

# RICHLAND COUNTY

Rules & Strategic Planning Standing Committee

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## NOTICE OF MEETING

Please be advised that the Richland County Rules and Strategic Planning Standing Committee will convene at 10:00 a.m., Thursday, July 6<sup>th</sup>, 2023 in the County Board Room at 181 W. Seminary Street. If you would like to join remotely using **WebEx Videoconference**, **WebEx Teleconference**, or **by Phone** you can find meeting access information at: <https://administrator.co.richland.wi.us/minutes/rules-strategic-planning/>

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](mailto:barbara.scott@co.richland.wi.us) (email), or Interim County Administrator at 608-649-3001 (phone/text) [jon.hochkammer@co.richland.wi.us](mailto:jon.hochkammer@co.richland.wi.us) (email).

### Agenda

1. Call to order
2. Proof of notification
3. Agenda approval
4. Approval of minutes
5. Public comments  
*Topics raised in comments received from the public may be placed on a future agenda for consideration.*
6. Closed session pursuant of Wisconsin State Statute 19.85(1)(f) Considering financial, medical, social or personal histories or disciplinary data of specific persons, preliminary consideration of specific personnel problems or the investigation of charges against specific persons except where par. (b) applies which, if discussed in public, would be likely to have a substantial adverse effect upon the reputation of any person referred to in such histories or data, or involved in such problems or investigations – Consideration and Possible Action on Ethics Complaint
7. Return to Open Session
8. Discussion and Possible Action on item discussed in Closed Session
9. Update on Strategic Plan
10. Future agenda items
11. Adjournment

\*Meeting materials for items marked with an asterisk may be found at <https://administrator.co.richland.wi.us/minutes/rules-strategic-planning.shtml>.

CC: Committee Members, County Board, Department Heads, Richland Observer, WRCO, Valley Sentinel, Courthouse Bulletin Board

*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 Rules and Strategic Planning Standing Committee.*

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**March 2nd, 2023**

The Rules and Strategic Planning Standing Committee met on Thursday, March 2nd, 2023, at 10:00 a.m. in the County Board Room at 181 W. Seminary Street via videoconference and teleconference.

Committee members present included: Committee members Ingrid Glasbrenner, Chad Cosgrove, Bob Frank, Marty Brewer, Julie Fleming with Shaun Murphy-Lopez, Don Seep, Linda Gentes & Danielle Rudersdorf by Webex.

Absent: None

Department heads, staff and public present were: County Administrator Clint Langreck by WebEx, Administrative Assistant Cheryl Dull, with John Couey and Josh from MIS running the teleconferencing.

1. **Call to Order** - Committee Chair Murphy-Lopez called the meeting to order at 10:00 a.m.
2. **Proof of Notification** - Chair Murphy-Lopez confirmed that the meeting had been properly noticed.
3. **Agenda Approval** - Moved by Supervisor Brewer to approve the agenda as posted, seconded by Supervisor Frank. All voting aye, motion carried.
4. **Approval of minutes** – Moved by Supervisor Cosgrove to approve as presented, 2<sup>nd</sup> by Supervisor Glasbrenner. All voting aye, motion carried.
5. **Public comments** - Chair Murphy-Lopez invited any public to make comments. None at this time.
6. **Comprehensive plan RFP questions and answers** – Chair Murphy-Lopez stated the RFP was sent out on January 5<sup>th</sup>. He reviewed the documents that were posted for the Committee. He stated 2 potential vendors submitted proposals and he gave his opinion for the proposals. Supervisors Brewer, Seep and Cosgrove all felt that the deadline should not be extended as one proposal could be covered 100% by a grant if the Vendor requests an extension to use it for this project and the extension is approved, so it would not cost the County anything. Moved by Supervisor Frank to move forward with Southwest Regional Planning Commission to complete the new Comprehensive Plan pending grant funding extension approval, 2<sup>nd</sup> by Supervisor Rudersdorf. Discussion followed with the Committee members giving their scoring on the 2 proposals. Roll call vote requested. All voting aye, motion carried. Chair Murphy-Lopez requested a response on the extension from Southwest Regional Planning prior to sending to County Board for approval.
7. **Draft ethics ordinance** – Chair Murphy-Lopez reviewed what has been completed on the Ethics Ordinance and stated that it had been sent to Attorney Windle for review. Attorney Windle returned the Ethics Ordinance with comments.

Discussion on the mark ups were held with Attorney Windle with the following changes being accepted: Add #2 Establish Authority, renumber the rest of the document; 3a. & b. minor work inserts; Change #5 & #6 Titles; 6.a. change the word “standing” to “bodies (i.e., committees, boards, commissions).”. 6.b. Adding to the end “Additionally, an Official maybe subject to this ordinance if they hold 10% or greater interest in an organization which enters into a contract/s with the County.”; 6.c. Change the first sentence be completed as “County official or a member of their immediate family, or to an organization with which and official is associated. An organization is defined as any corporation, partnership, proprietorship, firm, enterprise, franchise, association, trust of other legal entity other than an individual or body politic.”; Accept the recommended changes to 6.d.; 6.e. Add a last sentence, “The provisions of nepotism in the Employee Handbook shall apply to the County Board members with respect to supervision of the County Administrator.”; 6.f. Format changes accepted; 7. Recommended changes accepted; 8. Remove the Investigation Procedure header, have that section be a continuation to the previous section and accept the changes to 7.c.; Change 7.d. by adding “no action will be taken against the subject of such an investigation if the complaint was filed more than one year after the alleged violation of the Ethics Code.”; Delete 7.e.; New 7.e, Accept edits and add last sentence to the first paragraph “The Ethics Board may also administer oaths.”; 9.a. & b. Accept changes.

Moved by Supervisor Frank to refer the Ethics Ordinance to County Board for approval as edited, 2<sup>nd</sup> by Supervisor Glasbrenner. Roll call vote requested. All voting aye, Motion carried.

8. **Public Works and Education Committee responsibilities** – Chair Murphy-Lopez stated this was requested by Board Chair Brewer. There is a map was posted as 08A, with building oversight highlighted in the Committee Structure document were this is called out. Supervisor Brewer feels the county needs a coherent strategy to

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monitor repairs on County properties, namely the Campus right now. He questioned if this should be tasked to the Public Works Standing Committee. Supervisor Brewer stated he previously asked Supervisor Murphy-Lopez to look at the Committee Structure and asked Supervisor Williamson to come up with language under the Public Works Committee Structure to deal with this. Attorney Windle stated he has not been contacted yet by Supervisor Murphy-Lopez nor Supervisor Williamson about that request. Attorney Windle gave his recommendation that there should be a Policy concerning if a buildings or property no longer fall under written oversight than the Public Works should take over the tracking of such properties. Discussion followed on properties, maintenance issues, upkeep and equipment inventory and who is in charge or who should be in charge. Moved by Supervisor Brewer for Attorney Windle to develop language and bring back to the committee at the next meeting, 2<sup>nd</sup> by Supervisor Cosgrove. Roll call requested. Supervisors Frank, Brewer, Fleming, Seep, Rudersdorf, Glasbrenner and Cosgrove all voting aye. Murphy Lopez & Gentes voting no. Motion carried 7-2.

9. **Committee structure reorganization check-in** - Chair Murphy-Lopez turned the kick off over to Supervisor Severson. Supervisor Severson stated there was a major overhaul of the structure of County Government. We have not reviewed the results to see how well it is working. County Board Chair Brewer feels it needs to be completed but also feels we are a little early with the study. Supervisor Glasbrenner, Cosgrove and Gentes all feel it is not too early to review the process but it needs to be reviewed by the entire board, department heads and Administrator in time for next year's appointment. Moved by Supervisor Glasbrenner that this Committee would work on developing a survey regarding the reorganization changes that took place last year that would then be sent out to County Board members, Department Heads and the County Administrator. 2<sup>nd</sup> by Supervisor Rudersdorf. Roll call requested. All voting aye. Motion carried.
10. **Future agenda items** – Attorney Windle - Policy for utilization of Corporation Counsel services.
11. **Adjournment** – Next meeting will be held Thursday, April 6th @ 10:00 a.m. in the County Board room. Moved by Supervisor Gentes to adjourn at 12:28 p.m., seconded by Supervisor Fleming. All voting aye, motion carried.

Minutes respectfully submitted by  
Cheryl Dull  
Assistant to the County Administrator