

Richland County

Public Works Standing Committee | Agenda

October 5, 2022

NOTICE OF MEETING

Please be advised that the Richland County Public Works Standing Committee will convene at 4:00 p.m., **Thursday, October 13th, 2022** in the Richland County Board Room, 181 W. Seminary Street.

- **WebEx Videoconference, WebEx Teleconference, or Join by Phone** meeting access information at:
<https://administrator.co.richland.wi.us/minutes/public-works/>

If you have any trouble accessing the meeting, please contact MIS Director Barbara Scott at 608-649-5922 (phone) or barbara.scott@co.richland.wi.us (email), or Public Works Standing Committee Chair Steve Williamson at (608)574-5520 (phone/text) or steve.williamson@co.richland.wi.us (email).

Agenda:

1. Call to Order
2. Proof of notification
3. Agenda Approval
4. Previous Meeting Minutes*
5. Public Comment

Administrative Report:

6. Courthouse Administrative Report – Property Management Update
7. MIS Administrative Report – Update
8. Highway Administrative Report
 - a. Monthly Paid Bills*
 - b. 2022 Projects – Status Update

Action Items:

9. Discussion and Possible Action on Land Lease Agreement with Unbehauns. [Administration]*
10. Discussion and Possible Action on Opening and Awarding Bids for Windows. [Administration]
11. Discussion and Possible Action on Reimbursements for Culvert Cost Shares [Highway]*
12. Discussion and Possible Action on Pending Charges Owed to the Fairgrounds Department. [Highway]*
13. Discussion and Possible Action on Mechanical Understaffing and Meager Interest in Position. [Highway]
14. Discussion and Possible Action on Highway Department Open House. [Highway]
15. Discussion and Possible Action on Assessed Tax Deed Property for Sale. [Treasury]*
16. Discussion and Possible Action on Acquisition of Tax Deed Parcel. [Treasury]*
 - a. Tax Deed Parcel Number 186-1833-1470 – Village of Viola
17. Discussion and Possible Action on Feedback on the Education Information Document from the Ad-Hoc Committee. [Administration]
18. Discussion and Possible Action on Replacement of Mowing Equipment. [Highway]
19. Discussion and Possible Action on Highway Departments Further Response to Resolution 22-96. [Highway]

Closing:

20. Future Agenda Items
21. Adjournment

*****Items in Bold have been Added and/or Modified and Items with a Strike have been Removed from Agenda*****

*Meeting materials for items marked with an asterisk may be found at: <https://administrator.co.richland.wi.us/minutes/public-works/>

A quorum may be present from other Committees, Boards, or Commissions. No committee, board or commission will exercise any responsibilities, authority or duties except for the Finance and Personnel Committee.

Richland County

Public Works Standing Committee | Meeting Minutes

September 15, 2022

The Richland County Public Works Standing Committee met on Thursday, September 8th, 2022, in the Richland County Board Room, at 181 W. Seminary St., Richland Center, WI 53581.

Roll Call:

	Present	Absent		Present	Absent		Present	Absent
Josh Elder	✓	<input type="checkbox"/>	Daniel McGuire	✓	<input type="checkbox"/>	Marc Couey	✓	<input type="checkbox"/>
Lisa Mueller	✓	<input type="checkbox"/>	Steve Carrow	✓	<input type="checkbox"/>	Julie Fleming	<input type="checkbox"/>	✓
Randy Nelson	✓	<input type="checkbox"/>	Richard McKee	✓	<input type="checkbox"/>	Clinton Langreck	✓	<input type="checkbox"/>
Barb Scott	✓	<input type="checkbox"/>	Gary Manning	<input type="checkbox"/>	✓	Cheryl Dull	<input type="checkbox"/>	✓
Jason Marshall	✓	<input type="checkbox"/>	Chad Cosgrove	✓	<input type="checkbox"/>	Jeffrey Even	✓	<input type="checkbox"/>
John Couey	<input type="checkbox"/>	✓	Steve Williamson	✓	<input type="checkbox"/>	Michael Windle	✓	<input type="checkbox"/>

1. Call to Order

Committee Chair Williamson called the meeting to order at 4:00 p.m.

2. Proof of Notification

Committee Chair Williamson verified with Commissioner Elder that the meeting had been properly noticed.

3. Agenda Approval

Motion: Moved by Vice Chair Cosgrove, seconded by Supervisor Couey to approve the 16-point agenda.
All voting aye, motion carried.

4. Previous Meeting Minutes

Motion: Moved by Supervisor McKee, seconded by Committee Chair Williamson to approve and accept the previous meeting minutes.
All voting aye, motion carried.

5. Public Comment

Discussion: No public comment

6. Courthouse Administrative Report - Update

- Ambulance: The EMS moving schedule has been extended due to it being behind. Scheduled for October 1st.
- Land Conservation & Parks: Given approval to continue to occupy current space allotted until the end of December.
- Courthouse Roof/Windows/Metal Siding:
 - Roof: Construction of roof is 95% complete.
 - Windows: Looking at replacing 69 windows on the south side of the Courthouse. Will be opening bids.
 - Metal Siding: No estimates have been received yet for metal siding.
- DOJ Grant: Working on getting completing the following projects with the grant:
 - Water Fountains: 2 fountains have been completed and installed with 1 remaining to be completed.
 - Touchless Sink Faucets: on queue to be installed in bathrooms.
 - Door Openers: 2 ADA openers/1 new door pending installation.
- Key Project: This project is currently on standby and will be reviewed again by April 15, 2023.
- Space Assessment: Re-signing offices while using some of the current signage to help keep the expense down. Getting quotes.
- Fund 75: Balance in Fund 75 is to be spent by March 31, 2023 on any project listed above.

Richland County

Public Works Standing Committee | Meeting Minutes

7. MIS Administrative Report –Update

Discussion: Update on the Radio Town project. Once the contract has been signed the project can continue to move forward.

8. Highway Administrative Report

a. Highway Monthly Paid Bills

Discussion: It was noted that this month's paid bills were exceedingly higher than normal. This was expected and actually a large amount will be reimbursed from the State for completed projects. Many large bills for the month included the purchase of more than one new plow truck as well as several loads rock for the various paving projects.

Motion: Moved by Supervisor McKee, seconded by Vice Chair Cosgrove to approve and accept the total of \$1,540,971.44 for the monthly paid bills for the Highway Department.

All voting aye, motion carried.

b. Highway – 2022 Projects-Status Update

Discussion:

- STH 60-STH 193 Resurface – Completed
- CTH E Cold-in-Place Re-Pave – Completed just needing lines painted and landscape work. [Scheduled for end of September]
- CTH H Bridge: Completed along with final walk through.
- CTH BR Resurface: Completed just needing lines painted. [Scheduled for end of September]
- Sand/Salt Shed: "T" walls and asphalt are completed and in place. Forecasting Greystone will have the project completed by the end of September.
- Highway Open House: Narrowed down to the 3rd week in October.
- Open Position(s): Taking applications for shop mechanic.
- 21 Miles of Sealcoating: Completed just needing the final clean-up as well as centerline painting. [Scheduled for the end of September]

9. Discussion and Possible Action on Right-of-Way Mowing Policy [Highway]

Discussion: Worked with Attorney Windle and drafted up a County Right-of-Way Policy that mimics Wisconsin State Statutes.

Motion: Moved by Supervisor McKee, seconded by Supervisor Couey to approve the County Right-of-Way Policy and to present it to the County Board Committee for approval.

All voting aye, motion carried.

10. Discussion and Possible Action on a New ATV/UTV Ordinance [Highway]

Discussion: This new ordinance is to simplify and clarify the rules and regulations for ATV/UTV usage in Richland County. The policy was drafted up by members of the Highway Department, Sheriff's Department, and Fair & Parks Offices.

Motion: Moved by Supervisor Couey, seconded by Vice Chair Cosgrove to accept and approve the new ATV/UTV Ordinance.

All voting aye, motion carried.

11. Discussion and Possible Action in Response to Resolution 22-96 [Administration]

Discussion: Discussed reducing the budget for Public Works by \$278,000.00

Motion: Moved by Vice Chair Cosgrove, seconded by Committee Chair Williamson to approve the budget reduction of \$278,000[\$40,000 from MIS and \$238,000 from Highway] and to present to the Finance and Personnel Committee.

All voting aye, motion carried.

Some Committee members left meeting – No longer have a Quorum

Richland County

Public Works Standing Committee | Meeting Minutes

12. Discussion and Possible Action on Feedback on the Education Information Document from the Ad-Hoc Committee

[Administration]

Discussion: Table agenda item until next October meeting.

Motion: No Quorum

13. Discussion and Possible Action on Assessed Tax Deed Property for Sale [Treasury]

Discussion: Table agenda item until next October meeting.

Motion: No Quorum

14. Discussion and Possible Action on the Reclassification of the Position for Network Administrator [MIS]

Discussion: Table agenda item until next October meeting.

Motion: No Quorum

15. Closing - Future Agenda Items

Discussion: No future agenda items at this time.

Adjournment – The next meeting will be held on Thursday, October 13th, 2022 at 4:00 p.m.
Committee Chair Williamson adjourned the meeting 4:35 p.m.

Minutes respectfully submitted by,



Lisa Mueller
Bookkeeper, Highway Department

**STEVEN'S
SIGNS**
608-524-3883

FIRST FLOOR

8x12 Restricted Area Sign \$45.

Change panels to Conference Room 1 75.
Land Conservation
Zoning

New Bathroom Sign 4x16 50.

New Conference 1 Sign 2x18 75.

New Land Conservation/Zoning 5"x32" 125.

Remove door lettering and add new 100.

North and South Entrance window
lettering remove and replace with new 150.

Remove and replace Stairs and First Floor
lettering with larger copy 50.

SECOND FLOOR

Add Elevator/Stairs to Arrow sign 25.

New Bathroom Sign 4x16 50.

Change 12 signs to newly assigned 300.

6 new signs for Sheriff/Jail Directory 450.

Remove and replace Stairs And Second
floor lettering with larger copy 50.

THIRD FLOOR

New changeable copy system to with
13 directory panels - Brushed Nickel 625.

Change 4 small signs 100.

Add lettering to backside of 3 hanging signs 135.

Remove and replace lettering to read
County Administrator on 1 sign - 2 sides 125.

Bathroom Sign with hardware (flag) 75.

Remove and replace Stairs and Third Floor
lettering with larger copy 50.

Total \$2655.



Matt's

PRO PAINTING



*INTERIOR, EXTERIOR PAINTING, POWER WASHING, CONCRETE STAINING
STAINING AND STRIPPING OF DECKS, LOG HOMES & WOOD SIDING*

**E3698 SUGAR MAPLE RD.
HILLPOINT, WI 53937**

**MATT SMITH
PH: (608) 963-0279**

Proposal Date: October 3, 2022

Job: Richland County Conservation Zoning Suite

Richland County Government Center, 181 W Seminary St, Richland Center, WI 53581

We hereby submit specifications and estimates for:

Price to paint specified offices and hallways per contact with Cheryl. Material and labor \$5,100.00

Price to paint conference room, walls and ceiling, \$1,855.00

WE PROPOSE hereby to furnish material and labor-complete in accordance with the above specification, for the sum of:
_____dollars \$

Payment to be made as follows: half down at the start of project and remaining paid at completion

Authorized Signature: _____

Note: This proposal may be withdrawn by us if not accepted within _____30_____ days.

ACCEPTANCE OF PROPOSAL-The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Signature: _____

Date: _____

Richland County Highway Department

Vouchers September Meeting			
No.	Vendor Name	Bill Summary/Description	Amt Paid
19P	Payroll	Pay Period 8/28/2022-9/10/2022	\$ 61,641.61
20P	Payroll	Pay Period 9/11/2022-9/24/2022	\$ 62,613.73
457	Alliant Energy	Monthly Electric Services	\$ 19.89
458	First Advantage Corp	Drug & Alcohol Testing	\$ 116.29
459	Lakeside International LLC	2023 International HV607 #61	\$ 112,574.70
460	We Energies	Monthly Energy Services	\$ 61.01
461	Insight FS	Diesel Fuel, 87 Gas w/ Eth 10%, Services, Etc.	\$ 29,224.99
462	All American Do it Center	Concrete Mix, Paint Gun Trigger, ZipLock Bags, Stakes, Etc.	\$ 688.86
463	Allied Redi-Mix	Mixed Concrete [Brine Pad]	\$ 2,730.00
464	Aramark	Rugs, Towels, Uniforms, Etc.	\$ 609.44
465	Aring Equipment Company	Service Call: #709 Replacement -Breaker & -Armature	\$ 3,688.18
466	Auto Value	Oil Filters, Handle w/Switch, Battery, Beraing, Pigtail, Etc	\$ 1,365.58
467	Badger Welding Supplies	Wire Spool, Acetylene, Oxygen, Etc.	\$ 325.70
468	Bindl Bauer Limestone	Chips, Gravel, Rip Rap, Breaker, Clear Stone, Etc.	\$ 26,891.37
469	CDW Government Inc	APC Backup 600VA 120V Surge Protector	\$ 89.31
470	Crawford County Highway Dept	Labor, Materials, Machinery: Paving & Equip Rental [CTH BR & CTH E]	\$ 21,444.32
471	DeBauche Truck & Diesel, Inc	Parts Orders:Gasket,Oring, Turbo Charger, Seat, Track,Etc.	\$ 8,200.71
472	Decker Supply Co	Various Signage & Signage Materials	\$ 312.07
473	Driftless Area Professional Services	Professional Service Fees: CTH O Project, Phase 1	\$ 6,329.00
474	Fahrner Asphalt Sealers	Contracted Oil Asphalt Emulsions Application HFRS-2	\$ 36,809.08
475	Farrell Equipment Supply	5 Gallon DOT Siloxane Sealer	\$ 194.99
476	Fillback Ford	Parts Order: Wire Asy, Seat Cover, Seat Cushion, Stowage, Etc.	\$ 368.13
477	Gander's Cleaning Service	2022 Monthly Services [October]	\$ 417.08
478	General Communication Inc	Radio Equipment [x3] & Programming [x3], Mounting Parts, Etc.	\$ 4,687.52
479	Gruber Consulting, LLC	Professional Service Fees: CTH O Project, Phase 1[ROW Negotiations]	\$ 8,170.20
480	Halron Lubricants Inc	Rotella, Pennzoil, Gadus, Drum Deposit, Etc.	\$ 3,967.30
481	Hartje Lumber	4x6x12 Posts [x48] -[TMA]	\$ 1,272.00
482	Havlik, Dave	Recompense Monetary Fund	\$ 25.14
483	High Cliff Consulting	Professional Service Fees: CTH O Project, Phase 1 -Soil Tests	\$ 2,850.00
484	Highway Construction Products	48" Hardwood Lath Bundle, Freight, Etc	\$ 313.60
485	Hillsboro Equipment, Inc	Wet Charged Battery, Core Credit, Etc	\$ 418.80
486	Hotsy Cleaning Systems	1/4" Socket, 3/8" Socket, Nozzle, Shipping, Etc.	\$ 227.90
487	Insight FS	Diesel Fuel, 87 Gas w/ Eth 10%, Services, Etc.	\$ 4,570.07
488	Jones Auto Parts [DBA NAPA Auto Parts]	Cargo Liner, Drain, Hose, Foam Pad, Soap, Quickcrete, Etc.	\$ 980.18
489	Kasten Tools & Equipment	3/8 Impact Drive, Universal Valve Tool, Etc.	\$ 64.90
490	L&M Salvage Inc	Hydraulic Filters	\$ 237.20
491	Lange Enterprises Inc	Chip Seal Markers[yellow] , Shipping, Etc.	\$ 872.58
492	Madison Spring Inc	Leaf Spring	\$ 517.74
493	Madison Truck Equipment	Hydraulic Cylinder, Shipping, Etc.	\$ 2,602.00
494	MARC[Mid-America Research Chemical]	Jellied Degreaser, Salt Neutralizer, Freight, Etc.	\$ 780.45
495	Mid-States Equipment	Adapter 16MJ-20FL45, Freight, Etc	\$ 159.31
496	Monroe Truck Equipment	Cable Extention, Freight, Etc.	\$ 79.21
497	Mueller, Lisa	Mileage	\$ 14.03
498	Nelson, Earl-DBA LaFarge Truck	Parts Orders: Clutch Pedal Spring, Window Handle, & Brake Shoe Kit	\$ 146.89
499	Pioneer Printing Company	PPE Headwear Materials [Stock]	\$ 388.50
500	Pitney Bowes Purchase Power	Postage Meter Postage Refill Charge	\$ 208.99
501	PreCise MRM LLC	Monthly Data Plan [x7 Trucks] -Aug 2022	\$ 189.00
502	Rhyme Business Products	Monthly Printer Contract, Office Supplies, Etc.	\$ 522.17
503	Richland Center Utilities	Monthly Utilities	\$ 1,732.05
504	Safelite Autoglass	#45 2019 IH Heated Solar Encap Asym. Parts & Labor	\$ 744.97
505	S.E.H. Inc. [Short Elliott Hendrickson]	CTH O Phase 1 Design	\$ 3,075.51
506	Simpson's Tractor Inc	Gearbox, Roller Bearing, Handle, Switch Assy, Hardware, Freight	\$ 1,780.91
507	St. Joseph Equipment	Hydraulic Transmission 5 Gal, Set of Four Bel UG109	\$ 747.16
508	Univerasl Truck Equipment	Live Swivel Elbow 3/4, Shipping, Etc.	\$ 574.69
509	US Department of Treasury	MSHA Compliance	\$ 266.00
510	VariTech Industries	Anti-Icing System Spray Bar, Freight, Etc.	\$ 15,284.00
511	Walsh's Ace Hardware	1/2" Socket, Screws, Bolts, Pipe, Drill Bit, Seeder, Misc Fasteners, Etc.	\$ 675.74
512	Wiedenbeck Inc	Spray Degreaser [Cases for Cleanup]	\$ 567.00
513	Yahara Materials Inc.	3/4" Gravel [CTH BR & CTH E]	\$ 7,666.78
514	Zarnoth Brush Works Inc	WaferBroom Refill, Hex Poly Cable Wrap Broom Refill, Etc.	\$ 2,421.60
515	Flint Hills Resources	HFRS-2 Emulsion Oil for County Seal Coating	\$ 202,972.49
<i>Summary Total:</i>			\$ 649,490.62

Richland County Committee

Agenda Item Cover

Agenda Item Name: Land Lease Agreement with Unbehauns

Department	Administration	Presented By:	Administrator
Date of Meeting:	13 October 2022	Action Needed:	Vote
Disclosure:	Open Session	Authority:	Structure C
Date submitted:	20 September 2022	Referred by:	
Action needed by no later than (date)		Resolution	<u>N/A</u> , prepared, reviewed

Recommendation and/or action language:

Motion to... enter into an agreement with Allen Unbenhaun to rent 15 acres the tilled portion, consisting of 15 acres, of Tax Parcel # 022-3411-3000

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

Previous contract for rental expired in December of 2021, we have continued our partnership with Unbenhaun's and looking to formalize this with an agreement reaching out through December 31, 2026. The acreage has been reduced to reflect the addition of the solar array.

Attachments and References:

Agreement	

Financial Review:

(please check one)

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

(summary of current and future impacts)

Revenue income.

Approval:

Review:

Clinton Langreck

Department Head

Administrator, or Elected Office (if applicable)

LEASE AGREEMENT

This Lease Agreement is between Richland County, a quasi-municipal corporation of the State of Wisconsin, 181 West Seminary Street, Richland Center, WI 53581 ("THE COUNTY") and Allen Unbehaun, 29081 County Highway TB, Richland Center, WI 53581 ("UNBEHAUNS"), which parties agree as follows:

1. The subject of this Lease Agreement is the tilled portion, consisting of 15 acres, of Tax Parcel # 022-3411-3000 which is highlighted by black arrows on attached Exhibit A (hereinafter "the land").

2. THE COUNTY will lease the land to UNBEHAUNS for agricultural purposes only for an annual rental of \$1,875.60 (\$120.00 per acre for 15 acres) which UNBEHAUNS shall pay by not later than April 15th of each year. Payment shall be by check payable to "Richland County" and delivered to the office of the County Clerk in one lump sum payment for each year's rent.

3. This Lease Agreement shall commence on January 1, 2023 and shall run for 3 years, expiring on December 31, 2026.

4. Either party may cancel this Lease Agreement without cause but only according to the following terms and conditions: Written cancellation notice shall be given to the other party only during the months of January, February, March and April.

5. Notwithstanding any other provision of this Lease Agreement, THE COUNTY reserves the right to reduce the acreage which is subject to this Lease Agreement by giving at least 90 days' notice to UNBEHAUNS. Such notice will specify as clearly as possible which acres are to be withdrawn from the Lease Agreement and, furthermore, the 90 days' notice shall be extended by such time as necessary for UNBEHAUNS to remove planted crops from the land which were planted before the 90 days' notice was given. In the event of such a withdrawal by THE COUNTY, the rent shall be reduced on a pro rata basis, with the rent considered to be \$120.00 per month.

6. UNBEHAUNS shall receive all Federal agricultural payments, if any, accruing to the land during the term of this Lease Agreement.

7. UNBEHAUNS shall not spread liquid manure on the land on any Friday, Saturday,

Sunday or any legal holiday as defined in Wisconsin Statutes § 230.35(4)(a)..

8. This Lease Agreement constitutes the entire agreement between the parties.

FOR THE COUNTY:

Clinton Langreck
Richland County Administrator

FOR UNBEHAUNS:

Name: _____

Title: _____

RESOLUTION NO. 22-

A Resolution Relating To The County's Contribution-To The Cost Of Town Highway Bridge Construction Required By Wisconsin Statutes, Section 82.08.

WHEREAS Wisconsin Statutes, section 82.08, requires counties in Wisconsin to pay approximately 50% of the cost of construction or repair of any culvert or bridge on a town highway or village street when so requested by the town or village board, and

WHEREAS the County Highway Committee has received the following requests from the following towns and the Committee is recommending that the County Board approve the payment of the following amounts as financial aid from the County as mandated by Wisconsin Statutes, section 82.08.

NOW, THEREFORE, BE IT RESOLVED by the Richland County Board of Supervisors that the County shall pay the following amounts as financial aid for the following bridge or culvert projects in the following towns, as mandated by Wisconsin Statutes, section 82.08:

<u>Town or Village</u>	<u>Road Name</u>	<u>Total Cost</u>	<u>Amount of County Aid Granted</u>
Town of Forest	Kanable Hollow Dr.	12,216.84	6,108.42
Town of Ithaca	Munz Lane	11,532.70	5,766.35
Town of Westford	Happy Hollow Dr.	12,653.46	6,326.73
TOTALS		\$36,403.00	\$18,201.50

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

RESOLUTION OFFERED BY PUBLIC WORKS
COMMITTEE

FOR AGAINST

Date: 9/28/2022

Time: 07:31 am

RICHLAND COUNTY HIGHWAY COMMISSION

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d_wi_req_by_proj_8col

Detailed Statement of Expenditures

From: 2022/09

Through: 2022/09

27M - RICHLAND COUNTY FAIR

CONSTRUCTION AND MAINTENANCE

Alt Proj:

27M

Employee Equipment Materials	CD	Equipment Class	Qty	Rate	Totals	ACTIVITY CODE DISTRIBUTION						
						0555 TN WORK OR REPAIR						
* Labor *												
FALK, KYLE N	0918		3.00	25.03	75.09	75.09						
RYAN, MICHAEL	1108		3.00	21.25	63.75	63.75						
SEBRANEK, TIMOTHY W	0919		3.50	22.64	79.24	79.24						
THIELMANN, BRIAN K	0912		3.50	20.79	72.77	72.77						
Labor Subtotal			13.00		290.85	290.85						
I.L.C. @ 078.37% of Labor					227.94	227.94						
Subtotal Labor + I.L.C.					518.79	518.79						
Labor Total 06					518.79	518.79						
Chargeable @ 100.00%					518.79	518.79						
* Equipment *												
Small Tools @ 003.70% of Labor ...					19.20	19.20						
WHEEL LOADER-CASE 821C	0211	208	3.00	69.14	207.42	207.42						
2021 DODGE RAM 2500	0058	101	1.00	16.04	16.04	16.04						
2021 GEHL TRACK SKID STEER	0802	217	2.50	58.06	145.15	145.15						
Equipment Total 07					387.81	387.81						
Chargeable @ 100.00%					387.81	387.81						
* Totals *												
Chargeable Labor 06					518.79	518.79						
Chargeable Equipment 07					387.81	387.81						
Chargeable Materials 08												
Chargeable Subtotal					906.60	906.60						
Admin Fee 09 @ 004.53%					41.07	41.07						
Chargeable Grand Total					947.67	947.67						

Richland County Committee

Agenda Item Cover

Agenda Item Name: Discussion & Possible Action on Assets Tax Deed Property for Sale

Department	Treasurer	Presented By:	Treasurer
Date of Meeting:	September 8, 2022	Action Needed:	Vote to Approve
Disclosure:	Open Session	Authority:	
Date submitted:	September 8, 2022	Referred by:	

Recommendation and/or action language:

Review parcel in Buena Vista Township taken by tax deed and assess value for sale.

Background:

The County acquired ownership of a blighted parcel in Buena Vista Township through tax deed foreclosure. The buildings on the property are dilapidated and in a general state of disrepair. It is advisable that the County sell the property with contingencies that the buildings will be razed.

Attachments and References:

006-0634-4100 Information	

Financial Review:

(please check one)

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

Approval:

Review:

Jeffrey Even _____

Department Head

Administrator, or Elected Office (if applicable)

Parcel #: 006-0634-4100

08/11/2022 08:30 AM

PAGE 1 OF 1

Alt. Parcel #: 5200606344100006 - TOWN OF BUENA VISTA
RICHLAND COUNTY, WISCONSIN**Current** ☒

Creation Date	Historical Date	Map #	Sales Area	Application #	Permit #	Permit Type	# of Units
		000	0				

Tax Address:
UMS VENTURES LLC"TAX DEED"
330 E 38TH ST APT 16G
NEW YORK NY 10016**Owner(s):** O = Current Owner, C = Current Co-Owner
O - UMS VENTURES LLC**Property Address(es):** * = Primary
* 28299 US HWY 14**Districts:** SC = School SP = Special

Type	Dist #	Description
SC	2660	ITHACA SCHOOL DISTRICT
SP	0300	SOUTHWEST WIS TECH COLL
SP	0011	RICHLAND FIRE DISTRICT

Notes:**Legal Description:** **Acres:** 3.600
SE 1/4 SW 1/4 PARCEL DESC IN VOL-PAGE
INCL LAND TO CTRLN OF CREEK (NOT ON
DEED) EX .01A FOR HWY DESC IN DOC 304952**Parcel History:**

Date	Doc #	Vol/Page	Type
03/03/2014	304692	618/535	QCD
04/03/2009	286727	535/555	QCD
	244759	343/217	WD
	239103	322/52	WD.

more...

Plat: * = Primary
* N/A-N/A**Tract:** (S-T-R 40¼ 160¼ GL) **Block/Condo Bldg:**
06-09N-02E**2022 SUMMARY****Bill #:****Fair Market Value:**
0**Assessed with:****Valuations:****Last Changed:** 06/17/2010

Description	Class	Acres	Land	Improve	Total	State	Reason
RESIDENTIAL	G1	1.000	15,600	68,600	84,200	NO	
COMMERCIAL	G2	2.600	34,000	131,400	165,400	NO	

Totals for 2022:

General Property	3.600	49,600	200,000	249,600
Woodland	0.000	0		0

Totals for 2021:

General Property	3.600	49,600	200,000	249,600
Woodland	0.000	0		0

Lottery Credit:

Claim Count:	0	Certification Date:	Batch #:	20
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Specials:

User Special Code	Category	Amount
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Total	Special Assessments	Special Charges	Delinquent Charges
	0.00	0.00	0.00

certificate were not liable to taxation or because the taxes on the lands were paid prior to the inclusion in the tax certificate or because the lands have been redeemed according to law, the owner of, or any person interested in, the lands covered by the lien of the certificate may, at any time before final judgment is entered, deposit with the county clerk the amount for which the lands are delinquent, with interest from the date of the inclusion in the tax certificate to the date of the deposit and penalty as provided under s. 74.47, together with the legal charges on it.

(2) The clerk or treasurer shall retain such deposit until the final determination of the action, and if the certificate is vacated and set aside or if the issuing of the deed is permanently restrained, the money deposited shall, at the time of entry of judgment or at any later time, upon demand, be returned to the person depositing it. If final judgment is rendered in the action sustaining the validity of the inclusion of the land in a tax certificate, and of the tax certificate, the court shall compute the interest upon the certificate from the date of the deposit to the date of judgment and penalty as provided under s. 74.47 and add it to the costs and disbursements taxable in the action and to the amount of the deposit, and shall enter judgment against the plaintiff for the total amount, and no tax deed may be issued upon the certificate unless the plaintiff fails to pay to the clerk or treasurer, for the use of the owner of the certificate, the amount of the judgment within 20 days after its rendition, together with interest on it.

History: 1981 c. 167; 1987 a. 378.

75.67 Procedure in populous counties containing authorized city. (1) In counties having a population of 750,000 or more containing a city authorized to proceed under s. 74.87, whenever either such county or city acquires any property by tax deed or by quitclaim deed or by any other means, the issuance of other tax certificates and the redemption and cancellation thereof shall be as provided by this section.

(2) All tax certificates issued upon such property by such county or city on the same day or subsequent to the date of issuance of the certificate upon which such deed was acquired, and which certificates are owned by such county or city at the time of the acquisition of the property, shall be assigned to such county or city so owning such property. On any issuance of tax certificate subsequent to the acquisition of such property after the first Monday of August in any year, such county or city so owning such land shall be the exclusive recipient of the tax certificates. Any issuance of a tax certificate in violation of these provisions shall be null and void. It is the duty of the city and the county treasurer to give the other, as the case may be, written notice of the acquisition of such property within 24 hours, Sundays and holidays excluded, after such tax deed or other conveyance has been acquired; and upon receipt of such notice it is the duty of such treasurer, as the case may be, to make entry of such notice upon the treasurer's records.

(3) (a) Whenever such property has been so acquired, the city treasurer shall notify the county clerk and the county treasurer, or the county clerk shall notify the city treasurer, as the case may be, in writing thereof within 24 hours thereafter, Sundays and holidays excluded. The county treasurer or the city treasurer upon receipt of such notice shall forthwith charge the amount, without interest or penalties, of all city, county, state and metropolitan sewerage district current and delinquent taxes, all unpaid installments of special assessments and other assessments, charges and tax certificates which are liens upon the land, and which are held by or due to such county or city, as the case may be, and upon which the time limitations of s. 75.20 have not expired, to a "tax deed in force" account, and such taxes, assessments and certificates shall thereby be considered as paid or redeemed and such taxes shall be marked paid or redeemed on the tax roll, as the case may be; thereafter the amounts thereof owned by or due to such county shall be charged back against such city and such amounts thereof owned or held by or due to such city shall be credited to such city in the next tax levy upon such city by the county.

(b) On or before October 1 of each year, the city treasurer and the county treasurer shall respectively furnish the other with an itemized statement of the amounts so charged by the treasurer, as the case may be, to the city's or county's "tax deed in force" account as a result of tax deeds taken by the city or county. The county clerk shall include an itemized statement of such amounts in the apportionment filed by the clerk. If any such tax deed is set aside, the city treasurer and the county treasurer shall respectively credit the other with the amounts so charged with respect to the deed set aside, and the amounts and entries by either treasurer with reference thereto, comprising said amounts shall be as though no charge had been made to a "tax deed in force" account; and the city treasurer and the county treasurer, respectively, shall, on or before October 1 of each year, advise the other of such credits due.

(c) In the event that such property is so acquired by such city while the county tax roll is in the possession of its city treasurer, the latter shall consider such taxes as paid and mark the tax roll accordingly, and furnish the county treasurer with a statement thereof upon a form provided by the county. The city treasurer shall return such records to the county treasurer with the delinquent county tax roll, and shall receive credit therefor the same as for delinquent taxes. The amount for which such credit is given shall be included in the amount to be charged back to such city in succeeding apportionment of county taxes.

History: 1985 a. 135; 1987 a. 27, 378; 2017 a. 207 s. 5.

75.69 Sale of tax delinquent real estate. (1) Except as provided in sub. (1m), no tax delinquent real estate acquired by a county may be sold unless the sale and appraised value of such real estate has first been advertised by publication of a class 3 notice, under ch. 985. Any county may accept the bid most advantageous to it but, at the first attempt to sell the property, every bid less than the appraised value of the property shall be rejected. Any county is authorized to sell for any amount any land previously advertised for sale after advertising the sale of such land by publication of a class 1 notice, under ch. 985; except that no property may be sold for an amount that is less than the property's appraised value unless the county board or a committee designated by the county board has reviewed and approved such a sale and no property may be sold for an amount that is less than the amount of the highest bid unless the county board or a committee designated by the county board prepares a written statement, available for public inspection, that explains the reasons for accepting a bid that is less than the highest bid. In this subsection, "appraised value" means the value determined, at the discretion of the county board, by the county board, a committee designated by the county board, or a certified appraiser, as defined in s. 458.01 (7).

(1m) (a) Subsection (1) does not apply to counties with a population of 750,000 or more.

(b) Notwithstanding sub. (1), any county may advertise the sale of any or all of its real estate that has been tax delinquent for at least 4 years by publishing a class 3 notice under ch. 985, indicating in which municipality or municipalities and in which ward or wards the real estate is located and the place and date for filing written bids but without listing specific parcels or appraised values for the parcels, if the county makes readily available in the courthouse a list of the parcels and the appraised value of each parcel.

(2) This section shall not apply to exchange of property under s. 59.69 (8), to withdrawal and sale of county forest lands, nor to the sale or exchange of lands to or between municipalities or to the state.

(3) This section shall apply to all tax delinquent lands regardless of the date of acquisition by the county.

(4) No tax delinquent real estate may be sold by a county under this section unless notice of such sale is mailed to the clerk of the municipality in which the real estate is located at least 3 weeks prior to the time of the sale. Any county may sell tax delinquent real estate by open or closed bid.

History: 1983 a. 344; 1987 a. 378; 1995 a. 201; 2003 a. 123; 2017 a. 207 s. 5.



LORI WILLIAMSON & JEROME E LINSCHIED (LIFE ESTATE)

2.7

633-3

KELLI J KLITZKE & TAMI S MEYER AMY L DEMARS

5.1

634-6

JAMES L & JANICE L BARNHART

9.64

634-2

634-99

STATE OF WISCONSIN (DOT)

1.8

HAROLD R VICKERMAN

1.69

634-32

PHILIP D PROCHASKA

0.39

X

Buena Vista

0345

CATHLEEN K WITHINGTON

0.93

633-4

CORY C OLSON & BRENDA L (KAUL) OLSON

1.83

UMS VENTURES LLC

3.12

634-41

634-5

RUSSELL S & KAREN M GALT

2.34

JAMES L & JANICE L BARNHART

1.08

634-51

A

JAMES L & JANICE L BARNHART &

0.6

---DEED IN ERROR---

STATE OF WISCONSIN (DOT)

2.2

X

722-1

JAMES L & JANICE L BARNHART

31.68

721-1

JAMES L & JANICE L BARNHART

31.05

721-99

Buena Vista

The buildings on this property are found to be completely dilapidated. The floors of the motel building are sagging, partially collapsed, and in some rooms completely collapsed into the crawlspace below. Recommendation is to consult with Corp Counsel on paths forward regarding this property in the best interest of the County before assessing and advertising for sale.





Figure 1: Floor Collapse - Bottom Right



Figure 2: Additional Room Complete Floor Collapse



Figure 3: Floor Sagging - Failure Imminent



Figure 4: Floor Sagging - Failure Imminent







Richland County Committee

Agenda Item Cover

Agenda Item Name: Acquisition of Tax Deed Parcel

Department	Treasurer	Presented By:	Treasurer
Date of Meeting:	October 13, 2022	Action Needed:	Vote
Disclosure:	Open	Authority:	Committee Structure E, G
Date submitted:	October 5, 2022	Referred by:	

Recommendation and/or action language: *(summarize action/s sought by committee, e.g. present a resolution, present an ordinance, receive and file information, approve expense or grant, etc.)*

- 1) Pursue taking ownership of tax delinquent properties through Tax Deed action pursuant to WI Stat. 75.14

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

- The following parcel has fallen into severe tax delinquency and have remained in tax deed status. The owners of said property have not communicated or executed efforts to return these properties into good standing. The property owners were notified via Certified Mail, or Class III Publication, that inaction would result in application of Tax Deed for their properties.
 - Parcel 186-1833-1470 – Village of Viola

Attachments and References:

Tax Summaries	Parcel Maps

Financial Review:

(please check one)

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

(summary of current and future impacts)

Approval:

Review:

Jeffrey Even

Jeffrey Even

Department Head

Administrator, or Elected Office (if applicable)

TAX DEEDS OWNED BY COUNTY

NAME: Dusti Higley

PARCEL # 186-1833-1470

Village of Viola

204 East Wisconsin Street, Viola, WI 54664

(TOWN, VILLAGE OR CITY)

DESCRIPTION:

Lots Seven (7) and Ten (10), Block Fourteen (14), in Cushman's Heirs Addition to the Village of Viola, Richland County, Wisconsin.

BASED ON TAX CERTIFICATES:

10/31/2022

PARCEL NO.	DATE OF DEED	VOL	PAGE	TAX YEAR	CERT NUMBER	YEAR OF SALE	FACE OF CERTIFICATE	INTEREST & PENALTY	FEES	TOTAL
016-1731-2400	3/21/2013	602	108	2017	403	2018	607.29	346.16		953.45
				2018	443	2019	1,879.17	845.63		2,724.80
				2019	373	2020	156.14	51.53		207.67
				2020	365	2021	178.96	37.58		216.54
				2021	340	2022	187.43	16.87		204.30
Title Search									150.00	150.00
Publication									89.43	89.43
Certified Mail									21.99	21.99

3,008.99

1,297.77

261.42

TOTAL:

4,568.18

BY:

JEFFREY EVEN, RICHLAND COUNTY TREASURER

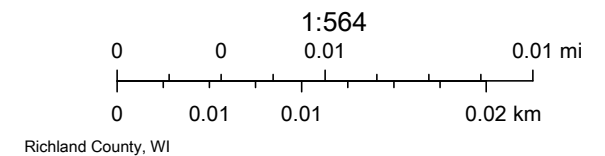
DATE: Wednesday, September 14, 2022

ArcGIS Web Map



10/5/2022, 11:07:24 AM

- | | | | |
|--------------------------|--------------|----------------|---------------|
| Municipalities | Parcel Lines | Town Roads | State Highway |
| Sections | Roads | US Hwy | |
| Section Quarter Quarters | City Streets | County Highway | |



Richland County Public Works

Agenda Item Cover

Agenda Item Name: Discussion and Possible Action on Feedback on the Education Information Document from the Ad-Hoc Committee.

Department	MIS/Highway	Presented By:	Barbara Scott/Joshua Elder
Date of Meeting:	09/08/2022	Action Needed:	Approval
Disclosure:	Open Session	Authority:	
Date submitted:	09/06/2022	Referred by:	

Recommendation and/or action language:

Motion to ... Approve suggestions for cost savings suggestion to meet budgeting needs for MIS if no increase in tax levy can be made due to unsuccessful referendum.

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

All Richland County Department Heads have been instructed to respond to the Education Information Document from the Ad-Hoc Committee with effective realistic ways that we can cut costs to meet the budgetary constraints as possible directive action for 2024 budget.

While the MIS department is not a mandatory department and Highway is, the services that are provided by both are required for operations of mandatory services. Any business today requires IT support and service to function. The suggestions that are made here are carefully considered. It is with the utmost hesitation that we recommend cutting \$40,000.00 from MIS and \$238,000 from Highway for a combined savings of \$278,000. MIS uses \$40,000 for equipment that furnishes computers for departments within all of Richland County. Highway uses \$238,000 for purchase of asphalt. As this is compounded through 2027 the only way that computers will be replaced is through grants or other funding sources. Highway's funding potential loss could be replaced through alternatives such as short term borrowing. Slowing replacement of computers and roads will have negative impacts on the county up to including loss of productivity and impact to users of county services.

Attachments and References:

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Financial Review:

(please check one)

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

(summary of current and future impacts)

Approval: *Barbara J Scott*

Review: *Clinton Langreck*

Richland County Public Works

Agenda Item Cover

Department Head

Administrator, or Elected Office (if applicable)

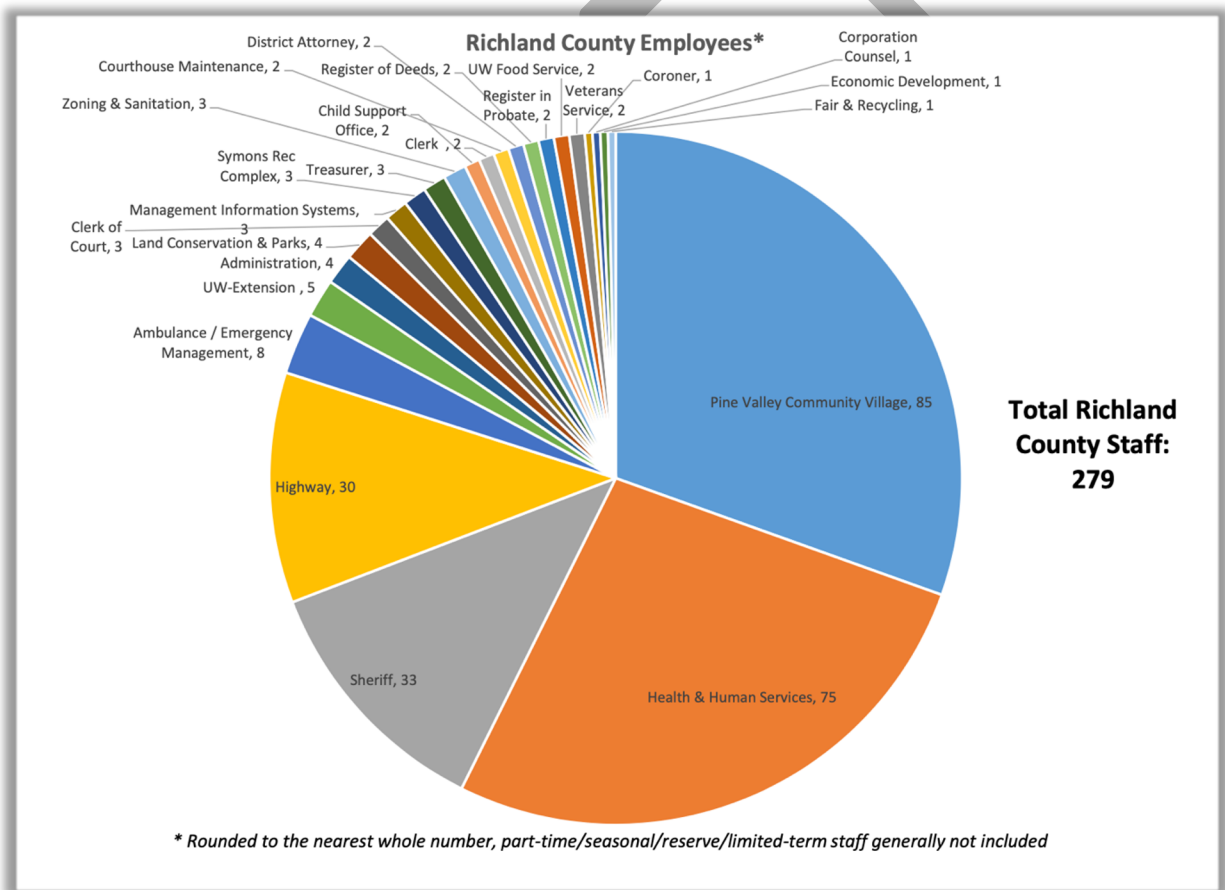
DRAFT: Educational Information for Use by the Referendum Ad Hoc Committee

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:**



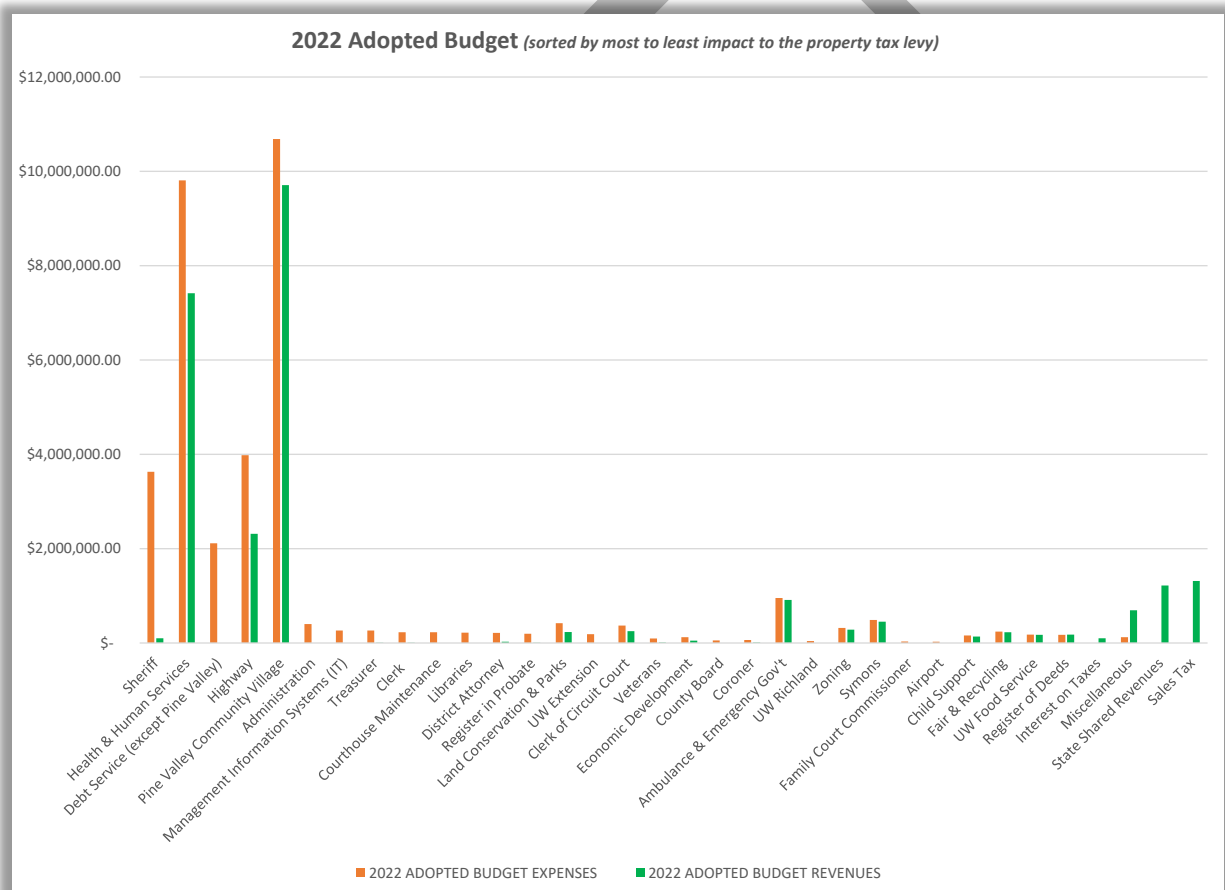
The County has a total budget of \$36 million in the current 2022 calendar year. **The budget is balanced, meaning \$36 million in expenses matches \$36 million in revenues.**

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:

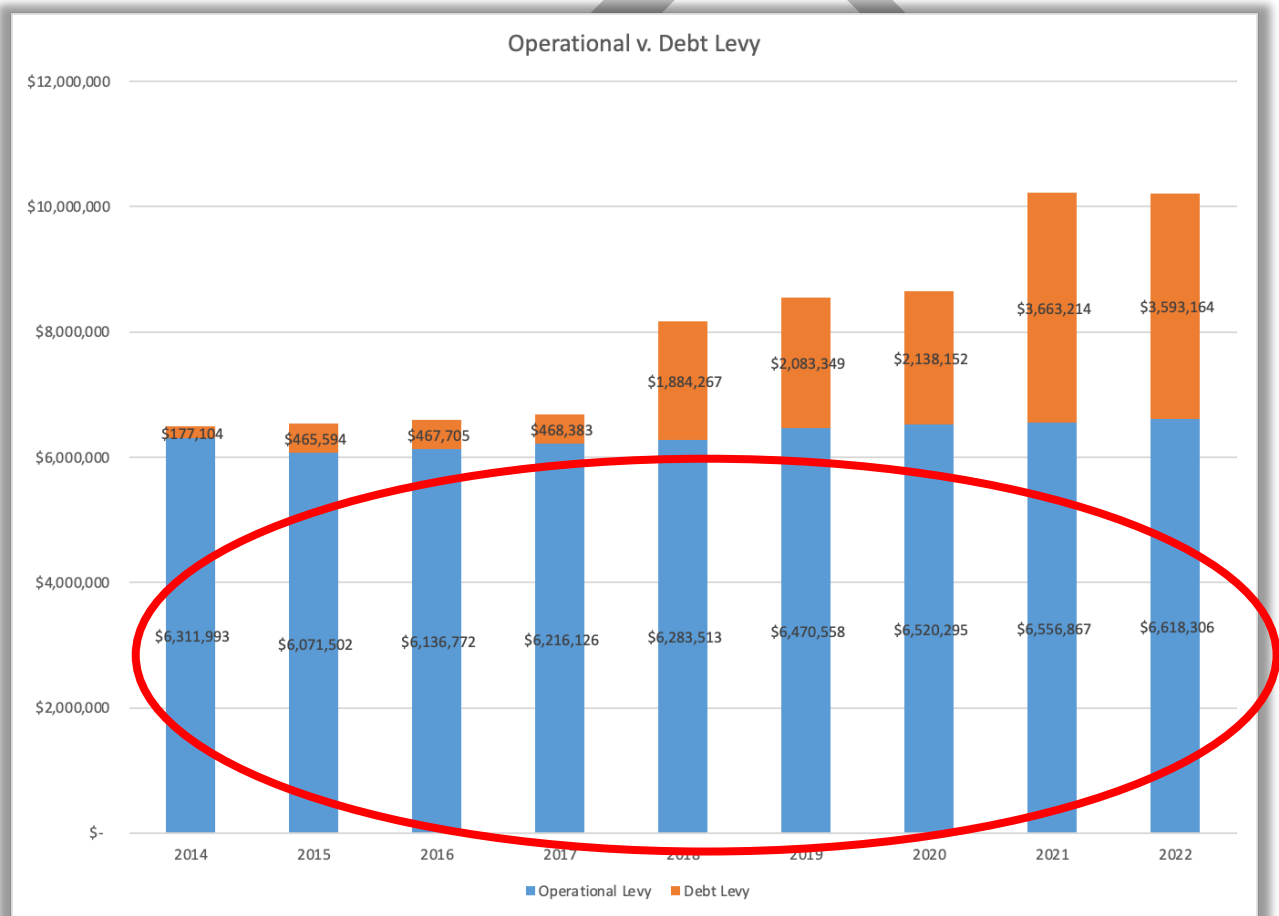


The property tax levy is divided into 2 parts: **operating and debt**. We do this because the State of Wisconsin has different laws about how the County can levy property taxes for each part:

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):

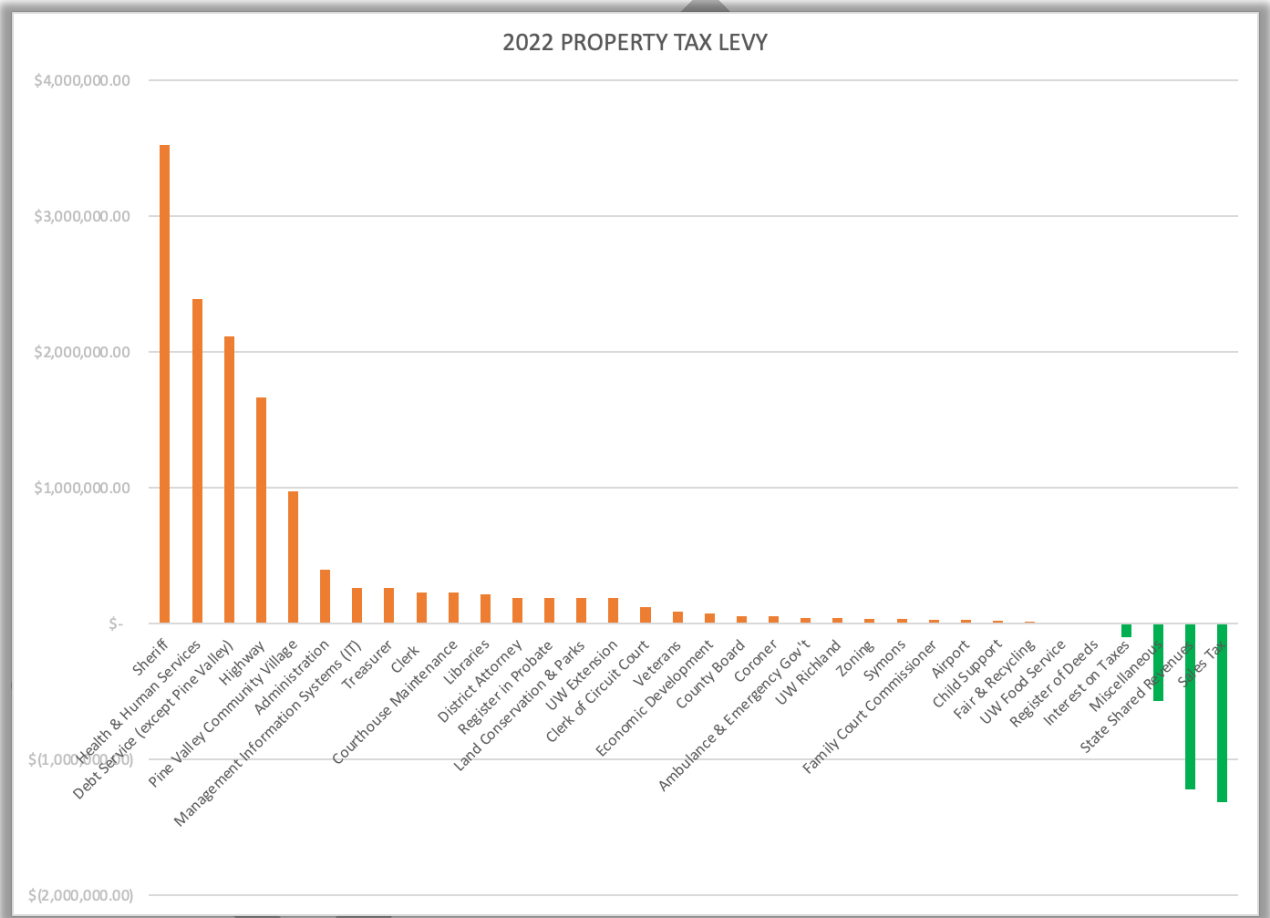


¹ <https://docs.legis.wisconsin.gov/statutes/statutes/66/vi/0602>

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

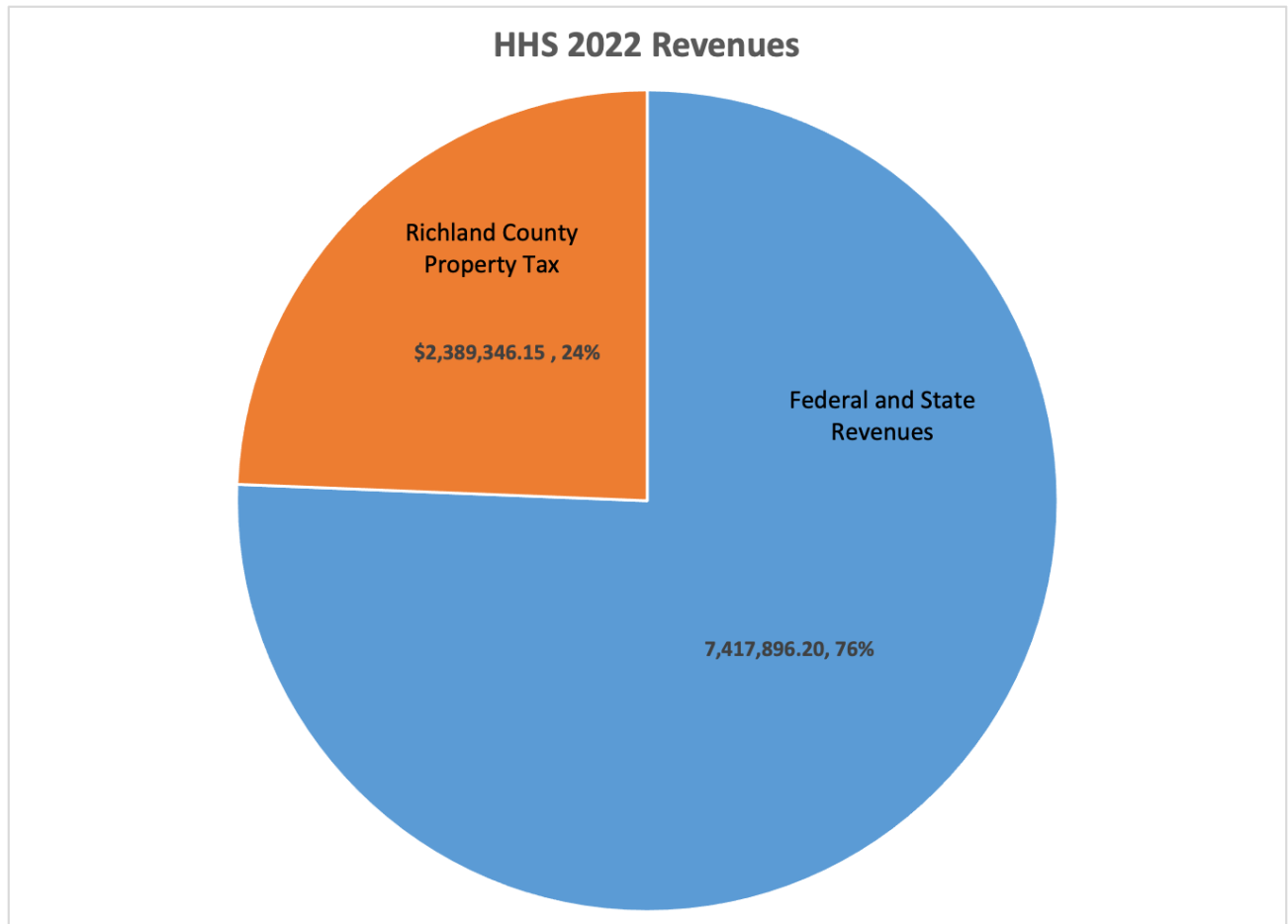


Next, we'll look at three categories that often have associated misconceptions: 1) Health & Human Services, 2) Pine Valley Community Village, and 3) State Shared Revenue.

Category #1: Health & Human Services

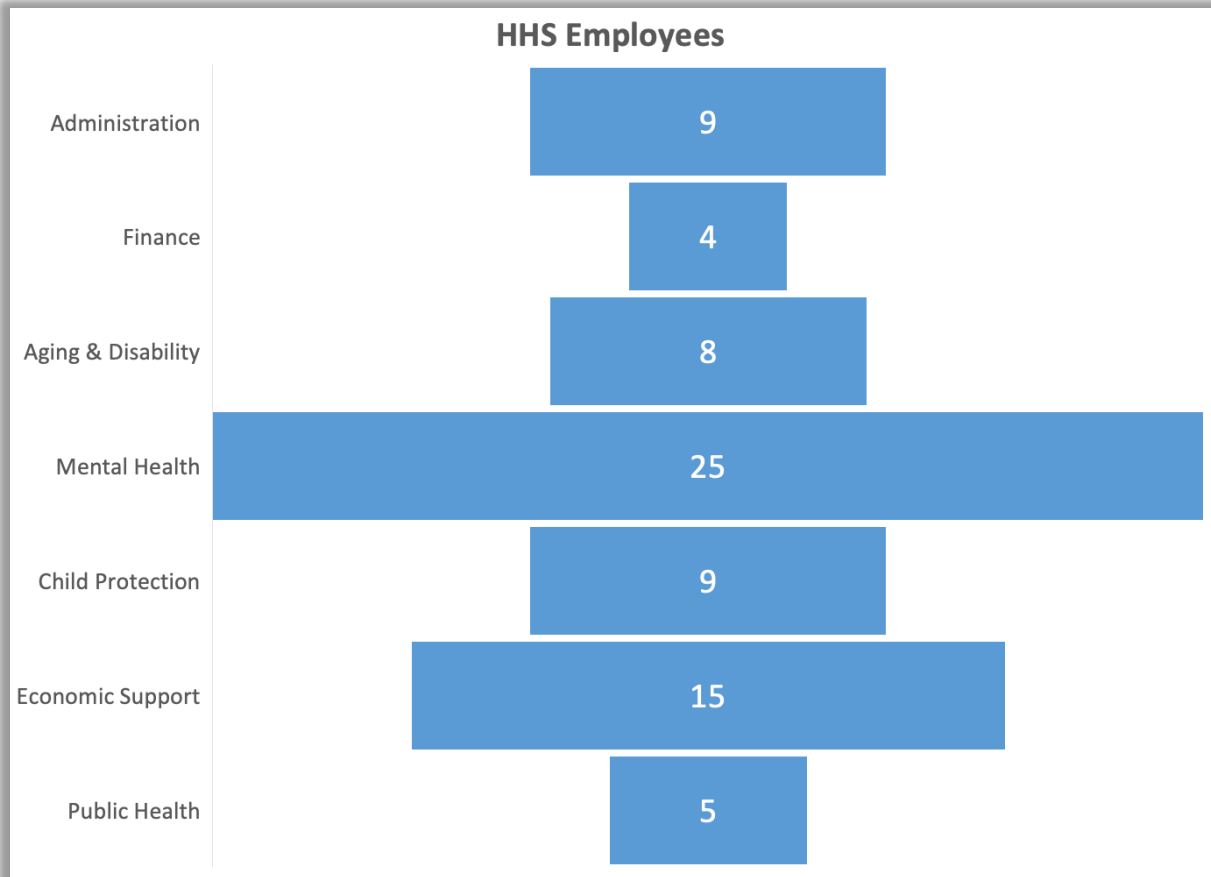
As shown in previous charts, the Health & Human Services (HHS) Department has the 2nd highest number of employees out of any department at the County. At the same time, this department uses less property tax revenue than the Sheriff's Department (\$2.4 million for HHS vs. \$3.5 million for Sheriff).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

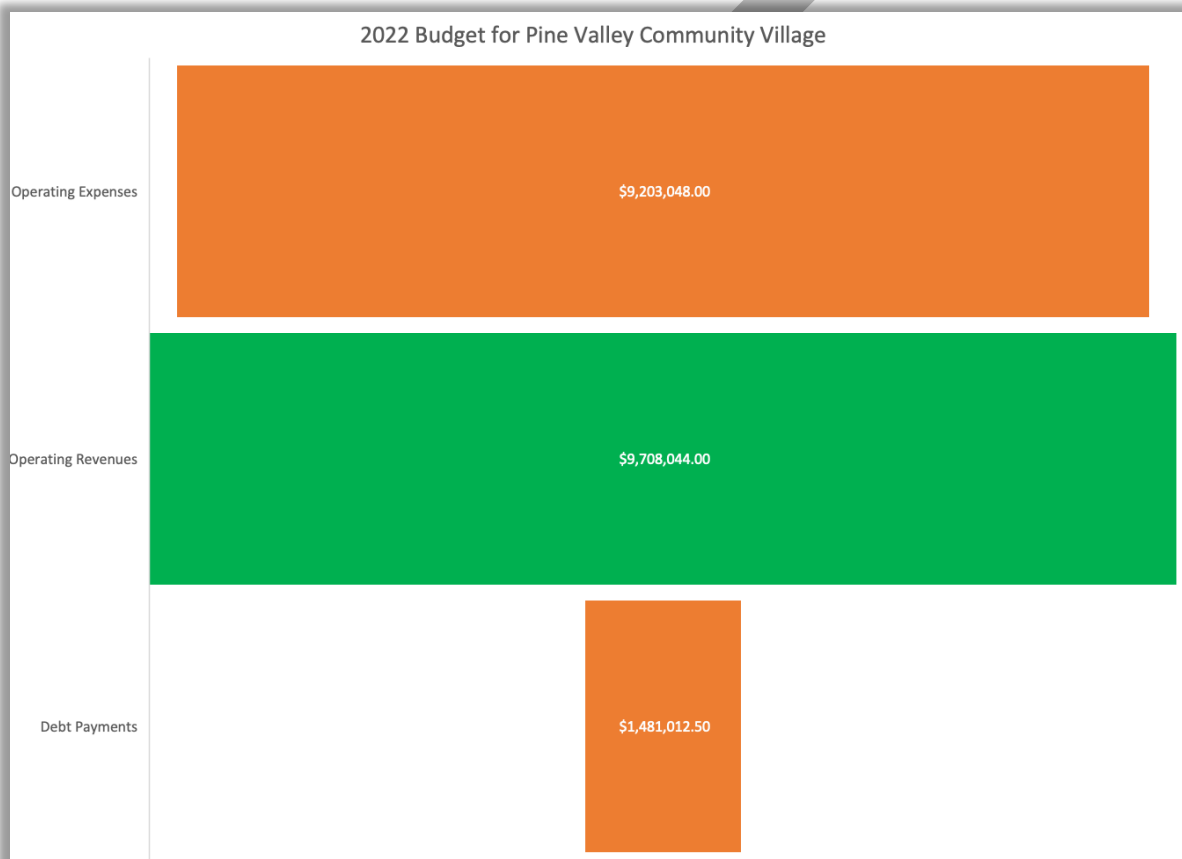
Category #2: Pine Valley Community Village

It is often said that Pine Valley Community Village:

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

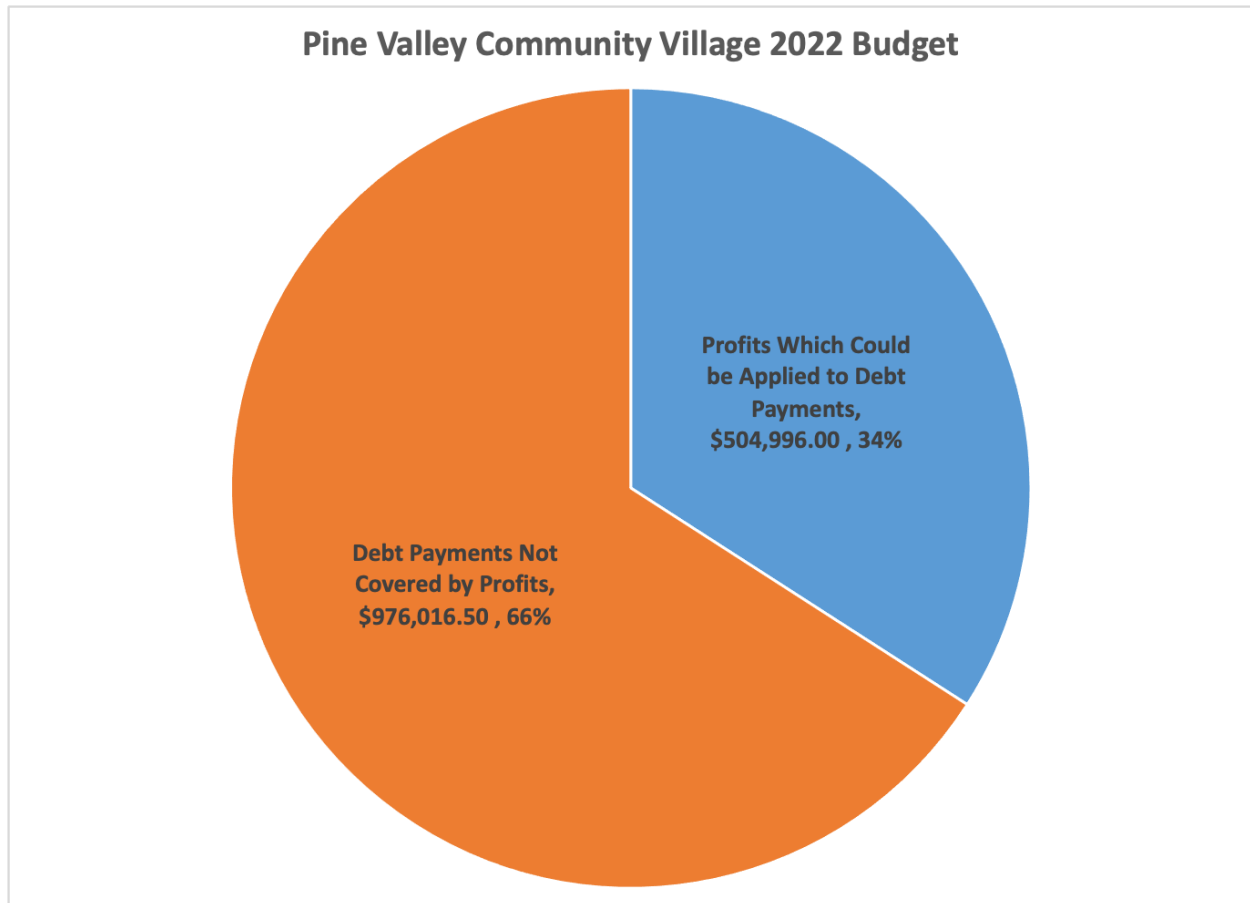
Which is true?

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.”**

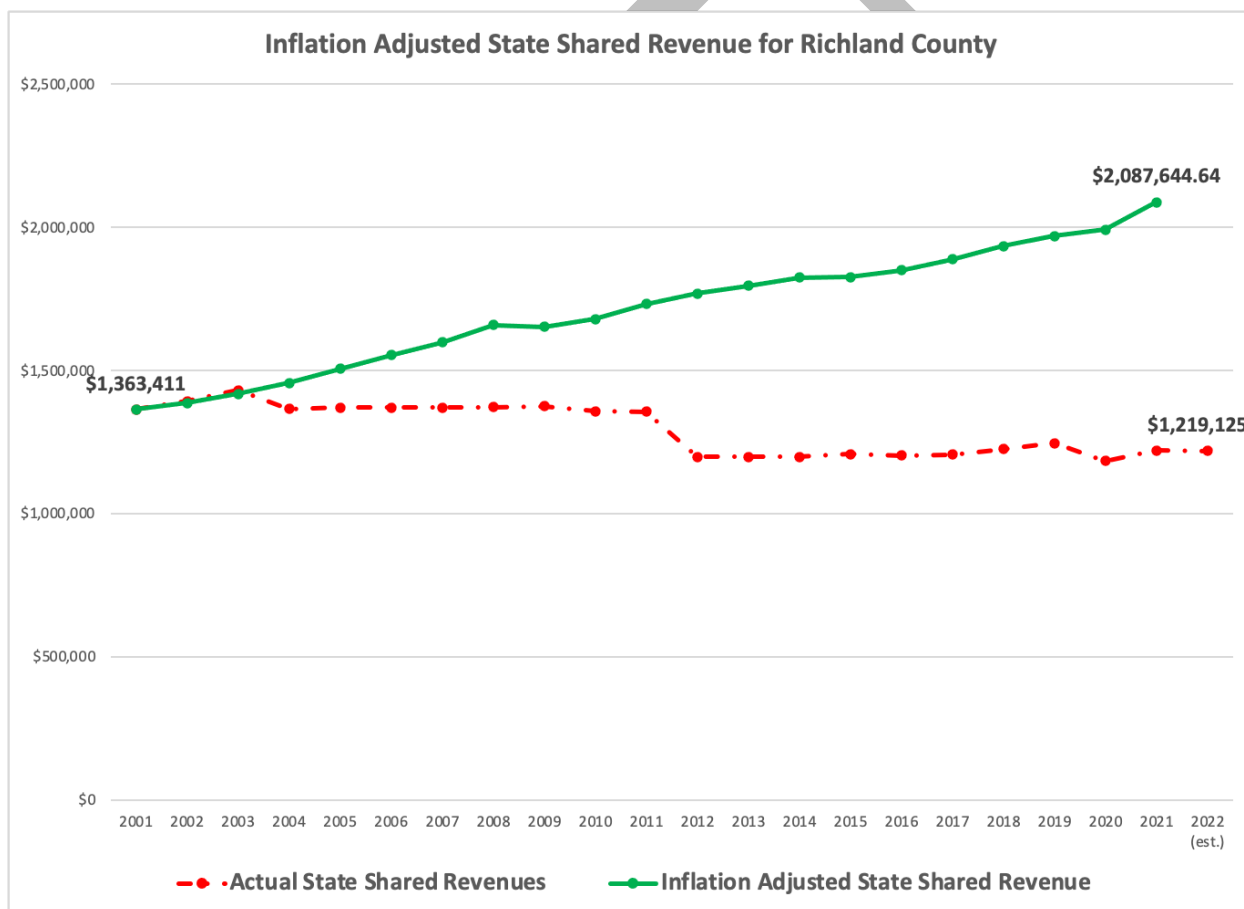
Note: Over the coming months, the Referendum Ad Hoc Committee will be working with the Pine Valley & Child Support Standing Committee to better understand if operating profits can be increased to cover 50% of its debt payments.

Category #3: State Shared Revenue

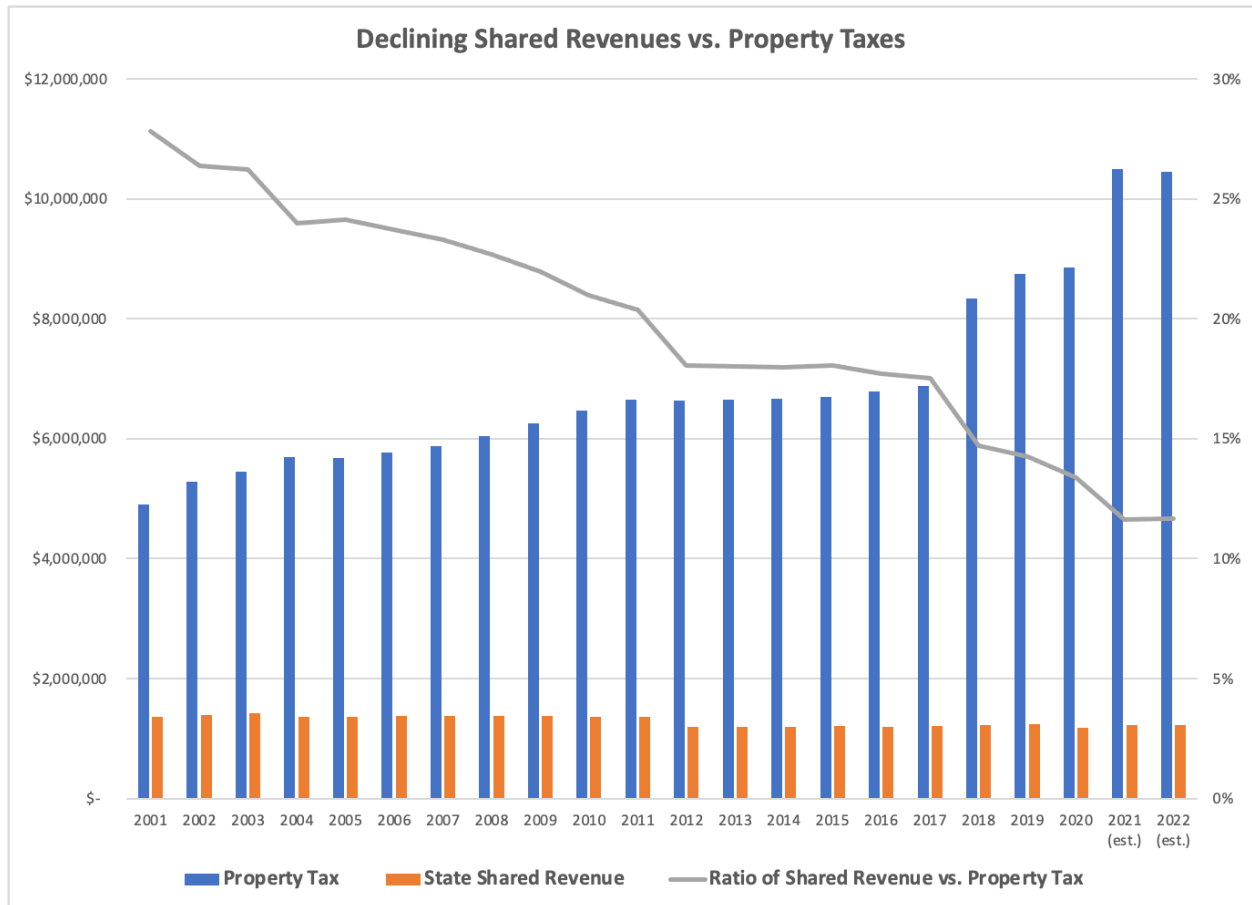
State shared revenue comes from the State of Wisconsin. **Every local government agency in Wisconsin receives this revenue.**

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.



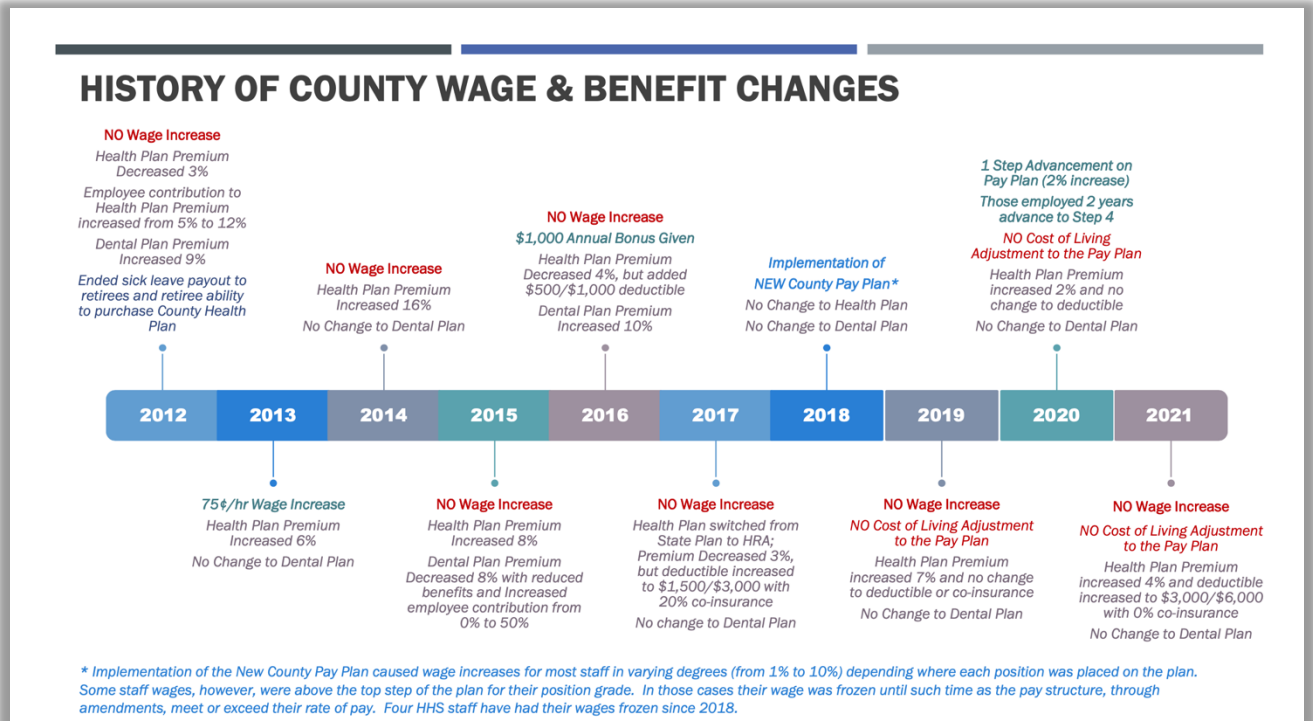
Since shared revenues from the State of Wisconsin are declining, this means **Richland County has had to rely more on property taxes to finance departments that need additional revenues**, as shown in the following chart:



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.

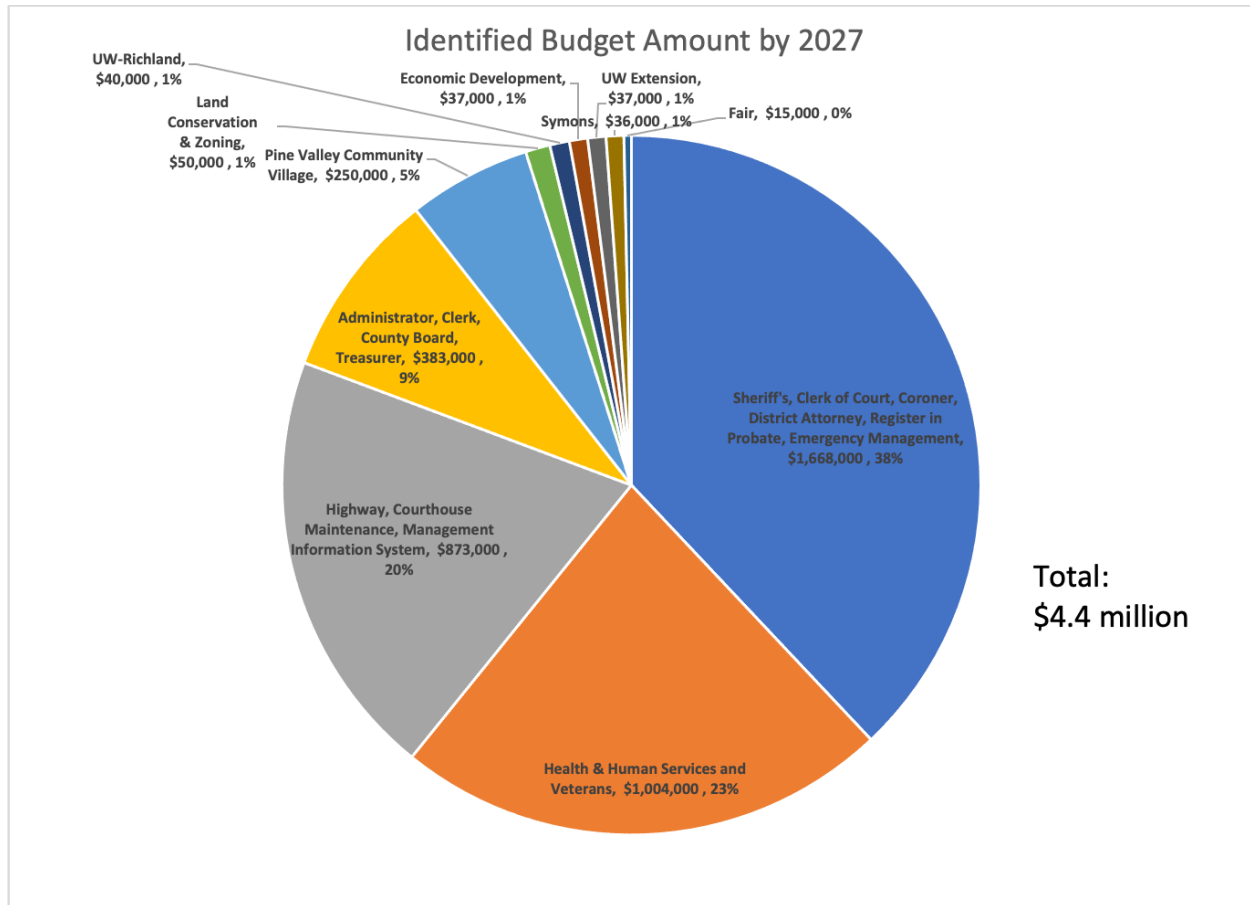


Earlier this year, Richland County adopted a Strategic Plan⁵ that determined that path is no longer sustainable, with a **commitment to annual pay increases for employees**.

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)