

# County Clerk's Office

Richland County, Wisconsin

Derek S. Kalish  
County Clerk

Courthouse – P.O. Box 310  
Richland Center, Wisconsin 53581

(608) 647-2197  
(fax) (608) 647-6134

[derek.kalish@co.richland.wi.us](mailto:derek.kalish@co.richland.wi.us)

May 11, 2022

Please be advised that Richland County Board of Supervisors will convene at 7:00 p.m., Tuesday, May 17, 2022, 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=m503c26300867209e9edd9dfd491634cf>

Tuesday, May 17, 2022 7:00 pm | 3 hours | (UTC-06:00) Central Time (US & Canada)

Meeting number: 2551 229 6178

Password: Richland

Join by phone

+1-650-479-3208 United States Toll

Access code: 25512296178

## Agenda

1. Roll Call
2. Invocation
3. Pledge Of Allegiance
4. Approve Agenda
5. Approve Minutes Of The April 19<sup>th</sup> Meeting
6. Ordinance Relating To A Parcel Belonging To Georgia Angell In The Town Of Marshall
7. Ordinance Relating To A Parcel Belonging To Francis Waldsmith In The Town Of Henrietta
8. Report On Petitions For Zoning Amendments Received Since The Last County Board Session
9. Report On Rezoning Petitions Recommended For Denial By The Zoning And Land Information Committee
10. Initial Resolution Authorizing Not To Exceed \$8,500,000 General Obligation Bonds For Radio And Tower Project And Other Capital Improvement Projects
11. Resolution Approving A Municipal Advisory Agreement With Wisconsin Public Finance Professionals, LLC
12. Resolution Approving The Sheriff's Department Applying For And Accepting A Body Worn Camera Grant From The US Department Of Justice
13. Resolution Approving The Sheriff's Department Applying For And Accepting A COPS Hiring Grant From the US Department Of Justice
14. Resolution Approving the Sheriff's Department's Purchase Of Two New Vehicles And The Purchase And Installation Of Appropriate Equipment For Those Vehicles
15. Resolution A Resolution Approving The Payment Of A Central Square Invoice For The Sheriff's Department
16. Resolution Approving The County Itself To Conduct A Public Works Project – New Interview Room For The Sheriff's Office
17. Resolution Approving Elimination Of The Early Intervention Special Educator Position And To Replace With A Children's Long-Term Support & Birth To 3 Case Manager Position
18. Resolution Approving Bonuses And Recognition of Personnel Who Made Significant Contributions To The Public Health Emergency Response To The Community During The COVID-19 Pandemic
19. Resolution Approving The Base Logo And Motto For Richland County
20. Resolution Adopting A Policy On Expenditures Of Remaining Capital Improvement Funds
21. Resolution Adopting Amendments To The Richland County Board Rules And Structure Document
22. Appointments To Various Boards, Commissions And Committees
23. Reports: County Administrator
24. Correspondence
25. Adjourn

**\*\* Items In Bold Have Been Added, Modified, Or Removed From Agenda \*\***

## **APRIL MEETING**

April 19, 2022

County Clerk Kalish called the meeting to order at 7 PM.

Roll call found the following members present: District 1: Steve Carrow; District 2: Shaun Murphy-Lopez; District 3: Marty Brewer; District 4: Donald Seep; District 5: Richard McKee; District 6: Ken Rynes; District 7: Melissa Luck; District 8: Gary Manning; District 9: Timothy Gottschall; District 10: Ingrid Glasbrenner; District 11: Danielle Rudersdorf; District 12: Linda Gentes; District 13: David Turk; District 14: Chad Cosgrove; District 15: Bob Frank; District 16: Kerry Severson; District 17: Steve Williamson; District 18: Marc Couey; District 19: Julie Fleming; District 20: Barbara Voyce; District 21: Daniel McGuire. Roll call vote found 21 of 21 present.

Jonathan Young, Pastor at Church of the Nazarene, Richland Center, gave the Invocation.

County Clerk Kalish led the Pledge of Allegiance.

County Clerk Kalish administered the Oath of Office to all County Board Supervisors.

County Clerk Kalish led the process for the election of the County Board Chair. After reviewing the instructions, Administrator Langreck noted that Murphy-Lopez, Turk, and Brewer indicated interest in serving as the County Board Chair. County Clerk Kalish opened the floor for nominations. Motion by Frank, seconded by McKee, to nominate Marty Brewer as County Board Chair. Brewer accepted nomination. Motion by Luck, seconded by Rudersdorf, to nominate Shaun Murphy-Lopez as County Board Chair. Murphy-Lopez accepted nomination. Motion by McGuire, seconded by Severson, to nominate David Turk as County Board Chair. Turk accepted nomination. Hearing no other nominations after asking three times, motion by Manning, seconded by Frank, to close the floor for nominations and to cast secret ballots. Motion carried. All nominees were randomly assigned an order to present their nominee speeches prior to ballots being cast. Murphy-Lopez presented first, Turk presented second, and Brewer presented third. County Clerk Kalish read the list of nominees and reviewed the process to cast a secret ballot. County Treasurer Even and Sheriff Porter distributed and collected ballots. County Clerk Kalish noted that the winning candidate would require a majority of cast ballots by gaining at least 11 votes of the 21 Supervisors present. County Treasurer Even and Sheriff Porter assisted Corporation Counsel Windle in counting the ballots. A total of 21 ballots were cast with the following results: 13 votes for Brewer, 4 votes for Turk, and 4 votes for Murphy-Lopez. County Clerk Kalish stated that a majority of votes has been gained by Supervisor Brewer and declared Supervisor Brewer County Board Chair. County Clerk supplied Chair Brewer with the gavel and Chair Brewer assumed control of the meeting.

Chair Brewer led the process for the election of County Board Vice-Chair using the same process used for the election of the County Board Chair. Administrator Langreck noted that Murphy-Lopez and Turk indicated interest in serving as County Board Vice-Chair. Chair Brewer opened the floor for nominations. Motion by McKee, seconded by Gentes, to nominate Murphy-Lopez as County Board Vice-Chair. Murphy-Lopez accepted nomination. Motion by Frank, seconded by McGuire, to nominate David Turk as County Board Vice-Chair. Turk accepted nomination. Motion by Seep, seconded by Gottschall, to nominate Kerry Severson as County Board Vice-Chair. Severson declined nomination. Hearing no other nominations after asking three times, motion by McKee, seconded by Williamson, to close the floor for nominations and to cast secret ballots. Motion carried. County Treasurer Even and Sheriff Porter distributed, collected ballots, and assisted Corporation Counsel Windle in counting the ballots. A total of 21 ballots were cast with the following results: 13 votes for Murphy-Lopez and 8 votes for Turk. Chair Brewer stated that a majority of votes had been gained by Supervisor Murphy-Lopez and declared Supervisor Murphy-Lopez County Board Vice-Chair.

Motion by Glasbrenner, seconded by Frank for approval of the agenda. Motion carried and agenda declared approved.

Chair Brewer asked if any member desired the minutes of the March 15<sup>th</sup> and March 30<sup>th</sup> meetings to be read or if any member desired to amend the minutes of the previous meetings. Hearing no motion to read or amend the minutes of the March meetings, Chair Brewer declared the minutes as approved.

Motion by Cosgrove, seconded by Luck, to affirm the Rules of the County Board. Motion carried and Rules of the County Board were affirmed.

Chair Brewer led the process for the election and appointments to various committees, boards, and commissions beginning with the Pine Valley & Child Support Standing Committee. Administrator Langreck stated that interest had been expressed by Patricia Rippchen to serve as citizen on this committee. Gentes made motion, seconded by Voyce, to appoint Patricia Rippchen as citizen member to Pine Valley & Child Support Standing Committee, Rippchen accepted nomination, and motion carried. Administrator Langreck stated that interest had been expressed by Voyce and Williamson to serve as county board supervisor on this committee. Glasbrenner made motion, seconded by Gottschall, to nominate Williamson as county board supervisor member to Pine Valley & Child Support Standing Committee, and Williamson accepted nomination. Gentes made motion, seconded by McKee, to appoint Voyce as county board supervisor member to Pine Valley & Child Support Standing Committee, and Voyce accepted nomination. After asking three times and hearing no further nominations, Turk makes motion to close nominations and cast unanimous ballot to approve appointment of nominated citizen and county board supervisor members, seconded by Rynes, and the motion carried.

Chair Brewer called for a recess at 8:05 PM. Chair Brewer called for the meeting to reconvene at 8:22 PM.

County Clerk Kalish called the meeting of the Pine Valley and Child Support Standing Committee to order at 8:24 PM. Brewer made motion, seconded by Voyce, to elect McKee to be the Chair of the Pine Valley and Child Support Standing Committee. After the committee was asked three times and no additional nominations brought forward, Williamson made motion, seconded by Brewer, to cast unanimous ballot electing McKee as Chair of the Pine Valley and Child Support Standing Committee. Motion carried and McKee was declared the Chair of the Pine Valley and Child Support Standing Committee. Brewer made motion, seconded by Seep, to elect Williamson as the delegate to serve on the Finance and Personnel Standing Committee. Motion carried and Williamson was declared the delegate to serve on the Finance and Personnel Standing Committee. Seep made motion, seconded by Brewer, to elect Seep as the delegate to serve on the Rules & Strategic Planning Standing Committee. Motion carried and Seep was declared the delegate to serve on the Rules & Strategic Planning Standing Committee. Brewer made motion, seconded by Williamson, to adjourn to a date, time, and place to be determined at a later date. Motion carried and meeting adjourned at 8:30 PM.

Administrator Langreck called for confirmation of recommendations for supervisor appointments made from the County Board Chair and displayed the temporary slate of appointments. Administrator Langreck also called for confirmation of citizen appointments made by County Administrator and County Board Chair and displayed list of proposed citizen appointments. Chair Brewer's list of proposed committee assignments were presented as follows:

#### County Board Supervisor Appointments

HHS & Veterans: Seep, Rynes, Gottschall, Glasbrenner, Rudersdorf, and Severson

Public Safety: Rynes, Luck, Turk, Cosgrove, Frank, Severson, and Voyce

Education: Murphy-Lopez, Glasbrenner, Gentes, Cosgrove, Frank, Williamson, Couey, and Voyce

Public Works: Carrow, McKee, Manning, Cosgrove, Williamson, Couey, Fleming, and McGuire

Land & Zoning: Carrow, Luck, Gentes, Turk, Frank, and Fleming  
Fair, Recycling, & Parks: Manning, Gottschall, Rudersdorf, and Severson

### Citizen Appointments

HHS & Veterans: Cynthia Chicker, Jerel Berres, Sherry Hilleshiem, and Lee Van Landuyt

Pine Valley & Child Support: Patricia Rippchen (completed through election process)

FSA Chair: To be determined

Fair, Recycling, & Parks: Sandra Campbell, Garold Deaver, Scott Gald, Eric Siemandel, John Collins, Cynthia Chicker

Commission on Aging & Disability Board: Lawrence Engel and Angela Metz

Recommendation of two members to Lower Wisconsin State Riverway Board: Daniel Hillberry and Bob O'Brien.

Motion by Severson, seconded by McKee, to approve the appointments. Motion carried.

County Clerk Kalish called the meeting of the HHS and Veterans Standing Committee to order at 8:36 PM. Motion by Gottschall, seconded by Berres to elect Glasbrenner to be the Chair of the HHS and Veterans Standing Committee. Motion by Severson to elect Seep to be the Chair of the HHS and Veterans Standing Committee fails to carry having not received a second. Motion by Manning to elect Rynes to be the Chair of the HHS and Veterans Standing Committee fails as Manning is not on the committee. After the committee was asked three times and no additional nominations brought forward, motion by Severson, seconded by Gottschall, to close nominations and cast unanimous ballot for Glasbrenner to serve as Chair of the HHS and Veterans Standing Committee. Motion carried and Glasbrenner was declared the Chair of the HHS and Veterans Standing Committee. Motion by Glasbrenner, seconded by Cosgrove to elect Gottschall as the delegate to serve on the Finance and Personnel Standing Committee. Motion carried and Gottschall was declared the delegate to serve on the Finance and Personnel Standing Committee. Motion by Severson, seconded by Gottschall to elect Glasbrenner as the delegate to serve on the Rules & Strategic Planning Standing Committee. Motion carried and Glasbrenner was declared the delegate to serve on the Rules & Strategic Planning Standing Committee. Motion by Gottschall, seconded by Berres, to adjourn to 10:30 AM on May 12, 2022. Motion carried and meeting adjourned at 8:42 PM.

County Clerk Kalish called the meeting of the Public Safety Standing Committee to order at 8:43 PM. Motion by Frank, seconded by Cosgrove to elect Luck to be the Chair of the Public Safety Standing Committee. After the committee was asked three times and no additional nominations brought forward, motion by Turk, seconded by Frank, to close nominations and cast unanimous ballot for Luck to serve as Chair of the Public Safety Standing Committee. Motion carried and Luck was declared the Chair of the Public Safety Standing Committee. Motion by Luck, seconded by Frank to elect Luck as the delegate to serve on the Finance and Personnel Standing Committee. Motion carried and Luck was declared the delegate to serve on the Finance and Personnel Standing Committee. Motion by Luck, seconded by Turk to elect Frank as the delegate to serve on the Rules & Strategic Planning Standing Committee. Motion carried and Frank was declared the delegate to serve on the Rules & Strategic Planning Standing Committee. Motion by Turk, seconded by Rynes, to adjourn to 8:30 AM on May 13, 2022. Motion carried and meeting adjourned at 8:45 PM.

County Clerk Kalish called the meeting of the Education Standing Committee to order at 8:45 PM. Motion by Murphy-Lopez, seconded by Frank to elect Gentes to be the Chair of the Education Standing Committee. After the committee was asked three times and no additional nominations brought forward, motion by Glasbrenner, seconded by Cosgrove, to close nominations and cast unanimous ballot for Gentes to serve as Chair of the Education Standing Committee. Motion carried and Gentes was declared the Chair of the Education Standing Committee. Motion by Williamson, seconded by Voyce to elect Couey as the delegate to serve on the Finance and Personnel Standing Committee. Motion carried and Couey was declared the delegate

to serve on the Finance and Personnel Standing Committee. Motion by Glasbrenner, seconded by Couey to elect Cosgrove as the delegate to serve on the Rules & Strategic Planning Standing Committee. Motion carried and Cosgrove was declared the delegate to serve on the Rules & Strategic Planning Standing Committee. Motion by Murphy-Lopez, seconded by Frank, to adjourn to 1:15 PM on May 9, 2022. Motion carried and meeting adjourned at 8:50 PM.

County Clerk Kalish called the meeting of the Public Works Standing Committee to order at 8:50 PM. Motion by Manning, seconded by Cosgrove to elect Williamson to be the Chair of the Public Works Standing Committee. After the committee was asked three times and no additional nominations brought forward, motion by Cosgrove, seconded by McKee, to close nominations and cast unanimous ballot for Williamson to serve as Chair of the Public Works Standing Committee. Motion carried and Williamson was declared the Chair of the Public Work Standing Committee. Motion by Couey, seconded by Manning to elect Cosgrove as the delegate to serve on the Finance and Personnel Standing Committee. Cosgrove declined the nomination. Motion by McKee, seconded by Williamson, to elect Carrow as the delegate to serve on the Finance & Personnel Standing Committee. Motion carried and Carrow was declared the delegate to serve on the Finance and Personnel Standing Committee. Motion by Couey, seconded by Williamson to elect Fleming as the delegate to serve on the Rules & Strategic Planning Standing Committee. Motion carried and Fleming was declared the delegate to serve on the Rules & Strategic Planning Standing Committee. Motion by Couey, seconded by Cosgrove, to adjourn to 5:30 PM on May 11, 2022. Motion carried and meeting adjourned at 8:56 PM.

County Clerk Kalish called the meeting of the Land & Zoning Standing Committee to order at 8:58 PM. Motion by Frank, seconded by Gentes to elect Luck to be the Chair of the Land & Zoning Standing Committee. After the committee was asked three times and no additional nominations brought forward, motion by Frank, seconded by Turk, to close nominations and cast unanimous ballot for Luck to serve as Chair of the Land & Zoning Standing Committee. Motion carried and Luck was declared the Chair of the Land & Zoning Standing Committee. Motion by Luck, seconded by Frank to elect Turk as the delegate to serve on the Finance and Personnel Standing Committee. Motion carried and Turk was declared the delegate to serve on the Finance and Personnel Standing Committee. Motion by Gentes, seconded by Fleming to elect Turk as the delegate to serve on the Rules & Strategic Planning Standing Committee. Motion carried and Turk was declared the delegate to serve on the Rules & Strategic Planning Standing Committee. Motion by Frank, seconded by Turk, to adjourn to 3:00 PM on May 2, 2022. Motion carried and meeting adjourned at 9:00 PM.

County Clerk Kalish called the meeting of the Fair, Recycling, and Parks Standing Committee to order at 9:00 PM. Motion by Chicker, seconded by Gottschall to elect Severson to be the Chair of the Fair, Recycling, and Parks Standing Committee. After the committee was asked three times and no additional nominations brought forward, motion by Chicker, seconded by Manning, to close nominations and cast unanimous ballot for Severson to serve as Chair of the Fair, Recycling, and Parks Standing Committee. Motion carried and Severson was declared the Chair of the Fair, Recycling, and Parks Standing Committee. Severson declined any nomination to the Finance & Personnel and Rules & Strategic Planning Committees before nominations began. Motion by Gottschall, seconded by Chicker to elect Manning as the delegate to serve on the Finance and Personnel Standing Committee. After the committee was asked three times and no additional nominations brought forward, motion by Gottschall, seconded by Collins, to close nominations and cast unanimous ballot for Manning to serve the delegate to serve on the Finance and Personnel Standing Committee. Motion carried and Manning was declared the delegate to serve on the Finance and Personnel Standing Committee. Motion by Severson, seconded by Siemandel to elect Gottshall as the delegate to serve on the Rules & Strategic Planning Standing Committee. After the committee was asked three times and no additional nominations brought forward, motion by Chicker, seconded by Manning, to close nominations and cast unanimous ballot for Gottschall to serve the delegate to serve on the Rules & Strategic Planning Standing Committee. Motion carried and Gottschall was declared the delegate to serve on the Rules & Strategic Planning Standing Committee. Motion by Collins, seconded by Gald, to adjourn to 5:00 PM on April 27, 2022. Motion carried and meeting adjourned at 9:07 PM.

Administrator Langreck reviewed the list of committee assignments as a result of the delegations to various committees. Administrator Langreck reviewed the list of supervisors that are assigned to more than three standing committees and noted that resignations would be necessary.. The list of assignments reviewed was as follows:

Gottschall: HHS & Veterans, Fair-Recycling-Parks, Finance & Personnel, and Rules & Strategic Planning  
Turk: Public Safety, Land & Zoning, Finance & Personnel, and Rules & Strategic Planning  
Cosgrove: Public Safety, Education, Public Works, and Rules & Strategic Planning  
Frank: Public Safety, Education, Land & Zoning, and Rules & Strategic Planning  
Williamson: Pine Valley & Child Support, Education, Public Works, and Finance & Personnel

Gottschall resigned from the Rules & Strategic Planning Standing Committee. Turk resigned from the Rules & Strategic Planning Standing Committee. Cosgrove resigned from the Public Safety Standing Committee. Frank resigned from the Land & Zoning Standing Committee. Williamson resigned from the Education Standing Committee.

Chair Brewer called for a recess at 9:19 PM. Chair Brewer called for the meeting to reconvene at 8:22 PM.

Administrator Langreck reviewed adjustments made to committee appointments. The adjustments were as follows:

Rudersdorf and Gentes added to Public Safety Standing Committee  
McGuire added to Education and Land & Zoning Standing Committees  
McKee and Rynes only have two assignments and will need one more  
Fair, Recycling & Parks Standing Committee will need representation for Rules & Strategic Planning Standing Committee  
Pine Valley and Child Support Standing Committee will need one vacancy filled  
Motion by Williamson, seconded by Frank, to approve the recommended adjustments. Motion carried.

Resolution No. 22 – 34 relating to the county obtaining a tax deed to certain tax delinquent real estate in the City of Richland Center was read by County Clerk Kalish. Motion by Seep, seconded by McKee that Resolution No. 22 - 34 be adopted. Motion carried and resolution declared adopted.

#### **RESOLUTION NO. 22 - 34**

A Resolution Relating To The County Obtaining A Tax Deed To Certain Tax Delinquent Real Estate In The City of Richland Center.

WHEREAS the County is the owner and holder of tax certificates relating to certain tax-delinquent real estate in the City of Richland Center, and

WHEREAS the County is at this time authorized by the Wisconsin Statutes to take a tax deed to this tax delinquent real estate and to thereby become the owner of the real estate, subject to the statutory right of redemption of the former owner, and

WHEREAS the Property, Building and Grounds Committee has carefully considered this matter and is now recommending that the County Board authorize the taking of title by the County to this tax delinquent parcel of real estate.

NOW, THEREFORE, BE IT RESOLVED by the Richland County Board of Supervisors that approval is hereby granted for the County to execute and issue a tax deed in favor of Richland County to the following-

described parcel of real estate in the City of Richland Center which is known as Tax Parcel # 276-2100-0420 as to which the County owns and holds the following unredeemed tax certificates for the following tax years:

<b>Tax Year</b>	<b>Certificate No.</b>	<b>Face of Certificate</b>
2009	709	2,630.80
2010	712	1,829.01
2011	678	1,718.18
2012	629	1,000.19
2013	620	1,155.31
2014	515	1,113.35
2015	530	1,076.87
2016	519	1,054.29
2017	449	1,058.12
2018	498	1,025.62
2019	418	3,233.07
2020	411	1,119.28
<b>Total</b>		<b>\$18,014.09</b>

The legal description relating to this parcel is as follows:

The following-described real estate is situated in Richland County, State of Wisconsin:

Lot Two (2) in Block Four (4), City of Richland Center, as laid out and platted by Ira S. Haseltine, June 6, 1851, on the Northwest Quarter (NW1/4) of Section Twenty-One (21), Township Ten (10) North, Range One (1) East, Richland County, Wisconsin.

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

VOTE ON FOREGOING RESOLUTION

RESOLUTION OFFERED BY THE PROPERTY,  
BUILDING AND GROUNDS COMMITTEE

AYES \_\_\_\_\_ NOES \_\_\_\_\_

FOR AGAINST

RESOLUTION ADOPTED

DEREK S. KALISH  
COUNTY CLERK

RICHARD MCKEE	X
CHAD COSGROVE	
STEVE CARROW	
DANIEL MCGUIRE	X
STEVE WILLIAMSON	X

DATED: APRIL 19, 2022

Resolution No. 22 – 35 relating to cancelling stale county checks was read by County Clerk Kalish. Motion by McKee, seconded by Glasbrenner that Resolution No. 22 - 35 be adopted. Motion carried and resolution declared adopted.

## RESOLUTION NO. 22 – 35

A Resolution Relating To Cancelling Stale County Checks.

WHEREAS it appears in the report of the County Treasurer that the following checks have been outstanding against the County for more than one year and County Board approval is required before these checks can be taken off the books of the County.

NOW THEREFORE BE IT FURTHER RESOLVED by the Richland County Board of Supervisors that the following County checks drawn on Richland County Bank are hereby cancelled:

Check Number	Date	Payee	Department	Amount
12209	04/08/2020	Layer, Wendy	County Fair	1.00
14190	08/21/2020	Powell, Rebecca	County Fair	41.00
15053	11/03/2020	Lettman, Garrett	Treas. - Tax Refund	3.67
15967	12/30/2020	Matos, Ericka	Treas. – Tax Refund	12.08
Total				<u>\$57.75</u>

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

VOTE ON FOREGOING RESOLUTION

RESOLUTION OFFERED BY THE  
FINANCE AND PERSONNEL COMMITTEE

AYES \_\_\_\_\_ NOES \_\_\_\_\_

FOR AGAINST

RESOLUTION ADOPTED

DEREK S. KALISH  
COUNTY CLERK

DATED: APRIL 19, 2022

SHAUN MURPHY-LOPEZ	X
DAVID TURK	X
MELISSA LUCK	X
MARTY BREWER	X
LINDA GENTES	X
MARC COUEY	X

Resolution No. 22 – 36 relating to cancelling stale tax certificates for the tax year 2009 and making an appropriation was read by County Clerk Kalish. Motion by McKee, seconded by Turk that Resolution No. 22 - 36 be adopted. Motion carried and resolution declared adopted.

## RESOLUTION NO. 22 - 36

A Resolution Relating To Cancelling Stale Tax Certificates For The Tax Year 2009 And Making An Appropriation.

WHEREAS when real estate taxes on a parcel go unpaid, the County issues a tax certificate which is a lien on the real estate and, if a tax certificate remains unpaid for 11 years, Wisconsin Statutes, section 75.20



requires the County Treasurer to cancel that tax certificate, and

WHEREAS there are 11 tax certificates which County Treasurer Jeffrey Even is now required to cancel and the Finance and Personnel Committee is now presenting this Resolution to the County Board for an appropriation to reflect the lost revenues resulting from these cancelled tax certificates in the 2021 County budget.

NOW THEREFORE BE IT RESOLVED by the Richland County Board of Supervisors that approval is hereby granted for cancelling the following tax certificates for Tax year 2009.

<b>Certificate Number</b>	<b>Parcel Number</b>	<b>Tax Amount</b>	<b>Property Owner</b>
26	002-2721-2100	41.18	Gander, Stacy
69	006-0634-5300	2.12	Owner Unknown
168	006-4041-0009	4.00	Owner Unknown
169	006-4621-0000	4.00	Owner Unknown
408	022-0934-2100	6.15	Owner Unknown
499	028-1633-2100	2.57	Sylvan Creamery Co.
550	030-2811-1100	612.21	Nash, Ronald
571	032-2220-0810	96.05	Koechley, Robert
572	032-2220-0830	47.00	Koechley, Robert
573	032-2220-0880	28.61	Koechley, Robert
706	276-2100-0420	4,630.80	Crook, Timothy
<b>Total</b>		<b>\$5,474.69</b>	

BE IT FURTHER RESOLVED that \$5,474.69 is hereby appropriated from the General Fund to the Cancelled Tax Certificates account in the 2022 County budget, 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  
FINANCE AND PERSONNEL COMMITTEE

AYES \_\_\_\_\_ NOES \_\_\_\_\_

RESOLUTION ADOPTED

FOR AGAINST

DEREK S. KALISH  
COUNTY CLERK

SHAUN MURPHY-LOPEZ	X
DAVID TURK	X
MELISSA LUCK	X
MARTY BREWER	X
LINDA GENTES	X

DATED: APRIL 19, 2022

MARC COUEY

X

Resolution No. 22 – 37 approving the selection of a general contractor for remodeling of the emergency services facility was read by County Clerk Kalish. Motion by Severson, seconded by Manning that Resolution No. 22 - 37 be adopted. Motion carried with Rynes abstaining and resolution declared adopted.

**RESOLUTION NO. 22 - 37**

A Resolution Approving Selection Of A General Contractor For Remodeling Of The Emergency Services Facility.

WHEREAS the building located at 1027 N Jefferson St has been purchased to house the County's emergency services programs; and

WHEREAS, the Committee did advertise for bids from companies to act as the general contractor for remodeling the existing facility as required for the emergency service functions and the Committee is recommending that the bid submitted by Joe Daniels Construction Co., Inc. for the amount of \$348,556.00 be approved; and

WHEREAS the Joint Ambulance 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 approval is hereby granted for a public works project consisting of remodeling the emergency services facility to house the County's emergency services programs; and

BE IT FURTHER RESOLVED that the bid submitted by Joe Daniels Construction Co., Inc., which is determined by the Joint Ambulance Committee to be the lowest responsive and responsible bidder is hereby accepted and approved, and the contract for the Remodeling of the Emergency Services Facility is hereby awarded to Joe Daniels Construction Co., Inc.; and

BE IT FURTHER RESOLVED that the funds to pay for these services shall come from the Capital Project Fund (Fund # 75); and

BE IT FURTHER RESOLVED that should the costs of the project exceed the project allotment in the Capital Project Fund (Fund # 75), the additional costs shall be paid by the Ambulance Fund (Fund # 51); and

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

VOTE ON FOREGOING RESOLUTION

RESOLUTION OFFERED BY JOINT  
AMBULANCE COMMITTEE

AYES \_\_\_\_\_ NOES \_\_\_\_\_

RESOLUTION ADOPTED

DEREK S. KALISH  
COUNTY CLERK

DATED: APRIL 19, 2022

Corporation Counsel Windle provided information on the statutory mechanism regarding claims against the County's dog license fund for attacks of a dog against other domestic animals. Windle noted that the process is exacting, there are strict deadlines, and that the County Board has no authority or ability to correct any deficit or defect in the process. Windle noted he requested it be brought up given multiple claims have been received but have failed for various reasons and directed those to review the memo provided at an earlier meeting. No action was taken on this agenda item.

Chair Brewer read letter received from Wisconsin Department of Children and Families congratulating the Richland County Child Support Agency for receiving the Federal Fiscal Year 2021 Certificate of Excellence Award. Supervisor Williamson thanked all for the floral arrangements sent for his father's funeral. Supervisor Severson strongly encouraged all County Board Supervisors to review the Frequently Asked Questions handout regarding the Richland County Radio Tower Project. Administrator Langreck noted that supporting documents are available for review online.

Motion by Glasbrenner, second by Frank to adjourn to April 22, 2022 at 9:00 a.m. Motion carried and the meeting adjourned at 9:48 PM.

STATE OF WISCONSIN )  
 )SS  
COUNTY OF RICHLAND)

I, Derek S. Kalish, County Clerk in and for the County of Richland, do hereby certify that the foregoing is a true copy of the proceedings of the County Board of Supervisors of Richland County for the meeting held on the 19<sup>th</sup> day of April, 2022.

Derek S. Kalish  
Richland County Clerk

**ORDINANCE NO. 22 - 1**

Amendment No. 545 To Richland County Comprehensive Zoning Ordinance No. 5 Relating To A Parcel Belonging To Georgia Angell 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 21acre parcel belonging to Georgia Angell and in the Town of Marshall is hereby rezoned from the General Agricultural and Forestry District (A-F) to the Agriculture and Residential (A-R) District:

All that part of the Northwest quarter of the Northeast quarter of Section 14, Township 11 North, Range 1 West, Town of Marshall, Richland County Wisconsin described as follows:  
Beginning at the North quarter corner of said Section 14;  
Thence South 01°56'15" East, along the west line of said Northeast quarter, 1324.37 feet to the Southwest corner of said Northwest quarter of the Northeast quarter;  
Thence North 89°15'53" East, along the South line of said Northwest quarter of the Northeast quarter, 908.66 feet to a point on the centerline of State Trunk Highway 56;  
Thence North 43°15'01" West, along said centerline, 42.41 feet to the point of curvature of a 22936.25-foot radius curve concave to the Northeast;  
Thence Northwesterly, 322.32 feet along said centerline and the arc of said curve having a central angle of 00°48'19" and a chord bearing North 42°50'52" West, 322.32 feet;  
Thence North 42°26'43" West, along said centerline, 277.78 feet;  
Thence North 43°26'04" East, 535.55 feet;  
Thence North 40°23'49" West, 595.59 feet to a point on the North line of said Northeast quarter of Section 14;  
Thence South 89°41'23" West, along said North line, 499.86 feet to the point of beginning.

3. This Ordinance shall be effective on May 18th, 2022.

DATED: MAY 17, 2022  
PASSED: MAY 17, 2022  
PUBLISHED: MAY 26, 2022

ORDINANCE OFFERED BY THE LAND AND  
ZONING STANDING COMMITTEE

		FOR	AGAINST
MARTY BREWER, CHAIR RICHLAND COUNTY BOARD OF SUPERVISORS	MELISSA LUCK	X	
	STEVE CARROW	X	
	DAVID TURK	X	
ATTEST:	LINDA GENTES	X	
	JULIE FLEMING	X	
	DANIEL MCGUIRE		

DEREK S. KALISH  
RICHLAND COUNTY CLERK

## ORDINANCE NO. 22 - 2

Amendment No. 546 To Richland County Comprehensive Zoning Ordinance No. 5 Relating To A Parcel Belonging To Francis Waldsmith In The Town Of Henrietta.

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 1.61 acre parcel belonging to Francis Waldsmith and in the Town of Henrietta is hereby rezoned from the General Agricultural and Forestry District (A-F) and Single Family Residential (R-1) District to the Single-Family Residential (R-2) District:

Part of discontinued O'Neil street, discontinued J. A. Johnson street and part of the discontinued un-named alley in block 2, Original Plat of Hub City discontinued by order of the Town Board and recorded as document number 328576, and part of Lots 3, 4, 5, 6, 7 and 8 of Block 2, of the Original Plat of Hub City, and other unplatted lands, all located in part of the Northeast quarter of the Southeast quarter of Section 34, Township 12 North, Range 1 East, Township of Henrietta, Richland County, Wisconsin described as follows:

Commencing at the East quarter corner of said Section 34;

Thence North 89°48'20" West, along the North line of said Southeast quarter, 1300.21 feet to the Northwest corner of the Northeast quarter of the Southeast quarter;

Thence South 00°24'26" West, along the West line of said Northeast quarter of the Southeast quarter, 439.57 feet to the point of beginning of the lands hereinafter described;

Thence East, 444.13 feet;

Thence South 336.10 feet to a point on the North line of Palmer Street,

Thence North 89°56'48" West, along the North line of Palmer Street, 171.51 feet to a point on the centerline of said vacated J.A. Johnson Street;

Thence North 00°24'26" East, along said centerline, 289.00 feet to a point on the centerline of said vacated O'Neil street;

Thence North 89°56'48" West, along said centerline, 275.01 feet to a point on the West line of said Northeast quarter of the Southeast quarter;

Thence North 00°24'26" East, along said West line, 46.69 feet to the point of beginning.

3. This Ordinance shall be effective on May 18th, 2022.

DATED: MAY 17, 2022  
PASSED: MAY 17, 2022  
PUBLISHED: MAY 26, 2022

ORDINANCE OFFERED BY THE LAND &  
ZONING STANDING COMMITTEE

	FOR	AGAINST
MARTY BREWER, CHAIR	X	
RICHLAND COUNTY BOARD OF SUPERVISORS	X	
ATTEST:	X	
	X	
	X	
	X	
	X	

DEREK S. KALISH  
RICHLAND COUNTY CLERK

## RESOLUTION NO. 22 - 38

Initial Resolution Authorizing Not To Exceed \$8,500,000 General Obligation Bonds For Radio And Tower Project And Other Capital Improvement Projects.

WHEREAS, Richland County, Wisconsin (the "County") is in need of an amount not to exceed \$8,500,000 for the public purpose of financing capital improvement projects, consisting of the radio and tower project, facility maintenance and improvements and equipment acquisition; and

WHEREAS, it is desirable to authorize the issuance of general obligation bonds for such purpose pursuant to Chapter 67 of the Wisconsin Statutes;

NOW, THEREFORE, BE IT RESOLVED by the Richland County Board of Supervisors that the County borrow an amount not to exceed \$8,500,000 by issuing its general obligation bonds for the public purpose of financing capital improvement projects, consisting of the radio and tower project, facility maintenance and improvements and equipment acquisition. There be and there hereby is levied on all the taxable property in the County a direct, annual tax in such years and in such amounts as are sufficient to pay when due the principal and interest on such bonds.

Adopted, approved and recorded May 17, 2022.

(SEAL)

VOTE ON FOREGOING RESOLUTION

AYES \_\_\_\_\_ NOES \_\_\_\_\_

RESOLUTION \_\_\_\_\_

DEREK S. KALISH  
COUNTY CLERK

DATED: MAY 17, 2022

RESOLUTION OFFERED BY THE FINANCE &  
PERSONNEL STANDING COMMITTEE

	FOR	AGAINST
MARTY BREWER	X	
SHAUN MURPHY-LOPEZ		
MARC COUEY	X	
GARY MANNING		
TIM GOTTSCHALL	X	
DAVID TURK	X	
STEVE WILLIAMSON	X	
MELISSA LUCK	X	
STEVE CARROW	X	

By: \_\_\_\_\_  
Derek S. Kalish  
County Clerk

By: \_\_\_\_\_  
Marty Brewer  
Chairperson of the County Board



WISCONSIN PUBLIC FINANCE PROFESSIONALS, LLC  
155 SOUTH EXECUTIVE DRIVE, SUITE 211  
BROOKFIELD, WI 53005  
414-434-9644  
FAX: 414-226-2014

## **Richland County Board – May 17, 2022**

### **Report on Financing 2022 Capital Projects**

**(As Presented to Finance and Personnel Committee May 3, 2022)**

**Presented by: Carol Ann Wirth**

#### **Radio and Tower Project Assumptions:**

\$8.5 million estimated project costs  
Borrowed funds received in October 2022  
Project completion anticipated by April 2024  
Debt repayment over 15 years (2023 – 2037)  
Interest rate estimates based on April 2022 Wisconsin sales\*  
County's current Moody's bond rating – A3

**Schedule 1 – Includes \$8.5 million General Obligation Bonds estimated 15-year repayment combined with County's existing debt service.** The 2021 short-term G.O. Notes are included in the 2022 existing debt service. No estimated 2022 short-term G.O. Notes are included in the 2023 existing debt service. The combined estimated debt service column represents the impact on the tax levy before and after the issuance of \$8.5 million of General Obligation Bonds for the Radio and Tower project. Also stated is the estimated tax rate impact using the County's 2021 equalized valuation of \$1,336,382,500.

**Schedule 2 – Includes \$8.5 million General Obligation Bonds estimated 15-year repayment combined with County's existing debt service.** The 2021 short-term G.O. Notes are included in the 2022 existing debt service. \$1,050,000 2022 estimated short-term G.O. Notes are included in the 2023 existing debt service. The combined estimated debt service column represents the impact on the tax levy before and after the issuance of both the \$8.5 million of General Obligation Bonds for the Radio and Tower project and the \$1,050,000 short-term G.O. Notes. Also stated is the estimated tax rate impact using the County's 2021 equalized valuation of \$1,336,382,500.

*\*Interest rates reflect market of April 2022 and are not guaranteed. Final interest rates are locked in upon adoption of an Award Resolution by the County Board.*



## Schedule 1 – Existing County Debt Service and \$8.5 Million G.O. Bonds in 2022

### \$8,500,000 G.O. Bonds (15-Yr) Est. Debt Service Combined with County's Existing Debt Service

Calendar Year	Principal (3/01)	Rate	Estimated Interest	Total G.O. Bonds Est. Debt Service	All County Existing D/S	Combined Est. Debt Service
2022	-	-	-	-	3,593,193.00	3,593,193.00
2023	-	-	279,528.18	279,528.18	2,465,437.00	2,744,965.18
2024	-	-	315,455.00	315,455.00	2,413,715.00	2,729,170.00
2025	-	-	315,455.00	315,455.00	2,416,725.00	2,732,180.00
2026	150,000.00	4.000%	312,455.00	462,455.00	2,269,850.00	2,732,305.00
2027	150,000.00	4.000%	306,455.00	456,455.00	2,278,100.00	2,734,555.00
2028	200,000.00	4.000%	299,455.00	499,455.00	2,236,950.00	2,736,405.00
2029	775,000.00	4.000%	279,955.00	1,054,955.00	1,497,801.00	2,552,756.00
2030	805,000.00	4.000%	248,355.00	1,053,355.00	1,497,624.00	2,550,979.00
2031	830,000.00	4.000%	215,655.00	1,045,655.00	1,509,663.00	2,555,318.00
2032	860,000.00	4.000%	181,855.00	1,041,855.00	1,508,663.00	2,550,518.00
2033	895,000.00	3.400%	149,440.00	1,044,440.00	1,509,925.00	2,554,365.00
2034	930,000.00	3.500%	117,950.00	1,047,950.00	1,509,687.00	2,557,637.00
2035	960,000.00	3.500%	84,875.00	1,044,875.00	1,507,975.00	2,552,850.00
2036	970,000.00	3.500%	51,100.00	1,021,100.00	1,497,125.00	2,518,225.00
2037	975,000.00	3.500%	17,062.50	992,062.50	-	992,062.50
-	<b>\$8,500,000.00</b>	<b>TIC 3.63%</b>	<b>\$3,175,050.68</b>	<b>\$11,675,050.68</b>	<b>\$29,712,433.00</b>	<b>\$41,387,483.68</b>

Note: Calendar year 2022 existing debt service includes short-term notes issued in October 2021.

### Comparison Tax Levy Impact – Schedule 1

Budget year 2022 combined actual debt service including 2021 short-term Notes - \$3,593,193

Budget year 2023 combined est. debt service including \$8,500,000 G.O. Bonds  
and not including 2022 short-term notes - \$2,744,965\*

Est. Tax Levy Decline - (\$ 848,228)

Est. Tax Rate Impact Based on 2021 E.V. - **Decrease of \$0.63 per \$1,000  
\$63 per \$100,000 property value**

\*Estimated debt service remains at this approximate level for six years and declines thereafter unless annual short-term note borrowing is undertaken.

## Schedule 2 – Existing County Debt Service, \$8.5 Million G.O. Bonds and \$1,050,000 Short-Term G.O. Notes in 2022

### \$8,500,000 G.O. Bonds (15-Yr) Est. Debt Service Combined with County's Existing Debt Service

Calendar Year	Principal (3/01)	Rate	Estimated Interest	Total G.O. Bonds Est. Debt Service	All County Existing D/S	Combined Est. Debt Service
2022	-	-	-	-	3,593,193.00	3,593,193.00
2023	-	-	279,528.18	279,528.18	3,525,463.04	3,804,991.22
2024	-	-	315,455.00	315,455.00	2,413,715.00	2,729,170.00
2025	-	-	315,455.00	315,455.00	2,416,725.00	2,732,180.00
2026	150,000.00	4.000%	312,455.00	462,455.00	2,269,850.00	2,732,305.00
2027	150,000.00	4.000%	306,455.00	456,455.00	2,278,100.00	2,734,555.00
2028	200,000.00	4.000%	299,455.00	499,455.00	2,236,950.00	2,736,405.00
2029	775,000.00	4.000%	279,955.00	1,054,955.00	1,497,801.00	2,552,756.00
2030	805,000.00	4.000%	248,355.00	1,053,355.00	1,497,624.00	2,550,979.00
2031	830,000.00	4.000%	215,655.00	1,045,655.00	1,509,663.00	2,555,318.00
2032	860,000.00	4.000%	181,855.00	1,041,855.00	1,508,663.00	2,550,518.00
2033	895,000.00	3.400%	149,440.00	1,044,440.00	1,509,925.00	2,554,365.00
2034	930,000.00	3.500%	117,950.00	1,047,950.00	1,509,687.00	2,557,637.00
2035	960,000.00	3.500%	84,875.00	1,044,875.00	1,507,975.00	2,552,850.00
2036	970,000.00	3.500%	51,100.00	1,021,100.00	1,497,125.00	2,518,225.00
2037	975,000.00	3.500%	17,062.50	992,062.50	-	992,062.50
-	<b>\$8,500,000.00</b>	<b>TIC 3.63%</b>	<b>\$3,175,050.68</b>	<b>\$11,675,050.68</b>	<b>\$30,772,459.04</b>	<b>\$42,447,509.72</b>

Note: Calendar year 2022 existing debt service includes short-term notes issued in October 2021.

And Calendar year 2023 existing debt service includes estimated short-term notes issued in October 2022.

### Comparison Tax Levy Impact – Schedule 2

Budget year 2022 combined actual debt service including 2021 short-term Notes - \$3,593,193

Budget year 2023 combined est. debt service including \$8,500,000 G.O. Bonds  
and including \$1,050,000 est. 2022 short-term notes - \$3,804,991\*

Est. Tax Levy Increase - \$ 211,798

Est. Tax Rate Impact Based on 2021 E.V. - **Increase of \$0.16 per \$1,000**  
**\$16 per \$100,000 property value**

\*Estimated debt service in 2024 and thereafter declines by approximately \$1,075,000, which could either accommodate annual short-term note borrowing, or result in a tax levy decrease.

## 2022 Short-Term G.O. Note Borrowing Schedule Assumptions

Below is the estimated repayment schedule for a \$1,050,000 short-term G.O. Note in 2022. This information was included in Schedule 2 Existing Debt Service column for 2023 calendar year.

### **\$1,050,000 Taxable G.O. Notes 2022 (Short Term) Est. Debt Service Schedule**

<b>Date</b>	<b>Principal</b>	<b>Coupon</b>	<b>Interest</b>	<b>Total P+I</b>	<b>Fiscal Total</b>
10/26/2022	-	-	-	-	-
03/01/2023	1,050,000.00	2.750%	10,026.04	1,060,026.04	-
09/01/2023	-	-	-	-	1,060,026.04
<b>Total</b>	<b>\$1,050,000.00</b>	<b>-</b>	<b>\$10,026.04</b>	<b>\$1,060,026.04</b>	<b>-</b>

### **Initial Resolution – County Board Authority to Borrow under Wisconsin Statutes**

- ✓ Not to Exceed Dollar Amount - \$8,500,000
- ✓ Purpose of Borrowing: financing capital improvement projects, consisting of the radio and tower project, facility maintenance and improvements and equipment acquisition. (Language drafted by Bond Counsel, Quarles & Brady).
- ✓ Requires  $\frac{3}{4}$  vote of County Board members elect (16 “yes” votes).
- ✓ Does not commit the Board to borrowing, but rather provides “authority” to borrow at a later date.
- ✓ “Authority” is good for five years – County may issue some, or all, of the \$8.5 million within five years, either as one financing, or, in phases.

## **Timeline for 2022 G.O. Bonds Borrowing**

May 17	County Board Action on Initial Resolution
July/August	Prepare to Enter the Municipal Bond Market – Prepare Official Statement; Prepare Legal Documents, Apply for Moody's Rating.
August 30-31	Moody's Rating Call
September 13 A.M.	Underwriter Bids Received and Verified
September 13 P.M.	Special County Board Meeting – Adoption of Final Award Resolution Locking in Final Interest Rates and Tax Levy (Requires Majority Vote of County Board Members Present to Pass)
October 12	Closing; Delivery of Funds to County – Deposit to Project Account

RESOLUTION NO. \_\_\_\_\_

INITIAL RESOLUTION AUTHORIZING NOT TO EXCEED  
\$8,500,000 GENERAL OBLIGATION BONDS FOR  
RADIO AND TOWER PROJECT AND OTHER CAPITAL IMPROVEMENT PROJECTS

WHEREAS, Richland County, Wisconsin (the "County") is in need of an amount not to exceed \$8,500,000 for the public purpose of financing capital improvement projects, consisting of the radio and tower project, facility maintenance and improvements and equipment acquisition; and

WHEREAS, it is desirable to authorize the issuance of general obligation bonds for such purpose pursuant to Chapter 67 of the Wisconsin Statutes;

NOW, THEREFORE, BE IT RESOLVED by the Richland County Board of Supervisors that the County borrow an amount not to exceed \$8,500,000 by issuing its general obligation bonds for the public purpose of financing capital improvement projects, consisting of the radio and tower project, facility maintenance and improvements and equipment acquisition. There be and there hereby is levied on all the taxable property in the County a direct, annual tax in such years and in such amounts as are sufficient to pay when due the principal and interest on such bonds.

Adopted, approved and recorded May 17, 2022.

(SEAL)

By: \_\_\_\_\_

Derek S. Kalish  
County Clerk

By: \_\_\_\_\_

Marty Brewer  
Chairperson of the County Board

## RESOLUTION NO. 22 – 39

A Resolution Approving A Municipal Advisory Agreement With Wisconsin Public Finance Professionals, LLC.

WHEREAS the Finance and Personnel Committee and the County Administrator, Clinton Langreck, have recommended that the County Board approve the County issuing not to exceed \$8,500,000 general obligation bonds for the radio and tower project and facility maintenance and improvements and equipment acquisition, and

WHEREAS, in order to facilitate the issuance of these bonds, it is necessary for the County to employ public finance professionals and the Finance and Personnel Standing Committee is recommending that the County Board approve a Municipal Advisory Agreement with Wisconsin Public Finance Professionals, LLC for this purpose, and

WHEREAS Rule 14 of the Rules of the Board requires nearly all contracts involving \$10,000 or more to be approved by the County Board and the Finance and Personnel Standing Committee 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 Municipal Advisory Agreement with Wisconsin Public Finance Professionals, LLC, in the amount of \$26,500, a copy of which is on file in the County Clerk's office and which is accessible on the County's website, and

BE IT FURTHER RESOLVED that the County Board Chair, Marty Brewer and the County Administrator, Clinton Langreck, are hereby authorized to sign the Municipal Advisory Agreement on behalf of the County, 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 FINANCE  
& PERSONNEL STANDING COMMITTEE

AYES \_\_\_\_\_ NOES \_\_\_\_\_

RESOLUTION \_\_\_\_\_

DEREK S. KALISH  
COUNTY CLERK

DATED MAY 17, 2022

MARTY BREWER

SHAUN MURPHY-LOPEZ

STEVE CARROW

MELISSA LUCK

TIMOTHY GOTSCHALL

DAVID TURK

STEVE WILLIAMSON

MARC COUEY

GARY MANNING

FOR      AGAINST

X

X

X

X

X

X

X



WISCONSIN PUBLIC FINANCE PROFESSIONALS, LLC  
155 SOUTH EXECUTIVE DRIVE, SUITE 211  
BROOKFIELD, WI 53005  
414-434-9644  
FAX: 414-226-2014

## **Municipal Advisory Agreement**

### **Richland County, Wisconsin**

### **\$8,500,000 General Obligation Capital Improvement Bonds 2022**

Wisconsin Public Finance Professionals, LLC ("WPFP") is a "municipal advisor" as defined by the Securities and Exchange Commission ("SEC") Final Rule adopted September 18, 2013. WPFP is registered and regulated by the SEC and the Municipal Securities Rulemaking Board ("MSRB"). Richland County, Wisconsin ("County"), hereby retains WPFP to serve as its Municipal Advisor in accordance with the terms and conditions of this Municipal Advisory Agreement ("Agreement") effective the date of execution (the "Effective Date"). As Municipal Advisor, WPFP will have fiduciary duties, including a duty of care and a duty of loyalty. WPFP is required to act in the County's best interest without regard to its own financial and other interests.

#### **MSRB Rule G-10 and G-42 Notifications, Disclosures of Conflicts of Interest and Other Information**

As a Municipal Advisor registered with the MSRB and the SEC, WPFP is required to provide certain notifications, disclosures and information to the County, in writing, no less than once each calendar year. Included on the last page of the Agreement are notifications and disclosures in accordance with MSRB Rule G-10 regarding a brochure available on the MSRB's website at [www.msrb.org](http://www.msrb.org) that describes the protections available under MSRB rules and how to file a complaint with an appropriate regulatory authority; and, disclosures in accordance with MSRB Rule G-42 related to conflicts of interest and other information. All municipal advisory services are performed by employees of WPFP. WPFP has no relationships with other firms, or employees of the County, that could present a real or perceived conflict of interest. Carol Ann Wirth is the responsible party for WPFP in its relationship with the County.

#### **Scope of Municipal Advisory Services**

WPFP is engaged by the County as its Municipal Advisor to provide services with respect to the issuance of \$8,500,000 General Obligation Capital Improvement Bonds – 2022, hereinafter referred to as the "Issue," to fund the radio and tower project, facility maintenance and improvements and equipment acquisition.

#### **(a) Services to be Provided:**

1. Evaluate options or alternatives with respect to the proposed new Issue
2. Review financial and other information regarding County, the proposed Issue and any source of repayment of or security for the Issue
3. Consult with and/or advise County on actual or potential changes in market place practices, market conditions, regulatory requirements or other matters that may have an impact on the County and its financing plans, or related to its outstanding issues
4. Assist County with establishing a plan of finance
5. Establish the structure, timing, terms and other similar matters concerning the Issue
6. Prepare the financing timeline
7. Consult with representatives of County and its agents or consultants with respect to the Issue

8. Attend meetings of County's governing body, as requested
9. Advise County on the manner of sale of the Issue
10. Gathering financial, statistical and factual information relating to the County and the purpose of the Issue for the preparation of the Preliminary and Final Official Statement
11. For an Issue to be sold at negotiated sale, assist County in the selection of an underwriter through an RFP process; participate in pricing discussions, advise County on the acceptability of the underwriter's pricing and offer to purchase, distribute an electronic version of the Preliminary and Final Official Statement to the selected underwriter
12. For an Issue to be sold at competitive sale, prepare and distribute the Official Notice of Sale and Bid Form, place Issue on bidding calendars and electronic bidding platforms, assisting with collecting and verifying bids submitted by underwriters, obtain CUSIP numbers, distribute an electronic version of the Preliminary Official Statement to prospective bidders and the Final Official Statement to the winning bidder.
13. Advise County with regard to any continuing disclosure undertaking required to be entered into in connection with the Issue
14. Respond to questions from bidders, underwriters or potential investors
15. Prepare information for and participate in presentation to rating agency
16. Work with bond counsel and other transaction participants to prepare and/or review necessary authorizing documentation of County and other documents necessary to finalize and close the Issue, and to issue an unqualified opinion approving the legality and tax status of the Issue
17. Coordinate closing, delivery of the Issue and transfer of funds
18. Prepare closing memorandum or transaction summary, together with general guidance for County with respect to the use of the Issue proceeds and the payment of debt service; prepare final amortization schedules.
19. Provide such other usual and customary municipal advisory services as may be requested by County including services related to debt management and preliminary structuring of potential future issues, credit management and continuing disclosure requirements
20. Advise County on potential refinancing opportunities of its outstanding issues

**(b) Limitations on Scope of Municipal Advisory Services.** The Scope of Municipal Advisory Services is subject to the following limitations:

(i) The scope of services is limited solely to the services described herein and is subject to any limitations set forth within the description of the Scope of Municipal Advisory Services.

(ii) Unless otherwise provided in the Scope of Municipal Advisory Services described herein, Municipal Advisor is not responsible for certifying as to the accuracy or completeness of any preliminary or final official statement, other than with respect to any information about Municipal Advisor provided by Municipal Advisor for inclusion in such documents.

(iii) The Scope of Municipal Advisory Services does not include tax, legal, accounting or engineering advice with respect to any Issue or in connection with any opinion or certificate rendered by counsel or any other person at closing; and, does not include review or advice on any feasibility study.

**(c) Amendment to Scope of Municipal Advisory Services**

The Scope of Municipal Advisory Services may be changed only by written amendment or supplement to the Scope of Municipal Advisory Services described herein. The parties agree to amend or supplement the Scope of Municipal Advisory Services described herein promptly to reflect any material changes or additions to the Scope of Municipal Advisory Services.



## **Municipal Advisor's Regulatory Duties When Servicing County**

MSRB Rule G-42 requires that Municipal Advisor make a reasonable inquiry as to the facts that are relevant to County's determination whether to proceed with a course of action with a course of action or that form the basis for and advice provided by Municipal Advisor to County. The rule also requires that Municipal Advisor undertake a reasonable investigation to determine that it is not basing any recommendation on materially inaccurate or incomplete information. Municipal Advisor is also required under the rule to use reasonable diligence to know the essential facts about County and the authority of each person acting on County's behalf. The County agrees to cooperate, and to cause its agents to cooperate, with Municipal Advisor in carrying out these regulatory duties, including providing to Municipal Advisor accurate and complete information and reasonable access to relevant documents, other information and personnel needed to fulfill such duties.

## **Term of this Engagement**

The term of this Agreement begins on the Effective Date and ends, unless earlier terminated as provided below, on December 31, 2023. This Agreement may be terminated with or without cause by either party upon the giving of at least sixty (60) days' prior written notice to the other party of its intention to terminate, specifying in such notice the effective date of such termination. In the event of termination, the Municipal Advisor shall be paid in full for any services performed to the date of that termination at the normal hourly rates (\$185/hour professional staff, \$95/hour support staff) for time actually spent. WPFP may not assign this Agreement without the County's prior written consent. The laws of the State of Wisconsin shall apply to this Agreement.

## **Compensation - Fees and Expenses**

WPFP's fee for services performed under this Agreement shall be \$26,500. WPFP's fee includes all necessary in-state travel and general out-of-pocket expenses i.e. supplies and copying. WPFP's fee is due and payable upon the closing of the Issue. The County shall pay the fees and expenses determined by each respective financing team participant (i.e. bond counsel, rating agency and underwriter), and costs associated with the printing and distribution of Official Statements (\$1,000). If WPFP performs services under this Agreement, and, a financing is not consummated, WPFP shall be compensated at our normal hourly rates (\$185/hour professional staff, \$95/hour support staff) for time actually spent.

## **Limitation of Liability/Insurance**

In the absence of willful misconduct, bad faith, or reckless disregard of obligations or duties hereunder on the part of Municipal Advisor, Municipal Advisor shall have no liability to County for any act or omission in the course of, or connected with, rendering services hereunder, or for any error of judgment or mistake of law, or for any loss arising out of any issuance of municipal securities, or for any financial or other damages resulting from County's election to act or not to act, as the case may be, contrary to any advice or recommendation provided by Municipal Advisor to the County. No recourse shall be had against Municipal Advisor for loss, damage, liability, cost or expense (whether direct, indirect or consequential) of County arising out of or in defending, prosecuting, negotiating or responding to any inquiry, questionnaire, audit, suit, action, or other proceeding brought or received from the Internal Revenue Service in connection with any Issue or otherwise relating to the tax treatment of any Issue, or in connection with any opinion or certificate rendered by counsel or any other party. Notwithstanding the foregoing, nothing contained in this paragraph or elsewhere in this Agreement shall constitute a waiver by the County of any of its legal rights under applicable U.S. federal securities laws or any other laws whose applicability is not permitted to be contractually waived, nor shall it constitute a waiver or diminution of Municipal Advisor's fiduciary duty to County under Section 15B(c)(1) of the Securities Exchange Act of 1934, as amended, and the rules thereunder.

WPFP shall maintain, throughout the term of this Agreement, professional general liability insurance in the amount of \$1,000,000 per occurrence, having a \$5,000 deductible.

The County acknowledges that the County is responsible for the contents of Preliminary and Final Official Statements prepared for each Issue, and, is subject to, and may be held liable under, federal or state securities laws for misleading or incomplete disclosure.

**Authority**

The undersigned represents and warrants that he has full legal authority to execute this Agreement on behalf of the County. The following individuals have the authority to direct Municipal Advisor's performance of its activities under this Agreement: Marty Brewer, Richland County Board Chairperson, and, Clinton Langreck, Richland County Administrator.

WISCONSIN PUBLIC FINANCE  
PROFESSIONALS, LLC

By   
Carol Ann Wirth, President

RICHLAND COUNTY, WISCONSIN

By: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

# Wisconsin Public Finance Professionals, LLC

## MSRB Rule G-10 Disclosure - Notifications

- Wisconsin Public Finance Professionals, LLC (“WPFP”) is a Municipal Advisor registered with the Municipal Securities Rulemaking Board (“MSRB”) and the Securities and Exchange Commission (“SEC”).
- The MSRB’s website address is as follows: [www.msrb.org](http://www.msrb.org).
- A brochure is available on the MSRB website that describes protections available under MSRB rules and how to file a complaint with an appropriate regulatory authority.

## MSRB Rule G-42 Disclosure

1. Wisconsin Public Finance Professionals, LLC (“WPFP”) is an MSRB Registered Municipal Advisor that conducts all municipal advisory activities subject to the fiduciary standards of conduct.
2. The Form MA of WPFP along with the most recent Form MA-I for each MSRB associated person is posted in the Edgar Database located on the US Securities and Exchange Commission website ([www.sec.gov/edgar/searchedgar/companysearch.html](http://www.sec.gov/edgar/searchedgar/companysearch.html)) searching under the name “Wisconsin Public Finance Professionals, LLC.” If you require a hard-copy of any of these forms, please send a written request to the Firm’s Chief Compliance Officer’s attention at the address below.
3. To the best of our knowledge and belief, neither WPFP nor any Associated Person has any material undisclosed conflict of interest.
  - A. WPFP has no financial interest in, nor does WPFP receive any undisclosed compensation from, any firm or person that WPFP may use in providing any advice, service, or product to or on behalf of any WPFP client.
  - B. WPFP does not pay MSRB registered solicitors or other MSRB Registered Municipal Advisors directly or indirectly in order to obtain or retain an engagement to perform municipal advisory services for any municipal entity.
  - C. WPFP does not receive any payments from a third party to enlist WPFP’s recommendation of services, municipal securities transactions, or any municipal financial product or service.
  - D. WPFP does not have any undisclosed fee-splitting arrangements with any provider of investments or services to any municipal entity.
  - E. WPFP does not have any conflicts of interest arising from compensation for municipal activities to be performed that are contingent on the size or closing of any transaction for which WPFP is providing advice.
  - F. There is no other actual or potential conflict of interest that could reasonably be anticipated to impair WPFP’s ability to provide advice to any municipal entity in accordance with the standards of fiduciary conduct.
4. WPFP (“the Firm”) nor any of its Associated Person are not currently subject to or have been subject to any legal or disciplinary event that could be material to a client’s evaluation of the Firm or the integrity of its management or Associated Persons.

155 South Executive Drive, Suite 211, Brookfield, WI 53005

## RESOLUTION NO. 22 - 40

A Resolution Approving The Sheriff's Department Applying For And Accepting A Body Worn Camera Grant From The US Department Of Justice.

WHEREAS the Law Enforcement and Judiciary Committee and Sheriff Clay Porter have been notified that the Sheriff's Department may be eligible to receive a body worn camera grant to purchase body worn cameras for the jail.

WHEREAS Rule 19 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 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 Sheriff's Department to apply for and accept a body worn camera grant from the United States Department of Justice for purchasing body worn cameras, and

BE IT FURTHER RESOLVED that the grant requires a local match and the matching funds will be paid from the Jail Assessment Fund.

BE IT FURTHER RESOLVED that approval is hereby granted for the grant funds to be spent in accordance with the terms of the grant and the County Administrator is hereby authorized to sign on behalf of the County any documents needed 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 LAW  
ENFORCEMENT AND JUDICIARY COMMITTEE

AYES \_\_\_\_\_ NOES \_\_\_\_\_

RESOLUTION \_\_\_\_\_

DEREK S. KALISH  
COUNTY CLERK

DATED: MAY 17, 2022

	FOR	AGAINST
MELISSA LUCK	X	
DAVID TURK	X	
CHAD COSGROVE	X	
BOB FRANK	X	
KERRY SEVERSON	X	

## RESOLUTION NO. 22 - 41

A Resolution Approving The Sheriff's Department Applying For And Accepting A COPS Hiring Grant From The US Department Of Justice.

WHEREAS the Public Safety Standing Committee and Sheriff Clay Porter have been notified that the Sheriff's Department may be eligible to receive an COPS Hiring Grant which would help pay for an additional patrol deputy for 3 years, and

WHEREAS Rule 19 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 Public Safety Standing Committee has carefully considered this matter and is now presenting this Resolution to the County Board for its consideration, and

NOW THEREFORE BE IT RESOLVED by the Richland County Board of Supervisors that approval is hereby granted for the Sheriff's Department to apply for and accept a COPS hiring grant from the United States Department of Justice for patrol hiring purposes, and

BE IT FURTHER RESOLVED that the grant requires a local match of 25% of wages and benefits the first year increasing each year for the duration of the grant program, and

BE IT FURTHER RESOLVED that approval is hereby granted for the grant funds to be spent in accordance with the terms of the grant and the County Administrator is hereby authorized to sign on behalf of the County any documents needed 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  
PUBLIC SAFETY STANDING COMMITTEE

AYES \_\_\_\_\_ NOES \_\_\_\_\_

RESOLUTION \_\_\_\_\_

DEREK S. KALISH  
COUNTY CLERK

DATED: MAY 17, 2022

MELISSA LUCK  
KEN RYNES  
DAVID TURK  
RICHARD MCKEE  
BOB FRANK  
KERRY SEVERSON  
BARBARA VOYCE

FOR	AGAINST
X	
X	
X	
X	
X	
X	

## RESOLUTION NO. 22 - 42

A Resolution Approving The Sheriff's Department's Purchase Of Two New Vehicles And The Purchase And Installation Of Appropriate Equipment For Those Vehicles.

WHEREAS the Law Enforcement and Judiciary Committee and Sheriff Clay Porter have recommended to the Public Safety Standing Committee that the Sheriff's Department be authorized to spend no more than \$127,000 to purchase 2 new squad vehicles and to purchase and install appropriate equipment for these vehicles, and

WHEREAS it is provided in Rule 14 of the Rules of the Board that nearly all purchases in excess of \$10,000 must be approved by the County Board, and

WHEREAS the Sheriff will be replacing two Ford Interceptor Utility squad cars, which retain some value, and

WHEREAS the Public Safety Standing 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 approval is hereby granted for the Sheriff's Department to spend no more than \$127,000 for the purchase of two new squad vehicles and appropriate equipment and installation for those vehicles.

BE IT FURTHER RESOLVED that, the Sheriff is authorized to spend no more than \$127,000 to make these purchases, and

BE IT FURTHER RESOLVED that authority is hereby granted for the Law Enforcement and Judiciary Committee and the Sheriff to sell two Ford Interceptor Utility squad cars in a manner deemed appropriate by the Committee and for the net sale proceeds to be deposited in the General Fund in the 2022 County budget, and

BE IT FURTHER RESOLVED these purchases shall be paid from the 2022 Short Term Borrowing Fund (Fund 92), 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  
FINANCE AND PERSONNEL COMMITTEE

AYES \_\_\_\_\_ NOES \_\_\_\_\_

FOR AGAINST

RESOLUTION ADOPTED

DEREK S. KALISH  
COUNTY CLERK

DATED: MAY 17, 2022

SHAUN MURPHY-LOPEZ	X
DAVID TURK	X
DONALD SEEP	X
MELISSA LUCK	X
MARTY BREWER	X
LINDA GENTES	X
MARC COUEY	X

## RESOLUTION NO. 22 – 43

A Resolution Approving The Payment Of A Central Square Invoice For The Sheriff's Department.

WHEREAS the Sheriff's Department has received an invoice of which exceeds \$10,000 which needs to be paid and this invoice has been presented to the Law Enforcement and Judiciary Committee and approved by that Committee, and

WHEREAS Rule 14 of the Rules of the Board requires County Board approval for nearly all expenses in excess of \$10,000, and

WHEREAS the Law Enforcement and Judiciary Committee 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 following invoice for the Sheriff's Department are hereby approved from Central Square Technologies in the amount of \$16,210.45.

BE IT FURTHER RESOLVED that payment of this invoice shall be made from the 911 Outlay in the Sheriff's Department's 2022 County budget, and

BE IT FURTHER RESOLVED that the County Clerk is hereby directed to issue County checks 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

AYES \_\_\_\_\_ NOES \_\_\_\_\_

RESOLUTION \_\_\_\_\_

RESOLUTION OFFERED BY THE LAW  
ENFORCEMENT AND JUDICIARY COMMITTEE

DEREK S. KALISH  
COUNTY CLERK

DATED: MAY 17, 2022

	FOR	AGAINST
MELISSA LUCK	X	
DAVID TURK	X	
CHAD COSGROVE	X	
BOB FRANK	X	
KERRY SEVERSON	X	

**RESOLUTION NO. 22 - 44**

A Resolution Approving The County Itself To Conduct A Public Works Project – New Interview Room For The Sheriff’s Office.

WHEREAS the Richland County Public Works Standing Committee and the County Administrator, Clinton Langreck, have recommended that the County Board approve Courthouse Maintenance Supervisor Nelson, perform the public works project of erecting a wall in the existing deputy bay to allow for a new interview room on the first floor; and

WHEREAS, the project costs are estimated not to exceed \$1,000.00; and

WHEREAS, Richland County Board Rule #14 specifies that if the estimated cost of the project is less than \$5,000, there are no restrictions as to how the County Board can award the contract for the work; and

WHEREAS, Richland County Board Rule #14 further specifies that regardless of the estimated cost of the project, the County Board may, by a 3/4th vote, allow the work to be done by the County itself.

NOW THEREFORE BE IT RESOLVED by the Richland County Board of Supervisors that approval is hereby granted for Courthouse Maintenance Supervisor Nelson to perform the erection of the wall to create a new interview room; and

BE IT FURTHER RESOLVED that costs of this project will be funded through the Sheriff’s Office 2022 budget; and

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

**RESOLUTION OFFERED BY THE  
PUBLIC WORKS STANDING COMMITTEE**

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

**FOR    AGAINST**

RESOLUTION \_\_\_\_\_

DEREK S. KALISH  
COUNTY CLERK

DATED MAY 17, 2022

STEVE WILLIAMSON  
RICHARD MCKEE  
STEVE CARROW  
GARY MANNING  
CHAD COSGROVE  
MARC COUEY  
JULIE FLEMING  
DAN MCGUIRE



## RESOLUTION NO. 22 - 45

A Resolution Approving Elimination Of The Early Intervention Special Educator Position And To Replace With A Children's Long-Term Support & Birth To 3 Case Manager Position.

WHEREAS the Health and Human Services Board and the Director of the Health and Human Services Department, Ms. Tracy Thorsen, has recommended to eliminate the Early Intervention Special Educator position and replace the position with a Children's Long-Term Support & Birth to 3 Case Manager position to accommodate the increase in Birth to 3 and Children's Long-Term Support caseload sizes, and

WHEREAS the Children's Long-Term Support & Birth to 3 Case Manager position is a billable position and would be fully funded through CLTS Case Management/Waiver Funding, Children's Community Options Program Case Management Funding, Birth to 3 Medicaid Case Management Funding, and Comprehensive Community Services Service Facilitation funding. The Early Intervention Special Educator position is a non-billable position, has not been filled by a qualified staff for over three years, and was not included in the 2022 budget; and

WHEREAS County Administrator Clinton Langreck and 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 approval is hereby granted to eliminate the Early Intervention Special Educator position and replace it/create an additional Children's Long-Term Support & Birth to 3 Case Manager position (Grade H on the existing county pay scale).

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

VOTE ON FOREGOING RESOLUTION

AYES \_\_\_\_\_ NOES \_\_\_\_\_

RESOLUTION OFFERED BY THE COUNTY BOARD  
SUPERVISOR MEMBERS OF THE HEALTH AND  
HUMAN SERVICES BOARD

RESOLUTION \_\_\_\_\_

FOR

AGAINST

DEREK S. KALISH  
COUNTY CLERK

KERRY SEVERSON  
INGRID GLASBRENNER  
VAN NELSON

X

DATED: MAY 17, 2022

TIMOTHY GOTTSCHALL

X

*\*This resolution brought forward prior to committee reorganization.*

Replace eliminated  
position with a 2nd  
position using this title.

## **RICHLAND COUNTY POSITION DESCRIPTION**

**Position Title:** Children's Long-Term Support & Birth to 3 Case Manager      **Department:** Health & Human Services

**Reports to:** Children's Long-Term Support & Birth to 3 Supervisor      **Pay Grade:** Social Worker (Professional) & H

**Date:** September 1, 2019

**Hours Per Week:** 40

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### **PURPOSE OF POSITION**

The position is responsible for providing care management services to children with seen and unseen disabilities. The purpose of the position is to identify child and family outcomes, assess needs, identify and authorize appropriate services, monitor on-going services, connect children and families to other community services, in order to maintain children in the community with their family. This position works within Richland County Health and Human Behavioral Health Services Unit.

### **ESSENTIAL DUTIES AND RESPONSIBILITIES**

**The following duties are normal for this position. These are not to be construed as exclusive or all-inclusive. Other duties may be required or assigned.**

#### *Programming Responsibilities*

- Provide care management to children receiving services in the Children's Long-Term Support (CLTS). Comprehensive Community Services (CCS) and Birth to 3 Programs, funding services to include; assessing the child and family needs, listening to families and developing an outcome based service plan, providing ongoing monitoring of needs and services for effectiveness, connecting children and families community resources as appropriate.
- Provide information to families and coordinate referrals to these programs when appropriate.
- Plan and arrange for services as needed. Develop a good understanding of the local service providers and their systems of delivery. Collaborate with providers to arrange coordinated client services.
- Complete annual program plans as required.
- Responsible to provide care management to children in transition from the school system into the adult services program(s).
- Provide information to families with enrolled children regarding other agency services and coordinate referrals to these programs as appropriate.
- Coordinating the performance evaluations and assessments as described in ss. HFS 90.08 and 90.09.

- Facilitating and participating in development, review and evaluation of the IFSP.
- Ensure parent and child rights and procedural safeguards are met.
- Review and maintain case files at a minimum of every six months, assuring all information is in the child's main file.
- Facilitate the completion of necessary paperwork in a timely manner to close out main files when a child transfers out of services.
- Informing parents of the availability of advocacy services/ resources.

#### *Other Responsibilities*

- Participate in 24-hour emergency coverage rotation as directed.
- Provide information to families with children receiving services regarding other agency services and coordinate referrals to these programs as appropriate.
- Participate in staff meetings, team meetings and trainings, and be present for in-service trainings as requested.
- Represents Richland County Health and Human Services to the community at large and maintains good community public relations.
- Complies with applicable federal and state laws, administrative rules, established agency procedures and accepted professional standards.
- Participates in on-going training, maintaining contemporary knowledge to ensure compliance with federal and state regulations.
- Maintains the confidentiality of client information and protected health information as required by State and Federal regulations, including the Health Insurance Portability and Accountability (HIPAA) Act of 1996.

### **MINIMUM TRAINING AND EXPERIENCE REQUIRED TO PERFORM ESSENTIAL JOB FUNCTIONS**

- Bachelor's degree in Social Work or human service related field with State of Wisconsin Social Work certification or ability to obtain social work certification within two years of hire date.
- One year of experience working with persons with developmental disabilities required, two years preferred.
- Prior experience in child protective services or juvenile justice or related field preferred.
- Completion of all child welfare pre-service and core training requirements as specified by Wisconsin DHFS standards.
- Working knowledge of computers, computer programs, typing and data entry.
- Current WI Driver's license and unlimited access to reliable transportation.

## **PHYSICAL AND MENTAL ABILITIES REQUIRED TO PERFORM ESSENTIAL JOB FUNCTIONS**

### **Language ability and Interpersonal Communication**

- Ability to comprehend and interpret a variety of documents including client psychological assessments, medical diagnosis and medication recommendations, financial reports, letters and memos, state and federal rules and regulations manuals, professional journals and papers, job applications, insurance forms, budget sheets.
- Ability to prepare a variety of documents including client records, social histories, performance evaluations, diagnostic reports, letters, court reports, and financial applications.
- Ability to record and deliver information, explain procedures and instruct staff and clients.
- Ability to communicate effectively with clients, supervisor, physicians, other health professionals, law enforcement, the general public, hospital, clinic and school personnel, and department staff both in person and in writing.

### **Mathematical Ability**

- Ability to add, subtract, multiply, divide, calculate decimals and fractions.
- Ability to compare, count, differentiate, measure and/or sort data information.
- Ability to classify, compute, tabulate, and categorize data.

### **Judgment and Situational Reasoning**

- Ability to lead others and reinforce thinking to perform tasks.
- Ability to apply abstract thinking to perform tasks.
- Ability to work independently.
- Ability to interpret a variety of instructions furnished in written, oral, diagram, or schedule form.
- Ability to use independent judgment frequently on anything from non-routine to occasionally highly unstable situations, including decisions on implementing client service and treatment plans to encounters with potentially suicidal and violent clients.
- Ability to solve practical problems and deal with a variety of concrete variables in situations where only limited standardization exists.
- Ability to analyze data and information using established criteria, in order to define consequences and to consider and select alternatives.
- Ability to apply situational reasoning ability by exercising judgment in situations involving the evaluation of information against measurable criteria.
- Ability to use functional reasoning development in the performance of semi-routine functions involving standardized work with some choice of action.
- Know when to consult with Children's Services Manager during the intake and ongoing case management process.

### **Physical Requirements**

- Ability to coordinate eyes, hands, feet, and limbs in performing coordinated movements in operating educational aids and office equipment.
- Ability to exert moderate effort in sedentary to light work, including stooping, kneeling, crouching. Ability to handle, finger, and feel. Ability to lift and carry.

- Ability to recognize and identify degrees of similarities and differences between characteristics of colors, forms, sounds, odors, textures etc. associated with objects, materials and ingredients.
- Ability to move and guide material using simple tools.
- Ability to physically respond to a variety of settings to provide services, including office, community locations, private residences, jail, etc.
- Ability to operate a motor vehicle.

### **Environmental Adaptability**

- Ability, in regard to environmental factors such as temperature variations, noise, disease, and/ or dust, to work under moderately safe and comfortable conditions.
- Ability to visit environments with a moderate risk for disease or physical harm.

Richland County is an Equal Opportunities Employer. In compliance with the Americans with Disabilities Act, the County will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective and current employees to discuss potential accommodations with the employer.

\_\_\_\_\_  
Employee's Signature

\_\_\_\_\_  
Supervisor's Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

## **RICHLAND COUNTY POSITION DESCRIPTION**

**Position Title:** Early Intervention Special Educator **Department:** Health & Human Services

**Reports to:** Children's Long-Term Support & Birth to 3 Supervisor **Pay Grade:** H

**Date:** September 1, 2019

**Hours Per Week:** 35

---

### **PURPOSE OF POSITION**

The position is responsible for providing care management services to children with seen and unseen disabilities. The purpose of the position is to identify child and family outcomes, assess needs, identify and authorize appropriate services, monitor on-going services, connect children and families to other community services, in order to maintain children in the community with their family. This position works under Richland County Health and Human Services Behavioral Health Services Unit.

The Early Intervention Special Educator, as a member of the Integrated Family Services Plan (IFSP) Team, actively participates in relationship based early intervention through the use of evidence-based, natural learning practices to enhance the development of infants and toddlers with developmental delays and disabilities; and to enhance the capacity of families and other care providers to provide ongoing learning opportunities for these children throughout daily activities and routines.

### **ESSENTIAL DUTIES AND RESPONSIBILITIES**

The following duties are normal for this position. These are not to be construed as exclusive or all-inclusive. Other duties may be required or assigned.

#### *Programming*

- Evaluation and assessment of children to identify delays in social, emotional, cognitive communication/ language and other areas of development in line with the Wisconsin Birth to Three eligibility criteria;
- Write evaluation/ assessment reports
- Participation in Individual Family Service Plan meetings, IEPs, and transition planning meetings with parents, schools and other professionals;
- Development and implementation of activities, techniques and strategies for children, parents and other care providers utilizing evidence based, natural learning practices;
- Provide other supports and information on community resources as needed;
- Provide service coordination for children if role is blended with Children's Long-Term Support & Birth to 3 Supervisor;

### *Communication with Parents*

- Schedule home, community and joint visits;
- Provide appropriate information of typical development;
- Inform parents of available community resources related to child's development;
- Gather information through effective parent interviewing;
- Plan and arrange for services as needed. Develop a good understanding of the local service providers and their systems of delivery. Collaborate with providers to arrange coordinated client services;
- Complete annual program plans as required for BTT program;
- Provide strategies for home/day care programming using a coaching style of interaction;

### *Communication with Other Professionals*

- Participate in joint home visits with other providers as determined by IFSP;
- Request consultations as needed and provided consultation to other staff upon request;
- Report observations and progress in case notes;
- Work cooperatively with other service providers, physicians, school districts, and community agencies to provide coordinated services to families on caseload;
- Attend clinic visits, visit child care settings, and visit school programs as requested;
- Participate in staff meetings, team meetings and trainings, and be present for in-service trainings as requested;
- Participate as a team member in child find and outreach activities as requested;

### *Office Responsibilities*

- Maintain current, accurate and appropriate documentation of activities with children on caseload;
- Submit timesheet and mileage according to agency policy;
- Submit billing as required;
- Respond to e-mails and phone calls;

### *Other Responsibilities*

- Complete other duties as assigned by the Children's Long-Term Support & Birth to 3 Supervisor and the Behavioral Health Services Manager;
- Follow State, Federal, and Health and Human Services policies, regulations, and protocols;
- Responsible for proper documentation according to policies and procedures;
- Follows Universal Precautions and all other OSHA required Programs and Procedures;
- Other duties as assigned by the County Board, Health and Human Services Board, and state rules and regulations;
- Arrange work schedule as necessary or directed to meet the program and consumer service needs;
- Represents Richland County Health and Human Services to the community at large and maintains good community public relations.
- Complies with applicable federal and state laws, administrative rules, established agency procedures and accepted professional standards.
- Participates in on-going training, maintaining contemporary knowledge to ensure compliance with federal and state regulations.

- Maintains the confidentiality of client information and protected health information as required by State and Federal regulations, including the Health Insurance Portability and Accountability (HIPAA) Act of 1996.

### **MINIMUM TRAINING AND EXPERIENCE REQUIRED TO PERFORM ESSENTIAL JOB FUNCTIONS**

- Bachelor's degree in Education from an accredited school.
- Licensure under Ch 115, Wisconsin Statutes' and Chapter (808 or 809).
- Intervention/ teaching experiences with infants and toddlers.
- Broad knowledge of general development in infants and toddlers including children with and without developmental delays with expertise in the areas of social, emotional, behavior management and cognition.
- An understanding of the importance of providing a range of services for young children with disabilities and their families.
- Working knowledge of computers, computer programs, typing and data entry.
- Current WI Driver's license and unlimited access to reliable transportation.

### **PHYSICAL AND MENTAL ABILITIES REQUIRED TO PERFORM ESSENTIAL JOB FUNCTIONS**

#### **Language ability and Interpersonal Communication**

- Ability to comprehend and interpret a variety of documents including client psychological assessments, medical diagnosis and medication recommendations, financial reports, letters and memos, state and federal rules and regulations manuals, professional journals and papers, job applications, insurance forms, budget sheets.
- Ability to prepare a variety of documents including client records, social histories, performance evaluations, diagnostic reports, letters, court reports, and financial applications.
- Ability to record and deliver information, explain procedures and instruct staff and clients.
- Ability to communicate effectively with clients, supervisor, physicians, other health professionals, law enforcement, the general public, hospital, clinic and school personnel, and department staff both in person and in writing.

#### **Mathematical Ability**

- Ability to add, subtract, multiply, divide, calculate decimals and fractions.
- Ability to compare, count, differentiate, measure and/or sort data information.
- Ability to classify, compute, tabulate, and categorize data.

#### **Judgment and Situational Reasoning**

- Ability to lead others and reinforce thinking to perform tasks.
- Ability to apply abstract thinking to perform tasks.
- Ability to work independently.



- Ability to interpret a variety of instructions furnished in written, oral, diagram, or schedule form.
- Ability to use independent judgment frequently on anything from non-routine to occasionally highly unstable situations, including decisions on implementing client service and treatment plans to encounters with potentially suicidal and violent clients.
- Ability to solve practical problems and deal with a variety of concrete variables in situations where only limited standardization exists.
- Ability to analyze data and information using established criteria, in order to define consequences and to consider and select alternatives.
- Ability to apply situational reasoning ability by exercising judgment in situations involving the evaluation of information against measurable criteria.
- Ability to use functional reasoning development in the performance of semi-routine functions involving standardized work with some choice of action.
- Know when to consult with Children's Services Manager during the intake and ongoing case management process.

### **Physical Requirements**

- Ability to coordinate eyes, hands, feet, and limbs in performing coordinated movements in operating educational aids and office equipment.
- Ability to exert moderate effort in sedentary to light work, including stooping, kneeling, crouching. Ability to handle, finger, and feel. Ability to lift and carry.
- Ability to recognize and identify degrees of similarities and differences between characteristics of colors, forms, sounds, odors, textures etc. associated with objects, materials and ingredients.
- Ability to move and guide material using simple tools.
- Ability to physically respond to a variety of settings to provide services, including office, community locations, private residences, jail, etc.
- Ability to operate a motor vehicle.

### **Environmental Adaptability**

- Ability, in regard to environmental factors such as temperature variations, noise, disease, and/ or dust, to work under moderately safe and comfortable conditions.
- Ability to visit environments with a moderate risk for disease or physical harm.

Richland County is an Equal Opportunities Employer. In compliance with the Americans with Disabilities Act, the County will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective and current employees to discuss potential accommodations with the employer.

---

Employee's Signature

---

Supervisor's Signature

---

Date

---

Date

## **RESOLUTION NO. 22 - 46**

A Resolution Approving Bonuses And Recognition of Personnel Who Made Significant Contributions To The Public Health Emergency Response To The Community During The COVID-19 Pandemic.

WHEREAS over the last two years since the COVID-19 Public Health Emergency Disaster Proclamation was issued by the Richland County Administrator, Clinton Langreck, on March 17, 2020, several Richland County personnel put their daily work responsibilities on hold to be reassigned in order to participate in the response to the unprecedented public health emergency providing community testing services, disease investigations, community vaccine clinics, and other vital support activities in response to the pandemic; and

WHEREAS the Health and Human Services Board and the Director of the Health and Human Services Department, Ms. Tracy Thorsen, have recommended to officially recognize and thank our "Public Health Heroes;" and

WHEREAS County Administrator Clinton Langreck has recommended that the County Board approve awarding a one-time bonus pay and formal recognition by County Board Resolution and commemorative plaque to each of the thirty-three personnel who provided this critical response effort; 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 approval is hereby granted to pay a one-time bonus to thirty-three Richland County employees and contracted/leased personnel as follows:

\$2,000.00 to those who provided more than 500 response hours (Tier 1),  
\$1,000.00 to those who provided 100-500 response hours (Tier 2), and  
\$500.00 to those who provided 10-100 response hours (Tier 3), with this payment to be made to employees of the following departments whose positions are listed on attached Exhibit A:

Health & Human Services (HHS-Unit)  
Emergency Management/Ambulance Service (RIC-AMB)  
Management Information Systems (RIC-MIS)  
Probate (RIC-PROBATE)  
County Administration (RIC-ADMIN); and

BE IT FURTHER RESOLVED that the total of up to \$44,500 [\$43,000 in bonuses and \$1,500 in commemorative plaques] shall be paid from the funding under the Department of Health Services Division of Public Health Emergency Consolidated Contract, and

BE IT FURTHER RESOLVED that County Administrator Clinton Langreck 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 FINANCE &  
PERSONNEL STANDING COMMITTEE

AYES \_\_\_\_\_ NOES \_\_\_\_\_

RESOLUTION \_\_\_\_\_

DEREK S. KALISH  
COUNTY CLERK

DATED: MAY 17, 2022

	FOR	AGAINST
MARTY BREWER	X	
SHAUN MURPHY-LOPEZ		
MARC COUEY	X	
GARY MANNING		
TIM GOTTSCHALL	X	
DAVID TURK	X	
STEVE WILLIAMSON	X	
MELISSA LUCK	X	
STEVE CARROW	X	

## PROPOSED BONUS STRUCTURE

CATEGORY	DESCRIPTION	BONUS AMOUNT
TIER 1:	<i>More than <b>500 hours</b> above and beyond regular work time providing COVID emergency / public health response activities to the community</i>	\$ 2,000.00
TIER 2:	<i>Between than <b>100 to 500 hours</b> above and beyond regular work time providing COVID emergency / public health response activities to the community</i>	\$ 1,000.00
TIER 3:	<i>Between than <b>50 to 100 hours</b> above and beyond regular work time providing COVID emergency / public health response activities to the community</i>	\$ 500.00

FIRST NAME	LAST NAME	DEPT/UNIT	PUBLIC HEALTH WORK	TIER	BONUS AMOUNT
Brandie	Anderson	HHS-PH	COVID Community Testing COVID Community Vaccine Clinics Disease Investigation Pubic Information and Infrastructure Support	1	\$ 2,000.00
Amber	Burch	RIC-AMB	COVID Community Testing COVID Community Vaccine Clinics Pubic Information and Infrastructure Support	1	\$ 2,000.00
John	Couey	RICH-MIS	Pubic Information and Infrastructure Support	1	\$ 2,000.00
Becky	Dahl	HHS-PH	COVID Community Vaccine Clinics Disease Investigation	1	\$ 2,000.00
Darin	Gudgeon	RIC-AMB	COVID Community Testing COVID Community Vaccine Clinics Pubic Information and Infrastructure Support	1	\$ 2,000.00
John	Heinen	RIC-AMB	Pubic Information and Infrastructure Support	1	\$ 2,000.00
Rose	Kohout	HHS-PH	COVID Community Testing COVID Community Vaccine Clinics Disease Investigation Pubic Information and Infrastructure Support	1	\$ 2,000.00
Teresa	Landes	HHS-PH	COVID Community Testing COVID Community Vaccine Clinics	1	\$ 2,000.00
Jason	Marshall	RICH-MIS	Pubic Information and Infrastructure Support	1	\$ 2,000.00
Amber	Morris	HHS-ESS	COVID Community Testing COVID Community Vaccine Clinics Disease Investigation	1	\$ 2,000.00
Teri	Richards	HHS-PH	COVID Community Testing COVID Community Vaccine Clinics Disease Investigation	1	\$ 2,000.00
Angie	Rizner	HHS-ADMIN/BUS	COVID Community Vaccine Clinics Pubic Information and Infrastructure Support	1	\$ 2,000.00
Barb	Scott	RICH-MIS	Pubic Information and Infrastructure Support	1	\$ 2,000.00

FIRST NAME	LAST NAME	DEPT/UNIT	PUBLIC HEALTH WORK	TIER	BONUS AMOUNT
Carlene	Shaw	HHS-PH	COVID Community Testing COVID Community Vaccine Clinics Disease Investigation Pubic Information and Infrastructure Support	1	\$ 2,000.00
Jaymie	Bruckner	HHS-ADMIN/BUS	COVID Community Testing COVID Community Vaccine Clinics Pubic Information and Infrastructure Support	2	\$ 1,000.00
Toni	Cabrera	HHS-ESS	COVID Community Testing COVID Community Vaccine Clinics	2	\$ 1,000.00
Deb	Dittmer	HHS-ADMIN/BUS	COVID Community Vaccine Clinics Disease Investigation	2	\$ 1,000.00
Nichole	Gaudette	HHS-ADRC	Disease Investigation	2	\$ 1,000.00
Jaide	Johnson	HHS-PH	Disease Investigation	2	\$ 1,000.00
Veronica	Olson	RICH-PROBATE (former HHS)	COVID Community Vaccine Clinics Disease Investigation Pubic Information and Infrastructure Support	2	\$ 1,000.00
Sarah	Orr	RIC-AMB	COVID Community Vaccine Clinics	2	\$ 1,000.00
Meghan	Rohn	HHS-ADMIN/BUS	COVID Community Testing COVID Community Vaccine Clinics Pubic Information and Infrastructure Support	2	\$ 1,000.00
Cassie	Sanders	HHS-ADRC	COVID Community Testing	2	\$ 1,000.00
Tanya	Webster	HHS-PH	Disease Investigation	2	\$ 1,000.00
Tammy	Wheelock	RICH-ADMIN (former HHS)	COVID Community Testing COVID Community Vaccine Clinics	2	\$ 1,000.00
Kisha	Blake	RIC-AMB	COVID Community Testing COVID Community Vaccine Clinics	3	\$ 500.00
Nicole	Chitwood	HHS-ADMIN/BUS	COVID Community Vaccine Clinics	3	\$ 500.00
Kathy	Dobbs	HHS-ADMIN/BUS	COVID Community Testing COVID Community Vaccine Clinics	3	\$ 500.00
Bradi	Donahoe	HHS-CYS	Disease Investigation	3	\$ 500.00
Kelly	Mormann	HHS-ESS	COVID Community Vaccine Clinics	3	\$ 500.00
Stephanie	Ronnfeldt	HHS-ADMIN/BUS	Pubic Information and Infrastructure Support	3	\$ 500.00
Savanah	Tydrich	HHS-ESS	COVID Community Testing COVID Community Vaccine Clinics	3	\$ 500.00
David	Yardley	RIC-AMB	COVID Community Testing	3	\$ 500.00
					<b>\$ 43,000.00</b>

*This list includes personnel who made significant contributions in the public health emergency response to the community during the COVID-19 Public Health Emergency from 3/17/2020-3/17/2022.*

## **RESOLUTION NO. 22- 47**

A Resolution Approving The Base Logo And Motto For Richland County.

WHEREAS, the Richland County Board, on January 12<sup>th</sup>, 2022 by Resolution 21-154, created a Countywide Branding Project and Process, and appointed a Branding Committee, and

WHEREAS, the County Branding Committee has met four times and has worked with the branding process facilitators, Director Jasen Glasbrenner – Richland Economic Development, Kate Koziol – Southwest Wisconsin Regional Planning Commission, and Kristin Mitchell – Professional Consultant at Kristin Mitchell Design, or their representatives, and

WHEREAS, the County Branding Committee has unanimously voted to recommend a Motto and Logo, and

WHEREAS, the recommended Motto is “Discover It Here” and the Logo is designed to reflect the rich natural beauty and diversity of Richland County, and

WHEREAS, the new Logo and Motto will become the center of the new county seal, and the anchor of the branding to be used for marketing, identification and promotional purposes of the County, and

WHEREAS, the logo is intended to be used on items including, but not limited to, County stationery, letterhead, business forms, professional business cards, vehicles, signage, website and other items, and

WHEREAS, to complete the Branding Manual covering the logo and its possible variations for different departments and different uses it is necessary to approve the Base Logo and Motto, and

NOW THEREFORE BE IT RESOLVED by the Richland County Board of Supervisors that the Base Logo and Motto that has been recommended by the County Branding Committee, and is included below, is hereby adopted as the Official County Logo and Motto, and

BE IT FURTHER RESOLVED that the Branding Manual covering the uses and various department styles is to be completed with input from the different departments and with oversight from Economic Development Director Jasen Glasbrenner – Richland Economic Development, Kate Koziol – Southwest Wisconsin Regional Planning Commission, and Kristin Mitchell – Professional Consultant at Kristin Mitchell Design, and Clint Langreck – County Administrator, or their representatives, and

BE IT FURTHER RESOLVED that upon completion of the Branding Manual, the Logo and Motto and all suggested uses shall be implemented at the Administrators direction and as is appropriate when considering budgetary constraints, marketing plans of individual departments, sign and vehicle replacement schedules or other critical decision points, and

BE IT FURTHER RESOLVED that once the Branding Manual is complete and the Logo and Motto use implemented, the County and its departments will not deviate from the Branding Manual without consent from the Richland County Board.

BE IT FURTHER RESOLVED that the Richland County Board that the official County seal and County logo should only be used by County personnel for official County business and for other purposes authorized by law, unless specifically authorized by County Administrator, and

BE IT FURTHER RESOLVED that the only element of the Branding Process that must return to County Board for design approval is final suggestion for the County Flag.

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

COUNTY

A



**COUNTY**  
**Richland**  
*Discover it here!* — 



**COUNTY**  
**Richland**  
*Discover it here!* — 

VOTE ON FOREGOING RESOLUTION

RESOLUTION OFFERED BY  
RULES AND STRATEGIC PLANNING  
STANDING COMMITTEE

AYES \_\_\_\_\_ NOES \_\_\_\_\_

RESOLUTION \_\_\_\_\_

DEREK S. KALISH  
COUNTY CLERK  
DATED MAY 17, 2022

SHAUN MURPHY-LOPEZ  
MARTY BREWER  
DONALD SEEP  
INGRID GLASBRENNER  
DANIELLE RUDERSDORF  
LINDA GENTES  
CHAD COSGROVE  
BOB FRANK  
JULIE FLEMING

FOR	AGAINST
X	
X	
X	
X	
X	
X	
X	

**RESOLUTION NO. 22 - 48**

A Resolution Establishing A Policy For The Expenditure Of Remaining Funds From Capital Borrowing Funds.

WHEREAS, at its January 21<sup>st</sup>, 2020 meeting, the County Board adopted Resolution 20-2 by ¾ vote, and Initial Resolution Authorizing Not to Exceed \$2.970,000 General Obligation Promissory Notes for Capital Improvement Projects; and

WHEREAS, at its February 18<sup>th</sup>, 2022 meeting, the County Board adopted Resolution 20-20, awarding the sale of \$2,970,000 General Obligation Promissory Notes; and

WHEREAS, at its September 15, 2020 meeting, the County Board adopted Resolution 20-99, by ¾ vote, an Initial Resolution Authorizing Not to Exceed \$1,050,000 Taxable General Obligation Promissory Notes for Capital Improvement Projects; and

WHEREAS, at its October 27<sup>th</sup>, 2020 meeting, the County Board adopted Resolution 20-110, awarding the sale of \$1,050,000 Taxable General Obligation Promissory Notes; and

WHEREAS the Finance and Personnel Standing Committee and County Administrator Clinton Langreck propose that a policy be adopted to direct the final apportionments and expenditures.

NOW THEREFORE BE IT RESOLVED by the Richland County Board of Supervisors the “Expenditure of remaining Fund #75 and Fund #92 (2021) borrowed funds for capital improvements” Policy is hereby adopted, and

BE IT FURTHER RESOLVED that a copy of the policy shall be made available in the Richland County Administrator’s Office and on the Richland County website; and

BE IT FURTHER RESOLVED that expenditures related to Rule#14 regarding equipment purchase and contract expenditures are approved by adoption of this policy. As long as the expenditure is used on the desired purpose by resolution and within the apportioned amount authorized by the policy, or amended by the Finance and Personnel Committee, additional resolution is not required by the County Board; and

BE IT FURTHER RESOLVED that expenditures qualifying a “public works projects” as defined through County Board Rule #14 and Wisconsin State Statute 59.52(29) will return for resolution by the County Board to ensure compliance; 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 FIANCE  
& PERSONNEL STANDING COMMITTEE

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

RESOLUTION _____		FOR	AGAINST
	MARTY BREWER	X	
	SHAUN MURPHY-LOPEZ		
DEREK S. KALISH	STEVE CARROW	X	
COUNTY CLERK	MELISSA LUCK	X	
	TIMOTHY GOTSCHALL	X	
DATED MAY 17, 2022	DAVID TURK	X	
	STEVE WILLIAMSON	X	
	MARC COUEY	X	
	GARY MANNING		



# Policy of Richland County

Policy Cover	
<b>Title:</b> Expenditure of remaining Fund#75 and Fund #92 (2021) borrowed funds for capital improvements	<b>Effective Date:</b> 17 May 2022
	<b>Adoption/Revision Date:</b> 17 May 2022
<b>Custodian:</b> Administrator	<b>Approving Body:</b> Richland County Board of Supervisors (RCBS)
	<b>Sponsoring Committee, Board or Commission:</b> Finance and Personnel

## 1. Authority

- a. Wis. Stat. 59.02 (Powers, how exercised; quorum);
- b. Wis. Stat. 59.03 9 (Home rule),
- c. Wis. Stat. 59.51 (Board Powers);
- d. Wis. Stat. 59.18 (County Administrator)

## 2. References

- a. Adopting Resolution: 22 -
- b. Amendment Resolution: *none*
- c. 2020 Authorization and Award Resolutions: 20-2 and 20-20
- d. 2020 Authorization and Award Resolutions: 20-99 and 20-110
- e. Richland County Board Committee Structure
- f. Richland County Board Rules

## 3. Purpose

- a. To establish utilization of remaining funds from the 2020 \$2.9m notes borrowing and 2021 short-term note financing funds.
- b. To establish authority and discretion in expending these funds.

## 4. Scope

- a. Applies to Richland County employees, management, members of committees, boards and commissions and chairs of committee, boards and commissions.
  - i. Extends to partner organizations utilizing appropriated funds

## 5. Policy Overview

- a. On January 21, 2020, the County Board adopted by  $\frac{3}{4}$  vote, and Initial Resolution Authorizing Not to Exceed \$2,970,000 General Obligation Promissory Notes for Capital Improvement Projects.
- b. A resolution awarding the sale of \$2,970,000 General Obligation Promissory Notes was adopted on 18 February, 2020.
- c. On September 15, 2020, the County Board adopted, by  $\frac{3}{4}$  vote, an Initial Resolution Authorizing Not to Exceed \$1,050,000 Taxable General Obligation Promissory Notes for Capital Improvement Projects (the "Initial Resolution").
- d. A resolution awarding the sale of \$1,050,000 Taxable General Obligation Promissory Notes was adopted by the County Board on October 27, 2020 (the "Award Resolution").

# Policy of Richland County

- e. This policy is set in place to help manage the remaining appropriations of these borrowed capital funds within the limits of the legal resolution language, intensions of the borrowing and in the best interest of Richland County.
- f. This policy will supersede the “Short-Term Capital Borrowing Program” policy established by Resolution #21-38. (This policy will be replaced in the future by a finance policy).

## **6. Policy Performance**

- a. All utilization, appropriations and/or transfers of the \$2.9m and short term capital borrowed fund shall comply with this policy.
- b. Deviations from this policy require County Board approval where specified authority is not granted to the sponsoring committee or administration. Interpretation of this policy resides in the sponsoring committee whom may defer to the County Board when deemed appropriate by the sponsoring committee.

## **Policy Content**

## **7. Allocations:**

- a. The matrix found in Appendix B of this policy outlines the proposed utilization of remaining funds.
- b. Authority is given to the Finance and Personnel to adjust items and appropriations as seen fit or as recommended by administration and staff, and to allow for administrative contingencies. All expenditures must be in compliance with the resolution language defining the purpose of the borrowings:
  - i. 2020 \$2.9 Million Borrowing, Authorization Resolution Language 20-2 — Proceeds of the Notes will be used for the public purpose of financing capital improvement projects, including:
    - 1. County building projects,
    - 2. park projects,
    - 3. highway improvements,
    - 4. dam repair,
    - 5. and acquisition of municipal vehicles and equipment
  - ii. 2021 Shor-Term Financing, Authorization Resolution Language 20-99 — Proceeds of the Notes will be used for the public purpose of financing capital improvement projects, including:
    - 1. highway improvements,
    - 2. vehicles and fleet management,
    - 3. technology capital improvements,

# Policy of Richland County

4. facility maintenance and improvements,
5. radio and tower project engineering and project design.
- c. Expenditures related to Rule#14 regarding equipment purchase and contract expenditures are approved by adoption of this policy. As long as the expenditure is used on the desired purpose by resolution and within the apportioned amount authorized by the policy, or amended by the Finance and Personnel Committee, additional resolution is not required by the County Board.
- d. Expenditures qualifying a “public works projects” as defined through County Board Rule #14 and Wisconsin State Statute 59.52(29) will return for resolution by the County Board to ensure compliance.

## **8. Utilization Period:**

- a. It is the intentions of Richland County to expend all funds from Fund #75 (\$2.9m borrowing) and funds from the 2021 Short-term financing according to the matrix provided in Appendix B.
- b. Exception to provision (8a) must be approved by the Finance and Personnel Committee.
- c. All funds from the \$2.9m borrowing must legally be utilized by no later than 05 March 2023.
- d. This policy will terminate on the completion of the appropriations and expenditures of fund addressed in this policy.

Revision History		
Adoption/Revision Date	Overview of Adoption/Revision	Adoption/Revision Reference
17 Mar 2021	Original	Resolution 22 - <span style="background-color: yellow;"> </span>

# Policy of Richland County

## **Policy Attachments**

### **Attachment A**

#### **Policy Review Form**

##### **Completed by Policy Custodian**

Policy Title	
Overview of Adoption/Revision	
Policy Submitted By	
Policy Submitted To	
Anticipated Date of Policy Final Approval	
Existing policies, ordinances, regulations and laws referenced to ensure that conflicts do not exist	

##### **Completed by County Administrator**

Policy Received On	
Policy Reviewed /Denied On w/ Reason	
Policy Reviewed/Denied By	
Policy Storage Location	
Policy Forwarded to Corporation Counsel	

##### **Completed by Corporation Counsel**

Policy Received On	
Policy Reviewed /Denied On w/Reason	
Policy Reviewed/Denied By	
Policy Forwarded to Custodian	

# Policy of Richland County

Appendix B (Expenditure Appropriations for Fund #75 (2020 \$2.9m) and Fund #92 (2021 borrowing))						
Fund 75 Tracker			Approved Amt	2965500		
Capital Improvement Borrowing			Total Spend	2420153.26		
Spend by 3/5/2023			Remaining Balance	545346.74		
Approved Area	Approved Amt	Current Spend:	Balance	Appropriation Project:	Completion:	Cost/Expenditure on Project:
Technology	\$ 124,500.00	\$ 134,178.68	\$ (9,678.68)			
Parks	\$ 38,000.00	\$ -	\$ 38,000.00	Well Project	31-Oct-22	Full Remaining
Courthouse	\$ 60,000.00	\$ 59,311.19	\$ 688.81	*Appropriate to Courthouse Roof	17-Jun-22	\$ 688.81
Emergency Mgmt	\$ 20,000.00	\$ -	\$ 20,000.00	Appropriate to New Ambulance Garage	9/31/2022	Full Remaining
Fairgrounds	\$ 105,000.00	\$ 36,599.77	\$ 68,400.23	Appropriate for \$3,756.79 Building 10, \$4990 & \$10,585.79 lights, \$13067.65 lawn mower, \$36,000 skid steer	31-Oct-22	Full Remaining
Roof-HHS-UWR	\$ 603,000.00	\$ 621,434.75	\$ (18,434.75)			
Highway	\$ 800,000.00	\$ 800,000.00	\$ -			
Sheriff-Vehicles	\$ 234,000.00	\$ 245,867.40	\$ (11,867.40)			
Symons	\$ 96,000.00	\$ -	\$ 96,000.00	\$65,116.50 Roof, \$30,642.50 Plaster pool, \$214 contingency	31-Oct-22	Full Remaining
Administrator	\$ 10,000.00	\$ 14,498.15	\$ (4,498.15)			
Misc New Equip	\$ 125,000.00	\$ 101,277.44	\$ 23,722.56	*Appropriate ate \$5,000 for Side Paneling on Courthouse, with remainder of Misc New Equipment to courthouse roof		\$ 18,722.56
Child Support	\$ 25,000.00	\$ 6,213.18	\$ 18,786.82	*Appropriate to Courthouse Roof	17-Jun-22	\$ 18,786.82
Land Conservation	\$ 100,000.00	\$ 2,633.62	\$ 97,366.38	Supplemental Dam Projects	31-Oct-22	Full Remaining
AED for Squads	\$ 25,000.00	\$ 21,727.45	\$ 3,272.55	*Appropriate for Courthouse Roof	17-Jun-22	\$ 3,272.55
Ambulance	\$ 600,000.00	\$ 386,901.63	\$ 213,098.37	Appropriate to New Ambulance Garage	9/31/2022	Full Remaining
	\$ 2,965,500.00	\$ 2,420,153.26	\$ 534,856.74			
	Balance per Account Activity	\$ 2,420,153.26		Appropriate towards roof:		\$ 41,470.74
				Accounting for overages on lines against appropriations towards the roof:		\$ (44,478.98)
				<b>Total of #75 Towards Courthouse Roof:</b>		\$ (3,008.24)
Misc New Equip						
Approved Area	Approved Amt	Current Spend	Balance			
Circuit Court	\$ 1,000.00	\$ -	\$ 1,000.00			
Coroner	\$ 500.00	\$ -	\$ 500.00			
Courthouse (Side Paneling)	\$ 5,000.00	\$ -	\$ 5,000.00			
District Attorney	\$ 2,000.00	\$ -	\$ 2,000.00			
Emergency Gov't	\$ 1,100.00	\$ -	\$ 1,100.00			
Extension	\$ 1,000.00	\$ -	\$ 1,000.00			
Fairgrounds	\$ 500.00	\$ -	\$ 500.00			
Jail	\$ 4,000.00	\$ 259.20	\$ 3,740.80			
LEPC	\$ 1,178.00	\$ -	\$ 1,178.00			
MIS	\$ 20,000.00	\$ 30,620.06	\$ (10,620.06)			
Misc New Equip	\$ 2,802.00	\$ -	\$ 2,802.00			
MIS-Comp Software	\$ 2,000.00	\$ 6,353.05	\$ (4,353.05)			
MIS-Comp/Maint/Upgrades	\$ 7,500.00	\$ 687.59	\$ 6,812.41			
MIS-Comp/Printer/Network	\$ 10,000.00	\$ 803.00	\$ 9,197.00			
Police Radio	\$ 8,000.00	\$ 5,409.18	\$ 2,590.82			
Property Lister	\$ 300.00	\$ 150.00	\$ 150.00			
Register of Deeds	\$ 220.00	\$ 220.00	\$ -			
Sheriff	\$ 25,000.00	\$ 24,401.20	\$ 598.80			
Sheriff-Computer	\$ 30,000.00	\$ 29,640.00	\$ 360.00			
Sheriff-Crime Scene Equip	\$ 1,000.00	\$ 538.56	\$ 461.44			
Treasurer	\$ 700.00	\$ 1,395.60	\$ (695.60)			
Veteran Service	\$ 400.00	\$ -	\$ 400.00			
Zoning	\$ 800.00	\$ 800.00	\$ -			
	\$ 125,000.00	\$ 101,277.44	\$ 23,722.56			
Fund 92 Tracker			Approved Amt	1,032,132.00		
Short Term Capital Improvement Borrowing			Total Spend	915,674.36		
2021			Remaining Balance	116,457.64		
Approved Area	Approved Amt	Current Spend	Balance	Appropriation Project:	Completion:	Cost/Expenditure on Project:
Administration	2,132.00	-	2,132.00	Appropriate to Courthouse Roof	17-Jun-22	\$ 2,132.00
Courthouse	159,000.00	72,662.79	86,337.21	\$18,000 for 3x Heat exchangers in 2022, remainder to courthouse roof	31-Oct-22	\$ 68,337.21
HHS	6,000.00	-	6,000.00	Address heating and cooling needs	31-Oct-22	Full Remaining
Highway	650,000.00	650,000.00	-			
MIS	20,000.00	20,000.00	-			
Sheriff	175,000.00	155,085.58	9,424.42	Appropriate to Courthouse Roof	17-Jun-22	\$ 9,424.42
UW Campus	20,000.00	17,925.99	2,074.01	Appropriate to Courthouse Roof	17-Jun-22	\$ 2,074.01
				<b>Total of #92 (2021) Towards Courthouse Roof:</b>		\$ 81,967.64

## RESOLUTION NO. 22 - 49

A Resolution Adopting Amendments To The Richland County Board Rules And Structure Document.

WHEREAS, an amendment to Richland County Board Rule number ten is recommended by the Rules and Strategic Planning Standing Committee to further clarify the parliamentary procedures of tabling a question verses postponing a question; and

WHEREAS, an amendment to Richland County Committee Structure Document is recommended is recommended by the Rules and Strategic Planning Standing Committee to amend assignments to the American with Disability Act Compliance Committee, voting authority restrictions on the Health and Human Services and Veterans Standing Committee, and FSA deferred participation on the Land and Zoning Standing Committee.

NOW THEREFORE BE IT RESOLVED by the Richland County Board of Supervisors the Richland County Board Rules and Structure Documents are amended reflecting proposed changes to rule ten and the American with Disability Act Compliance Committee, Health and Human Services and Veterans Standing Committee, and Land and Zoning Standing Committee; and

BE IT FURTHER RESOLVED that a copy of the policy shall be made available in the Richland County Administrator's Office and on the Richland County website; and

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

VOTE ON FOREGOING RESOLUTION

AYES \_\_\_\_\_ NOES \_\_\_\_\_

RESOLUTION \_\_\_\_\_

DEREK S. KALISH  
COUNTY CLERK

DATED MAY 17, 2022

### RESOLUTION OFFERED BY THE RULES & STRATEGIC PLANNING STANDING COMMITTEE

	FOR	AGAINST
SHAUN MURPHY-LOPEZ	X	
MARTY BREWER	X	
DONALD SEEP	X	
INGRID GLASBRENNER	X	
DANIELLE RUDERSDORF		
LINDA GENTES		
CHAD COSGROVE	X	
BOB FRANK	X	
JULIE FLEMING	X	

## **RICHLAND COUNTY RULES OF THE BOARD**

~~August 17, 2021~~ May 17, 2022

### **Rule 1**

The hour of the meeting of the Board shall be 7:00 p.m. The County Clerk shall send the minutes of the previous meeting and the agenda for the next meeting and all resolutions and ordinances to be considered at the next meeting to each Supervisor digitally or, if a Supervisor elects, by U.S. Mail, by not later than Wednesday before the next County Board meeting. Resolutions or Ordinances, or subsequent drafts of Resolutions or Ordinances, which were not timely sent out may be considered by the County Board as long as they are approved by the County Board Chair, unless the County Board adopts a motion objecting to consideration of a specific Resolution and Ordinance.

Regular meetings of the Richland County Board of Supervisors shall be held the third Tuesday of each month, except as follows: the annual meeting shall be held the last Tuesday of October, and the December meeting shall be held on the second Tuesday of the month. Any regularly scheduled meeting of the Board, and any special meeting that may be called, may be adjourned to a specific date and time other than the date and time for the next regularly scheduled meeting in accordance with this Rule, by a motion approved by a majority of the Board before the end of the meeting being adjourned. The County Clerk shall provide all members with written notice of any adjourned meeting in the same manner as is done with regular Board meetings.

### **Rule 2**

After each election of the County Board, the roles of the Board Chair and Vice Chair, as defined in the policy titled "*Authority of Management, Roles of Members and Chairs of Committees, Boards and Commissions*" shall be distributed in the welcome letter for newly elected County Board members.

Candidates for Chair and Vice Chair are strongly encouraged to indicate their interest in the positions Committee/Board/Commission and Seat Preference form.

Candidates are encouraged to answer two additional questions (beyond the minimum questions on the Supervisor Biography form):

- If you are elected, are there things you will try to change or do differently as County Board Chair/Vice Chair?
- How would you describe the style you will use in working with your fellow Supervisors, County committees, County Administrator and other staff?

All completed forms (i.e. Committee/Board/Commission and Seat Preference, Supervisor Biography, County Board Chair/Vice Chair candidate answers) will be distributed to all County Board members-elect in advance of the organizational meeting. This will facilitate the process of electing the Chair and Vice Chair, and provide information to the entire board about biographies and appointment preferences.

Candidates for County Board Chair and Vice Chair may not directly contact County Board members-elect to campaign for the positions.

At the organization meeting in even numbered years, the County Clerk shall run the meeting until a Chair has been elected. Nominations for Chair and Vice Chair shall be made and seconded. Each candidate is allowed 10 minutes to speak and answer questions. Voting shall take place by secret and formal ballots. A majority of votes of the members present shall be necessary to elect.

The County Board Chair shall recommend appointment of County Board supervisor members of bodies at the organizational meeting, subject to County Board confirmation. Appointments to standing, joint, advisory, and special assignment bodies shall strive for balance between all County Board members.

Members shall be seated in order by district number, except that the Chair and Vice-Chair shall sit at the head table, and the Chair may alter the seating arrangement to meet the needs of individual Supervisors. The Chair shall call for votes on ayes, noes, and abstentions.

In the event of a temporary vacancy in the Vice Chair position, the Board shall elect a temporary Vice Chair by secret ballot. The temporary Vice Chair shall sit in the Vice Chair's seat. During the absence of the Chair and Vice-Chair, a Chair pro-temp shall be selected by motion of the Board.

The Chair and the Vice-Chair shall be automatic members of the Finance & Personnel and Rules & Strategic Planning Standing Committees. The Chair shall chair the Finance & Personnel Standing Committee, and the Vice Chair shall chair the Rules & Strategic Planning Standing Committee.

### **Rule 3**

Supervisors shall attend the meetings of the County Board in-person unless, with approval of the Chair granted for cause, by remote means of attendance (meaning, by telephone conference, videoconference or by other means by which all persons participating in the meeting are able to communicate with one another). If the Chair is going to attend by remote means, the Vice Chair shall preside over the meeting. If in-person meetings are not advised or not possible due to an emergency situation, as determined by the County Board Chair and/or the County Administrator, meetings of the County Board and its committees may be conducted via teleconference, video conference or other such methods, provided that members of the public can access the meeting in accordance with Wisconsin's Open Meetings Law.

### **Rule 4**

The Chair shall take the chair at the appointed time and shall ask the Clerk to call the roll and, if a majority of the members be present, he or she shall call the meeting to order. The invocation and the Pledge of Allegiance will be given. The Clerk will then read the agenda, which shall be approved by the Board by motion. The Chair shall then ask if any member desires the minutes of the previous meeting to be read or if any member desires to amend the minutes of the previous meeting. Such reading or amendment shall be accomplished by passage of an appropriate motion by a majority of the members present. Hearing no such motion, or after any such motion has been voted on, the



Chair shall declare the minutes as approved. No business may be conducted until the minutes of the last meeting have been so approved by the Board. Minutes shall be approved on a meeting ~~by~~ meeting basis so that, in monthly meetings of the Board which consist of more than one meeting, minutes of that entire monthly meeting shall not be approved until the next monthly meeting.

#### **Rule 5**

The County Board Chair shall be responsible for the preparation of the agenda of the County Board in conjunction and with the assistance of the County Administrator and County Clerk. Matters may only be on the agenda if the Clerk has been notified of them at least 24 hours before the start of the meeting, unless the Board determines by motion that for good cause such notice is impossible or impractical, but in no event shall such notice be less than 2 hours in advance of consideration of the item. The order of consideration of agenda items shall be at the discretion of the Chair. The Board may only consider resolutions or ordinances which each member has been sent a copy of in accordance with Rule 1: exceptions to this rule may be made as determined by a majority of those present.

#### **Rule 6**

The Chair shall preserve order and decorum and decide all questions of order, subject to appeal to the Board. The Chair shall recommend appointments of County Board members to bodies subject to confirmation by the Board. The Administrator shall recommend appointments of citizen members of bodies subject to confirmation by the Board. The Pine Valley & Child Support Standing Committee shall be elected by a majority of those present by secret and formal ballot. Each of the non-executive standing committees will designate by vote one representative member (of whom is a county board supervisor) to serve on the Finance and Personnel Committee, and one representative (of whom is a county board supervisor) to serve on the Rules and Strategic Planning Committee.

In the event of a prolonged, unexcused absence of a Supervisor or citizen member of a body, the chair of that body shall notify the County Board Chair of the absence. The County Board Chair shall have the authority to recommend a temporary appointment upon the prolonged, unexcused absence of any County Board member, subject to confirmation by the County Board. Such temporary appointments shall cease upon the return of the absent member. The County Board Chair may recommend the permanent removal of a County Board member from a committee, board, or commission, subject to County Board confirmation. The County Board Chair shall offer the option of resignation to a County Board member from a committee, board or commission, before a recommendation for removal is brought before the County Board.

The County Administrator shall have the authority to recommend an appointment of a vacant citizen member seat on a body, subject to confirmation by the County Board. The Administrator may solicit nominations for the vacancy by a notice in The Richland Observer, which notice shall also be posted on the County's website. The Administrator may also solicit nominations from a body of the County Board. Citizen members shall have the same voting rights on issues brought before their committees as their county board supervisor colleagues.

No Supervisor or citizen member shall serve without interruption for the equivalent of more than 3 consecutive, 2-year terms on any committee, board or commission. An individual who has served as a citizen member of a committee, board or commission who becomes a Supervisor is eligible to serve as a Supervisor member of the same committee, board or commission for not to exceed 6 years. A supervisor who has served on a committee, board or commission and who ceases being a Supervisor is eligible to be appointed as a citizen member of the same committee, board or commission for not to exceed 6 years.

The first section of this paragraph does not apply to:

- (a) committees elected by ballot and members serving on a related State board or committee;
- (b) citizen members of the Fair, ~~and Recycling~~ & Parks Standing Committee;
- (c) statutory 3-year terms of members of the Zoning Board of Adjustment;
- (d) service on committees, boards or commissions for a term of less than 3 years in length;
- (e) service by a Supervisor for a partial Supervisory term.

Except for committees elected by ballot and members serving on a related State board or committee, no Supervisor or citizen member shall serve without interruption for the equivalent of more than three consecutive, two-year terms on any committee or board, commencing in April, 1976. This limitation shall not apply to the statutory 3-year terms of members of the Zoning Board of Adjustment. Service on all committees, boards and commissions for term of less than 3 years in length shall not be counted for the purposes of this Rule, nor shall service by a Supervisor for a partial Supervisory term be counted.

The County Board Chair may act as a voting member if a quorum is not otherwise present for a Standing Committee.

#### **Rule 7**

Supervisors shall turn off their cell phones and all other personal electronic devices during a meeting of the County Board or of any committee or board on which Supervisors serve. Such devices may not be used during any such meeting except with permission of the chair of the meeting. This Rule does not preclude the recording of a meeting by any person.

#### **Rule 8**

The County shall make a county e-mail address available to each Supervisor, which each Supervisor may elect to utilize. Those Supervisors electing to use the County-provided e-mail address shall use that address for all County business and for no other purpose.

#### **Rule 9**

All questions shall be put in this form: All those in favor say “aye”, and those opposed “no”. Any member may call for a roll call vote on any question.

Every member present when a question or election is put shall vote on the same, unless an abstention is declared.

All roll call votes of the Richland County Board of Supervisors shall be taken into rotation numerically, and each succeeding roll call shall be started with the next succeeding name that completed the last preceding roll call.

#### **Rule 10**

When a motion is under discussion, no motion shall be in order except 1) a motion to table until later in the meeting (not debatable), 2) a motion to postpone or to table to a definite date or to table indefinitely (debatable), which shall not be debatable, or 3) a motion to amend. A motion to adjourn shall be in order and be decided without debate.

#### **Rule 11**

When any member wants to speak in debate or lay any matter before the Board, he or she shall raise their hand and, upon being recognized by the Chair, respectfully address himself or herself to “Mr. or Madam Chair,” and confine themselves to the question under debate, avoiding personalities.

When two members arise to speak at once, the Chair shall name the member who is first to speak.

Any member may make a motion to limit the floor time of any speaker and such motion shall not be debatable. Also, the floor time of any speaker may be limited by the Chair. The Chair’s decision may be overruled by a majority of those Board members present.

#### **Rule 12**

When the Board is equally divided on any question before it, the same shall be lost, but in that case any member may move for reconsideration or bring the question anew.

When a vote has been taken on a question or motion, it shall be in order for any member of the majority on that vote to move for reconsideration on the same or succeeding meeting, but not for a member of the minority.

#### **Rule 13**

No amendments to a Rule of the Board shall be effective in the meeting in which that Rule is amended.

#### **Rule 14**

This Rule applies to all committees and boards which consist of a majority of County Board Supervisors, subject to the exceptions stated below.

This Rule does not apply to the extent that it may conflict with authority granted to any committee or board by the Wisconsin Statutes.

This rule does not take precedence over the following:

- (a) The only matters which the Highway Committee has to come back to the County Board for are:
  - 1. to purchase highway equipment which costs \$50,000.00 or more (Resolution No. 41 Amended) adopted on October 28, 1975);
  - 2. to purchase real estate other than highway right-of-way (Resolution No. 87-47);
  - 3. to construct any building.
- (b) The Health and Human Services Board shall have the authority to enter into contracts which involve the expenditure of not more than \$50,000.00 either at one time or within the course of one year.
- (c) Resolution No. 88-32 (Committee Structure Resolution) and Resolution No. 89-100, which authorizes the Land Conservation Committee to undertake new projects costing up to \$50,000.00. The Land Conservation Committee can enter into cost-sharing contracts with private landowners under the Soil and Water Resource Management Program and pay those contracts involving the expenditure of up to \$50,000.00 per contract a year without County Board approval.
- (d) Resolution No. 89-80 Authorizing the Law Enforcement and Judiciary Committee to appropriate funds from the Jail Assessment Fund without County Board approval.
- (e) The Board of Trustees of Pine Valley Healthcare and Rehabilitation Center shall have authority to enter into contracts, make expenditures and undertake public works projects which involve the expenditure of not more than \$50,000.00 either at one time or within the course of one year.
- (f) No supervisor should promise a present or prospective County employee a wage increase, salary, job, or job security without telling him or her that the promise has to have final approval of the full County Board before it can be carried out.
- (g) No Supervisor should make a financial commitment or promise to any individual, company or organization concerning County property without telling him or her that the commitment has to have final approval of the full County Board before it can be carried out.
- (h) The Fair Committee shall have authority to enter into contracts, make expenditures and undertake public works projects which involve the expenditure of not more than \$7,000.00 either at one time or within the course of one year.

- (i) **Retirement Resolutions.** The County Board will only consider Resolutions commemorating the retirement of County employees if the employee is fully vested in the Wisconsin Retirement System at the time of retirement.

Any matters covered by this Rule are not deemed to have been approved by the County Board by virtue of the Board having approved an annual County budget which may contain money for those items. Items covered by this Rule must be approved by the County Board by separate Resolution despite the fact of prior approval as part of the budget process.

The following items must be approved by the County Board:

- (j) **Contracts.** Agreements entered into on behalf of Richland County should be reduced to writing whenever possible. All contracts involving an expenditure of 10,000 or more a year must be approved by the County Board, except that a one year's extension of an existing contract may be authorized by the appropriate committee. All contracts involving less than 10,000 a year must be approved by the County Administrator. Department heads may enter into contracts on behalf of Richland County subject to County Administrator approval. Department heads will report all contracts to the appropriate committee. Copies of all contracts shall be filed with the County Clerk.
- (k) **Expenditures.** If the purchase price of the needed property including computers is 2,000 or less, the department head may make the purchase upon obtaining at least one quotation from a vendor. If the purchase price of the needed property including computers exceeds \$2,000 and does not exceed \$10,000, the purchase must be made by the County Administrator after having obtained a minimum of 3 quotations from vendors, if reasonably possible. The County Administrator may not commit Richland County to an expenditure of \$10,000.00 or more for the purchase of property, supplies or equipment (in either one unit or in multiple of units if the cost of either exceeds \$10,000.00) or of real estate or for the repair, renovation, remodeling or reconstruction of buildings or other public works, unless that expenditure has been approved by the appropriate committee and County Board.
- (l) **Public works projects.** All matters dealing with the "construction, repair, remodeling or improvement" of any County building or real estate is governed by section 59.52(29), Wisconsin Statutes. This statute covers the construction of a building that will become a County building even though its construction is being financed by private funds. Also, this statute does not govern highway projects. This statute sets forth the following requirements;
  - 1. If the estimated cost of the project is less than \$5,000, there are no restrictions as to how the County Board can award the contract for the work.
  - 2. If the estimated cost of the project is between \$5,000 and \$20,000, the County Board must advertise for bids for at least one week before the contract for the project is awarded.
  - 3. If the estimated cost of the project exceeds \$20,000, the project must be awarded to the lowest responsible bidder in the manner set forth in section 66.29, Wisconsin Statutes, which deals with pre-qualification of bidders.

4. Regardless of the estimated cost of the project, the County Board may, by a 3/4<sup>th</sup> vote, allow the work to be done by the County itself.
  5. None of the above rules apply in the case of the repair or reconstruction of public facilities where the County Board determines by Resolution that the damage or threatened damage creates an emergency in which the public health or welfare of the County is endangered.
- (m) Program initiatives and grants. No department of County Government may undertake a program initiative, or contract with, or apply and accept a grant unless approved by the County Administrator. If the grant requires matching funds, in-kind match, or adding personnel it will require approval by the County Board before submission.
- (n) Emergencies. An emergency is when a proposed contract, expenditure or program initiative for which County Board approval is necessary must be submitted by a date which is before the next County Board meeting. In an emergency then the committee Chair of the appropriate committee is authorized to undertake the act on behalf of the County, subject to the following:
1. That it be stated on the document being submitted that the approval being given is subject to review by the County Board at its next monthly meeting.
  2. That a Resolution on the matter be presented to the County Board for approval at its next meeting.
- (o) Surplus County Property. The County Clerk's Office shall be advised of the disposition of any surplus County property. Committees are encouraged to liquidate surplus County property in order to conserve storage space and to assure that County property is utilized to its fullest value. The liquidation of surplus County property which the department's supervising committee estimates has a market value of more than \$1,000 for that item must be approved by the County Board. Surplus equipment must be offered by e-mail to other County departments at no cost. If no other County department has use for the surplus equipment, it is then to be liquidated by the department with approval of the County Administrator by the best means possible. The proceeds from all sales of surplus County property shall be deposited in the General Fund.
- (p) Budget Matters. All budget issues and fund transfers must go through the County Administrator who will report to the Finance and Personnel Committee and, if necessary, to the County Board.

### **Rule 15**

Members of the County committees shall be compensated for their attendance at meetings of the County Board and meetings of committees or boards in accordance with the following rules:

- (a) Per diems and mileage for Supervisors shall be paid at the following rate:

1. \$40.00 for each day's attendance at a meeting of the County Board (effective January 1, 2005).
  2. \$30.00 for attendance at meetings of boards or committees (effective January 1, 2005); payment of per diems for attendance at more than one meeting in a single day is allowed. A per diem shall be paid to a Supervisor to attend a meeting of a board, committee or commission of which he or she is not a member only when such attendance has been directed by either the County Board Chair or by a committee, board or commission of which the Supervisor is a member.
  3. Mileage shall be reimbursed at the same rate set by the State as mileage reimbursement to its employees. In the case of multiple meetings in one day, payment is allowed only for miles actually traveled by the Supervisor to and from his or her residence and the meeting.
  4. In addition to the above, the Chair of the County Board shall be paid additional compensation of \$3,000 per year, to be paid in 12 monthly installments of \$250 (effective May 1, 2020).
  5. Reimbursement is not allowed for alcoholic beverages.
- (b) Supervisors shall be paid mileage and per diem for their attendance at all meetings of the County Board and all meetings of committees or boards, except as otherwise provided in this Rule. All payments to Supervisors shall be done by electronic deposit, effective January 1, 2008.
- (c) No compensation or per diem shall be allowed for committee meetings held one hour before or one hour after a meeting of the County Board, except that compensation and per diems may be paid for regularly scheduled committee meetings held on the day on which the County Board has met or is to meet.
- (d) Reimbursement to Supervisors for registration fees, mileage, per diems, meals and lodging for attendance at multi-day conferences or conventions held outside of the County shall be limited to 2 per calendar year, unless specific approval is granted by the Finance and Personnel Committee. Approval by the Finance and Personnel Committee is also required for at any out-of-State event.

### **Rule 16**

Supervisors shall follow the following expense reimbursement policy for supervisors while engaged in County business:

- (a) Policy as to reimbursement for overnight lodging:
1. Supervisors shall obtain a governmental rate for the hotel or motel, if available. Actual expenses for the prearranged conference rates shall be reimbursed.
  2. Receipts must be submitted in all cases.

3. When a supervisor is accompanied by his or her spouse, the additional expense over that otherwise reimbursed shall be paid by the individual supervisor.

(b) Policy as to reimbursement for meals:

1. The actual expenses for meals shall be reimbursed in an amount not to exceed \$25.00 in any one day (effective January 1, 2022).
2. Alcoholic beverage is not a reimbursable expense.
3. The above limitation shall not include applicable sales taxes which shall be reimbursed, and gratuities shall be reimbursed up to a maximum of 15 percent of the amount of the bill.
4. Detailed, itemized receipts shall be required in all cases. Lodging invoices indicating room "service charges" charges will not suffice for reimbursement.
5. Reimbursement of meals is only warranted when traveling out of the county on county business. All supervisors' meal reimbursements must be approved by the County Clerk.

(c) Reimbursement may be paid for other business related expenses in an amount reasonable under the circumstances, and if approved by the supervisor's appropriate County Board Committee.

(d) When registration fees for attendance at a duly authorized convention, seminar or meeting include the costs of meals and lodging, no other reimbursement for these items shall be allowed.

(e) When State or Federal agencies are responsible for the payment of more than 50 percent or all of the supervisor's expenses otherwise reimbursable under these Rules, then State or Federal provisions relating to the reimbursement of such expenses shall prevail to the extent that these Rules are inconsistent with such provisions.

### **Rule 17**

Supervisor's mileage and per diem shall be paid on a monthly basis in the following manner:

- (a) The County Clerk's Office will keep a record of each supervisor's attendance at meetings of the County Board and at meetings of committees and board.
- (b) The County Clerk shall only pay mileage and per diem for attendance at meetings of the County Board and at meetings of boards or committees after a claim has been filed by the Supervisor on the claims reimbursement form provided by the County Clerk. Submission of the claims reimbursement form in an electronic format is preferred. Each Supervisor shall be responsible for submitting mileage and per diem claims on the claims reimbursement form to the County Clerk for his or her attendance at such meetings no later than the last day of the month in which the claims were incurred. Claims submitted after this date will not be paid until the next payroll cycle.



- (c) Upon receipt of attendance information by the County Clerk, the Audit Committee shall review and approve the charges which shall then be paid to the Supervisor each month.
- (d) Mileage and per diem reimbursement claims incurred in December must be submitted by Supervisors to the County Clerk's Office no later than the end of the third week of December to ensure that all claims are paid in the calendar year in which they occurred and to allow ample time for end-of-year payroll processing.

### **Rule 18**

Each committee composed of a majority of supervisors shall appoint a person who shall take minutes who shall not be a Supervisor. In the event of the absence of the appointed person, the committee chair shall appoint a person to take the minutes for that meeting. The appointed person shall take minutes of all meetings of the committee. The appointed person shall, within 14 days after the meeting, type up the proposed minutes of the meeting and file them with the County Clerk. The minutes shall indicate the supervisors who are in attendance at the meeting and those who were excused. The Chair of boards, commissions or committees shall be a Supervisor when a majority of the members of the board, commission or committee is made up of Supervisors.

Meeting materials presented to any board, commission, or committee whose members are made up of a majority of Supervisors shall be made available on County Board Supervisor iPads, unless materials are presented during a closed session. Materials shall be posted 24 hours in advance of a meeting, but in instances where additional materials are presented during the meeting, additional materials shall be posted within one business day after the meeting has adjourned.

### **Rule 19**

Except as otherwise provided in these Rules or in the Wisconsin Statutes, all agenda items requiring action by the Board except appointments shall initially be brought to the consideration of the Board by written resolution or ordinance, except that a majority of the Board may, upon motion, permit an agenda item to be brought to the consideration of the Board by oral motion. Any Supervisor may direct the Corporation Counsel to prepare a proposed resolution or ordinance, but the identity of that Supervisor shall be public information. No resolution or ordinance shall be brought to the consideration of the Board unless it has been signed by a majority of the members of the appropriate committee. Upon signing a proposed resolution or ordinance, members may indicate on the resolution or ordinance their position for or against that proposed resolution or ordinance. In doubtful cases, the Chair shall assign all matters to the appropriate committee.

### **Rule 20**

Vacancies on the County Board are created in the following ways:

- (a) removal for cause by a two thirds vote of all Supervisors;
- (b) removal for cause per Wisconsin Statutes, section 17.14 (2) relating to valuation or
  - i. equalization of real estate for tax assessment purposes;

- (c) by death;
- (d) by moving out of the County; Supervisors who move out of their District
  - i. but remain a resident of the County, may serve the remainder of their term.
- (e) by submitting a letter of resignation to the Sheriff per Wisconsin Statutes,
  - i. section 17.01 (7). The Sheriff shall then file the resignation with the County Clerk. The effective date of the resignation shall be stated in the resignation document. Resignations can be effective: immediately; at a future date; or upon the happening of a future event.
- (f) conviction of a felony.

### **Rule 21**

The following procedure shall be utilized when there is a vacancy in a County Board Supervisory District which occurs when there is not less than 5 months remaining in the Supervisor's term:

- (a) Within 30 days of the seat becoming vacant, the County Clerk shall place a standard advertisement (not in the legal section) for 2 consecutive weeks in The Richland Observer and The Shopping News, as follows:
  - 1. Notifying the public that there is a vacancy in Supervisory District #\_\_\_\_\_ and setting forth a map which reasonably informs the public of the boundaries of the District.
  - 2. Stating that persons interested in being appointed as a County Board Supervisor from the vacant District shall submit the following information to the County Clerk in any format, except verbally, by a stated deadline which shall be not less than 30 days from the date of the last publication:
    - i. The applicant's name and address
    - ii. That the applicant is at least 18 years old
    - iii. That the applicant is qualified to vote in the District.
    - iv. A brief statement as to the applicant's qualifications to serve on the County Board.
  - 3. Stating that the vacancy will be filled from the list of applicants, at the next County Board meeting after the expiration of the application deadline. The advertisement should state the place, date and time of that County Board meeting.
  - 4. Stating the County Clerk's mailing address, fax number and e-mail address.
- (b) The vacant seat shall be filled in the manner set forth in Rule 5 of the Rules of the Board for the selection of the members of the Committee on Committees and the Highway Committee. Only persons who have timely filed applications in accordance with paragraph 1 shall be eligible for appointment.

- (c) If no applications have been received, the Board will receive nominations of qualified and willing persons from the floor.
- (d) The person appointed shall, if present, take the oath of office immediately following the appointment. Otherwise, the person appointed shall take the oath of office at the start of the next County Board meeting. If the person originally elected to the District in which the vacancy exists, remains a resident of Richland County, and is willing to do so, he or she shall continue to serve until his or her replacement takes the oath of office.

#### **Rule 22**

A committee, board or commission may adopt a motion requesting another committee, board or commission to attend a future meeting of the requesting body. In such event, each participating committee, board or commission shall prepare an agenda for the joint meeting in the usual manner.

#### **Rule 23**

In the event no Rules of the Board have been heretofore established and if there is no legal impediment, Robert's Rules of Order, as amended, shall apply.

# **RICHLAND COUNTY BOARD BODY STRUCTURE**

(Amended March 30, 2022)

## **ADRC OF EAGLE COUNTRY REGIONAL BOARD**

*(reports to HHS & Veterans Standing Committee)*

- A. Outside board that oversees the regional ADRC, administered by Juneau County.
- B. One County Board supervisor from the HHS & Veterans Standing committee shall be recommended for appointment by the County Board Chair, with confirmation by the County Board.

## **(COMMISSION ON) AGING AND DISABILITY BOARD**

*(reports to HHS & Veterans Standing Committee)*

- A. This committee shall consist of eleven members as follows:
  - 1. At least 51% of the members shall be at least 60 years old;
  - 2. At least 2 members representing adults with disabilities;
  - 3. At least 1 member representing adults challenged by mental health and/or substance abuse disorders;
  - 4. At least 1 member representing disabled youth transitioning into adult services;
  - 5. At least 1 member representing service providers;
  - 6. At least 2 members shall be County Board Supervisors.
- B. 6 of the initial appointments shall be for 2 years and 5 shall be for 1 year. All subsequent appointments shall be for 2 years.
- C. Citizen members recommended by the Administrator for appointment and confirmed by the County Board, and County Board Supervisor members recommended by the County Board Chair for appointment and confirmed by the County Board.
- D. The Commission on Aging and Disability is the citizen advisory body of the Richland County Aging and Disability Resource Center Unit and Health and Human Services Board in matters relating to those citizens over age 60 and those citizens over age 18 and under 60 who are disabled physically, developmentally, and/or challenged by mental health or substance abuse disabilities in Richland County. Wisconsin State Statute 46.82(4) covers the requirements and comply with the federal aging funding that the County receives.
- E. The Powers and Duties of the Commission on Aging and Disability are:
  - a. Advise the Aging and Disability Resource Center Unit on the development and implementation of the County Aging Plan and ADRC Service Plan.
  - b. Provide financial oversight for the Aging and Disability Resource Center Unit.
  - c. Ensure that the terms of the Aging and Disability Resource Center state/county/Area Agency on Aging contract are fulfilled.
  - d. Collect information on the needs of older adults and adults with disabilities and make recommendations to Aging and Disability Resource Center Unit Staff.
  - e. Monitor progress on implementation of the Aging and Disability Resource Center Unit Plan.

- f. Serve as an advisory group and approve a Community Options Plan for participation in the program and plan updates as they are made.
- g. Educate older people and adults with disabilities on issues of importance to them.
- h. Advocate for the rights of older people to the Area Agency on Aging – District I, Aging and Disability Resource Center Unit, Legislators and other elected officials of the County, State and Federal governments and to older populations.
- i. Advocate for the rights of adults with disabilities to the Aging and Disability Resource Center Unit, Legislators and other elected officials of the County, State and Federal governments and to adult populations.
- j. React to and comment on concerns transmitted from the Health and Human Services Board and Aging and Disability Resource Center Unit.
- k. Assure input from consumers, service providers, and local constituents in the general policies, procedures, practices, and goals of the Aging and Disability Resource Center Unit.
- l. Study specific problems facing elders and adults with disabilities and make recommendations to the County Board, Health and Human Services Board and Aging and Disability Resource Center Unit.
- m. Review and advise the Health and Human Services Board and Aging and Disability Resource Center Unit on budgetary and programmatic issues.
- n. Report to local adult and senior clubs and other adult and senior organizations on information and issues relevant to senior citizens and adults with disabilities.
- o. Serve on committees as needed.
- p. Attend regular Commission on Aging and Disability meetings.

#### **(JOINT) AMBULANCE COMMITTEE**

*(reports to Finance & Personnel Standing Committee)*

- A. 16 members, consisting of 1 from each of the 10 participating towns, 1 each from the Village of Boaz and the Village of Yuba, 1 from the City Council of the City of Richland Center and the Mayor, two County Board Supervisors (appointed by recommendation of the County Board Chair) ;
- B. Provide oversight and advice provide oversight and advice (i.e., policy-making determining the broad outlines and principles governing administration) regarding the operation of the County Ambulance Service.
- C. Monitor the actual vs. approved annual budget in funds managed by the Ambulance Department on a minimum quarterly basis.

#### **AMERICANS WITH DISABILITY ACT COMPLIANCE COMMITTEE *(reports to Public Works Standing Committee)***

- A. 7 members composed as follows:
  - 1. the Vice Chair of the County Board;
  - 2. two Supervisors;
  - 3. one disabled individual;
  - 4. a representative from the business or non-profit community;

5. a representative from education;
  6. a representative from the medical/health profession.
- B. Citizen members recommended by the Administrator for appointment and confirmed by the County Board, and County Board Supervisor members recommended by the County Board Chair for appointment and confirmed by the County Board.
  - C. The committee shall hear appeals from action taken by the Americans with Disability Coordinator.
  - D. Members shall be paid mileage and per diems for their attendance.
  - E. Maintain a written self-evaluation for approval by the County Board to ensure that the County's delivery of services and programs is in compliance with the Americans with Disabilities Act.
  - F. Administer and review the procedure for the filing of complaints under the Americans with Disabilities Act and develop a written self-evaluation for the purpose of bringing the County's hiring and appointment procedures into compliance with the Americans with Disabilities Act.
  - G. Provide oversight and advice (i.e., policy-making determining the broad outlines and principles governing administration) regarding a facilities plan and a transition plan for approval by the County Board relative to bringing all County owned or operated buildings and facilities into compliance with the Americans with Disabilities Act.

## **BRANDING COMMITTEE**

*(reports to Rules & Strategic Planning Standing Committee)*

- A. This committee consists of 9 members being as follows:
  1. Two County Board members (one of whom will serve as chair)
  2. Two County Department heads
  3. Three community members
    - a. A high school student
    - b. A business sector representative
    - c. A representative of art
  4. Two village representatives
- B. Citizen members recommended by the Administrator for appointment and confirmed by the County Board, and County Board Supervisor members recommended by the County Board Chair for appointment and confirmed by the County Board.
- C. The committee will assist with the development of a County Branding Manual covering details of logos, motto, flag, branding elements for all road signage, vehicle signage, building signage, county department letterhead, business cards, and the website.
  1. Duties include:
    - a. To bring insight to the process from the people and profession they represent.
    - b. To help identify good process for public input.
    - c. To spread the news of this effort while speaking positively and supportively of the process.
    - d. Provide insights on design elements but they themselves do not create, design, or dictate what the brand will be or tell the design consultant what to do.

- e. Provide a recommendation of a final County Branding Manual for adoption and implementation by the County Board.

## **CHAPTER 980**

*(reports to State of Wisconsin)*

When a court orders the county to prepare a report that identifies an appropriate residence option within the county for an individual committed as a sexually violent person who has been authorized for supervised release and is a Richland County Resident, the county shall create a temporary committee to prepare a report for the county. The committee shall consist of the following:

1. The county department under s. 51.42 (Health and Human Services);
2. A representative of the Department of Health Services;
3. A local probation or parole officer;
4. The county corporation counsel or his or her designee; and
5. A representative of the county that is responsible for land use planning or the department of the county that is responsible for land information.

Wisconsin State Statutes 980.08(4)(dm) covers the requirements of the Chapter 980 Committee and can be found at: [https://docs.legis.wisconsin.gov/document/statutes/980.08\(4\)\(dm\)](https://docs.legis.wisconsin.gov/document/statutes/980.08(4)(dm)).

## **CITIZEN PARTICIPATION PLANNING COMMITTEE**

*(reports to the Finance & Personnel Standing Committee)*

- A. This committee is a legal requirement for the use of Community Block Development Grant (CDBG) funds to complete approved CDBG projects at the Richland Center Auditorium and in the Village of Lone Rock. This committee must exist until the projects are complete, which is anticipated to be the Fall of 2020.
- B. Citizen members recommended by the Administrator for appointment and confirmed by the County Board, and County Board Supervisor members recommended by the County Board Chair for appointment and confirmed by the County Board.

## **CITY COUNTY COMMITTEE**

*(reports to Rules & Strategic Planning Standing Committee)*

- A. This committee is a joint body of Richland County and the City of Richland Center that addresses issues of importance to both the County and City.
- B. Two members from the County Board consist of the County Board Chair and Vice Chair.

## **COMPREHENSIVE COMMUNITY SERVICES COORDINATION COMMITTEE**

*(reports to HHS & Veterans Standing Committee)*

1. Nine members.
2. The Committee shall consist of the following members:
  - a. 2 employees of the Richland County Department of Health and Human Services who are responsible for mental health and substance abuse services;
  - b. 1 service provider(s);
  - c. 1 community mental health and substance abuse advocate(s);
  - d. 4 consumers;

- e. 1 family members and interested citizens. At least one-third of the members of the Committee shall be consumers and no more than one-third of the members may be County employees or providers of mental health or substance abuse services.
- 3. Members recommended by the Administrator for appointment and confirmed by the County Board.
- 4. The duties of the Committee are:

Review and make recommendations regarding: the initial and any revised Comprehensive Community Services Plan; Comprehensive Community Services quality improvement plan; personnel policies and other policies, practices or information that the Community Services Program and protection of consumer rights. Wisconsin Administrative Code DHS 36.09 covers the requirements for this advisory committee to the CCS program (a Medicaid behavioral health program) and can be found at <https://docs.legis.wisconsin.gov/document/administrativecode/DHS%2036.09>.

- 5. The Committee shall meet at least quarterly.
- 6. Members shall serve 3-year staggered terms after serving a 2-year initial appointment.
- 7. All members, except County employees, shall be paid mileage and a per diem for their attendance.

#### **COORDINATED SERVICES TEAM (CST) COORDINATING COMMITTEE** (reports to HHS & Veterans Standing Committee)

- A. This committee covers two programs; the Coordinated Services Team (CST) Initiative and the Children's Community Options Program (CCOP). Wisconsin Statutes 46.56(3) covers the requirements for the CST Committee [\[https://docs.legis.wisconsin.gov/document/statutes/46.56\(3\)\]](https://docs.legis.wisconsin.gov/document/statutes/46.56(3)) and Wisconsin Statutes 46.272(4) which covers the Children's Community Options Program (CCOP) advisory committee [\[https://docs.legis.wisconsin.gov/document/statutes/46.272\(4\)\]](https://docs.legis.wisconsin.gov/document/statutes/46.272(4)).
- B. The Coordinated Services Team (CST) Coordinating Committee meets the requirements for CST and CCOP Programs.
- C. Members recommended by the Administrator for appointment and confirmed by the County Board, which shall include representatives from:
  - a. The county department responsible for child welfare and protection services or, for an initiative established by a tribe, the tribal agency responsible for child welfare and protection services.
  - b. The county department responsible for mental health and alcohol and drug abuse services for children and families or, for an initiative established by a tribe, the tribal agency responsible for these services.
  - c. The county department responsible for providing services for children who have developmental disability or, for an initiative established by a tribe, the tribal agency responsible for providing these services.
  - d. The juvenile court administrator or another representative appointed by the judge responsible for cases heard under chs. 48 and 938 or, for an initiative established by a tribe, a representative of the tribal court.
  - e. The largest school district in the county and any cooperative educational service agency, if it provides special education in the county, or any county children with disabilities education board in the county, and any other school district in the county that is willing to participate in the initiative, at the discretion of the administering agency. For an initiative established by a tribe, the coordinating committee shall include a representative of the school district serving



the majority of pupils who reside on the reservation of the tribe or on trust lands held for the tribe and any cooperative educational service agency providing special education services to these pupils.

- f. The agency responsible for economic support programs.
- g. The local health department.
- h. Persons in the service area who provide social or educational services to children who have disabilities other than the providers above.
- i. At least 2 parents, or the number that equals 25 percent of the coordinating committee's membership, whichever is greater, of children who are involved in 2 or more systems of care including: parents of children with disabilities including, if possible, parents from families that participate in the children's community options program. To the maximum extent possible, the parents shall be representative of the various disability, racial, and ethnic groups in the service area. The members specified under this subdivision shall constitute a majority of the membership of the committee.

### **CRIMINAL JUSTICE COORDINATING COMMITTEE**

*(reports to Public Safety Standing Committee)*

A. Thirteen members consisting of the following:

Circuit Court Judge

Director of the Department of Health and Human Services

District Attorney

Sheriff

Chief of Police of the City of Richland Center

One County Board Supervisor

Mayor of the City of Richland Center

Public Defender

Probation Agent

Director of Passages

Child Support Administrator

Clerk of Circuit Court

President of the Richland County Ministerial Association

B. Study the Richland County juvenile and criminal justice system; identify deficiencies and formulate policy, plans and programs for change; communicate and present planning, financial, operational, managerial and programmatic recommendations to the agencies which administer the juvenile and criminal justice system in Richland County; provide coordinated leadership necessary to establish cohesive policies which are based on research, evaluation and monitoring of policy decisions and program implementations for innovative corrections programs for adult and juvenile offenders; review, evaluate and make policy recommendations on vital criminal justice system

issues.

C. All members except the County Board Supervisor member may designate an alternate to attend a

meeting or meetings of the Committee. The County Board Chair shall recommend the County Board Supervisor member for appointment, with confirmation by the County Board.

D. The term of all members shall be 6 years from January 1, 2017, and

E. The following members or their designees are entitled to be paid a per diem and mileage for their attendance at meetings of the Committee;

County Board Supervisor;

Mayor of the City of Richland Center;

Director of Passages;

President of the Richland County Ministerial Association.

## **ECONOMIC DEVELOPMENT**

*(reports to Rules & Strategic Planning Committee)*

An 11--member Board for Economic Development consisting of the three voting members including the County Board Chair, the Mayor of Richland Center and a representative of Southwest Partners. The duties of the Board are set forth in paragraphs 1 and 2 of an agreement between the City and County.

## **EDUCATION STANDING COMMITTEE**

- A. 8 County Board Supervisor members recommended for appointment by the County Board Chair and confirmed by the County Board.
- B. Monitors the actual vs. proposed annual budget in funds managed by the Agriculture & UW-Extension, UW-Platteville Richland Maintenance, and UW-Platteville Richland Food Services Departments on a minimum quarterly basis.
- C. Functions as the Agriculture and Extension Education Committee in accordance with section 59.87, Wisconsin Statutes and as follows:
  1. Provide oversight and advice (i.e., policy-making determining the broad outlines and principles governing administration) on the hiring of professionally qualified persons to the University Extension Program staff in cooperation with University Extension. Vacancies and additions to the staff shall be filed in the same manner.
  2. To make available the necessary facilities and conduct programs in:
    - a. Professional and liberal education.
    - b. Human resources development.
    - c. Economic and environmental development.
    - d. Extension work provided for in an act of Congress and all acts supplementary thereto.
    - e. Any other extension work authorized by local, State or Federal legislation.
    - f. Examine and audit all claims arising under the Dog License Law, Chapter 174, Wisconsin Statutes.
- D. Functions as the UW-Platteville Richland Committee as follows:
  1. Provide oversight and advice (i.e., policy-making determining the broad outlines and principles governing administration) regarding the operation, maintenance of all county buildings and land covered in the agreement with the University of Wisconsin Center System that the County is responsible for.

2. Provide oversight and advice (i.e., policy-making determining the broad outlines and principles governing administration) regarding the operation and maintenance of the Food Service System.
3. Promotes the campus as a higher education and cultural center for Richland County.

## **FAIR, RECYCLING, AND PARKS STANDING COMMITTEE**

- A. Ten members, four of whom shall be Supervisors and six of whom shall be citizen members. The Chair shall be a County Board Supervisor.
- B. Citizen members recommended by the Administrator for appointment and confirmed by the County Board, and County Board Supervisor members recommended by the County Board Chair for appointment and confirmed by the County Board.
- C. Working with the County Administrator and Finance & Personnel Standing Committee, recommend a staffing and volunteer plan for sustainable operation of the County Fair and Parks to be incorporated into the 2023 or 2024 budget.
- D. Acts as the Fair & Recycling Committee as follows:
  - a. Provide oversight and advice (i.e., policy-making determining the broad outlines and principles governing administration) regarding the operation, maintenance and use of the County Fairgrounds and buildings.
  - b. Provide oversight and advice (i.e., policy-making determining the broad outlines and principles governing administration) regarding and control the operation of the annual County Fair.
  - c. Approve all fees recommended by the Fair & Recycling Coordinator relating to the use of the Fairgrounds, including entrance fees, rental fees, parking fees and all other fees or rental charges relating to the use of the Fairgrounds, for during the time of the County Fair and for all other times.
  - d. Provide oversight and advice (i.e., policy-making determining the broad outlines and principles governing administration) regarding all security matters relating to the Fairgrounds.
  - e. Carry out all the duties assigned to counties as set forth in 1989 Wisconsin Act 335.
  - f. Provide oversight and advice (i.e., policy-making determining the broad outlines and principles governing administration) regarding the solid waste disposal and recycling needs of the citizens of Richland County.
  - g. Provide oversight and advice (i.e., policy-making determining the broad outlines and principles governing administration) regarding the Clean Sweep Programs to be carried out in Richland County.
- E. Acts as the Parks Commission as follows:
  - a. Term of seven (7) years, expiring in the month of June; County Board Supervisors' terms subject to reconfirmation by the County Board.
  - b. Provide oversight and advice (i.e., policy-making determining the broad outlines and principles governing administration) regarding the activities of the County Parks in accordance with Wisconsin State Statutes 27.02 through 27.06.
  - c. Provide oversight and advice (i.e., policy-making determining the broad outlines and principles governing administration) regarding the development, operation and maintenance of the Lone Rock to Richland Center railroad corridor as a recreational trail.

- d. Provide oversight and advice (i.e., policy-making determining the broad outlines and principles governing administration) regarding all security matters relating to County Parks.

## **FINANCE & PERSONNEL STANDING COMMITTEE**

- A. Nine members consisting of:
  1. The County Board Chair (who shall serve as Chair of the Finance & Personnel Standing Committee)
  2. The County Board Vice Chair (who shall serve as Vice Chair of the Finance & Personnel Standing Committee)
  3. Education Standing Committee (Designee by committee vote)
  4. Fair, Recycling, and Parks Standing Committee (Designee by committee vote)
  5. HHS & Veterans Standing Committee (Designee by committee vote)
  6. Land & Zoning Standing Committee (Designee by committee vote)
  7. Pine Valley & Child Support Standing Committee (Designee by committee vote)
  8. Public Safety Standing Committee (Designee by committee vote)
  9. Public Works Standing Committee (Designee by committee vote)
- B. Provide oversight and advice (i.e., policy-making determining the broad outlines and principles governing administration) 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, the Treasurer's recommendations for investment monies, and financial audits by outside auditors.
- C. Monitors the actual vs. proposed annual budget in funds managed by the Administrator, County Board, Clerk, and Treasurer Departments on a minimum quarterly basis.
- D. Provide oversight and advice (i.e., policy-making determining the broad outlines and principles governing administration) over the Administrator's recommendations for property, liability, and workers' compensation, liability and worker's compensation policies.
- E. Annually recommend a budget for the County for submission to the County Board for its approval at the annual meeting.
- F. This committee shall handle all matters relating to debt service issues.
- G. This committee shall initially consider all claims made against Richland County, except claims arising under the Dog License Law, Chapter 174, Wisconsin Statutes, and shall make a recommendation to the County Board as to how to dispose of each such claim.
- H. Provide oversight and advice (i.e., policy-making determining the broad outlines and principles governing administration) regarding issues that arise out of the offices of the Administrator, County Clerk, Property Lister, and Treasurer.
- I. Sell all tax deed property in the manner prescribed by the Wisconsin Statutes and as deemed appropriate by the Committee and without further approval by the County Board.
- J. Administer the Revolving Loan Fund account in accordance with the procedures manual.
- K. Make fund transfers between budget lines within the budgets of individual departments or committees in the annual County budget.
- L. Recommend 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,

deferred compensation program, family and medical leave, and leaves of absence shall be referred to the Committee only after consideration and recommendation by the concerned department head and committee. The Committee shall review and analyze such proposals and make such recommendations to the County Board as it determines appropriate.

- M. The committee shall from time to time provide oversight and advice (i.e., policy-making determining the broad outlines and principles governing administration) regarding Job Analysis and Evaluations and a study of the table of operations, and if a change in any of the above is recommended, and said recommendation shall be submitted to the County Board for action.
- N. The committee shall, after recommendation by the concerned department head and committee, set working conditions, grant leaves of absence, grant promotions, settle grievances, and establish personnel rules, regulations and policy.
- O. The committee together with such professional assistance as may be provided by the Administrator, shall represent the County in collective bargaining and all other situations and procedures covered by section 111.70, Wisconsin Statutes, including the applications and interpretation of all collective bargaining agreements. The County Board shall have authority to approve or reject any and all agreements of any employee bargaining units.
- P. This committee shall provide oversight and advice (i.e., policy-making determining the broad outlines and principles governing administration) the amount of bonds of various county officers and employees.
- Q. This committee shall act as the Audit Committee providing oversight and advice (i.e., policy-making determining the broad outlines and principles governing administration) reports on all expense vouchers for the County Board of Supervisors and the various departments of the County, except for the Social Services Department, Pine Valley Healthcare and Highway Department for which the Audit Committee shall review the department summary sheets.

## **HEALTH AND HUMAN SERVICES AND VETERANS STANDING COMMITTEE**

- A. 11 members, 6 of whom shall be County Board Supervisors and 5 of whom to be non-Supervisors. The Chair shall be a County Board Supervisor.
- B. Citizen members recommended by the Administrator for appointment and confirmed by the County Board, and County Board Supervisor members recommended by the County Board Chair for appointment and confirmed by the County Board.
- C. Monitors the actual vs. proposed annual budget in funds managed by the Health & Human Services and Veterans Departments on a minimum quarterly basis.
- D. Acts as the Health & Human Services Board as follows:
  - a. Of 3 non-Supervisor members, 1 shall be a physician, 1 shall be a registered nurse and 1 shall be a consumer/family member receives or has received human services or shall be a family member of such an individual.
  - b. To provide oversight and advice (i.e., policy-making determining the broad outlines and principles governing administration) regarding a program for the providing of services to the mentally ill, developmentally disabled and alcohol and other drug dependent citizens of Richland County, in accordance with section 51.42 and 51.437, Wisconsin Statutes.
  - c. Perform the duties set forth in Chapter 251, Wisconsin Statutes, and such other duties as may be imposed upon it by the County Board. Veterans Citizens appointees will not act on decisions brought to the Board of Health.

- d. Exercise those powers and perform those duties set forth in section 46.22(2), Wisconsin Statutes, and such other duties as may be set forth in County Ordinances or Resolutions.
  - e. The Board may enter into contracts on behalf of Richland County which involve the expenditure of not more than \$30,000 either at one time or within the course of one year, without prior County Board approval.
  - f. Provide oversight and advice (i.e., policy-making determining the broad outlines and principles governing administration) regarding the use and maintenance and security of the Richland County Community Services Building and parking lot.
  - g. Provide oversight and advice (i.e., policy-making determining the broad outlines and principles governing administration) as the County liaison between State and National Agencies relating to Senior Citizens funding and program activities including the Older Americans Act activities.
- E. Acts as the Veterans Service Commission as follows:
- a. 1 or 2 County Board Supervisor members shall be a veteran.
  - b. Of 2 non-Supervisor members, both shall be Richland County residents who are veterans.
  - c. Carry out the duties set for in Wisconsin Statute 45.81 regarding aid to needy veterans.
  - d. Provide oversight and advice (i.e., policy-making determining the broad outlines and principles governing administration) regarding the Veterans Service Department.
  - e. The initial term shall be a 1-year term for one new seat and a 2-year term for one new seat. After completion of the initial term, members are appointed for a 3-year term per Wisconsin Statutes, section 45.81 (1).

## **HOUSING AUTHORITY**

*(reports to HHS & Veterans Standing Committee)*

- A. Five members with three citizen members recommended by the Administrator for appointment and confirmed by the County Board, and two County Board Supervisor members recommended by the County Board Chair for appointment and confirmed by the County Board.
- B. Provide oversight and advice (i.e., policy-making determining the broad outlines and principles governing administration) for staff who will receive funds and administer programs in Richland County of the U.S. Housing and Urban Development Department (HUD), except HUD's Block Grant program.
- C. Per Resolution No. 78-72, the members of the Housing Authority also constitute the membership of the Community Development Block Grant Committee which administers HUD's Block Grant Program in Richland County.

## **LAND AND ZONING STANDING COMMITTEE**

- A. 7 members, 6 of whom shall be County Board Supervisors and 1 of whom shall be the Farm Service Agency (FSA) Committee Chair or their FSA Committee member designee. The Chair shall be a County Board Supervisor. **NOTE: Per 5 C.F.R. § 2635.702(b) a designee from FSA is prohibited.**
- B. County Board Supervisor members are recommended by the County Board Chair for appointment and confirmed by the County Board. Two of the members shall be a member of the Education Standing Committee.

- C. Monitors the actual vs. proposed annual budget in funds managed by the Register of Deeds, Land Conservation, and Zoning Departments on a minimum quarterly basis.
- D. Provide oversight and advice (i.e., policy-making determining the broad outlines and principles governing administration) regarding issues that arise out of the office of the Register of Deeds.
- E. Acts as the Land Conservation Committee as follows:
  - 1. Perform the functions required by Chapter 92 of the Wisconsin Statutes.
  - 2. Provide oversight and advice (i.e., policy-making determining the broad outlines and principles governing administration) regarding the functions and activities of the Richland County Department of Land Conservation.
  - 3. The Richland County Land Conservation Committee shall submit its long-range plan and annual plan to the County Board for review and approval by the County Board.
  - 4. Approval of the annual plan by the County Board shall constitute approval of all proposed Land Conservation committee activities and programs set forth in the annual plan, except as provided in paragraph (5) below.
  - 5. The Chairperson of the Land Conservation Committee, or his or her designated representative, is authorized to sign contracts, memoranda of understanding or other agreements which have been approved by the Land Conservation Committee relating to Land Conservation Committee activities and programs, provided that these documents relate specifically to activities and programs described in the annual plan.
  - 6. The Land Conservation Committee shall ensure that its annual plan contains specific and measurable objectives and procedures.
  - 7. Notwithstanding any annual plan approval, the Land Conservation Committee may not undertake any new projects whose overall costs exceed \$30,000.00 excluding priority watershed projects as designated by the State of Wisconsin, without County Board approval.
  - 8. If, during the course of the year, the Land Conservation Committee desires to undertake any activity or program not identified in the annual plan for the year, the Land Conservation Committee may make a special request for County Board approval of the activity or program, but may not undertake that activity or program without prior County Board approval.
  - 9. Reviewing all applications received by the County Clerk under the Farmland Preservation Tax Credit Act (Chapter 91, Wisconsin Statutes) and making recommendations as to each such application to the County Board.
  - 10. Provide oversight and advice (i.e., policy-making determining the broad outlines and principles governing administration) regarding the Ash Creek Community Forest.
  - 11. Provide oversight and advice (i.e., policy-making determining the broad outlines and principles governing administration) regarding all security matters relating to all land and buildings utilized by the Land Conservation Committee.
- D. Acts as the Zoning Committee as follows:
  - 1. Provide oversight and advice (i.e., policy-making determining the broad outlines and principles governing administration) over the County Zoning Ordinance in cooperation with the Corporation Counsel.
    - a. Richland County Zoning Ordinance
    - b. Richland County Land Division Ordinance

- c. Shoreland/Wetland Ordinance
  - d. Floodplain Ordinance
  - e. Tri-County Airport Ordinance
  - f. County Addressing Ordinance
  - g. Richland County non-metallic Mining Ordinance
2. Make recommendations to the County Board in all matters relating to exclusive agricultural zoning as provided in Chapter 91, Wisconsin Statutes.
  3. Act as a liaison representative on issues concerning the Lower Wisconsin Riverway Program.
  4. Provide oversight and advice (i.e., policy-making determining the broad outlines and principles governing administration) regarding the Richland County Comprehensive Plan.
  5. Provide oversight and advice (i.e., policy-making determining the broad outlines and principles governing administration) regarding the activities of the Richland County Land Information office members and acknowledge that any additional budgeted property tax dollars to be spent for land records modernization will require specific approval by the County Board.
  6. Provide oversight and advice (i.e., policy-making determining the broad outlines and principles governing administration) regarding the activities of County Surveyor.

## **LAND INFORMATION COUNCIL**

*(reports to Land & Zoning Standing Committee)*

- A. Eight members consisting of the following: The Register of Deeds, The County Treasurer, The Real Property Tax Lister, A County Board Supervisor, The County Surveyor, The Zoning Administrator, A realtor employed in Richland County, and A public safety representative employed in Richland County
- B. Realtor and public safety representative recommended by the Administrator for appointment and confirmed by the County Board, and County Board Supervisor member recommended by the County Board Chair for appointment and confirmed by the County Board.
- C. All terms shall be for 2 years, coinciding with County Board terms.
- D. The Council shall meet only after direction to do so by the Zoning and Land Information Committee.
- E. Citizen members shall be paid the per diem and mileage paid to Supervisors for attendance at committee meetings. No additional compensation shall be paid to full-time County officers or employees for attendance at meetings of the Council. The County Surveyor shall be compensated in accordance with the Surveyor's contract with the County. The Supervisor member shall be paid the standard per diem and mileage for attendance at committee meetings.
- F. The Council shall review the priorities, needs, policies and expenditures of the Land Information Office and advise the County on matters affecting the Land Information Office.

## **LIBRARY PLANNING COMMITTEE**

*(reports to Finance & Personnel Standing Committee)*

- A. This committee is formed every 3 - 5 years for the purpose of writing Richland County's library plan, which is required by the state. Once the plan is written the committee is dissolved until the next time the plan needs to be updated.



- B. 5 members consist of a County Board Supervisor, Southwest Wisconsin Library System Board of Trustees member, a Brewer Public Library Librarian, a Lone Rock Community Library Librarian, and a Viola Public Library Librarian.
- C. The County Board Supervisor member shall be recommended for appointment by the County Board Chair, subject to County Board approval.

## **LOCAL EMERGENCY PLANNING COMMITTEE**

*(reports to Public Safety Standing Committee)*

- A. The Local Emergency Planning Committee (LEPC) has responsibilities under Wisconsin Statute 59.54 (8)
- B. An undefined number of citizen members recommended by the Administrator for appointment and confirmed by the County Board, and two County Board Supervisor members shall be recommended by the County Board Chair for appointment and confirmed by the County Board.
- C. The composition of this Committee is fluid in that current practice is that anyone who wishes to be a member of the LEPC can make a request to be appointed.
- D. Federal Law, the Superfund Amendments and Reauthorization Act (SARA), requires LEPCs to have at least one member from each of the following 5 Groups: Group 1 - Elected state or local official; Group 2 – Law enforcement, civil defense, firefighting, first aid, health service, hospital, local environmental organization, transportation; Group 3 – Broadcast or print media; Group 4 – Community groups; Group 5 – Owners and operators of facilities subject to the requirements of Sara Title III.

## **LONE ROCK LIBRARY BOARD**

*(reports to Finance & Personnel Standing Committee)*

The number of Supervisors or citizens appointed to this Board shall be determined annually in accordance with Wisconsin Statutes § 43.60 (3). Any Supervisor appointed to this Board shall be appointed by the County Board Chair, and any citizen shall be appointed by the County Administrator, both subject to approval of the County Board.

## **MISSISSIPPI VALLEY HEALTH SERVICES COMMISSION**

*(reports to HHS & Veterans Standing Committee)*

- 1. One member from Richland County who shall be a member of the HHS & Veterans Standing Committee. If the member is a County Board Supervisor they shall be recommended by the County Board Chair for appointment and confirmed by the County Board. If the member is a citizen they shall be recommended by the County Administrator for appointment and confirmed by the County Board.
- 2. Serve as the County's representative on the commission of this non-profit corporation formed by various county governments to own and operate Lakeview Health Care Center, which accommodates nursing home residents who have specialized physical and mental health needs that are complicated by the residents' challenging behaviors.

## **NEIGHBORHOOD HOUSING SERVICES OF SOUTHWEST WISCONSIN**

*(reports to HHS & Veterans Standing Committee)*

- A. One member of this Board shall be appointed by the County Board in the usual manner for committee appointments recommended by the County Board Chair for appointment and confirmed by the County Board.

- B. This Board establishes the operating policies for the Neighborhood Housing Services of Richland County, Inc., which is a nonprofit organization dedicated to constructing, remodeling and rehabilitating residential housing throughout Richland County.

### **NUTRITION ADVISORY COUNCIL**

*(reports to Commission on Aging & Disability Board)*

- A. 7 members, one of which shall be a County Board Supervisor who is as member of the Health and Human Services Board.
- B. Citizen members recommended by the Administrator for appointment and confirmed by the County Board, and two County Board Supervisor members recommended by the County Board Chair for appointment and confirmed by the County Board.
- C. Of the remaining 6 members, 1 member from each meal site, including 1 member who is a representative of a person receiving home delivery meals and 1 member who is a representative from the volunteers who deliver meals. One-half of the members shall consist of Nutrition Program participants. The remaining members shall provide for broad representation from public and private agencies that are knowledgeable and interested in senior dining and home-delivered meals programs.
- D. Make recommendations regarding food preferences of participants in the Senior Nutrition Program, the hours which a meal site is to be open, what furnishings may be helpful in regard to handicapped or disabled persons; what, if any, additional services should be provided at meal sites; conduct yearly site reviews; provide support and assistance to the Nutrition Program; promote the meal sites to the general public.
- E. Advise Senior Nutrition Program staff on all matters relating to the delivery of nutrition and nutrition-supportive services.
- F. Set policy regarding the delivery of Nutrition Program services, representation of participants and development and support of the Senior Nutrition Program.

### **PINE VALLEY & CHILD SUPPORT STANDING COMMITTEE**

- A. 7 members including 6 County Board supervisors and 1 citizen. The Chair shall be a County Board Supervisor.
- B. Monitors the actual vs. proposed annual budget in funds managed by the Pine Valley and Child Support Departments on a minimum quarterly basis.
- C. Functions as the Pine Valley Community Village Board of Trustees in accordance with section Wisconsin Statute 46.18 and as follows:
  - 1. One member shall be a citizen of Richland County who shall be a medical professional (meaning a doctor or a nurse).
  - 2. All members shall, in accordance with section 46.18(1), Wisconsin Statutes, be chosen by ballot by the County Board.
  - 3. The duties of the Board are, as set forth in section 46.18, Wisconsin Statutes, to provide oversight and advice regarding Richland County's nursing home, Pine Valley Healthcare and Rehabilitation Center, subject to regulations approved by the County Board, after the County Board has received the recommendations of the Board of Trustees.
  - 4. Provide oversight and advice regarding the physical plant and grounds at Pine Valley Healthcare and Rehabilitation Center.

5. Provide oversight and advice regarding security matters relating to building and grounds at Pine Valley Healthcare & Rehabilitation Center.
- C. Functions as the Child Support Committee as follows:
- a. Provide oversight and advice (i.e., policy-making determining the broad outlines and principles governing administration) to the Child Support Agent in the implementation of Public Law 93-647 which sets forth a system for the collection of child support payments from parents who have abandoned their families and do not voluntarily contribute to the support of their children.

## **PUBLIC SAFETY STANDING COMMITTEE**

- A. 7 County Board Supervisor members recommended by the County Board Chair for appointment and confirmed by the County Board.
- B. Monitors the actual vs. proposed annual budget in funds managed by the Clerk of Circuit Court, Coroner, District Attorney, Emergency Management, Register in Probate, and Sheriff Departments on a minimum quarterly basis.
- C. Provide oversight and advice (i.e., policy-making determining the broad outlines and principles governing administration) regarding the needs, powers and duties of the Sheriff of Richland County, their deputies and employees, and the jail.
- D. To audit all bills for expenditures within the Sheriff's department.
- E. To provide oversight and advice (i.e., policy-making determining the broad outlines and principles governing administration) regarding service and maintain all equipment relative to the Sheriff's department.
- F. Present to the Board any suggestions the Committee may have concerning law enforcement and other duties required by the Sheriff's Department.
- G. Provide oversight and advice (i.e., policy-making determining the broad outlines and principles governing administration) regarding matters pertaining to the operation of the Police Radio System.
- H. Receive, investigate and make recommendations to the County Board as to matters relating to the administration of the court system in Richland County.
- I. This committee shall provide oversight and advice (i.e., policy-making determining the broad outlines and principles governing administration) in matters relating to the Richland County Circuit Court, the Law Library, the Family Court Commissioner, the Register in Probate, the Clerk of Circuit Court, the District Attorney, the Corporation Counsel, the Probation and Parole Office and any other matters that may relate to the court system in Richland County.
- J. Make appropriations from the Jail Assessment Fund for construction, remodeling, repair or improvement of the County Jail, without approval from the County Board.
- K. Conduct an annual inspection of the jail.
- L. Provide oversight and advice (i.e., policy-making determining the broad outlines and principles governing administration) regarding the operations of the Coroner's Office.
- M. Provide oversight and advice (i.e., policy-making determining the broad outlines and principles governing administration) regarding the security and maintenance and rental of the County's radio towers and the accompanying building and surrounding fenced grounds.

- N. Provide oversight and advice (i.e., policy-making determining the broad outlines and principles governing administration) regarding the operation of the County's 911 emergency telephone response system.
- O. Provide oversight and advice (i.e., policy-making determining the broad outlines and principles governing administration) regarding issues related to Courthouse security.
- P. Act as the Emergency Management Committee in accordance with Wisconsin Statute 323.14, recommending an emergency management plan and program to the County board for adoption. Provide oversight and advice (i.e., policy-making determining the broad outlines and principles governing administration) regarding the development of the emergency management plan and programs. Approves spending decisions as to State and Federal funds granted to the Local Emergency Planning Committee. According to Wisconsin Statute 323.14 the County Board Chair shall designate the chair of the Public Safety Standing Committee when acting as the Emergency Management Committee.

## **PUBLIC WORKS STANDING COMMITTEE**

- A. 8 County Board Supervisor members recommended by the County Board Chair for appointment and confirmed by the County Board.
- B. Monitors the actual vs. proposed annual budget in funds managed by the Courthouse Maintenance, Highway, and Management Information System Departments on a minimum quarterly basis.
- C. Acts as the County Highway Committee as follows:
  - a. As allowed under Wisconsin Statute 83.015 (1)(c), members are recommended for appointment by the County Board Chair and confirmed by the County Board.
  - b. The duties of the committee shall be to function pursuant to the provisions of section 83.015, Wisconsin Statutes, and be responsible for other duties as may be imposed by the County Board. The county highway committee shall be only a policy-making body determining the broad outlines and principles governing administration and the county highway commissioner shall have the administrative powers and duties prescribed for the county highway committee under Wisconsin Statute 83.015 (2)(b).
  - c. Provide oversight and advice (i.e., policy-making determining the broad outlines and principles governing administration) regarding all security matters relating to all buildings and grounds utilized by the County Highway Department.
- D. Acts as the oversight committee for Management Information Systems as follows:
  - a. Provide oversight and advice (i.e., policy-making determining the broad outlines and principles governing administration) regarding technology needs of all County departments.
- E. Acts as the Property, Building, and Grounds Committee as follows:
  - a. Provide oversight and advice (i.e., policy-making determining the broad outlines and principles governing administration) regarding the operation, maintenance and janitor service of all County buildings not specifically assigned by Statutes, or by action of the Board, to other agencies or departments in the County.
  - b. Provide oversight and advice (i.e., policy-making determining the broad outlines and principles governing administration) regarding a perpetual inventory of the real estate and buildings owned by the County.

- c. Provide oversight and advice (i.e., policy-making determining the broad outlines and principles governing administration) regarding utilization and repair policies of all public lands, buildings, recreation sites, access sites inclusive of all short-term public holdings of the County with the exception of the highway buildings and land.
- d. Provide oversight and advice (i.e., policy-making determining the broad outlines and principles governing administration) an annual inspection of inventories and buildings so they can establish policies related thereto.
- e. Effect the appraisal of real property to be sold by the County.
- f. Review and make the final decision on requests by citizens and citizen groups to use major portions of the Courthouse and/or the Courthouse grounds.
- g. Provide oversight and advice (i.e., policy-making determining the broad outlines and principles governing administration) regarding security matters relating to the Courthouse building and grounds and the Courthouse parking lot.

### **RICHLAND CENTER LIBRARY BOARD**

*(reports to Finance & Personnel Standing Committee)*

The number of Supervisors or citizens appointed to this Board shall be determined annually in accordance with Wisconsin Statutes § 43.60 (3). Any Supervisor appointed to this Board shall be appointed by the County Board Chair, and any citizen shall be appointed by the County Administrator, both subject to approval of the County Board.

### **RICHLAND CENTER PARK BOARD**

*(reports to Fair, Recycling, and Parks Standing Committee)*

One Supervisor is, by tradition, appointed to this Board by the Chair of the County Board, subject to approval by the County Board, and this Supervisor shall be selected from the Supervisor members of the Fair, Recycling, and Parks Standing Committee.

## **RULES AND STRATEGIC PLANNING STANDING COMMITTEE**

- A. Nine members consisting of:
  - 1. The County Board Vice Chair (who shall serve as Chair of the Rules and Strategic Planning Standing Committee)
  - 2. The County Board Chair (who shall serve as Vice Chair of the Rules and Strategic Planning Standing Committee)
  - 3. Education Standing Committee (Designee by committee vote)
  - 4. Fair, Recycling, and Parks Standing Committee (Designee by committee vote)
  - 5. HHS & Veterans Standing Committee (Designee by committee vote)
  - 6. Land & Zoning Standing Committee (Designee by committee vote)
  - 7. Pine Valley & Child Support Standing Committee (Designee by committee vote)
  - 8. Public Safety Standing Committee (Designee by committee vote)
  - 9. Public Works Standing Committee (Designee by committee vote)

- B. Acts as the Rules & Resolutions Committee and Ethics Board as follows:

1. Review and recommend any changes regarding the Richland County Board Rules.
  2. Review and introduce any Resolutions not sponsored by a County body for action by the County Board.
  3. The committee shall provide oversight and advice (i.e., policy-making determining the broad outlines and principles governing administration) over County administrative affairs in general with a view of bringing about proper coordination and cooperation between the various departments and agencies in the County to the end that the best business practices may be observed; that due efficiency may be maintained; and that the interests of the citizens of the County may best be served, and as such recommend changes regarding the Richland County Board Body Structure to the County Board.
  4. Deal with the disposal or destruction of County records under Ordinance No. 99-11.
  5. Administer and enforce the Code of Ethics set forth in Ordinance No. 06-28 as that Ordinance has been or may be amended.
- C. Acts as the Strategic Planning Committee as follows:
1. Proposes changes to the Strategic Plan for County Board consideration.
  2. Monitors progress on the Strategic Plan.
  3. Recommends trainings and programs that educate County Board members.

### **SOUTHWEST WISCONSIN COMMUNITY ACTION PROGRAM**

*(reports to HHS & Veterans Standing Committee)*

One County Board Supervisor shall be recommended for appointment to serve on this Board by the County Board Chair, subject to County Board confirmation.

### **SOUTHWEST WISCONSIN LIBRARY SYSTEM BOARD**

*(reports to Finance & Personnel Standing Committee)*

Two members, one of whom shall be a County Board Supervisor and one who shall be a citizen member. The citizen member shall be recommended by the Administrator for appointment and confirmed by the County Board, and the County Board Supervisor shall be recommended by the County Board Chair for appointment and confirmed by the County Board.

### **SOUTHWEST WISCONSIN REGIONAL PLANNING COMMISSION**

*(reports to Rules & Strategic Planning Standing Committee)*

- A. One member of this commission shall be recommended for appointment by the County Board Chair, with County Board confirmation.
- B. This Commission has the powers and duties set forth in section 66.945, Wisconsin Statutes.
- C. Richland County is a member of this Commission by virtue of Resolution No. 12, which was adopted by the County Board on April 16, 1969.

### **SYMONS NATATORIUM BOARD**

*(reports to Finance & Personnel Standing Committee)*

- A. Two County Board Supervisors and the County Board Chair, or his or her designee, shall be appointed to this Board. The County Board Chair shall recommend the two County Board Supervisors to be appointed, subject to County Board confirmation.

- B. This Board exists by virtue of an inter-governmental agreement entered into between Richland County and the City of Richland Center, in accordance with section “Wisconsin Statutes, section 66.0301”.
- C. The powers and duties of this Board are set forth in an Agreement which was approved by the County Board by Resolution No. 87-19, which was adopted on March 17, 1987.
- D. Attend to all security matters relating to the Symons Natatorium and the surrounding grounds and the parking lot used by the Natatorium.
- E. Monitors the actual vs. proposed annual budget in funds managed by the Symons Department on a minimum quarterly basis.

### **TRAFFIC SAFETY COMMISSION**

*(reports to Public Works Standing Committee)*

- A. Wisconsin Statute 83.013 requires this body to meet quarterly.
- B. The County Administrator may recommend appointing members with County Board confirmation, but this process is not required.
- C. Membership may come from education, medicine, law, enforcement, and highways may be part of the commission.

### **TRANSPORTATION CO-ORDINATING COMMITTEE**

*(reports to HHS & Veterans Standing Committee)*

- A. Eleven members who must represent at least the following: The Board of Trustees of Pine Valley Healthcare and Rehabilitation Center; transportation providers’ public, proprietary and non-profit; elderly and disabled citizen advocates, consumer and agency advocates, and three County Board supervisors.
- B. Citizen members shall be recommended by the Administrator for appointment and confirmed by the County Board, and County Board Supervisor members shall be recommended by the County Board Chair for appointment and confirmed by the County Board.
- C. Three-year terms with one-third of the first appointments to be for a one-year term with one-third of the first appointments to be for a two-year term and one-third of the first appointments to be for a three-year term.
- D. The Committee shall have at least the following duties:
  - 1. Monitor the expenditures of transportation funds being expended on transportation services for the elderly and disabled in service areas.
  - 2. Review passenger transportation plans for service areas.
  - 3. Review and comment on county aid applications under section 85.21, Wisconsin Statutes.
  - 4. Review and comment on capital assistance applications under section 85.22, Wisconsin Statutes.
  - 5. Act as an informational resource for local transportation provider regarding the requirements of the Americans with disabilities act of 1990, 42 USC 12101 et seq.
  - 6. Act on requests by local public bodies to be designated as co-coordinators of transportation services for elderly and disabled persons for the purpose of becoming eligible for assistance under the Federal sec. 16 program.

7. Apply for an accept Federal section 16(b) two grants for purchasing specialized vehicles for transporting elderly and/or disabled citizens of the County.
8. Assists the establishment of goals, priorities and objectives for the
  - a. transportation planning process in Richland County.
9. Understands and provides input related to coordinated work efforts in meeting the transportation needs of Richland County.
10. Understands, analyzes and provides input on transportation studies, plans and programming recommendations required under State and Federal law, and as requested by the Southwest Wisconsin Regional Planning Commission.
11. Provides transportation-related information to local governments and other interested organizations and persons to enhance transportation system development, co-ordination and efficiency.
12. Reviews and recommends transportation improvement projects to local governments which support and enhance inter-county and intra-county transportation serving the Richland County area.
13. Reviews and prioritizes transportation service and/or program projects to submit to the Wisconsin Department of Transportation and the Richland County Board.
14. Makes recommendations to the local, State and Federal governmental agencies and the Southwest Wisconsin Regional Planning Commission regarding any necessary actions relating to the continuing transportation planning process.
15. Provides general review, guidance and co-ordination of the transportation planning process in Richland County.

### **TRI-COUNTY AIRPORT COMMISSION**

*(reports to Finance & Personnel Standing Committee)*

- A. Seven members, two of whom shall be recommended for appointment by the County Board Chair, subject to approval of the County Board. Four members shall be appointed by the Iowa County Board of Supervisors and the Sauk County Board of Supervisors, all in accordance with section 11.14(2), Wisconsin Statutes. The seventh member, who shall be a regular Airport user at the time of his/her appointment, shall be appointed by the six members. Richland County's members of the Tri-County Airport Commission must at all times be sitting County Board Supervisors and the term of Richland County's member of the Commission shall end immediately upon those persons ceasing to be County Board Supervisors.
- B. The Commission shall manage and operate the Tri-County Airport in Lone Rock, in accordance with sections 114.11 through 114.141, Wisconsin Statutes and Richland County Ordinance No. 83-3, which was adopted on July 19, 1983.
- C. Make an annual report to the County Board regarding operations and projects.

### **VIOLA LIBRARY BOARD**

*(reports to Finance & Personnel Standing Committee)*

The number of Supervisors or citizens appointed to this Board shall be determined annually in accordance with Wisconsin Statutes § 43.60 (3). Any Supervisor appointed to this Board shall be appointed by the County Board Chair, and any citizen shall be appointed by the County Administrator, both subject to approval of the County Board.



## **ZONING BOARD OF ADJUSTMENT**

*(reports to Land & Zoning Standing Committee)*

- A. Three citizen members recommended for appointment by the County Administrator with County Board confirmation.
- B. Carries out duties specified in Wisconsin Statute 59.694

DRAFT

# RICHLAND COUNTY

Office of Clinton Langreck, County Administrator

221 West Seminary Street • Richland Center, WI • 53581

Phone: (608) 649-5960 • Fax: (608) 647-6611

E-Mail: [clinton.langreck@co.richland.wi.us](mailto:clinton.langreck@co.richland.wi.us)

To: Richland County Board — Marty Brewer, Chair

Subject: Committee, Board and Commission Appointments and Reassignments

13-May-22

The following recommendations and appointments are brought forward for confirmation by the Richland County Board:

**1. Pine Valley & Child Support Standing Committee:**

Supervisor Ken Rynes – Filling vacant seat through election process of organizational meeting

**2. Public Safety Standing Committee:**

Supervisor Richard McKee — Filling vacancy from shifting supervisors to Rules and Strategic Planning

**3. Rules and Strategic Planning Committee:**

Supervisor Danielle Rudersdorf — Representing Fair, Parks, and Recycling

Supervisor Linda Gentes — Representing Land & Zoning

**4. Joint Ambulance Committee:**

Supervisor Julie Fleming (Switching with Supervisor Williamson to Tri-county Airport)

**5. Tri-County Commission:**

Supervisor Steve Williamson (Switching with Supervisor Fleming to Joint Ambulance)

**6. Symon's Natatorium Board:**

Chad Cosgrove to fill seat previously held by Julie Fleming

**7. Richland Center Library Board:**

David Turk to fill seat previously held by Dan McGuire

**8. Southwest WI Library:**

Bob Frank to fill seat previously held by Richard McKee

**9. Neighborhood Housing Services:**

Richland McKee to fill seat previously held by Bob Frank

**10. Comprehensive Community Services Coordination Committee Representative:**

Dr. Jerel Berres filling vacant seat

**11. Coordinated Services Team Coordinating Committee:**

Cindy Chicker filling vacant seat

**12. Commission on Aging and Disability:**

Supervisor Danielle Rudersdorf

Supervisor Julie Fleming

# RICHLAND COUNTY

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E-Mail: [clinton.langreck@co.richland.wi.us](mailto:clinton.langreck@co.richland.wi.us)

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Clinton Langreck  
Richland County — Administrator

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E-Mail: [clinton.langreck@co.richland.wi.us](mailto:clinton.langreck@co.richland.wi.us)

Need 1 more Supervisor/Citizen to Richland Center Library

13-May-22

RESOLUTION NO.

03-22-01

MONROE COUNTY RESOLUTION ON CLEAN WATER

**WHEREAS**, the Natural Resources & Extension Committee met on February 9, 2022 and March 9, 2022 to review the Clean Water Resolution and make possible changes; and

**WHEREAS**, Corporation Counsel provided a draft to the Natural Resources and Extension Committee; and

**WHEREAS**, there are numerous issues regarding surface & ground water that the citizens of Monroe County are concerned with, including, but not limited to: contamination from nitrates, bacteria, PFAS, lead in drinking water, toxic algae blooms, flooding, an excess sediment & nutrients; and

**WHEREAS**, the Land Conservation Department is directly involved in local and regional discussions focusing on surface and groundwater issues and is statutorily charged with addressing issues related to these topics.

**NOW, THEREFORE, BE IT RESOLVED**, that the Monroe County Board of Supervisors <sup>support the</sup> ~~establish a~~ right to clean water to protect human health, the environment, and the diverse cultural and natural heritage of Wisconsin for the citizens of Monroe County; and

**BE IT FURTHER RESOLVED**, in recognition of this right to clean water, that actions, policies, plans and procedures of the County of Monroe will reflect the intent to conserve, protect and restore clean water.

**BE IT FURTHER RESOLVED**, Monroe County expects that the Governor of the State of Wisconsin and the members of the Wisconsin Legislature, especially those representing Monroe County, financially support, to the fullest, programs and staff funding to allow Monroe County to protect surface and ground water for current and future citizens.

**BE IT FURTHER RESOLVED**, that the Monroe County Clerk is directed to send a copy of this resolution and the voting results, if approved, to the Governor of the State of Wisconsin, the Wisconsin Counties Association, all Wisconsin County Boards, and to members of the State Legislature representing Monroe County and Monroe County Municipalities and Townships.

Fiscal Note: No direct fiscal impact.

Statement of Purpose: Review Clean Water Resolution.


Dated the 23rd day of March, 2022.

Offered by the Natural Resources & Extension Committee.

Finance Vote (If required):

\_\_\_\_ Yes \_\_\_\_ No \_\_\_\_ Absent

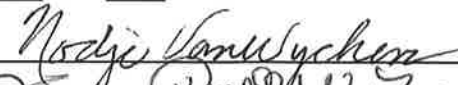
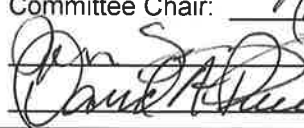
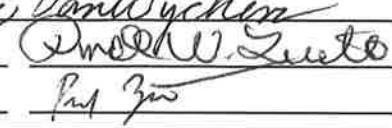

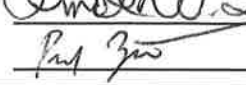
Approved as to form: 3/16/22

  
Lisa Aldinger Hamblin, Corporation Counsel

Committee of Jurisdiction Forwarded on: March 9<sup>th</sup>, 2022

VOTE: 5 Yes 0 No 1 Absent

Committee Chair:

15 Yes 1 No 0 Absent

*A raised seal certifies an official document.*

# Resolution

## Town of Vinland, Winnebago County, State of Wisconsin No. 006-2022

### Resolution to Support NACo's Position on Defining the Waters of the United States (WOTUS) and Regulations with Agricultural Considerations

**WHEREAS**, the Biden Administration recently announced the signing of a proposed rule to revise the definition of Waters of the United States (WOTUS); and

**WHEREAS**, the proposed rule expands federal jurisdiction by changing the WOTUS definition to include waters that significantly affect the chemical, physical, or biological integrity of traditional navigable waters, interstate waters, and the territorial seas (the "foundational waters") and waters that are relatively permanent or that have a continuous surface connection to such waters; and

**WHEREAS**, the proposed WOTUS definition directly impacts local governments as owners and operators of local infrastructure, co-regulators and stewards of the environment; and

**WHEREAS**, counties own and operate public safety water conveyances, stormwater municipal separate stormwater sewer systems (MS4), green infrastructure construction and maintenance projects, water reuse and infrastructure, and emergency management readiness; and

**WHEREAS**, counties may need to apply for a federal permit to maintain or build new infrastructure projects such as: roads and roadside ditches, flood control channels, drainage conveyances, culverts, bioswales, vegetative buffers, constructed wetlands, stormwater detention ponds, etc.

**NOW, THEREFORE, BE IT RESOLVED** by the Town Board of the Town of Vinland that it hereby supports the National Association of Counties (NACo) position which advocates for a definition that is consistent with traditionally navigable waters, territorial seas, their regularly flowing tributaries, and abutting wetlands.

**BE IT FURTHER RESOLVED** by the Town Board of the Town of Vinland that it supports clear, concise language that is easy for counties to interpret without the need to hire experts or legal counsel and so that a reasonable person would be able to identify that a body of water is either regulated by the federal government or by their state government.


**BE IT FURTHER RESOLVED** by the Town Board of the Town of Vinland that it hereby urges the administration and the U.S. Congress to fully adopt the initial intent of the Clean Water Act recognizing state and local authorities working together with federal regulatory agencies to protect rural, disadvantaged frontier communities, from regulations adversely affecting the nation's agricultural supply chain.


**BE IT FURTHER RESOLVED** by the Town Board of the Town of Vinland that the Town Clerk/Treasurer forward this resolution to NACo, WCA, and all Wisconsin counties and the county administration send this resolution to the Biden Administration, federal Congressional delegation, Evers Administration, and relevant stakeholder groups.

Respectfully submitted by: Town of Vinland Board

Adopted this 11<sup>th</sup> day of April 2022

TOWN OF VINLAND

By:   
Don O'Connell, Chairman

Attest:   
Karen Brazee, Clerk/Treasurer

April 21, 2022

To: County Clerks – 37 counties  
From: Laurie Groskopf, Tomahawk, 715-453-6301  
Regarding: Wolf Control Resolutions

Dear Co Clerk:

In December and January I provided background information about wolf control resolutions your county passed between 2010 – 2017, and subsequently was in touch by phone regarding potential action by your county board.

Some counties decided to send in their old resolution (9), and others have passed a new resolution (17). In other counties, the resolution was tabled in committee or delayed pending more information or a visit with the DNR wildlife staff from your area.

The original plan was for the DNR to release a new draft Wolf Management Plan in February. This was delayed to "February or March" and has now been extended to be "in Spring". Delays have been the norm for the revision of the Wolf plan, with the first coming in 2010, and the second delay in December, 2014. So, it is no surprise that the DNR is again stalling on release of the draft wolf management plan.

I will be getting in touch with you if your county has been one that decided to send in the old resolution or has created a new resolution whenever the DNR Draft Wolf Management Plan is released for public comment, so don't lose hope. The good news is the DNR has agreed to lengthen the public comment period to 30 days, and that this delay gives your county board or assigned committee more time to gather input on the resolution if you care to continue to discuss it.

The bad news is I have no idea when the actual release of the draft plan will occur, if ever.

Please pass this information on to your county board chair. There have been lots of changes in county boards, and it will take me some time to check the current lists to have the correct contact names. If you have any questions, don't hesitate to contact me at 715-453-6301. Please leave a message with your name and phone number if you fail to reach me.

Wolf management in Wisconsin is an extremely emotional and contentious issue, and I recognize that. It is my hope, and the hope of the many counties, organizations, and 66 counties that supported a wolf goal of 350 or less in the April, '22 Conservation Congress Spring Hearings, that we can have wolves in remote places in Wisconsin with an emphasis on the quality of life for those wolves and the people that live near them. Quality over quantity will mean less wolves in Wisconsin, but a continued existence that is more peaceful and without human persecution.





**Rating Action: Moody's upgrades Richland County, WI's GO bonds to A2; outlook positive**

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11 May 2022

New York, May 11, 2022 -- Moody's Investors Service has upgraded the rating on Richland County, WI's general obligation unlimited tax (GOULT) bonds to A2 from A3. The county has about \$26 million in debt outstanding. The outlook is positive.

**RATINGS RATIONALE**

The upgrade to A2 from A3 reflects the county's established trend of improving general fund liquidity coupled with a materially improved financial profile at the nursing home. The A2 rating further reflects the county's moderately sized tax base in southwestern Wisconsin, resident income levels that are below national medians and somewhat above-average leverage with additional borrowing plans.

**RATING OUTLOOK**

The outlook is positive because the maintenance of the recently improved liquidity and financial trends will likely place upward pressure on the rating within the next two years.

**FACTORS THAT COULD LEAD TO AN UPGRADE OF THE RATINGS**

- Sustained growth and expansion of the tax base
- Continuation of the improved financial profile and trends
- Moderation of debt and pension burdens

**FACTORS THAT COULD LEAD TO A DOWNGRADE OF THE RATINGS**

- Deterioration in the tax base and resident income levels
- A weakened financial profile
- Escalated enterprise risk that impacts the county's financial profile
- Increased leverage beyond current expectations

**LEGAL SECURITY**

The county's GOULT bonds are supported by an unlimited ad valorem property tax and are backed by its full faith and credit.

**PROFILE**

Richland County is in southwestern Wisconsin, along the Wisconsin River, about 60 miles northwest of Madison (Aaa stable). The county encompasses more than 580 square miles and serves a resident population of about 17,500. The county provides health and human services, an assisted living and skilled nursing home facility, public safety and highway infrastructure.

**METHODOLOGY**

The principal methodology used in these ratings was US Local Government General Obligation Debt published in January 2021 and available at [https://www.moodys.com/researchdocumentcontentpage.aspx?docid=PBM\\_1260094](https://www.moodys.com/researchdocumentcontentpage.aspx?docid=PBM_1260094). Alternatively, please see the Rating Methodologies page on [www.moodys.com](http://www.moodys.com) for a copy of this methodology.

**REGULATORY DISCLOSURES**

For further specification of Moody's key rating assumptions and sensitivity analysis, see the sections Methodology Assumptions and Sensitivity to Assumptions in the disclosure form. Moody's Rating Symbols and Definitions can be found at: [https://www.moodys.com/researchdocumentcontentpage.aspx?docid=PBC\\_79004](https://www.moodys.com/researchdocumentcontentpage.aspx?docid=PBC_79004).

For ratings issued on a program, series, category/class of debt or security this announcement provides certain regulatory disclosures in relation to each rating of a subsequently issued bond or note of the same series, category/class of debt, security or pursuant to a program for which the ratings are derived exclusively from existing ratings in accordance with Moody's rating practices. For ratings issued on a support provider, this announcement provides certain regulatory disclosures in relation to the credit rating action on the support provider and in relation to each particular credit rating action for securities that derive their credit ratings from the support provider's credit rating. For provisional ratings, this announcement provides certain regulatory disclosures in relation to the provisional rating assigned, and in relation to a definitive rating that may be assigned subsequent to the final issuance of the debt, in each case where the transaction structure and terms have not changed prior to the assignment of the definitive rating in a manner that would have affected the rating. For further information please see the ratings tab on the issuer/entity page for the respective issuer on [www.moodys.com](http://www.moodys.com).

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Benjamin VanMetre  
Lead Analyst  
REGIONAL\_MIDWEST  
Moody's Investors Service, Inc.  
100 N Riverside Plaza  
Suite 2220  
Chicago 60606  
JOURNALISTS: 1 212 553 0376  
Client Service: 1 212 553 1653

David Strungis  
Additional Contact  
REGIONAL\_MIDWEST  
JOURNALISTS: 1 212 553 0376  
Client Service: 1 212 553 1653

Releasing Office:  
Moody's Investors Service, Inc.  
250 Greenwich Street  
New York, NY 10007  
U.S.A  
JOURNALISTS: 1 212 553 0376  
Client Service: 1 212 553 1653

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