

Richland County

Public Works Standing Committee | Meeting Minutes

June 21, 2023

The Richland County Public Works Standing Committee met on Thursday, June 8, 2023, in the Richland County Board Room, at 181 W. Seminary St., Richland Center, WI 53581.

1. Call to Order

Committee Chair Williamson called the meeting to order at 4:15 p.m.

2. 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 Flemming	✓	<input type="checkbox"/>
Randy Nelson	✓	<input type="checkbox"/>	Richard McKee	✓	<input type="checkbox"/>	Jon Hochkammer	✓	<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"/>

3. Proof of Notification

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

4. Agenda Approval

Motion: Moved by Vice Chair Cosgrove, seconded by Supervisor McKee to approve the agenda.

All voting aye, motion carried.

5. Previous Meeting Minutes

Motion: Moved by Supervisor Couey, seconded by Supervisor Carrow to approve and accept the previous meeting minutes as presented.

All voting aye, motion carried.

6. Public Comment

Discussion: No Public Comment

7. Administration | Reports:

a. Property Management Report

- Plumbing: Health and Human Services building currently has a plumbing issue that involves 1 hot water heater that will need addressed.
- Door Project: All openers have been installed and completed
- East Hall Move: Moving East Hall to Melvill Hall. Administrator Jon Hochkammer extended a thank you to Randy Nelson as well as the 4 Highway Department employees that took time to help out.

b. Maintenance Technician and Custodian Position Report

Randy Nelson will be taking the lead on this moving forward. It will be pro-rated in Health and Human Services budget.

c. Maintenance Custodian Interview Report

Interviewed 3 candidates for this position and an offer will be made after reference checks are completed.

8. Administration | Discussion and Possible Action on:

a. Donation-Accepting Bench and Tree from Passages in Honor of Bev Burns

Discussion: Currently cannot plant the donated tree due to Diggers Hotline. Bench is 40" long and has a weight of 108lbs. It is attached to the ground with a plaque.

Motion: Moved by Vice Chair Cosgrove, seconded by Supervisor Flemming to accept the donation from Passages of the bench with plaque.

All voting aye, motion carried.

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9. *Committee* | Discussion and Possible Action on:

a. **Symons [SRC] Land-Current & Future Plans**

Discussion: Informational discussion about the current footprint and proposed future land lease. SRC would also like to consider an easement to the empty shed located on the property.

b. **UW Campus-Grounds and Buildings**

Discussion: The walking paths at the UW grounds are currently not being mowed. There will be no decision until at least June 30, 2023. Administrator Jon Hochkammer will reach out to the UW system to see if the mowing situation can get addressed. The discussion of status of the 25 trees on campus will be postponed until the July committee meeting.

10. *MIS* | Report[s]:

a. **Administrative Report**

Discussion:

a. **Website**

Starting on the new website and looking at 6 months to complete.

b. **Courthouse Security**

This will cover the entire Courthouse and not just the jail.

c. **Computer Policy**

A new computer policy has been completed and is waiting for review and approval. Once approved the new policy will be forwarded.

d. **Small Courtroom**

In need of items such as cameras, microphones, zoom, etc.

e. **Melvill Hall**

Phones will still be working

11. *Highway* | Report[s]:

a. **Administrative Report**

Discussion: This is the busy season as the department is working on spring maintenance.

- a. Currently prepping County Highways JJ, OO & W for the pulverize and repave projects.
- b. Preparing to sealcoat 15 miles this year.
- c. A lot of road closures for culvert replacements.

b. **Highway Monthly Paid Bills**

Discussion: All garage doors that were bid on this year have been completed.

Motion: Moved by Supervisor Manning, seconded by Supervisor Carrow to approve and accept the total of \$356,255.87 for the monthly paid bills for the Highway Department.

All voting aye, motion carried.

12. **Closing - Future Agenda Items**

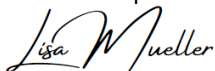
- Benches made from Ash Trees from the Courthouse
- East Hall Update
- Trees on Campus Location-25 Ash|3 Maple

Adjournment – The next regular Public Works Committee meeting is set for **Thursday, July 13, 2023 at 4:00 pm.**

Motion: Moved by Supervisor Manning, seconded by Vice Chair Cosgrove to adjourn the meeting at 5:15 p.m.

All voting aye, motion carried.

Minutes respectfully submitted by,



Lisa Mueller

Bookkeeper, Highway Department