee section carried. Murphy-Lopez discusses Section E of Finance and Personnel section. Luck noted the transition committee did not discuss that section. Seep asked if this section was about the role of the Finance & Personnel Committee and the working relationship in terms of supervision or oversight. Murphy-Lopez replied by stating it has to do with the way various department and committees work together and noted that it’s unclear as to what Finance and Personnel and Rules and Resolutions should do. Cosgrove makes motion to amend committee structure document to strike section E from the Rules and Resolutions section, Luck seconds, motion carried. Discussion regarding responsibility of the radio tower and its care occurred. Motion to approve recommended changes to the Richland County committee structure document and forward to the County Board carried. Luck requested that the document be reviewed by Interim Corporation Counsel Dadoun.

**Retirement Recognition** – Langreck reviews proposed resolutions. Luck makes motion to recommend resolutions to the County Board recognizing the retirements of Kathy Sutton, Victor Vlasak, and Benjamin Southwick, Severson seconds, motion carried and discussion followed. Murphy-Lopez makes motion to amend proposed resolution for Vlasak to include all information listed on the agenda item cover sheet and to include the date when Vlasak was first elected as County Clerk, Cosgrove seconds, motion carried. Severson makes motion to amend the resolution for Southwick to strike the word “hire” and replace with “appointed”, Murphy-Lopez seconds, motion carried. Motion to forward resolutions with proposed amendments to County Board carried.

**Review of Ethics Ordinance** – Murphy-Lopez reviews the state statutes for code of ethics for general public officials. Murphy-Lopez questioned whether or not the county’s ordinance should be updated to include issues related to ethics and the handling of abstentions. Luck noted the necessity for clarity and further education would be beneficial. Murphy-Lopez noted that a statement of economic interest may also be something to consider. Seep noted that a training session on ethics for the County Board would be a great idea. Murphy-Lopez makes motion to direct Dadoun to research peer county ethics ordinances and training opportunities and return that information back to Rules & Resolutions Committee, Severson seconds, motion carried.

**Future Agenda Items** – Severson noted that a review of non-zoning ordinances is needed. Seep noted that the reviewing the committee structure document should be a standing agenda item. Murphy-Lopez noted that items he’s looking into are redistricting, Rule #18, Rule #6, and recognizing long time local officials.

Motion by Seep, second by Cosgrove to adjourn to Thursday, June 3<sup>rd</sup> at 10 am in County Board room with Webex being available. Motion carried. The meeting adjourned at 2:20 p.m.

Derek S. Kalish  
Richland County Clerk

# Richland County Rules & Resolutions Committee

## Agenda Item Cover

**Agenda Item Name:** Recognition of the Service of Anthony Wheeler

<b>Department</b>	County Board	<b>Presented By:</b>	Shaun Murphy-Lopez
<b>Date of Meeting:</b>	6/3/21	<b>Action Needed:</b>	Resolution
<b>Disclosure:</b>	Open Session	<b>Authority:</b>	Committee Structure, Section D
<b>Date submitted:</b>	6/2/21	<b>Referred by:</b>	None

### Recommendation and/or action language:

Recommend a motion, to present an amended resolution to the County Board recognizing the contributions of Anthony Wheeler as Town of Sylvan Treasurer since 1985.

### Background:

At the April 20<sup>th</sup> meeting of the County Board, Resolution No. 21-53 was passed recognizing the service of 22 municipal elected officials who have served 20 or more years. Anthony Wheeler has served as Town of Sylvan Treasurer since 1985 and was not included on the list. Below is an amended resolution recognizing his service.

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

A Resolution Amending Resolution 21-53 Recognizing Long Serving Municipal Elected Officials.

WHEREAS the County Board recognized the service of 22 municipal elected officials in Richland County who were known to have served 20 or more years at their April 20<sup>th</sup>, 2021 meeting, and

WHEREAS Anthony Wheeler was identified as an additional municipal elected official who has served for 36 years as the Town of Sylvan Treasurer, as shown in the chart below,

Municipality	Individual	Years Served	Role
Town of Bloom	Calvin Brown	30	Chair (1991 – present)
Town of Eagle	Marilyn Williamson	34	Treasurer (1985 – 2019)
Town of Henrietta	Verlin Coy	34	Chair (1987 – present)
Town of Marshall	Steven Chupp	23	Supervisor (1998 – present)
Town of Marshall	Jerome Durst	20	Chair (2001 – present)
Town of Orion	Judy Shadewald	42	Treasurer (1979 – present)
Town of Richland	David Jelinek	28	Supervisor (1993 – 2015); Chair (2015 – present)
Town of Rockbridge	Scott Banker	30	Supervisor (1991 – 1997); Chair (1997 – present)

## Richland County Rules & Resolutions Committee

### Agenda Item Cover

Town of Rockbridge	Don Clark	28	Supervisor (1993 – present)
Town of Sylvan	Judy Murphy	46	Clerk (1975 – present)
<u>Town of Sylvan</u>	<u>Anthony Wheeler</u>	<u>36</u>	<u>Treasurer (1985 – present)</u>
Town of Westford	Sonya Klang	42	Treasurer (1979 – present)
Town of Westford	John Scheahan	34	Supervisor (1987 – 2021)
Village of Boaz	Jean Nicks	21	Trustee (2000 – 2014), President (2014 – present)
Village of Cazenovia	Mike Adelman	38	Trustee (1983 – present)
Village of Cazenovia	Steve Bauer	30	Trustee (1991 – present)
Village of Cazenovia	Tim Hanko	33	Trustee (1988 – present)
Village of Cazenovia	Robin Landsinger	20	Clerk (2000 – present)
Village of Cazenovia	Mary Shields	20	Treasurer (2000 – present)
Village of Viola	Kent Kanable	23	Trustee (1998 – present)
Village of Yuba	Janet Bladl	44	Treasurer (1973 – 2017)
Village of Yuba	Ron Bladl	42	Trustee (1978 – 2020)
Village of Yuba	Jim Huffman	44	Trustee (1977 – 2001) President (2001 – 2021)

NOW THEREFORE BE IT RESOLVED the County Board additionally expresses its appreciation to Mr. Wheeler for his many years of dedicated service to the residents of the Town of Sylvan, and

BE IT FURTHER RESOLVED the County Board appreciates the contributions of all municipal elected officials, no matter the length of their service, and

BE IT FURTHER RESOLVED if an error is found in the above list, or if any additional elected officials have been erroneously omitted, anyone may contact Shaun Murphy-Lopez, the Chair of the County’s Rules & Resolutions Committee, at 608-462-3715 to request a correction, and

BE IT FURTHER RESOLVED that the County Clerk is directed to send a copy of this Resolution to Mr. Wheeler at 12976 Elk Creek Road, Viola, WI 54664, and

**Richland County Rules & Resolutions Committee**

**Agenda Item Cover**

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

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**Attachments and References:**

**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 checked="" type="checkbox"/>	No financial impact		

**Approval:**

**Review:**

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Department Head

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Administrator, or Elected Office (if applicable)

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# Richland County Rules & Resolutions Committee

## Agenda Item Cover

**Agenda Item Name:** Recognition of Emergency and Health Care Service Workers

<b>Department</b>	County Board	<b>Presented By:</b>	Shaun Murphy-Lopez
<b>Date of Meeting:</b>	6/3/21	<b>Action Needed:</b>	Resolution
<b>Disclosure:</b>	Open Session	<b>Authority:</b>	Committee Structure, Section D
<b>Date submitted:</b>	6/2/21	<b>Referred by:</b>	None

### Recommendation and/or action language:

Recommend a motion, to present a resolution to the County Board recognizing the contributions of emergency and health care service workers and volunteers in Richland County.

### Background:

Recently the following occupations were honored in annual observances across the country:

- May 2 – 8: Correctional officers’ week
- May 4: Firefighters’ day
- May 6 – 12: Nurses’ week
- May 9 – 15: Police week, Hospital week
- May 16 – 22: EMS Week

A draft resolution below is presented for the committee’s consideration, to recognize the contributions of workers and volunteers, who have placed themselves in harms’ way to protect the health and safety of Richland County residents and visitors.

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

A Resolution Recognizing Emergency and Health Care Service Workers and Volunteers.

WHEREAS Richland County residents and visitors rely on emergency and health service workers and volunteers for our safety and well-being, and

WHEREAS several volunteer fire associations exist in our county, including Blue River, Cazenovia, La Farge, Lone Rock, Muscoda, Richland, Viola, and Yuba, and

WHEREAS several ambulance associations exist in our county, including Blue River EMS, Boaz (Western Richland County) First Responders, Cazenovia EMS, Ithaca First Responders, La Farge EMS, Lone Rock EMS, Muscoda EMS, Richland County EMS, Viola (Kickapoo Valley) EMS, and Yuba First Responders, and

WHEREAS several police forces exist in our county, including the Lone Rock Police Department, Richland Center Police Department, Richland County Sheriff’s Department, Viola Police Department, and

WHEREAS several organizations with health care service workers and volunteers are in our county, including Our House Senior Living, Pine Valley Community Village, Richland County Health and Human Service Department, the Richland Hospital and Clinic, and Schmitt Woodland Hills, and

WHEREAS hundreds of people serve in these organizations, and

**Richland County Rules & Resolutions Committee**

**Agenda Item Cover**

WHEREAS these people, whether volunteers or employed, have put themselves in harm’s way to protect the residents and visitors of Richland County, particularly since the beginning of the COVID-19 pandemic.

NOW THEREFORE BE IT RESOLVED the County Board expresses its appreciation to all emergency and health care service volunteers and workers for their service to our county, and

BE IT FURTHER RESOLVED the County Board appreciates the contributions of all volunteers and workers, no matter the length of their service, and

BE IT FURTHER RESOLVED if any group has been erroneously omitted from the above list, anyone may contact Shaun Murphy-Lopez, the Chair of the County’s Rules & Resolutions Committee, at 608-462-3715 to request a correction,

BE IT FURTHER RESOLVED that the County Clerk is directed to send a copy of this Resolution to each of these each of the organizations 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.

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**Attachments and References:**

**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 checked="" type="checkbox"/>	No financial impact		

**Approval:**

**Review:**

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Department Head

Administrator, or Elected Office (if applicable)

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# Richland County Rules & Resolutions Committee

## Agenda Item Cover

**Agenda Item Name:** LGBTQ Pride Month

<b>Department</b>	n/a (County Board)	<b>Presented By:</b>	Shaun Murphy-Lopez
<b>Date of Meeting:</b>	6/3/21	<b>Action Needed:</b>	Resolution
<b>Disclosure:</b>	Open Session	<b>Authority:</b>	Committee Structure, Section D
<b>Date submitted:</b>	6/2/21	<b>Referred by:</b>	None

### **Recommendation and/or action language:**

Recommend a motion, to present a resolution to the County Board celebrating LGBTQ (lesbian, gay, bisexual, transgender, queer) Pride Month.

### **Background:**

June is LGBTQ Pride Month, an annual observance commemorating the Stonewall riots which occurred on June 28, 1969 in New York City. At the time, relationships between same-sex couples were illegal, homosexuality was listed as a mental disorder by the American Psychiatric Association, and discrimination against LGBTQ people was widespread in the United States. Police raids of gay bars and subsequent arrests of patrons were routine. Patrons of the Stonewall Inn rioted that night as police were raiding the bar, and demonstrations spread on subsequent nights. The Stonewall riots are widely considered to be one of the most important events leading to the LGBTQ liberation movement and were followed by the first gay pride parade in June 1970 in New York City, as well as several other cities throughout the country.

In Richland County, there have been many LGBTQ residents over past decades, and openness has become more common recently with changes in views on sexuality. However, there is currently little known about Richland County residents who were part of the LGBTQ community, due to past and lingering social stigmas. A resolution is drafted below for the committee's consideration:

### **A Resolution Celebrating LGBTQ (Lesbian, Gay, Bisexual, Transgender, Queer) Pride Month**

WHEREAS the County Board wants to join in the celebration of June as LGBTQ Pride Month, which was born out of the Stonewall uprising in New York City on June 28, 1970, and

WHEREAS LGBTQ people have struggled with adversity to achieve full inclusion in American society, and

WHEREAS notable LGBTQ Richland County residents from our past have not been documented, due to past and lingering social stigmas associated with being a member of this community, and

WHEREAS unnamed LGBTQ people across many centuries 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 celebrates June as LGBTQ Pride Month, and

BE IT FURTHER RESOLVED that the County Board encourages residents to learn about and embrace the historical contributions of LGBTQ people in Richland County, and

**Richland County Rules & Resolutions Committee**

**Agenda Item Cover**

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

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**Attachments and References:**

**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 checked="" type="checkbox"/>	No financial impact		

**Approval:**

**Review:**

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Department Head

Administrator, or Elected Office (if applicable)

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# Richland County Rules & Resolutions Committee

## Agenda Item Cover

**Agenda Item Name:** Ordinance and Resolution Records Review

<b>Department</b>	County Board	<b>Presented By:</b>	Shaun Murphy-Lopez
<b>Date of Meeting:</b>	6/3/21	<b>Action Needed:</b>	Resolution
<b>Disclosure:</b>	Open Session	<b>Authority:</b>	Committee Structure, Section E
<b>Date submitted:</b>	6/2/21	<b>Referred by:</b>	None

**Recommendation and/or action language:**

None

**Background:**

At the last Rules & Resolutions Committee meeting, Supervisor Severson requested a future agenda item to review non-zoning ordinances. Clerk Kalish has invited the committee to take a brief tour of the County Clerk's office where ordinances and resolutions are stored. Because these records are stored in a vault, this portion of the meeting will not be available via videoconferencing, telephone, or video recording. The committee and others wishing to attend in person can take the tour, and then the committee will return to the County Board room for discussion, with virtual options available.

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**Attachments and References:**

**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 checked="" type="checkbox"/>	No financial impact		

**Approval:**

**Review:**

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Department Head

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Administrator, or Elected Office (if applicable)

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