

RICHLAND COUNTY

Finance & Personnel Committee

August 2, 2021

NOTICE OF MEETING

Please be advised that the Richland County Finance and Personnel Committee will convene at 1:00 p.m., Tuesday, August 3rd, 2021 via videoconference and teleconference using the information below. The meeting will also be held in the County Board Room at 181 W. Seminary Street, Richland Center WI 53581, Richland Center WI 53581 if the County Board Room is unavailable.

WebEx Videoconference:

<https://richlandcounty.my.webex.com/richlandcounty.my/j.php?MTID=m1b7e937c914001bfe717045d12b9a547>

Meeting number: 182 613 2988, Password: richland

WebEx Teleconference: WebEx teleconference phone number: 408-418-9388, Access code: 182 613 2988

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 (email).

Agenda:

1. Call to order
2. Proof of notification
3. Agenda approval
4. Previous meeting minutes

Budget

5. Discussion and possible action on Tri-County Airport ownership appropriations
6. Administrator Report on 2022 Budget Process
 - a. Department Presentation Process and Packet Format Review
 - b. Budget Proposal Tracking Matrix
 - c. Capital Improvement / Capital Projects Report
 - d. Status on Short-Term Borrowing Process
 - e. Timeline of remaining budget process items
7. Discussion and possible action regarding the 2022 Budget Process
8. Discussion and possible action on the Clerk and Administrator Office Budgets for 2022

Finance

9. Child Support use of Fund #75 funds for Computer Purchases

Conclusion

10. Future agenda items
11. Adjournment

Meeting materials may be found at <https://www.co.richland.wi.us/financePersonnelMinutes.shtml>.

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

FINANCE AND PERSONNEL COMMITTEE

July 20th, 2021

The Richland County Finance and Personnel Committee convened at 1:00 p.m., Tuesday, July 20th, 2021, in the County Board Room at 181 W. Seminary Street.

Committee members present included County Board Supervisors Shaun Murphy-Lopez, Marty Brewer, Linda Gentes, Melissa Luck, Don Seep, David Turk, and Marc Couey(absent).

1. Call to Order: Committee Supervisor Brewer called the meeting to order.

2. Proof of Notification: Supervisor Brewer verified that the meeting had been properly noticed. Copies of the agenda were sent by email to all Committee members, WRCO and County department heads, a copy was posted on the Courthouse Bulletin Board and a copy was emailed to The Richland Observer and the Valley Sentinel.

3. Agenda Approval: Motion by Luck, second by Turk to approve the Agenda. All Ayes. Motion carried.

4. Motion by Luck, second by Gentes to enter **Closed Session Pursuant to Wisconsin State Statue 19.85:(e) Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session — Union negotiations.** All Ayes. Motion Carried.

5. Return to open session: Motion by Brewer, seconded by Gentes to reconvene in open session. All Ayes. Motion Carried.

6. Possible action on items discussed in closed session: No action taken.

7. Adjournment: Motion by Gentes, seconded by Luck to adjourn to July 20th 2021 at 5:30pm. All Ayes. Motion Carried.

Clinton Langreck
Richland County — County Administrator

FINANCE AND PERSONNEL COMMITTEE

July 20th, 2021

The Richland County Finance and Personnel Committee convened at 5:30 p.m., Tuesday, July 20th, 2021, in Phoenix Banquet Hall at 100 S Orange St, Richland Center, WI 53581.

Committee members present included County Board Supervisors Shaun Murphy-Lopez, Marty Brewer, Linda Gentes, Melissa Luck, Don Seep, David Turk, and Marc Couey.

1. Call to Order: Committee Chair Murphy-Lopez called the meeting to order.

2. Proof of Notification: Chair Murphy-Lopez verified that the meeting had been properly noticed. Copies of the agenda were sent by email to all Committee members, WRCO and County department heads, a copy was posted on the Courthouse Bulletin Board and a copy was emailed to The Richland Observer and the Valley Sentinel.

3. Agenda Approval: Motion by Luck, second by Gentes to approve the Agenda. All Ayes. Motion carried.

4. Presentation – Richland-Grant Telephone/La Valle Telephone; fiber-to-the-home broadband grant-project near Cazenovia: Presentation from Josh Lien and John Bartz of La Valle Telephone.

5. Discussion and possible action regarding entering an agreement to partially fund a proposed fiber-to-the-home broadband grant-project near Cazenovia; Motion Luck, seconded by Turk to recommend resolution to the County Board to partner with La Valle Telephone, Sauk County and area townships in entering into an agreement to partially fund the proposed fiber-to-the-home broadband project near Cazenovia and to utilize American Rescue Plan to fund the \$200,000 share. All Ayes. Motion Carried.

7. Adjournment: Motion by Couey, seconded by Brewer to adjourn.

Clinton Langreck
Richland County — County Administrator

Richland County Committee

Agenda Item Cover

Agenda Item Name: Tri-County Airport ownership appropriations

Department	Administration	Presented By:	Administrator
Date of Meeting:	July 3 rd , 2021	Action Needed:	Vote
Disclosure:	Open Session	Authority:	Structure C + D
Date submitted:	July 2 nd , 2021	Referred by:	
Action needed by no later than (date)	N/A	Resolution	N/A

Recommendation and/or action language:

- 1) Motion to ... propose to the Sauk County Finance Committee, an agreement for Richland County to assume the following ownership apportionments:

35% ownership and apportionment of annual operating costs, and

30% ownership and apportionment of annual capital improvement costs, ...on 01 Jan 2022, and entering into the new airport owner agreement.

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

2020 Budget:

Under Ordinance 19-16 Richland County has 25.5% owner interest in all Tri-County Airport assets, a 25.5% appropriation to cover annual operating expenses, and an amount designated by the Commission to be set aside in an Airport capital expenditures account. Iowa County gave notice of withdrawing in accordance with section VIII of the ordinance in July of 2020, and withdrew effective 1 Jan 2021.

Sauk County continues to work with contracted counsel in drafting a proposed replacing ordinance/agreement for an owner agreement between Richland and Sauk County. Entering the 2020 budget year the Finance and Personnel made proposal to Sauk County of a reduction to 22% ownership and apportionment based on population during the 01 Sep 2020 meeting. October 2020 negotiations discussions with Sauk County Chair – Timothy McCumber led to the following correspondence “The Sauk County Finance Committee is recommending that Sauk contributes 74.5% for 2021 with an understanding we will negotiate ownership going forward when Brent Miller gets on board.” That left Richland at an operations and capital improvement rate of 25.5% for 2021.

2021 Budget:

Negotiations with Sauk County were held on 30 July 2021 to discuss appropriations going forward into 2022 and beyond (Chair Brewer, Chair McCumber, Administer Langreck, and Administrator Miller in attendance.)

Sauk position based on 1). Economic impact to Richland County as seen in Cardinal Glass payroll distributions [see attachment] and 2). Counties’ appropriations should more closely match a split of Iowa County’s previous share.

Richland position on 1). Population and tax base concerns and 2). Limited capacity for added capital costs

Negotiations concluded with an agreement to propose the following to respective counties:

Owner share for operations appropriations = 65% Sauk / 35% Richland County

Owner share for capital improvement appropriations = 70% Sauk / 30% Richland County

Recommended Cover Letter— County Administrator Langreck (20 May 2020)

Richland County Committee

Agenda Item Cover

Discussion continued with Administrators pursuing partnerships with local municipalities on a long-term plan for counties to relinquish ownership of the Airport passed federal grant requirements.

Preliminary Budget Guidance calls for a 0% Levy increase. Action is recommended to the committee to submit a proposal to Sauk County on the County's position in going forward with the 2022 budget and in entering into a new owner agreement.

Attachments and References:

Cardinal Glass Payroll Disbursements (below)	

Financial Review:

(please check one)

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

(summary of current and future impacts)

Estimated impacts in Operations:

2021 Operations (25%) = \$16,912.88

2022 Operations (35%) = 23,213.75 estimate

Difference/Increase of = \$6,300.87 (Levy)

Estimated impacts in 2022 Capital Improvements (Drainage, Lights and Raising Strip/Taxiway) =

Total Richland County Estimated Impact at 25% = \$72,437.50 of anticipated ARP Funds

Total Richland County Estimated Impact at 30% = \$86,925 of anticipated ARP funds

Difference/Increase = \$14,487.50

Total Increase = \$20,788.37 for total 2022 increase (\$6,300.87 levy)

Approval:

Review:

Clinton Langreck

Department Head

Administrator, or Elected Office (if applicable)

Richland County Committee

Agenda Item Cover

Cardinal Glass Payroll Disbursement by Counties:

County	Spring Green IG	Spring Green CG	Spring Green AG	Spring Green RT	Spring Green CG Tech Center	Total	% of Total	Wage Distribution
Adams	0	1	0	0	0	1	0.12%	\$41,831
Columbia	2	0	4	0	0	6	0.71%	\$250,986
Crawford	2	1	1	1	0	5	0.60%	\$209,155
Dane	11	8	17	0	2	38	4.52%	\$1,589,575
Grant	49	44	16	1	2	112	13.33%	\$4,685,064
Iowa	68	36	13	1	2	120	14.29%	\$5,019,712
Jo Daviess	2	0	0	0	0	2	0.24%	\$83,662
Juneau	1	0	0	0	0	1	0.12%	\$41,831
Lafayette	2	0	0	0	0	2	0.24%	\$83,662
Richland	175	130	30	9	1	345	41.07%	\$14,431,672
Sauk	126	45	23	1	7	202	24.05%	\$8,449,848
Vernon	5	0	0	1	1	7	0.83%	\$292,817
Total	443	264	104	14	15	840		\$35,179,814

Richland County Committee

Agenda Item Cover

Agenda Item Name: Child Support use of Fund #75 for Computer Purchase

Department	Child Support	Presented By:	Director Hoffman
Date of Meeting:	August 3 rd , 2021	Action Needed:	Vote
Disclosure:	Open Session	Authority:	Structure C
Date submitted:	August 2 nd , 2021	Referred by:	Child Support
Action needed by no later than (date)	N/A	Resolution	<u>N/A</u> , prepared, reviewed

Recommendation and/or action language:

- 1) Motion to ... reappropriate \$8,000 of funds from Fund #75 Child Support wall improvement project to the purchase of 2 new computers and supporting equipment for the Child Support Department.

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

Under fund #75 a \$25,000 appropriation was borrowed for the installation of a security wall in the Child Support office to mitigate hostile intrusions and meet compliance with IRS protocol. A less expensive solution was completed by Maintenance Supervisor Randy Nelson for \$600. We would like to reappropriate up to \$8,000 for the purchase of two new computers that will be purchased through Richland County MIS.

Attachments and References:

Financial Review:

(please check one)

<input checked="" type="checkbox"/>	In adopted budget	Fund Number	Fund #75
<input type="checkbox"/>	Apportionment needed	Requested Fund Number	
<input type="checkbox"/>	Other funding Source		
<input type="checkbox"/>	No financial impact		

(summary of current and future impacts)

Approval:

Review:

Clinton Langreck

Department Head

Administrator, or Elected Office (if applicable)
