

Richland County

Finance & Personnel Committee

March 1st, 2022

The Richland County Finance and Personnel Committee convened on Tuesday, March 1st, 2022, in the County Board room at 181 W. Seminary Street and via videoconference and teleconference.

Committee members present included County Board Supervisors Linda Gentes, Marc Couey, David Turk & Marty Brewer.

Department heads, staff and public present were Clinton Langreck, Tammy Wheelock, Jeff Even, Stacy Kleist, representatives from La Valle Telephone Coop and Cheryl Dull taking minutes. Aaron Wallace, Jaymie Bruckner, Roxanne Klubertanz, Derek Kalish, Carla Doudna, Darin Gudgeon, Josh Elder, Register In Probate Assistant, Meghan Rohn, Melony Walter, Tom Rislow, Stephanie Ronnfeldt, Jen Laue, Steve Carrow, Ingrid Glasbrenner, Tami Hendrickson, Sue Triggs, WRCO all logged in by WebEx and Barb Scott present from MIS running the teleconferencing.

Not present:

1. **Call to Order:** Committee Vice-Chair Couey called the meeting to order at 1:01 p.m.
2. **Proof of Notification:** Committee Vice Chair Couey verified that the meeting had been properly noticed. Copies of the agenda were sent by email to all Committee members, WRCO, County department heads, Richland Observer, Valley Sentinel and a copy was posted on the Courthouse Bulletin Board.
3. **Agenda Approval:** Vice Chair Couey stated some adjustments would be made to the agenda. Number 9 would be moved up after 4, numbers 5 & 6 would be scratched. Moved by Supervisor Brewer to approve the agenda with those changes, second by Supervisor Turk. All voting aye, motion carried.
4. **Previous Meeting Minutes:** Moved by Supervisor Gentes to approve the minutes of the February 1st & 18th meeting as presented, seconded by Supervisor Turk. All voting aye, motion carried.
9. **ARPA Funds — Request for Local Match on Broadband Grant – La Valle Telephone Coop:** Administrator Langreck reviewed the recommendation to present a resolution to the County Board to partner with La Valle Telephone, in entering into an agreement to partially fund the proposed fiber-to-the-home broadband project in Rockbridge, Willow, Richland Center and Ithaca Townships in the amount of \$590,000 and utilizing funds from the American Rescue Plan Act. This will consist of 120 miles of buried fiber. The request is for 10% of the total cost from the County totaling \$590,000.00. Discussion followed concerning all the new towers going up around Richland County and why we can't use space off those towers. Barb stated those companies charge rent for spots on their towers and it would be a reoccurring expense to the County every year. Brewer stated he would like Bug Tussel, as a good corporate citizen, to approach the County to assist with the tower communication needs. Moved by Supervisor Brewer to approve the request of funds and send to County Board for approval, second by Supervisor Gentes. All voting aye, motion carried.
7. **Financial Planning Timeline:** Clint presented the time line he has by design. Moved by Supervisor Turk to approve the planning timeline, seconded by Supervisor Brewer. All voting aye, motion carried.
8. **Fund #75 appropriation for Fair Purchase:** Administrator Langreck presented the proposal for allocation of funds from Fund 75 to continue the lighting project at the fairgrounds with work being done by the City Utilities. Carla Doudna inquired if there were any questions. Marc asked if the power lines burial had been completed? Carla informed the committee it had been completed. Moved by Supervisor Turk to approve the light fixture replacement estimated at \$4,990.00, second by Supervisor Brewer. All voting aye, motion carried.
10. **ARPA Funds — Solicit scoping proposal for comprehensive Ambulance Service Study:** Administrator Langreck presented the proposal to approve a resolution for the County Board to allocate ARP Funds for the purpose of hiring a consultant to study the delivery of emergency medical services in the County. Darin Gudgeon reviewed the document that he prepared for the study and the history of EMS through the years up until now, presenting a map of the coverage areas in the county. Brewer stated that if all services that serve the County are not in agreement with the study then it is not well served and useless. After discussion it was discovered that the surrounding services have not been contacted to see if they are on board with a study. Administrator Langreck explained that that is what they felt a consultant would do.

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Jeff Even, representing Cazenovia EMS, asked to speak, he felt that postponing this another month will not serve any purpose but he does feel all neighboring EMS should be involved in the forefront. Darin will immediately start working on a meeting with each and every service director to work as partners in this study. Moved by Supervisor Couey to approve a resolution with the addition that Darin will reach out to all surrounding Service Directors to advise them of what this involves, second by Supervisor Brewer. All voting aye, motion carried.

11. Financial Reports:

- a. **Treasurer's reports - Cash Balances:** Treasurer Even presented his report. He explained the running average will be lower in January as he moved some money out to savings because of the insurance balance maximum was exceeded. The report reflects that the overall balance has increased over 5 years.
- b. **Fund #75 Capital Borrowing:** Vice Chair Couey questioned if there are any concerns that money will not be spent in time. Administrator Langreck stated Land Conservation and Fairgrounds both have money left which they are both working on spending and Symons roof is almost done. Administrator Langreck added the remainder will be called on in the next month to see if it needs to be reallocated.
- c. **Fund #92 Short-term Capital Borrowing:** 2021 borrowing. Administrator Langreck will do a last call shortly and the remaining will be reallocated to the roof project or other projects that meet the criteria. Discussion followed on the effects of borrowing done yearly.
- d. **Fund #93 APRA Funds:** Administrator Langreck presented adjustments that may be made to the different splits
- e. **Childcare and education grant monitoring:** Funds have been distributed. Reports have been distributed to the committee members for review. Spending deadline is December 31st.
- f. **Budget Performance Summary:** Administrator Langreck presented the budget balances. Supervisor Turk questioned the Property and Liability Insurance negative balance for the County Clerk. Administrator Langreck explained that this hasn't been allocated out to departments yet. Supervisor Gentes would like to have a printed copy of this report available when the revised committee structure comes out in April

12. Barracuda Essentials Security Edition, Web security Gateway and Message Archiver software:

Administrator Langreck presented the proposal to purchase Barracuda Essentials Security Edition, Web security Gateway and Message Archiver software from JComp Technologies out of Fund # 11. It is a yearly renewal for departments. This will be moved to a centralized expense under fund # 42 County Tech in 2023. Moved by Supervisor Brewer to approve the purchase, seconded by Supervisor Turk. All voting aye, motion carried

13. Establish salaries for elected officials' terms: Sheriff, Clerk of Court, Coroner:

Administrator Langreck presented the recommendation for the 2023, 2024, 2025, and 2026 salaries for the Sheriff, Clerk of Court, and Coroner be presented by resolution to the County Board. Research from other counties has been provided to the committee members.

Sheriff – For 2023, a 7% increase over the 2022 salary of \$79,437.38; For 2024, a 7% increase over the 2023 salary; For 2025, a 4% increase over 2024 salary; For 2026, a 3% increase over the 2025 salary

Clerk of Court – For 2023, a 7% increase over the 2022 salary of \$64,727.10; For 2024, a 7% increase over the 2023 salary; For 2025, a 4% increase over 2024 salary; For 2026, a 3% increase over the 2025 salary

Coroner – The Coroner shall be paid a salary of \$550.00 per month, in addition to per call, which shall be: \$95 for a call, \$25 for cremation only and \$120 for a call plus cremation

Moved by Supervisor Turk to approve the salaries as proposed and send to County Board for approval, second by Supervisor Brewer. All voting aye, motion carried.

14. Contracting Fair Judges, Fair and Recycling:

Administrator Langreck asked Carla Doudna to explain this proposal. Carla stated currently they are being paid as county employees. She had contacted the Department of Workforce Development. They deemed them like other counties, as independent

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contractors. Being independent contractors would allow the checks to be issued prior to the fair and then be paid immediately after instead of the current way of getting a check 6 weeks later. Moved by Supervisor Brewer to approve the judges to be hired as independent contractors, second by Supervisor Gentes. Administrator Langreck reviewed some concerns on liability insurance if they are injured at the fair and also concerns if they sign up for unemployment after the fair. It was felt this wouldn't be handled any different than if someone else was injured at the fair and the \$100.00 they make in pay would have very little effect if any on Unemployment Compensation. All voting aye, motion carried.

15. Administrator's Report:

- a. **UW Extension Rural Economic Development:** Discussion was had on protective placements and a work group is being formed, more to follow.
Chippewa and Keweenaw counties will be bringing educational information in the next couple months concerning Ground Water Initiative.
Boston Mutual will be approaching counties again about employee benefit packages.
Johnson Controls did a presentation concerning safety, security, air quality, design on HVAC projects.
Round table discussion on wheel tax and EMS exemptions. There was discussion on research of emergency medical services and how it affects our levy limit ceiling to displace EMS operation expenses.
Concerns with underfunding or not funding state mandated services.
Discussion about allowing local governments in being able impose more sales tax. Concerns is the out of area owners not contributing to our sales tax with purchase.
Electric car concerns with not getting the gas tax for roads. May be changes in legis. concerning how to make up those funds.
Discussion and concerns of walking quorum understanding with new supervisors.
- b. **Shared Revenue Update:** Nothing currently
- c. **Legislators Listening Session – Boaz:**
- d. **WCA Training:** There is a training scheduled for May 16th in Richland County.
- e. **Retention Report (Comparison to BLS, compare with Comp policy language):** More coming later.
Moved by Supervisor Brewer to accept the Administrator's report, 2nd by Supervisor Gentes.
Supervisor Brewer would like to see a schedule for the WCA fall session. All voting aye, motion carried.

16. **Future Agenda Items:** Supervisor Brewer - None; Supervisor Gentes - None; Supervisor Turk - None; Supervisor Couey – None.

17. **Adjournment:** Next meeting will be March 18th at 1:00 pm. Moved by Supervisor Brewer to adjourn at 2:35 pm, seconded by Supervisor Turk. All voting aye, motion carried.

Minutes respectfully submitted by
Cheryl Dull
Richland County Assistant to the Administrator