

**RICHLAND COUNTY PUBLIC SAFETY STANDING COMMITTEE
MEETING**

DATE: FRIDAY, SEPTEMBER 2, 2022

TIME: 8:30 A.M.

**LOCATION: COUNTY BOARD ROOM OF THE RICHLAND
COUNTY COURTHOUSE 181 W SEMINARY ST, RICHLAND
CENTER, WI 53581**

Via webex with information available at
<https://administrator.co.richland.wi.us/minutes/public-safety/>

1. Call to Order.
2. Read and approve Notice of Posting for September 2, 2022 Public Safety meeting.
3. Read and approve agenda for September 2, 2022 Public Safety meeting.
4. Read and approve minutes of the August 5, 2022 Public Safety Meeting.
5. Coroner updates.
6. Circuit Court Judge updates/comments
7. Clerk of Court Updates.
 - a. Monthly updates/reports
 - b. Reclassification of Deputy Clerk to Chief Deputy
 - c. Increase in juror pay rate
8. Probate Department
 - a. Monthly updates/reports
9. District Attorney Update.
 - a. Monthly updates/reports
10. Emergency Management
11. **Discussion and possible action on the All Hazards Mitigation Plan.**
12. Approve monthly invoices and other Sheriff's Department reports.
13. Additional future jail repairs
14. Strategic plan for future jail

15. Radio Tower Project updates
16. WI Counties Public Safety Committee
17. Referendum Ad Hoc Committee Report
18. Mapping, Radio System & Squad Updates
19. Future agenda items
20. Adjourn.

RICHLAND COUNTY PUBLIC SAFETY COMMITTEE MEETING
Friday, August 5, 2022

The Richland County Board of Supervisors Public Safety Committee met on Friday, August 5, 2022 at 8:30am in the County Board Room of the Richland County Court House in Richland Center, Wisconsin.

Committee members present at the meeting were: Committee Chair Melissa Luck and Committee members David Turk, Kerry Severson, Bob Frank, Richard McKee, Ken Rynes and Barbara Voyce. Present from the Richland County Sheriff's Department were Chief Deputy Aaron Wallace, and Amber Muckler. Also present for the meeting or a portion of the meeting was Richland County Clerk of Circuit Court Stacy Kleist, DA Jennifer Harper, Darin Gudgeon, Clinton Langreck, Judge Lisa McDougal, Barb Scott, John Heinen and Jenifer Laue.

Agenda Item #1: Call to Order: Committee Chair Luck called the meeting to order at 8:30am.

Agenda Item #2: Read and Approve Notice of Posting for August 5, 2022 Public Safety Committee Meeting: Committee Chair Luck confirmed that the meeting was properly posted. Upon receiving confirmation Luck declared meeting properly posted.

Agenda Item #3: Read and Approve the Agenda for August 5, 2022 Meeting: Motioned by Richard McKee to approve the agenda. 2nd to this motion by Barb Voyce. Motion passed.

Agenda Item #4: Read and Approve Minutes of the July 1, 2022 LEJC Meeting: Motion by Bob Frank to approve the minutes as printed. 2nd to this motion by Melissa Luck. Motion passed, minutes accepted.

Agenda Item #5: Coroner Updates: Chief Deputy Aaron Wallace went over coroner updates for the month with the committee members.

Agenda Item #6: Clerk of Court Update: Clerk of Court Kleist went over her reports with the committee members. She discussed items in her budget that would be changing for 2023.

Agenda Item #7: Probate Updates: Jen Laue went over her reports with the committee members and said she is on track with her budget for the current year. She stated her budget for 2023 will be mainly the same with increases in attorney fees and wages.

Agenda Item #8: District Attorney Updates: DA Harper talked about what her office does with the committee members and also discussed events taking place in her office currently. DA Harper informed the committee that she has a new position in her office and briefly discussed that position.

Agenda Item #9: Emergency Management:

A. Emergency Management & LEPC 2023 budget discussion:

Director Gudgeon went over his budget worksheet with the committee members and explained what items make up the budget for LEPC and also Emergency Management. There will be a slight increase in the Emergency Management budget for 2023. Director Gudgeon wanted the committee to be aware that there are no monies in the current budget or prior budgets that would cover costs if a disaster takes place and he tries to re-coop those costs the best he can when that type of event happens. He would like to see in the future some type of account to be set up if there is a disaster that would help cover some of those costs.

B. Presentation of the first draft of the county's Hazard Mitigation plan update: Darin & John went through the mitigation plan reports with the committee members and discussed how this plan works. The plan will be posted for the public to view and then get public questions and comments on the plan for discussion in the next month. The final draft will come through this committee in September and then move forward to County Board for approval.

Agenda Item #10: Approve monthly invoices and other Sheriff's

Department reports: The committee members went over the invoices for the month. Motion to pay the invoices for the month made by Bob Frank, second to this motion by Richard McKee. Motion approved.

Chief Deputy Wallace went over the jail statistics report with the committee members.

Agenda Item #11: Sheriff's Dept 2023 budget presentation and discussion:

Chief Deputy Wallace went over the budget sheets presented to the committee members and discussed that two different budget sheets are being presented one with a Jail Administrator position being a part of the budget and one without the Jail Administrator position not being added in the budget. Chief Deputy talked about the overtime budget is always maxed out on every current year's budget. By adding a Jail Administrator this person could serve a dual purpose role of helping with transports and court security administration as well. State sanctions have been added into the budget as a revenue item and the department is hoping to receive an additional revenue that would help cover the Jail Administrator position by this revenue. Chief Deputy went over the other increases that were instructed to take place by the County Administrator.

Agenda Item #12: Approval & Discussion of jail shower bid: This item is a fix that needs to be made according to the State Jail Inspector. A bid was provided and the cost came out to \$2,642.00. The plan is to do Block A & B right away and then possibly do the other 2 blocks the next year. Also needing done are the tables in the blocks that are flaking and that cost would be \$560. These amounts would come out of Jail Assessment. Motion to approve Blocks A, B, showers and tables done with prioritizing the other needs in the jail made by Bob Frank, second to the motion by Ken Rynes. Motion approved.

Agenda Item #13: Radio Tower project updates:

A. Approval of Phase 4 of the radio project: Barb Scott says the county is ready to move forward to Phase 4 with True North. The total is \$196,000 for this phase. Scott states True North has been very frugal with the money of the county and she has been very impressed with them. Motion to approve the phase 4 contract made by Richland McKee, second to this motion by Bob Frank. Motion approved.

B. Approval of True North RFP for the jail camera/door project: Scott states this is the contract with General Communications and it has been reviewed by Corp Counsel and he approves. There was discussion by Luck on how the borrowing timeline will take place once this project is approved. Motion to approve the General Communications contract made by Ken Rynes, second to the motion by Bob Frank. Motion approved.

Agenda Item #14: Mapping, Radio System & Squad Updates: Chief Deputy went over the mileage report with the committee members. One squad has been built at the factory and the other squad status is unknown for the 2022 squads. Mapping grant is available and needs to be worked on, this grant goes along with the PSAP grant.

Agenda Item #15: Personnel updates: Chief Deputy Wallace talked about the decision will be made next week on the Patrol Lieutenant and the department is down a jailer/dispatcher and at the last special meeting a casual jailer/dispatcher was hired. Hiring will be opened and a new list will have to be created. We currently have 2 deputies out with medical issues. Dane Kanable will be coming back at some point for transport coverage.

Agenda Item #16: Future agenda items: Luck would like to see an item for other additional items in the jail that need to be looked to fix. Humane Officer update. Strategic plan for a future jail and WI Counties Public Safety Steering Committee.

Agenda Item #16: Adjourn; Motion by Richard McKee to adjourn until the regular Public Safety Committee meeting on Friday, September 2, 2022 at 8:30am. Second to this motion by Bob Frank. Motion passed, meeting adjourned.

Respectfully Submitted by Office Manager, Amber Muckler

Richland County Committee

Agenda Item Cover

Agenda Item Name: Reclassification of Deputy Clerk of Court to Chief Deputy Clerk of Court

Department	Clerk of Circuit Court	Presented By:	Clerk of Circuit Court
Date of Meeting:	September 2, 2022	Action Needed:	Vote
Disclosure:	Open Session	Authority:	
Date submitted:	September 1, 2022	Referred by:	
Action needed by no later than (date)			

Recommendation and/or action language:

Motion to approve and forward to Personnel and Finance the Clerk of Court's request reclassifying one of her department's deputy clerk positions to "Chief Deputy" with this designation to be made from current staff effective January 1, 2023 and this position placed in Schedule H of the Richland County salary plan.

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

Per Wisconsin Statute 59.40, the Clerk of Court is allowed to designate one staff member as her chief deputy. This is an important detail that elected officials with multiple deputies are statutory-afforded for chain-of-command clarity (example: sheriff has multiple deputies but only one chief deputy).

The Clerk of Court has consulted with Administrator Langreck regarding this matter. The administrator sought a formal job classification review by Carlson-Dettman according. That review now complete, Heather Barber, a consultant from Carlson-Dettman, recommends that this position be placed in Grade H of the County's plan.

Schedule H scale:

Step 2 is the beginning rate = \$22.14

Step 3 is the after probation rate = \$22.64

Step 4 is the 2 year rate = \$23.14

Attachments and References:

Carlson-Dettman Memorandum	
Chief Deputy Job Description	

Financial Review:

(please check one)

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

(summary of current and future impacts)

Richland County Committee**Agenda Item Cover**

Approval:**Review:***Clinton Langreck*

Department Head

Administrator, or Elected Office (if applicable)

September 1, 2022

MEMORANDUM

TO: Clinton Langreck and Cheryl Dull

FR: Heather Barber, Consultant

RE: Job Classification Review – Chief Deputy Clerk of Circuit Court

The County requested we evaluate this newly-created position for placement on the County's salary plan.

The County provided a job description detailing duties and experience required to perform the role. The position was evaluated in a number of areas including Thinking Challenges, Decision-Making, Interactions and Communications, and Education and Experience. As a result of the evaluation, it is recommended that this position be placed in Grade H of the County's plan.

Please feel free to contact us with questions.

CHIEF DEPUTY CLERK OF CIRCUIT COURT

Department: Clerk of Circuit Court
Reports to: Clerk of Circuit Court

JOB SUMMARY: As a function of the Richland County Clerk of Court Department, this position assists the Clerk of Court with administration of the standard operating policies and procedures of the Clerk of Circuit Court Office per section 59.40 Wis. Stats. This position performs a wide variety of time-sensitive, complex clerical and administrative functions in retaining official court and financial records. In the absence of the Clerk of Court, this position assumes additional administrative duties to support the staff.

This position works under the direct supervision of the Clerk of Court.

ESSENTIAL RESPONSIBILITIES:

Assumes duties of the Clerk of Court in his/her absence.

Represents the Clerk of Court department at county board and county committee meetings in the Clerk of Court's absence.

Together with the Clerk of Court, performs interviews of potential employees.

Supervises support staff work tasks and deals with the daily changes in workload such as coverage for absent staff and other matters that need immediate attention.

Implements advice and assists with training and information on any new, necessary changes within the Circuit Court system.

Oversees and maintains an assigned caseload.

Performs essential Circuit Court Automation Project (CCAP) tasks.

Clerks in court proceedings. Manages exhibits, minutes, documents, the jury, and administers oaths.

Works extensively in with judges, attorneys, law enforcement, county and state agencies, and members of the public in person, by phone, through email, and various electronic applications as required.

Performs other duties as assigned by the Clerk of Court.

PERIPHERAL RESPONSIBILITIES:

Serves as the backup for the Clerk of Court in carrying out his/her duties per section 59.40 Wis. Stats.

Serves as backup for the other staff in the Clerk of Court office.

QUALIFICATIONS:

EDUCATION: Associate's degree or equivalent. Degree in paralegal, accounting, business administration and/or related area is preferred.

EXPERIENCE: Three years experience in a legal setting and two years Clerk of Court experience or any combination of education and experience that provides equivalent knowledge, skills, and abilities.

NECESSARY KNOWLEDGE, SKILLS AND ABILITIES:

Proficient and knowledgeable of Circuit Court Automation Project (CCAP).

Superior degree of knowledge, proficiency and understanding of the Circuit Court.

Ability and skill with attention to detail.

Ability to work independently and assist/instruct junior staff.

Ability to communicate effectively orally and in writing.

Ability to establish and maintain effective working relationships.

Ability to effectively meet and deal with the public.

Ability to maintain appropriate confidentiality.

Employee (Signature)

Date:

Employee (Print Name)

Richland County Committee

Agenda Item Cover

Agenda Item Name: Increase in Juror Pay Rate

Department	Clerk of Circuit Court	Presented By:	Clerk of Circuit Court
Date of Meeting:	September 2, 2022	Action Needed:	Vote
Disclosure:	Open Session	Authority:	
Date submitted:	September 1, 2022	Referred by:	
Action needed by no later than (date)			

Recommendation and/or action language:

Motion to approve and forward to Personnel and Finance the Clerk of Court's request to raise the pay for Richland County Jurors from the statutory minimum of \$16 to a full day rate of \$40 and a half-day rate of \$20.

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

Wisconsin Statute **756.25** dictates that every juror summonsed be paid an amount set by the County Board (not to be less than \$16 per day) for each day of attendance. Additionally, jurors are reimbursed for travel. In some counties, jurors may be paid by the half-day.

Richland County has traditionally paid the statutory minimum of \$16 plus mileage for citizens who serve as jurors to our Circuit Court.

Juror pay rates vary throughout the state, though few counties pay the statutory minimum.

The Clerk of Court is recommending the County Board approve a full day rate of \$40 and a half-day rate of \$20.

As there is already a jury expenditure line in the Circuit Court budget and the Court rarely uses the full amount of the jury line or even a significant portion of it due to the relatively low number of trials each year, this item is not expected to have significant financial impact.

Attachments and References:

Financial Review:

(please check one)

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

(summary of current and future impacts)

Richland County Committee**Agenda Item Cover**

Approval:**Review:***Clinton Langreck*

Department Head

Administrator, or Elected Office (if applicable)

FUND ACCOUNT	ACCOUNT DESCRIPTION	ACTUAL 12-31- 2019	ACTUAL 12-31- 2020	ACTUAL 12-31- 2021	ACTUAL 06-30- 2022	REVISED BUDGET	2023 Request
10.5120.0000.5111	SALARIES - REGULAR	40,310.16	48,840.75	73,963.01	38,124.94	84,229.60	87,159.80
10.5120.0000.5112	SALARIES - PART-TIME	.00	.00	.00	.00	.00	.00
10.5120.0000.5144	WITNESS FEES	37.60	.00	.00	.00	150.00	150.00
10.5120.0000.5150	SECTION 125 PLAN-CO SHARE	105.83	113.76	142.95	65.40	225.00	225.00
10.5120.0000.5151	FICA - COUNTY SHARE	2,777.59	3,436.39	5,282.04	2,764.84	6,443.56	6,667.73
10.5120.0000.5152	RETIREMENT - COUNTY SHARE	2,640.30	3,296.74	4,827.77	2,478.15	5,474.92	5,926.86
10.5120.0000.5153	DENTAL INSURANCE-CO SHARE	622.65	639.11	844.20	628.68	848.34	1,257.24
10.5120.0000.5154	HEALTH INSURANCE - COUNTY	16,087.06	17,098.07	22,505.75	9,925.80	27,838.69	22,829.56
10.5120.0000.5155	LIFE INSURANCE - COUNTY SH	13.37	20.38	29.43	14.28	32.54	32.54
10.5120.0000.5161	HEALTH INS REIMBURSEMENT D	2,000.00	.00	-314.86	.00	3,000.00	2,000.00
10.5120.0000.5215	PSYCHOLOGICAL EVALUATION	16,380.00	7,169.00	2,373.00	.00	6,000.00	6,000.00
10.5120.0000.5216	INTERPRETER FEES	.00	.00	.00	.00	500.00	500.00
10.5120.0000.5225	TELEPHONE	1,037.29	1,521.58	502.59	136.29	1,500.00	1,500.00
10.5120.0000.5251	TRANSCRIPTS	.00	.00	.00	.00	150.00	150.00
10.5120.0000.5311	POSTAGE AND ENVELOPES	558.87	719.95	619.02	375.38	1,000.00	1,000.00
10.5120.0000.5315	COPY PAPER AND EXPENSE	.00	95.00	186.00	.00	400.00	400.00
10.5120.0000.5319	OFFICE SUPPLIES & COMPUTER	632.66	526.37	575.16	385.93	1,100.00	1,100.00
10.5120.0000.5324	DUES	125.00	75.00	155.00	130.00	214.00	214.00
10.5120.0000.5326	ADVERTISING	.00	520.60	524.60	.00	200.00	200.00
10.5120.0000.5334	REGISTRATION	50.00	40.00	50.00	.00	100.00	100.00
10.5120.0000.5335	MEALS	10.25	.00	13.72	.00	200.00	200.00
10.5120.0000.5336	LODGING	82.00	.00	82.00	.00	450.00	450.00
10.5120.0000.5339	MILEAGE	310.08	.00	138.72	.00	500.00	500.00
10.5120.0000.5819	NEW EQUIPMENT	.00	.00	665.00	.00	1,200.00	1,200.00
10.5120.0000.5970	CONTRACT SERVICES	.00	250.00	.00	.00	.00	.00
10.5120.0103.5212	ATTORNEY-GAL FEES	11,414.69	19,546.98	12,452.68	7,151.74	15,000.00	16,150.00
10.5120.0104.5212	ATTORNEY-GAL FEES	18,318.58	13,205.73	32,052.95	14,552.71	11,500.00	15,500.00
10.5120.0109.5212	ADVERSARY ATT-REG IN PROBA	22,067.84	22,888.42	30,464.65	4,615.90	25,000.00	25,000.00
10.5120.0112.5212	ATTORNEY-N/F COURT COMMISS	.00	157.50	367.50	147.00	500.00	500.00
							196,912.73

**RICHLAND COUNTY SHERIFF'S DEPARTMENT
MONTHLY BILLS SUBMITTED FOR APPROVAL
AUGUST 2022 BILLS**

(PRESENTED AT THE **SEPT 2ND**, 2022 PUBLIC SAFETY COMMITTEE MEETING)

NO.	VENDOR	# OF INV.	DESCRIPTION	INVOICE #	General Dept. Bills \$ AMT	LINE ITEM	LINE ITEM
1	BARNES, SUSAN	1	UNIFORM ALLOWANCE	N/A	168.80	19.5213.0000.5346	
2	BLACKHAWK TECHNICAL COLLEGE	1	TRAINING/MARSHALL	N/A	800.00	10.5251.0000.5157	
3	BIOTECH XRAY	1	CARE OF PRISONERS	4900073122	125.00	10.5251.0000.5296	
4	CDW GOVERNMENT	2	COMPUTER MAINTENANCE	2082, 14269	141.75	10.5211.0000.5813	
5	CHARM TEX	4	JAIL SUPPLIES	294596, 292544, 292253, 291843	1,723.16	10.5251.0000.5352	
6	CORNERSTONE SERVICE	1	SQUAD MAINTENANCE	12574	70.92	10.5211.0000.5352	
7	CZYS, MIKE	2	UNIFORM ALLOWANCE	N/A	204.47	19.5213.0000.5346	
8	ELIOR - SUMMIT FOODS	4	MEALS FOR PRISONERS	149816, 150417, 151247, 151653	13,070.13	10.5251.0000.5294	
9	EMERGENCY MEDICAL PRODUCTS	1	NEW EQUIPMENT	2466715	391.98	10.5211.0000.5819	
10	GALLS	2	UNIFORM ALLOWANCE/DUCHARME, L CROTSBERG	21857947, 21742871	385.31	19.5213.0000.5346	
11	GALSTON, TONYA	3	UNIFORM ALLOWANCE	N/A	316.46	19.5213.0000.5346	
12	GARCIA CLINICAL LAB	1	CARE OF PRISONERS	62401	20.00	10.5251.0000.5296	
13	GRIMM, SHAWN	7	SQUAD MAINTENANCE	32744, 32600, 32576, 32575, 32406, 32306, 32304	1,481.62	10.5211.0000.5352	
14	MCKESSON MEDICAL	6	JAIL SUPPLIES	19674486, 19678283, 19675125, 19674488, 19706452, 19740716	703.27	10.5251.0000.5352	
15	O'REILLY	1	SQUAD MAINTENANCE	106730	40.78	10.5211.0000.5352	
16	RHYME	3	OFFICE SUPPLIES AND COPY LEASE	568608, 565743, 565742	110.68	10.5211.0000.5319 10.5211.0000.5315	10.5251.0000.5315
17	RICHLAND COUNTY AMBULANCE	1	CARE OF PRISONERS	N/A	409.28	10.5251.0000.5296	
18	RICHLAND COUNTY HHS	1	MENTAL HEALTH FEES/JUNE & JULY	2022-06	975.00	10.5251.0000.5299	
19	RICHLAND FAMILY DENTAL	1	CARE OF PRISONERS	N/A	407.00	10.5251.0000.5296	
20	RICHLAND HOSPITAL	1	CARE OF PRISONERS/MEDICAL EXAMS	N/A	558.00	10.5251.0000.5296	10.5211.0000.5346
21	RICHLAND MOBIL MART	1	SQUAD MAINTENANCE	31271	63.45	10.5211.0000.5352	
22	TOP PACK DEFENSE	3	UNIFORM ALLOWANCE & K-9 SUPPLIES/TUCKER, J CROTSBERG	8622, 8870, 8865	402.62	19.5213.0000.5346	35.5255.0000.5319
23	WALLACE, AARON	2	UNIFORM ALLOWANCE	N/A	423.03	19.5213.0000.5346	
24	WEGNER AUTO SERVICE	1	TOWING	3384	175.00	10.5211.0000.5295	

AUGUST 2022 BILLS	23,167.71
SHERIFFS DEPARTMENT	2,467.66
POLICE RADIO	
COUNTY JAIL	18,799.36
SHERIFFS OUTLAY-NEW CARS	
DEPARTMENT-UNIFORM ALLOWANCE	1,675.72
K-9	224.97
DOG CONTRACT-MONTHLY PAYMENT	1,500.00
CURRENT MONTH'S JAIL ASSESSMENT	N/A

SHERIFF'S MONTHLY REPORT

RICHLAND COUNTY

MONTH OF AUGUST 2022

(PRESENTED AT THE SEPT 2, 2022 PUBLIC SAFETY MEETING)



	2022		
	JUNE	JULY	AUG
TOTAL AMOUNT OF MONTHLY VOUCHERS SUBMITTED	\$36,771.43	\$59,975.28	\$23,167.71
NUMBER OF JAIL BOOKINGS	72	72	50
AVERAGE NUMBER OF INMATES HOUSED IN OUR COUNTY	34.27	35.87	34.87
TOTAL NUMBER OF INMATES HOUSED OUT OF COUNTY	0	0	0
MONTHLY COST OF HOUSING INMATES OUT OF COUNTY	\$0.00	\$0.00	\$0.00
MEDICAL COST OF INMATES HOUSED OUT OF COUNTY	\$0.00	\$0.00	\$0.00
MONTHLY COMPLAINTS	249	286	260
TRAFFIC CITATIONS ISSUED	53	67	76
TRAFFIC WARNINGS ISSUED	0	0	0
CIVIL PROCESS PAPERS SERVED	8	21	16
TRANSPORTS FOR THE MONTH	5	15	17
AVERAGE NUMBER ON ELECTRONIC MONITORING	5.00	6.00	6.00

Monthly Activity

Jail Activity:

540 calls for service
 98 calls for EMS
 143 calls for RCPD

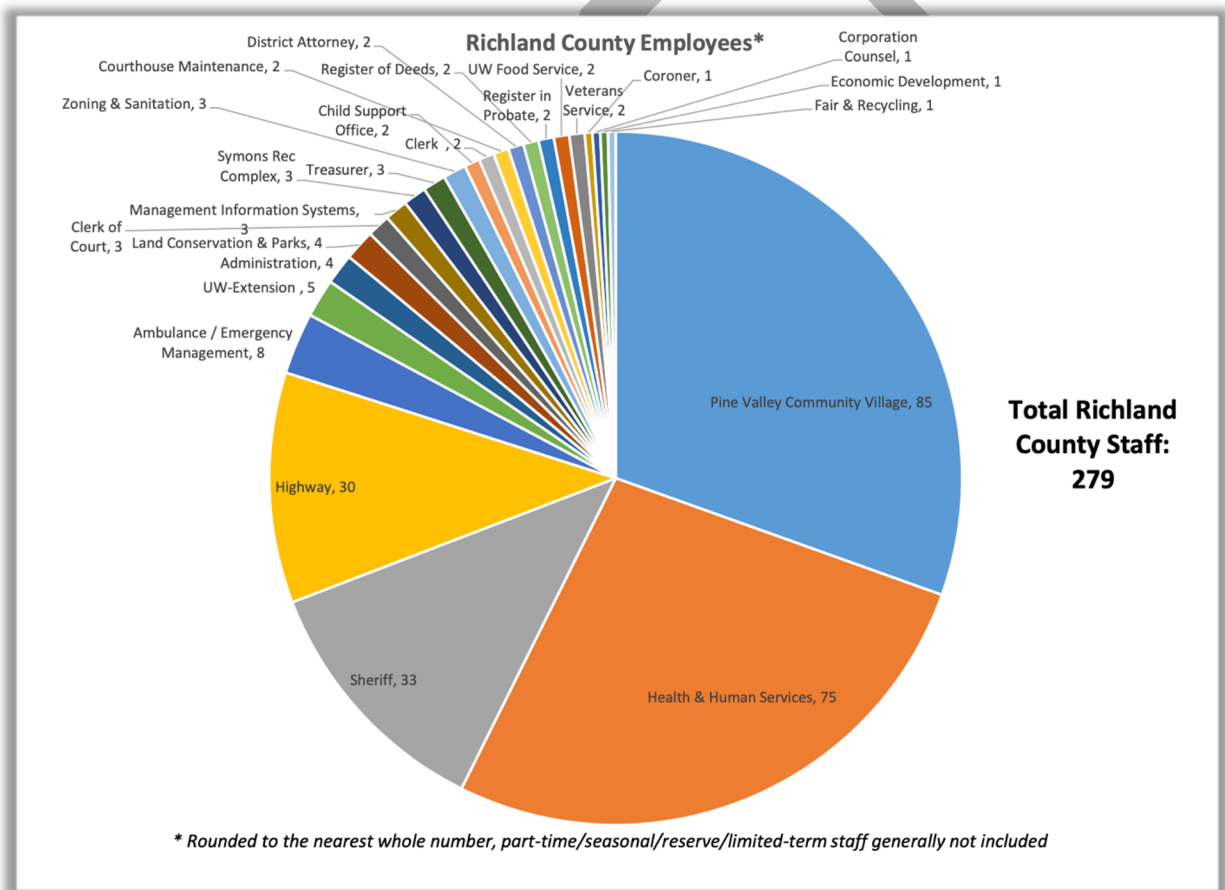
DRAFT: Educational Information for Use by the Referendum Ad Hoc Committee

The following information provides educational context for the work of the Richland County Referendum Ad Hoc Committee, and has the following primary purposes:

1. To serve as the basis for educational materials to be developed by the Committee so the public can better understand our mission
2. To be used as a tool for communication with County departments/committees

Introduction

The Richland County Referendum Ad Hoc Committee is *considering the idea of a referendum* so the voters can decide if the County's operating levy should be increased to maintain current staffing levels and services. **Staffing levels currently look like this:**



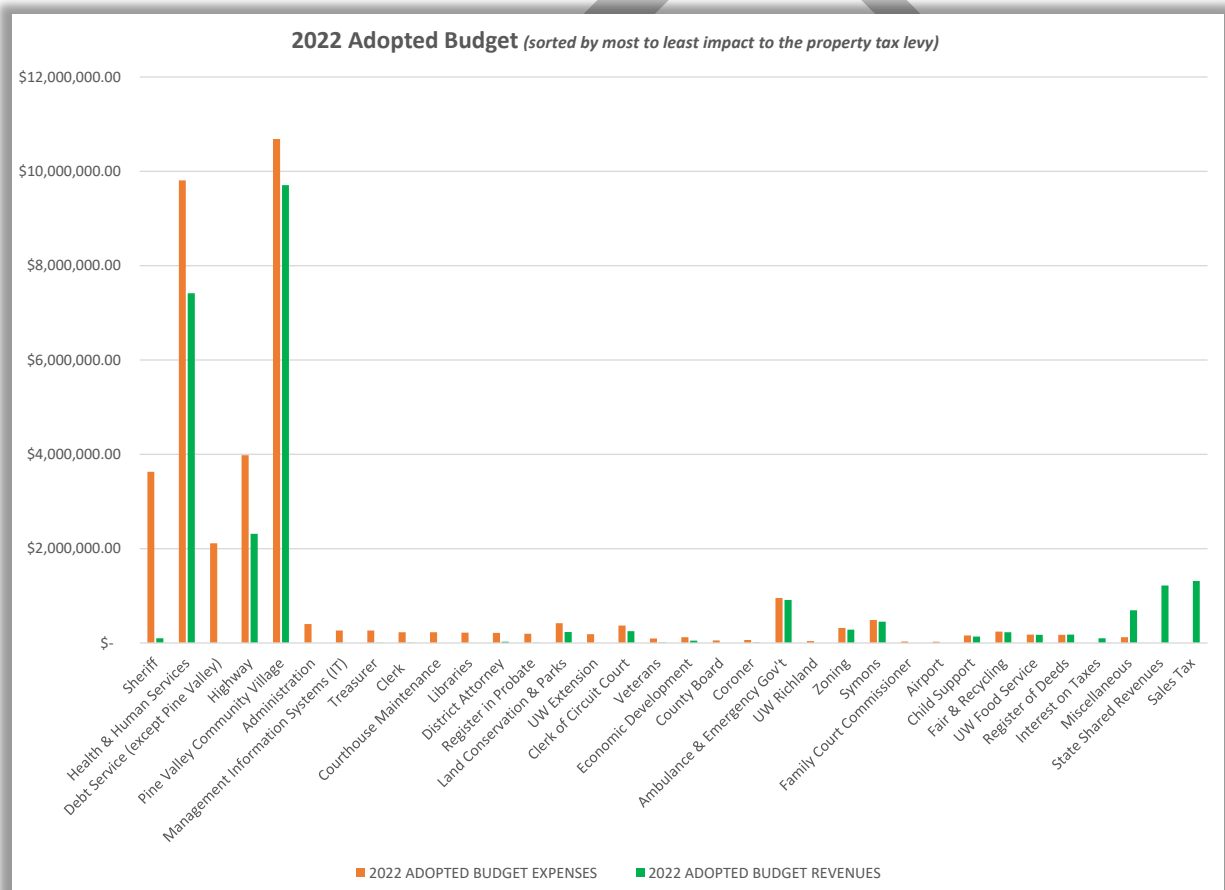
The County has a total budget of \$36 million in the current 2022 calendar year. **The budget is balanced, meaning \$36 million in expenses matches \$36 million in revenues.**

Revenues vs. Expenses

Most County budget revenues come from other governments, typically at the federal and state levels. Some departments bring in significant amounts of revenue to offset County expenses. For example,

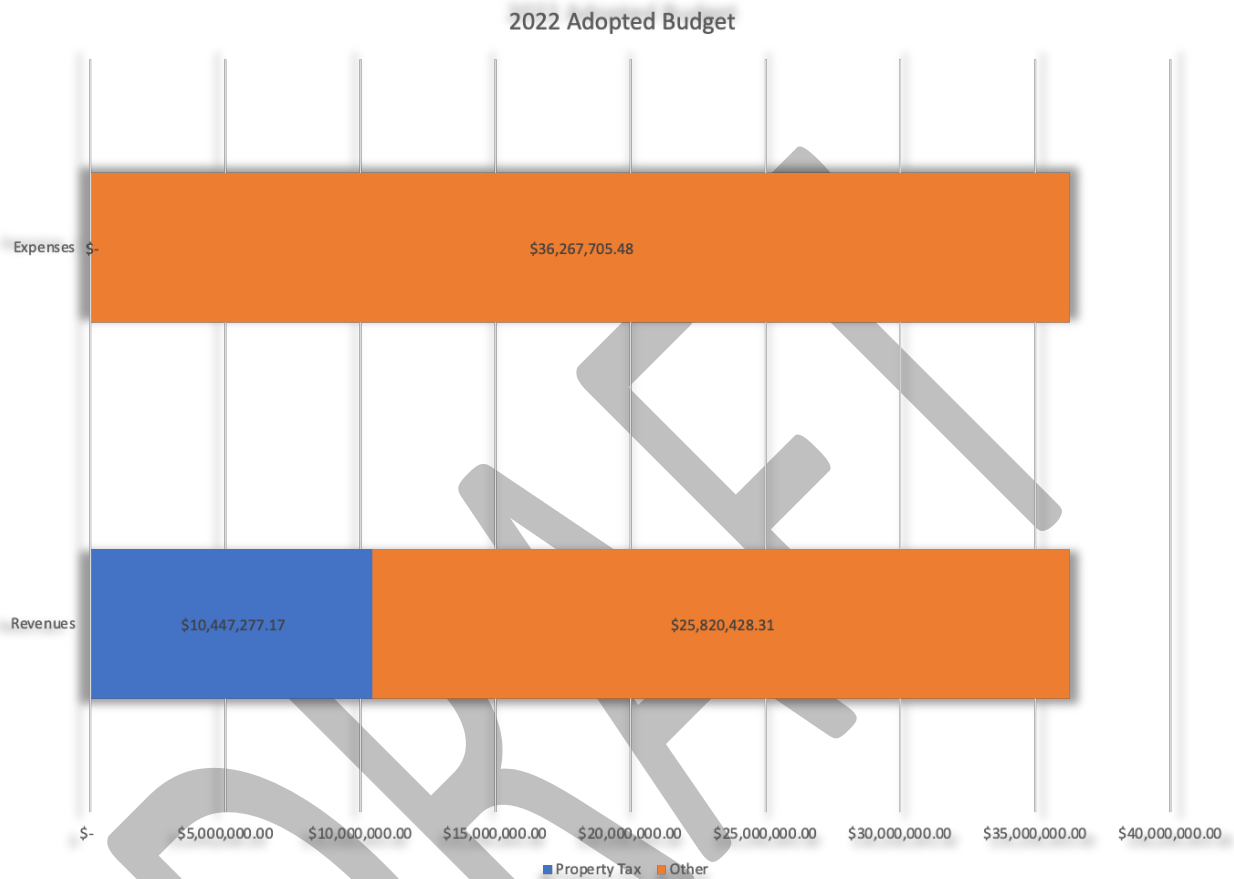
- The **federal government** pays for patient care at **Pine Valley Community Village**
- The **federal and state governments** pay for programming in the **Health & Human Services Department** (i.e., mental health, economic support, aging and disability resources, child protection, public health)
- The **state government** pays the **Highway Department** to maintain state-owned highways (e.g., US Highway 14, Wisconsin Highway 60)

Other departments don't have the ability to bring in very much revenue. **The expenses and revenues of all departments currently look like this:**



The Property Tax

How does the County make up the difference in revenues and expenses for each department? **We levy a property tax**, as shown here:

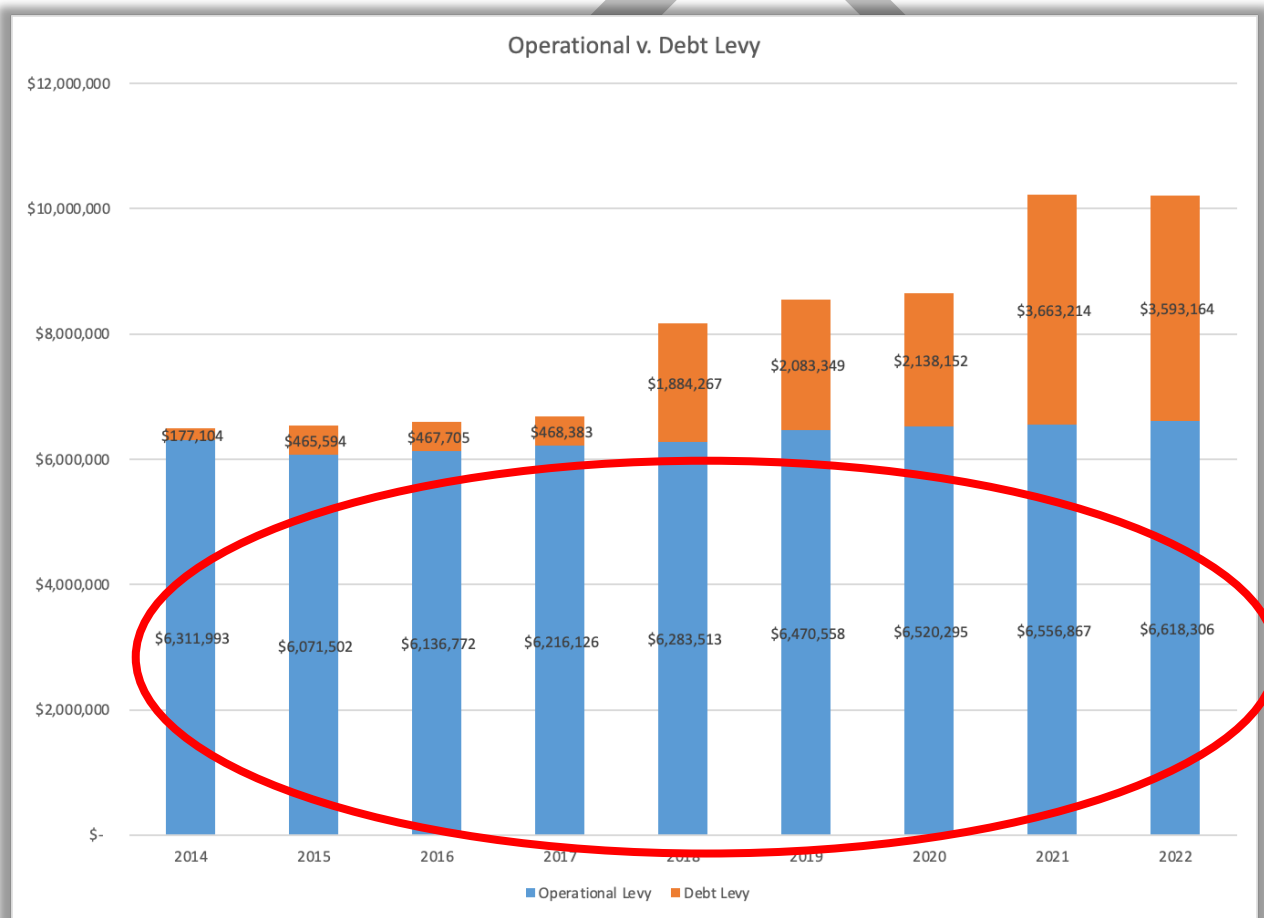


The property tax levy is divided into 2 parts: **operating and debt**. We do this because the State of Wisconsin has different laws about how the County can levy property taxes for each part:

1. The first law says the County **cannot raise the operating levy at a rate faster than net new construction**.¹
2. The second law says the County **can raise the debt levy at the rate it chooses**, as long as the total outstanding debt stays below 5% of the value of all property in the County.

Over the past 8 years, **the operating levy has stayed relatively flat, while the debt levy has risen at a faster pace** to pay for the new building at Pine Valley Community Village (between 2017 and 2018) and highway/building maintenance needs (between 2020 and 2021).

The County's Referendum Ad Hoc Committee is looking at the possibility of asking the voters to approve a more substantial increase to the operating levy (circled in red below):

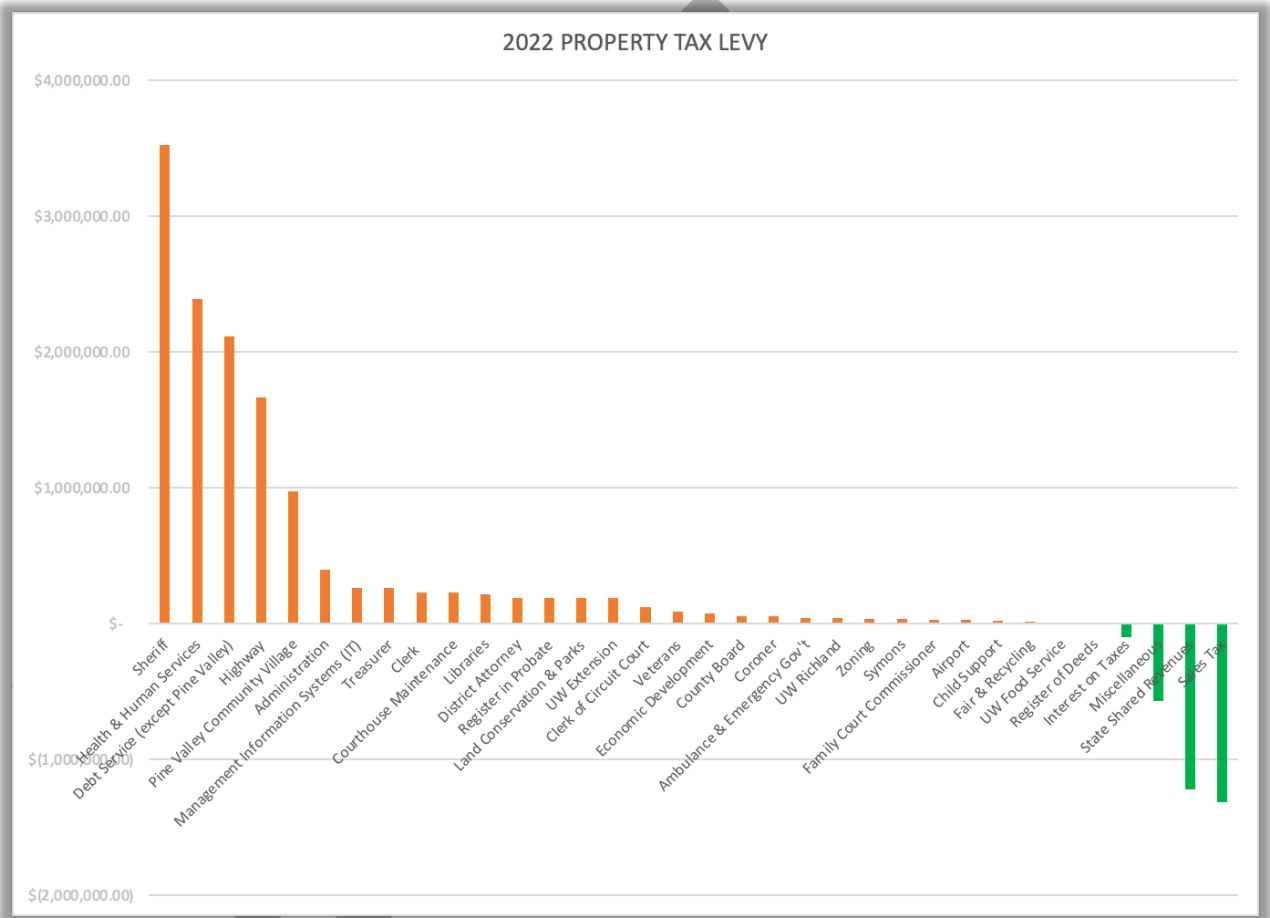


¹ <https://docs.legis.wisconsin.gov/statutes/statutes/66/vi/0602>

Departments Relying on the Property Tax

Which departments benefit most from property taxes? If federal and state revenues, as well as fees for services (such as those collected by the Ambulance, Clerk of Court, Register of Deeds, Symons, UW Food Service, and Zoning Department) are set aside, the **following 4 departments use the most property tax**:

1. Sheriff
2. Health & Human Services
3. Highway
4. Pine Valley Community Village

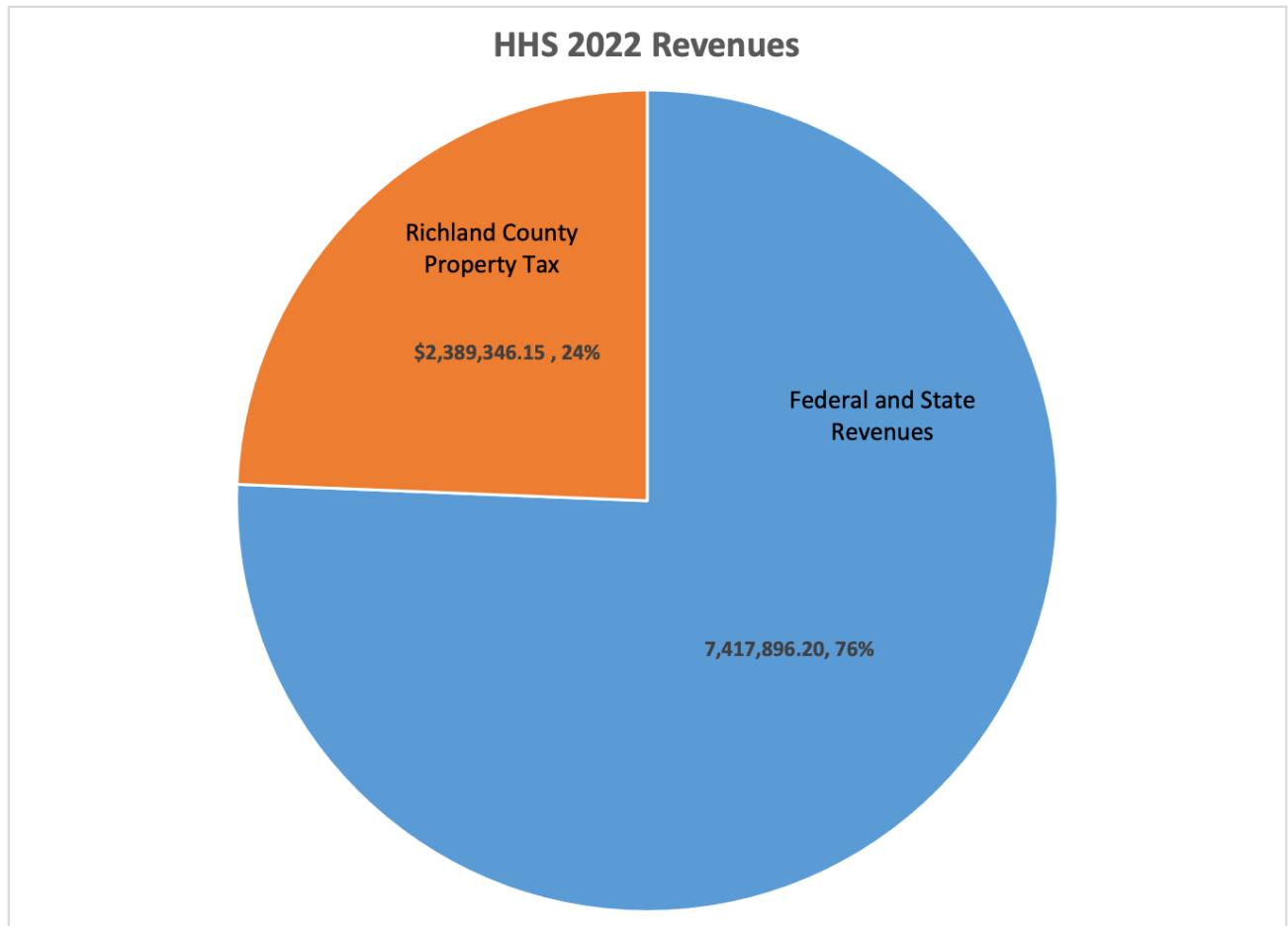


Next, we'll look at three categories that often have associated misconceptions: 1) Health & Human Services, 2) Pine Valley Community Village, and 3) State Shared Revenue.

Category #1: Health & Human Services

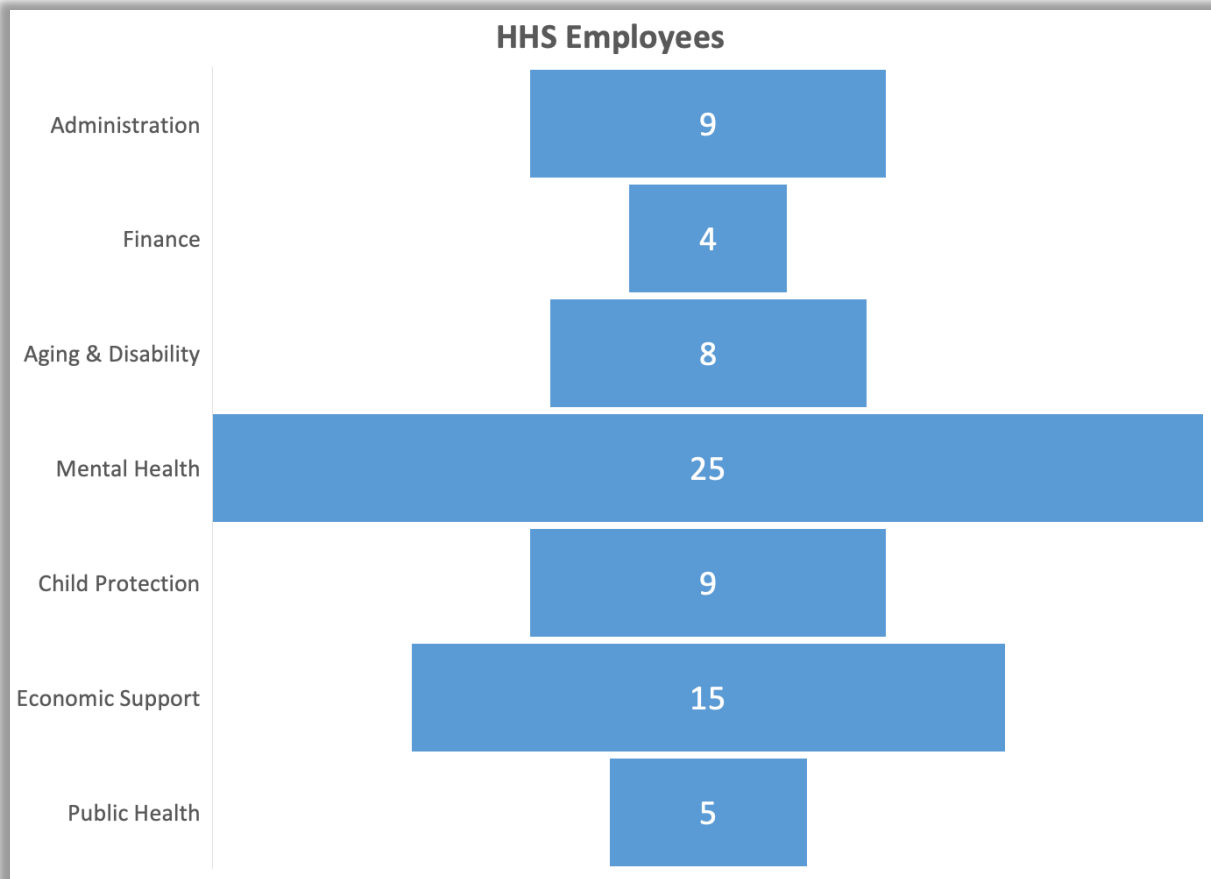
As shown in previous charts, the Health & Human Services (HHS) Department has the 2nd highest number of employees out of any department at the County. At the same time, this department uses less property tax revenue than the Sheriff's Department (\$2.4 million for HHS vs. \$3.5 million for Sheriff). Why is this?

It's because **HHS brings in a lot of revenue from the federal and state governments.**



If the County reduced its property tax revenue contribution to HHS, some of these federal and state revenues would be lost.

People also often think HHS is primarily a welfare agency. **While economic support is important, it's one of only 5 main areas of service to residents.** More employees are dedicated to mental health services than economic support, as shown in this chart:



Note: Over the coming months, the Referendum Ad Hoc Committee will be working with the Health & Human Services and Veterans Standing Committee to better understand how federal and state funding is tied to employee positions.

Category #2: Pine Valley Community Village

It is often said that Pine Valley Community Village:

1. Makes a profit for the County
2. Doesn't pay its debt

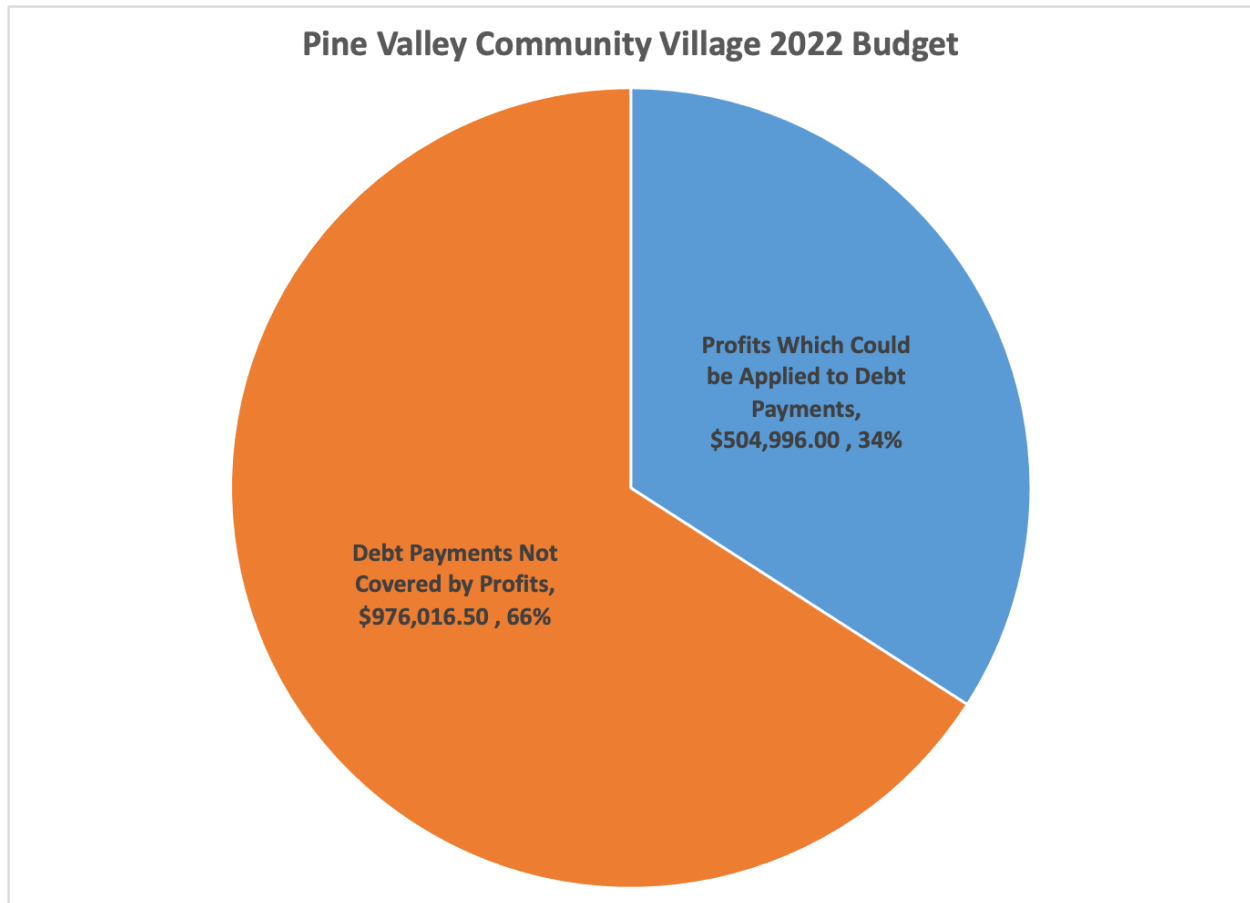
Which is true?

There is some truth to both statements, but neither is totally accurate. Because of the state laws referred to earlier, the County keeps track of Pine Valley's budget in two categories – operating and debt:



Statement #1 would be more accurate if it said, **“Pine Valley makes an operating profit for the County.”**

In recent years, the operating profit from Pine Valley has been applied to offset the operating expenses of other departments at the County. **If that operating profit was instead applied to debt payments, it would cover one-third of annual debt payments**, as shown in the following chart:



So, statement #2 would be more accurate if it said, **“Pine Valley’s operating profits could cover one-third of its debt payments, if those profits were not used to offset the operating expenses of other County departments.”**

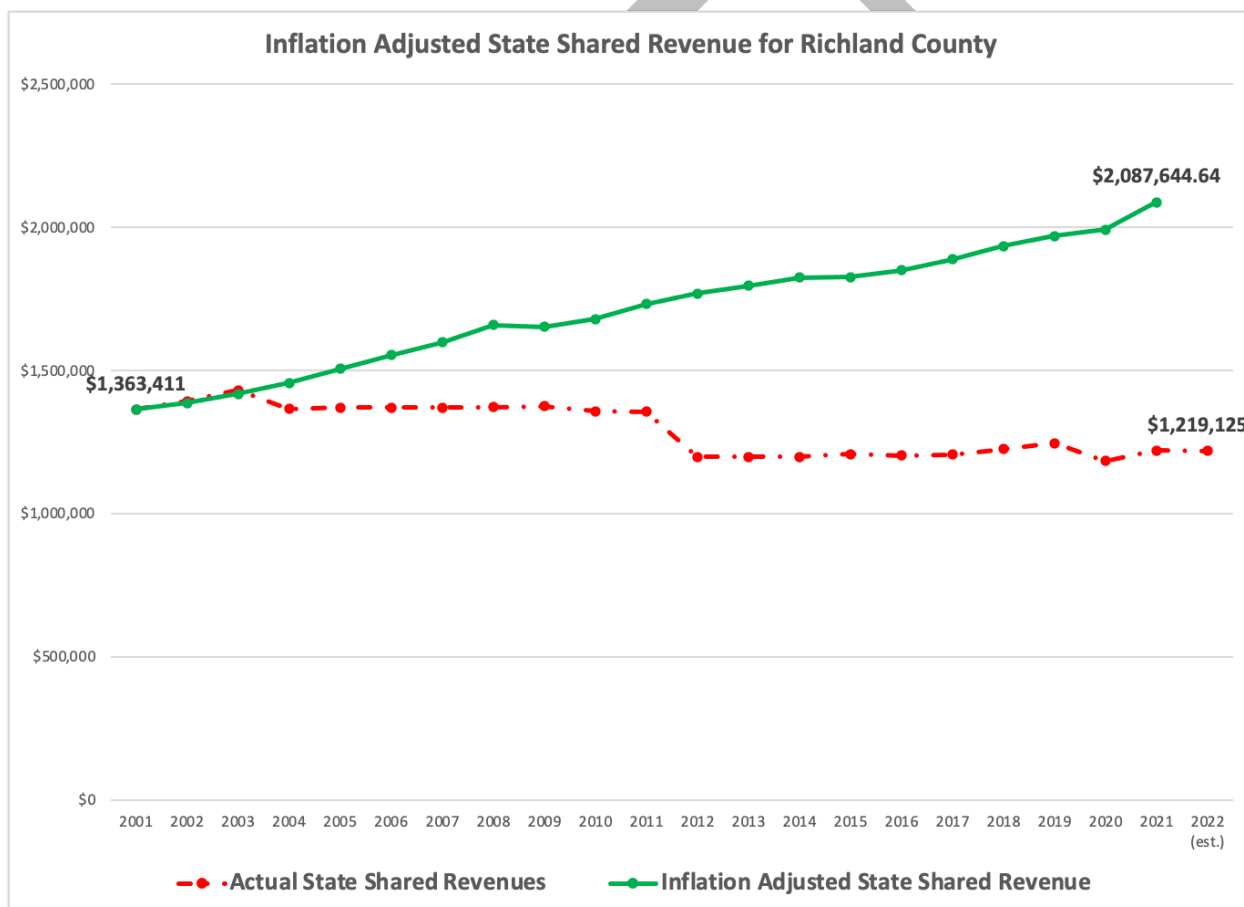
Note: Over the coming months, the Referendum Ad Hoc Committee will be working with the Pine Valley & Child Support Standing Committee to better understand if operating profits can be increased to cover 50% of its debt payments.

Category #3: State Shared Revenue

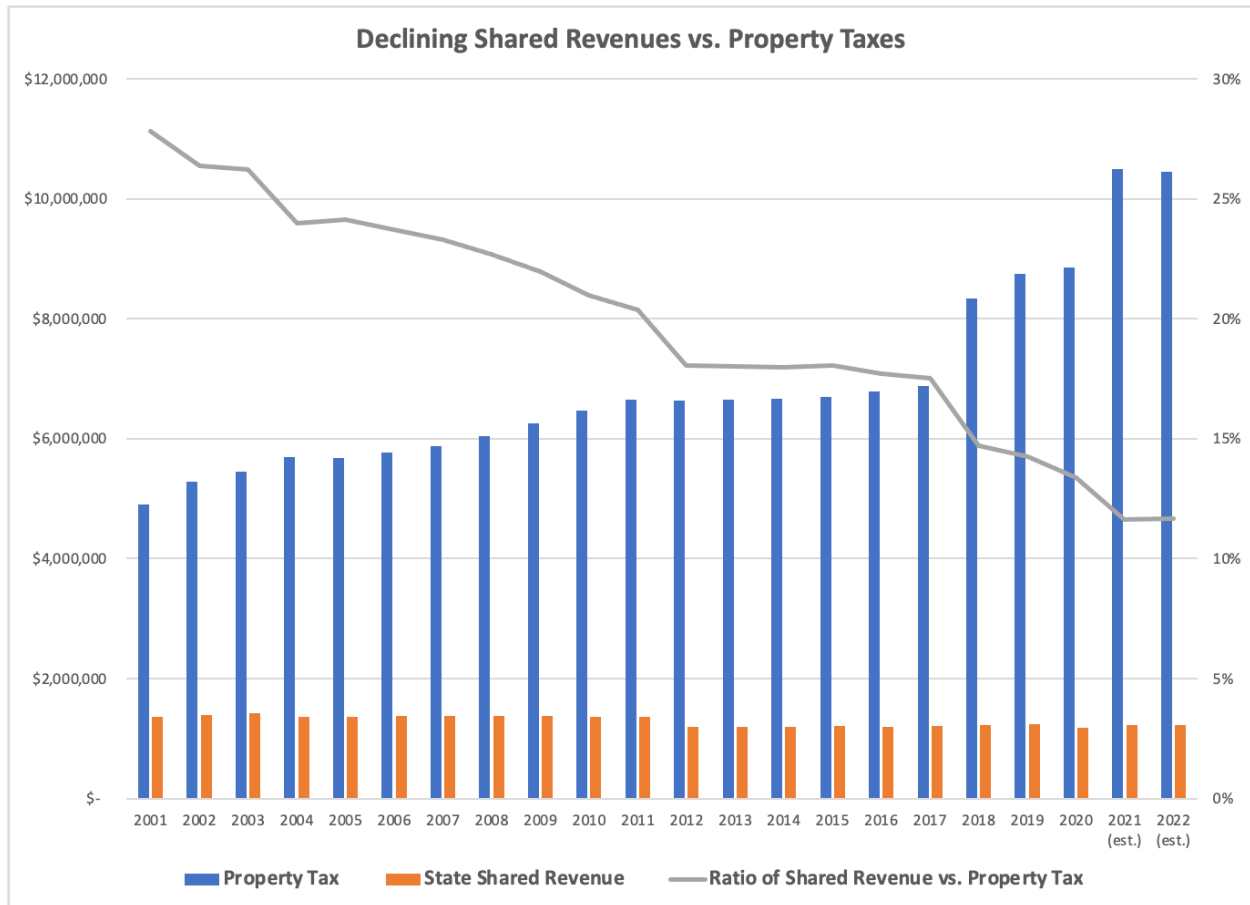
State shared revenue comes from the State of Wisconsin. **Every local government agency in Wisconsin receives this revenue.**

Shared revenue was originally put in place in the early 1900's to share state income tax revenue with local governments in exchange for a reduction in property that could be taxed². In the 1970's, shared revenues were begun to be used to level the playing field between communities with lower income tax revenues and wealthier parts of the state.³

In 2001, Richland County received \$1.36 million that could be spent on general government activities such as public safety, human services, and highways. **In 2021, the State shared \$1.22 million, a drop of 12%.** If the amount received in 2001 was adjusted for inflation⁴, the amount would be \$2.09 million.



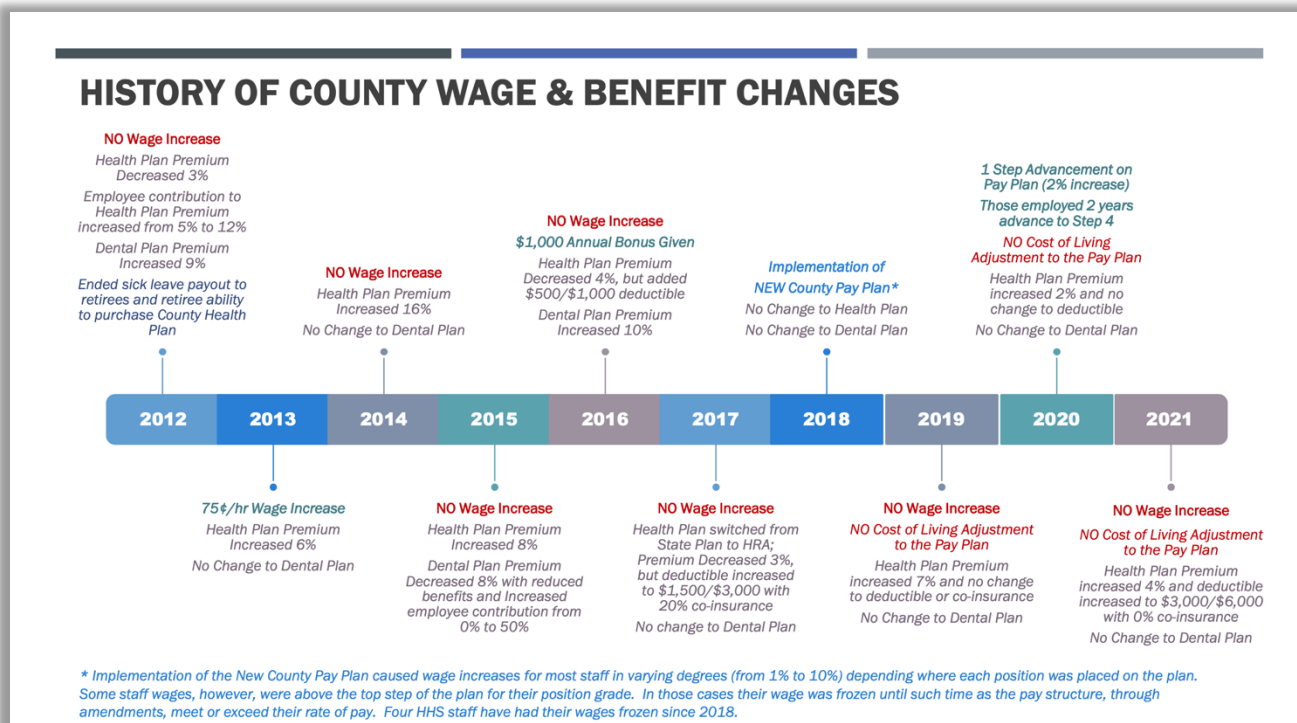
Since shared revenues from the State of Wisconsin are declining, this means **Richland County has had to rely more on property taxes to finance departments that need additional revenues**, as shown in the following chart:



Note: Over the coming months, the Referendum Ad Hoc Committee will be working with the Finance & Personnel Standing Committee to better understand the development of the State of Wisconsin budget, as it relates to state shared revenues.

Where Do We Go from Here?

Over the past decade, Richland County has been responding to the State of Wisconsin's policies by **skipping annual pay increases and reducing health insurance benefits**, as shown in the following graphic.

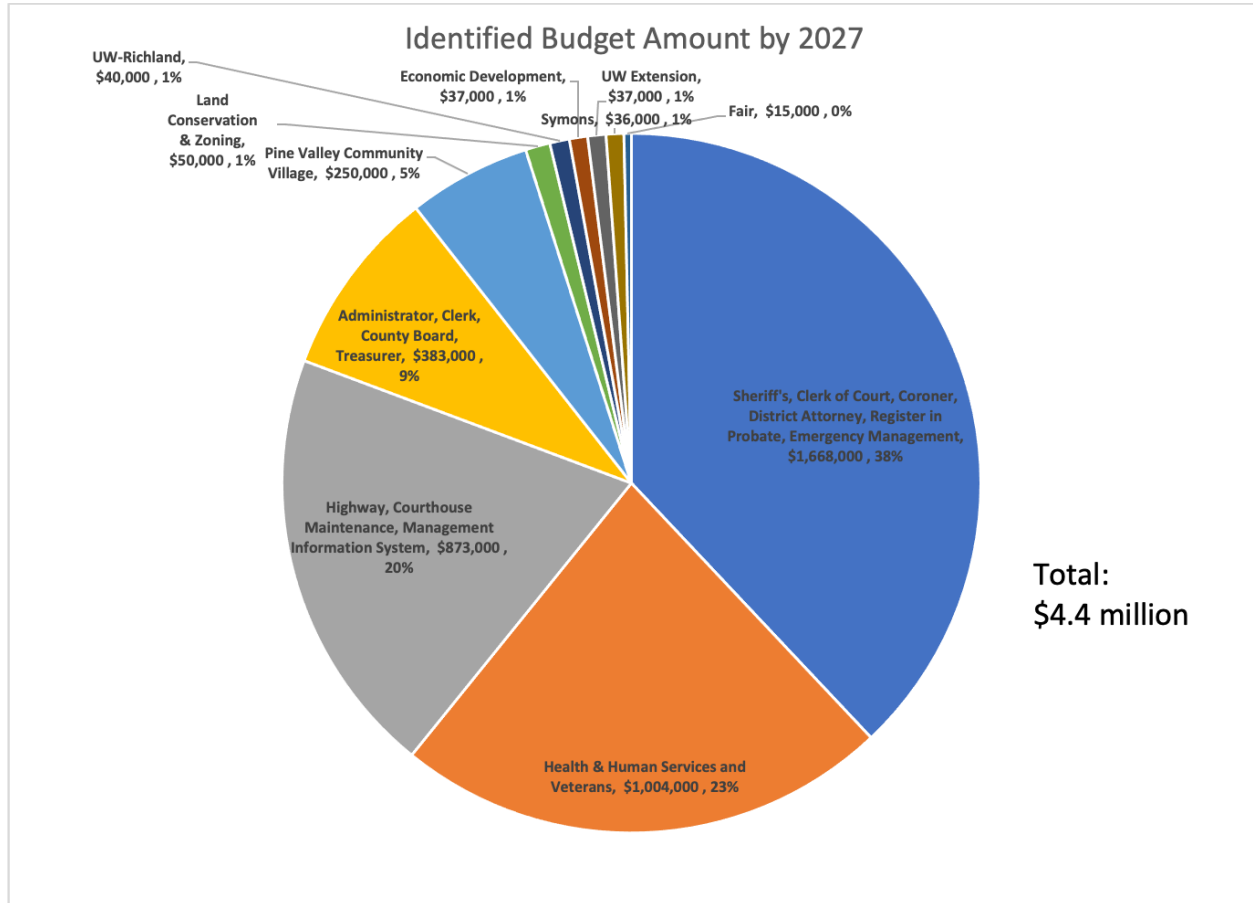


Earlier this year, Richland County adopted a Strategic Plan⁵ that determined that path is no longer sustainable, with a **commitment to annual pay increases for employees**.

The County Administrator has also created a 5-year (2023 – 2027) financial plan that **estimates the additional revenues that will be needed** to deliver those pay increases and fund other County priorities, such as finance, human resources, and maintenance positions.

⁵ <https://administrator.co.richland.wi.us/wp-content/uploads/2022/03/Richland-County-Strategic-Plan-Chapter-2-Operations.pdf>

The County Board also recently adopted a set of resolutions guiding committees and departments as to how to decrease their impact on the property tax levy. **Some of these decreases may be permanent, but some may be identified for a potential property tax operating levy referendum in 2023, to take effect in 2024** as shown in the following chart:



Next Steps

The Referendum Ad Hoc Committee has identified the following next steps:

1. Communicate directly with committees and departments heads affected by a potential referendum, so that expectations are clear
2. Research other operating levy referendums
3. Educate the public about the work of the committee
 - Radio
 - Newspaper
 - Video
4. Recommend action on the referendum, including:
 - Whether or not to develop a referendum question
 - The date, amount, and purpose of a potential operating levy referendum
 - Public education content and format for a potential operating levy referendum
 - The consequences/outcome of a failed operating levy referendum
5. Draft a report for submittal to the committee we report to (Finance & Personnel Standing Committee)

Squad	Assigned	Deputy	Sq year	Vin#	January	February	March	April	May	June	July	August	September	October	November	December
Squad 1	Admin	Sheriff Porter	2021	1C6SRFGT6MN708092	1,360	2,146	3,300	4,196	5,832	6,907	8,305	9,400	10,236			
Squad 21	Training	Training vehicle	2016	6G3NS5R21GL224245	141,212	142,079	144,180	146,794	149,584	151,561	153,044	154,125	154,708			
Squad 2	Admin	Chief Dep Wallace	2018	1FM5K8AR8JGB69005	36,160	36,813	37,459	38,120	39,192	39,915	40,461	41,540	42,350			
Squad 3	Admin	Lt. D. Kanable	2018	1FM5K8AR6JGB69004	37,934	38,667	39,135	39,677	40,011	40,118	40,140	40,976	41,337			
Squad 4	K-9/Patrol	Deputy Czys & Rambo	2018	1FM5K8ARXJGB93287	38,536	38,981	39,500	40,065	41,039	41,725	42,537	43,335	44,013			
Squad 5	Patrol/K-9 Backup	K-9 Backup/Casual	2016	1FM5K8AR2GGA77719	152,824	152,824	152,967	152,911	155,287	155,358	155,670	155,700	156,319			
Squad 6	Investigator	Inv. Johnson	2018	1FM5K8AR1JGA84720	57,270	58,383	59,658	61,138	62,023	63,891	64,996	66,363	67,611			
Squad 7	Patrol	Deputy Crotsenberg	2018	1FM5K8AR4JGC17213	107,145	108,771	110,190	110,779	110,800	112,195	112,245	114,521	116,829			
Squad 8	Patrol	Deputy Ring	2018	1FM5K8AR1JGA84720	127,990	130,920	134,000	137,505	141,216	142,965	145,705	149,235	151,871			
Squad 9	Patrol	Deputy Kinnison	2021	1FM5K8AB1MGB61433	1,057	3,507	5,588	8,096	10,300	12,216	12,846	12,900	13,953			
Squad 10	Patrol	Deputy Sutton	2017	1FM5K8AR0HGC90332	130,702	132,239	133,866	135,331	137,891	138,952	140,873	143,350	144,790			
Squad 11	Patrol	Backup	2017	1FM5K8AR2HGA70982	152,935	152,935	152,935	152,935	152,975	152,975	152,975	152,975	152,980			
Squad 12	Patrol	Deputy Schildgen	2019	2C3CDXKTXKH600559	72,532	74,871	76,758	79,004	82,267	83,271	86,256	89,304	91,045			
Van (13)	Transports	Jail	2019	2C4RDGBG8KR808426	18,796	20,100	21,125	22,987	24,655	24,866	25,165	27,133	27,747			
Squad 14	Patrol	Deputy Graham	2020	1C4RDJFG6LC369759	16,554	17,768	19,030	19,554	20,096	20,312	21,046	23,069	24,040			
Squad 15	Patrol	Deputy McCollough	2021	1FM5K8AB3MGB61434	1,319	2,464	3,818	5,240	6,731	7,935	9,229.40	11,061	13,179			
Squad 16	Sgt/Patrol	Sgt. Herbers	2019	1FTEW1P49KKC42277	44,335	46,240	47,521	49,148	50,713	51,900	53,082	55,641	56,608			
Squad 17	Sgt/Patrol	Sgt. Melby	2019	1FTEW1P47KKC42276	36,569	38,710	39,746	41,624	43,231	44,703	45,915	48,011	48,818			
Squad 18	Patrol	Deputy Tucker	2020	1C4RDJFG2LC369757	39	21,950	24,108	26,910	28,813	30,223	32,783	35,516	37,957			
Squad 19	Patrol	Sgt. Rupnow	2020	1C4RDJFG4LC369758	34,057	34,057	34,057	37,032	39,230	40,503	42,369	44,944	46,533			
Squad 20	Patrol	Deputy Gerber	2020	1C4RDJFG2LC369760	32,760	35,095	36,517	38,814	41,609	43,563	45,964	49,289	51,779			