

County Clerk's Office

Richland County, Wisconsin

Derek S. Kalish
County Clerk

Richland County Courthouse
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Richland Center, Wisconsin 53581

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Dated Posted: October 25, 2024

Please be advised that the Richland County Board of Supervisors will convene at 7:00 p.m., Tuesday, October 29, 2024, in the County Board Room on the third floor of the Richland County Courthouse, located at 181 W Seminary Street, Richland Center, Wisconsin 53581.

Virtual access and documents for the meeting can be found by clicking on this link:

<https://administrator.co.richland.wi.us/minutes/county-board/>

Agenda

1. Call To Order
2. Roll Call
3. Invocation
4. Pledge Of Allegiance
5. County Clerk Verification Of Open Meeting Laws Compliance
6. Approve Agenda
7. Approve Minutes Of The September 17 and 24, 2024 Meetings
8. Public Hearing On Proposed 2025 County Budget
9. Resolution Adopting The Richland County Budget For 2025
10. Ordinance Relating To A Parcel Belonging To Al Vignieri In The Town Of Richland
11. Ordinance Relating To A Parcel Belonging To Rowen Wipperfurth In The Town Of Orion
12. Ordinance Relating To A Parcel Belonging To Aaron Wallace In The Town Of Forest
13. Ordinance Relating To A Parcel Belonging To David Bristol In The Town Of Dayton
14. Ordinance Relating To A Parcel Belonging To Robert McConkey In The Town Of Richland
15. Ordinance Relating To A Parcel Belonging To Melvin Mischler In The Town Of Henrietta
16. Ordinance Relating To A Parcel Belonging To Melvin Mischler In The Town Of Henrietta
17. Resolution Approving The Town Of Ithaca's Rezoning Of A Parcel Belonging To John Herbst
18. Report On Petitions For Zoning Amendments Received Since The Last County Board Session
19. Report On Rezoning Petitions Recommended For Denial By The Natural Resources Standing Committee
20. Ordinance Approving An Amendment To The Richland County Zoning Ordinance No. 5
21. Resolution Setting The Fee For Certain Rezoning
22. Resolution Approving The Natural Resources Standing Committee Applying For And Accepting A Lake Monitoring And Protection Grant From The Wisconsin Department Of Natural Resources
23. Reports
 - A. County Administrator: Short-Term Borrowing, Wage Study Update, Tyler Implementation Update
24. Resolution Approving Revisions To The Richland County Rules Of The Board
25. Resolution Approving A Contract With The Lou Everett Group For Countywide Training
26. Ordinance Adopting And Enacting A New Code Of Ordinances For Richland County
27. Resolution Accepting Donations To The Symons Recreation Complex
28. Ordinance Prohibiting Persons From Engaging In Obstreperous Behavior With A Motor Vehicle
29. Ordinance Prohibiting Persons From Acting Contemptuously With Respect To The Circuit Court
30. Resolution Approving The Purchase And Implementation Of Microsoft Office 365
31. Resolution Relating To An Already Obtained Snowmobile Alliance Grant Accessible To Counties For Snowmobile Bridge Replacement
32. Resolution Approving The Sheriff's Office's To Sell Surplus Firearms To Current Certified Law Enforcement Staff Of The Office
33. Resolution Approving The Payment For A New K-9 And Required Training From Donated Funds
34. Resolution Approving Termination Of Current Billing Contract With EMSMC
35. Resolution Approving An Amendment To Seven 2024 Provider Contracts For The Health And Human Services Department
36. Resolution Approving The 2025-2027 Richland County Aging Plan
37. Resolution Relating To Richland County's Participation In A State Program Providing Specialized Transportation Assistance
38. Resolution Approving The Purchase Of New Network Switches For Pine Valley Community Village
39. Appointments To Various Boards, Committees, And Commissions
40. Correspondence
41. Future Agenda Items
42. Adjourn

SEPTEMBER MEETING

September 17, 2024

Call To Order: Chair Turk called the meeting to order at 7 PM.

Roll Call: Roll call found the following members present: Supervisor(s) Carrow, Miller, Brewer, Kramer, McKee, Hendricks, Manning, Gill, Glasbrenner, Harwick, Woodhouse, Turk, Frank, Severson, Williamson, Couey, Fleming, Brookens, and McGuire. Members absent: Supervisor(s) Cosgrove.

Invocation: Pastor Randy Sanders (Park Street Christian Church) gave the invocation.

Pledge of Allegiance: County Clerk Kalish led the Pledge of Allegiance.

County Clerk Verification Of Open Meeting Laws Compliance: County Clerk Kalish confirmed the meeting had been properly noticed.

Chair Turk read aloud a statement explaining the absence of Public Comment from the meeting agenda. Chair Turk noted a Special Meeting of the Richland County Board of Supervisors would be held at 6 PM on Tuesday, September 24th with the location of the meeting to yet be determined. County Administrator Pesch read aloud a statement addressing the cybersecurity incident in the county.

Approve Agenda: Motion by Brewer second by Kramer to approve agenda. Motion carried and the agenda declared approved.

Approve Minutes Of The August 20, 2024 Meeting: Chair Turk asked if any member desired the minutes of the August 20, 2024 meeting be read or amended. Hearing no motion to read or amend the minutes of August 20, 2024 meeting, Chair Turk declared the minutes approved as published.

Ordinance No. 24-14 relating to a parcel belonging to Kenneth Cook in the Town of Dayton was read by County Clerk Kalish. Motion by Manning second by Gill that Ordinance No. 24-14 be adopted. Motion carried and Ordinance No. 24-14 declared adopted.

ORDINANCE NO. 24 - 14

Amendment No. 603 To Richland County Comprehensive Zoning Ordinance No. 5 Relating To A Parcel Belonging To Kenneth Cook In The Town Of Dayton.

The Richland County Board of Supervisors does hereby ordain as follows:

1. The County Board, having considered the following factors, hereby finds that the following rezoning is in the best interests of the citizens of Richland County:

- (a) Adequate public facilities to serve the development are present or will be provided.
- (b) Provision of these facilities will not be an unreasonable burden to local government.
- (c) The land to be rezoned is suitable for development and development will not cause unreasonable water or air pollution, soil erosion or adverse effects on rare or irreplaceable natural areas.
- (d) Non-farm development will be directed to non-agricultural soils or less productive soils.
- (e) Non-farm development will be directed to areas where it will cause minimum disruption of established farm operations or damage to environmentally sensitive areas.

- (f) Non-farm development will be encouraged to locate so as to leave a maximum amount of farmland in farmable size parcels.
- (g) Non-farm residential development will be directed to existing platted subdivisions and sanitary districts.

2. Richland County Comprehensive Zoning Ordinance No. 5, which was adopted by the Richland County Board of Supervisors on May 20, 2003, as amended to date, is hereby further amended as follows:

That the official maps designating district boundaries, as adopted by Richland County Ordinance 1985 No. 1 (also known as Amendment No. 1 to the Richland County Comprehensive Zoning Ordinance No. 3), which was adopted on March 19, 1985, are hereby amended as follows:

That the following described 10.00-acre parcel belonging to Kenneth Cook in the Town of Dayton is hereby rezoned from Agricultural/Forestry (AF) to the Agriculture/Residential (AR) District:

Being part of The SE 1/4 of The SW 1/4 of Section 24, T10 N, R1W, Town of Dayton, Richland County, Wisconsin, to wit:

Commencing at the S 1/4 corner of said Section 24, T10N R1W;
 thence N 89° 12' 05" W ON THE SOUTH LINE, 818.20';
 thence N 24° 48' 38" W, 84.81' TO THE CENTERLINE OF COUNTY HIGHWAY Q;
 thence ALONG SAID CENTERLINE, 253.41' ON THE ARC OF A 955.00' RADIUS CURVE, CONCAVE NORTHWEST' THE CHORD OF WHICH BEARS N 57° 23' 05" E, 252.67';
 thence N 49° 46' 58" E, 102.19';
 thence S 47° 16' 27" E, 402.80' TO THE LAST POINT ON SAID CENTERLINE;
 thence S 58° 55' 27" E, 986.12';
 thence S 0° 47' 51" W, 62.88;
 thence N 89° 12' 09" W, 576.83' TO THE POINT OF BEGINNING.
 Containing 435,609 square feet or 10.00 acres, more or less.

3. This Ordinance shall be effective on September 17, 2024.

DATED: SEPTEMBER 17, 2024
 PASSED: SEPTEMBER 17, 2024
 PUBLISHED: SEPTEMBER 26, 2024

ORDINANCE OFFERED BY THE NATURAL
 RESOURCES STANDING COMMITTEE
 (26 AUGUST 2024)

AGAINST	FOR
DAVID TURK, CHAIR	ROBERT BROOKENS X
RICHLAND COUNTY	STEVE CARROW
BOARD OF SUPERVISORS	JULIE FLEMING X
	MARK GILL X
	ALAYNE HENDRICKS X
	RICHARD MCKEE X
	CRAIG WOODHOUSE X
DEREK KALISH	
RICHLAND COUNTY CLERK	

Supervisor Fleming reported petitions for zoning amendments have been received from Twining, Wipperfuth, and Wallace since the last County Board meeting.

Supervisor Fleming reported no zoning petitions recommended for denial by the Zoning and Land Information Committee.

Molly Bohn, Field Representative from the office of Derrick Van Orden, provided a legislative update.

Administrator Pesch briefly reviewed the presentation from Venture Architects regarding the facilities assessment study findings. Administrator Pesch began the 2025 preliminary budget summary by reviewing Pine Valley Community Village statistics with Pine Valley HR Generalist Angela Wall. Wall reviewed staffing levels at the Pine Valley facility, federal staffing regulations, and noted that although the facility is over-staffed, there is no intent to cut any positions. Administrator Pesch reviewed Pine Valley's historical census data from 2020-2024, the number of employees from 2020-2024, and the last five years of labor costs that included county employees and agency staff. Administrator Pesch also noted that the Pine Valley facility is over-staffed. Administrator Pesch stated that steps taken to address labor costs and staffing include a decrease in overtime and the elimination of the majority of agency staff. Administrator Pesch also noted that Pine Valley Community Village has a healthy fund balance, briefly reviewed its financial history within the county, and noted that the facility will contribute \$725,000 towards its debt service payment in the 2025 budget. Administrator Pesch presented the proposed 2025 Richland County budget and provided a 2025 budget summary with highlights. Administrator Pesch noted that the Sheriff's Office is seeking an additional position in 2025 to assist with court security efforts at the courthouse at an additional estimated departmental cost of \$36,000. Sheriff Porter provided brief background on need for position and noted that the primary duty of the position would be court security, but that the position would also complete road patrol duties as need and/or time permits. Sheriff Porter also noted that the position has been on the books and unfunded for many years, he has requested it be filled many times, and that the need for court security has changed over time. Supervisor Frank noted that the additional cost is a minor amount when considering the county's expenditures as a whole. A directive was given from those County Board Supervisors in attendance to present the budget with the additional position included.

Resolution No. 24-63 authorizing the borrowing of an amount not to exceed \$601,200 was read by County Clerk Kalish. Motion by McKee second by Fleming that Resolution No. 24-63 be adopted. Motion carried and resolution 24-63 declared adopted.

RESOLUTION 24 - 63

Resolution Authorizing The Borrowing Of An Amount Not To Exceed \$601,200.

WHEREAS the Board of Supervisors of Richland County finds that the County is in need of an amount not to exceed \$601,200 for the public purpose of financing 2025 capital improvement projects, including improvements to County facilities and acquiring equipment, vehicles and technology for County functions; and,

WHEREAS it is desirable to authorize borrowing of the necessary amount from local lenders;

NOW THEREFORE BE IT RESOLVED by the Richland County Board of Supervisors that the County is authorized to borrow an amount not to exceed \$601,200, pursuant and subject to Chapter 67 of the Wisconsin Statutes; and,

BE IT FURTHER RESOLVED that the County Administrator is authorized to enter into and execute such agreements as are necessary to effectuate the intent of this resolution; and,

BE IT FURTHER RESOLVED that this Resolution is effective upon its passage and publication.

VOTE ON FOREGOING RESOLUTION

RESOLUTION OFFERED BY THE EXECUTIVE &
FINANCE STANDING COMMITTEE
(10 SEPTEMBER 2024)

AYES_____ NOES_____

RESOLUTION ADOPTED

FOR AGAINST

DEREK S. KALISH
COUNTY CLERK

STEVE CARROW
KEN RYNES

X

GARY MANNING

X

DATED: SEPTEMBER 17, 2024

MARK GILL

X

INGRID GLASBRENNER

X

DAVID TURK

X

BOB FRANK

STEVE WILLIAMSON

X

Resolution No. 24-64 celebrating and saluting Richland County's Citizen Jurors was read by County Clerk Kalish. Motion by Glasbrenner second by Manning that Resolution No. 24-64 be adopted. Motion carried and resolution 24-64 declared adopted.

RESOLUTION NO. 24 - 64

A Resolution Celebrating And Saluting Richland County's Citizen Jurors.

WHEREAS the Wisconsin Supreme Court has declared September as Juror Appreciation Month, a time to celebrate the jury's role in democracy and in the court system, and to thank those who have served and those who will serve as jurors, and

WHEREAS, in its Declaration of September as Juror Appreciation Month, Wisconsin Supreme Court Chief Justice Annette Kingsland Ziegler, reminds us:

The right to a trial by jury is a cornerstone of our democracy.

Serving as a juror is as fundamental to our democracy as is the right to vote.

Our courts depend upon citizen jurors.

Jury selection and jury service must be fair, effective, and not unduly burdensome.

Wisconsin courts are indebted to the thousands of people who annually give their time and talents to serve on juries.

The Wisconsin Courts greatly appreciate jurors, and the accommodations made by their families and employers who support juries for our judicial system.

NOW THEREFORE BE IT RESOLVED by the Richland County Board of Supervisors joins Richland County Clerk of Court Stacy Kleist and Richland County Judge Lisa McDougal in recognizing our own Citizen Jurors who selflessly serve the Richland County Circuit Court.

BE IT FURTHER RESOLVED this resolution is an expression of gratitude without beginning or end, but formally, through this action of the County Board, be effective in the month of September 2024 via its passage and publication.

VOTE ON FOREGOING RESOLUTION

RESOLUTION OFFERED BY THE PUBLIC
SAFETY STANDING COMMITTEE
(06 SEPTEMBER 2024)

AYES NOES

RESOLUTION ADOPTED

FOR AGAINST

DEREK S. KALISH
COUNTY CLERK

GARY MANNING	X
CRAIG WOODHOUSE	X
DAVID TURK	
CHAD COSGROVE	X
BOB FRANK	X
KERRY SEVERSON	X
JULIE FLEMING	X

DATED: SEPTEMBER 17, 2024

Administrator Pesch briefly reviewed elements of the Public Participation Plan and the need to designate a committee to serve as the Plan Commission. Motion by Kramer second by McKee to designate the Executive & Finance Standing Committee as the Plan Commission. Motion carried. Motion by McKee second by Glasbrenner to approve the Public Participation Plan for the Richland County Comprehensive Plan. Motion carried and the Public Participation Plan declared approved.

Resolution No. 24-65 approving the Department of Health and Human Services applying for and accepting a Treatment Alternatives and Diversion (TAD) grant was read by County Clerk Kalish. Motion by Kramer second by Harwick that Resolution No. 24-65 be adopted. Motion carried and resolution 24-65 declared adopted.

RESOLUTION NO. 24 - 65

A Resolution Approving The Department Of Health And Human Services Applying For And Accepting A Treatment Alternatives And Diversion (TAD) Grant.

WHEREAS, the Treatment Alternatives and Diversion (TAD) Grant totally up to \$173,333 is being administer through the Wisconsin Department of Justice, Department of Corrections, and Department of Health Services, and funds would be used to serve individuals in need of drug and alcohol treatment court services in Richland County, and

WHEREAS, Rule 14 of the Rules of the Board requires County Board approval before any department of county government can apply for and accept a grant that requires county levy, and

WHEREAS, the Health and Community Services Standing Committee and the Director of the Health and Humans Services Department, Ms. Tricia Clements, are presenting this Resolution to the County Board for its consideration.

NOW THEREFORE BE IT RESOLVED, by the Richland County Board of Supervisors that approval is hereby granted for Health and Human Services to apply and accept a Treatment Alternatives and Diversion (TAD) Grant administered by the Wisconsin Department of Justice, Department of Corrections, and Department of Health Services in the amount of \$177,333, and

BE IT FURTHER RESOLVED, that the grant requires a \$43,333 County match, up to \$28,523 of which will be cash match, and

BE IT FUTHER RESOVED, that approval is hereby granted for the grant funds to be spent in accordance with the terms of the grant and the Director of the Health and Human Services Department. Ms. Tricia Clements and/or the Honorable Judge McDougal is authorized to sign on behalf of the County and any documents necessary to carry out this Resolution, and

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

VOTE ON FOREGOING RESOLUTION		RESOLUTION OFFERED BY THE COUNTY BOARD MEMBERS OF THE COMMUNITY & HEALTH SERVICES STANDING COMMITTEE (05 SEPTEMBER 2024)	
AYES_____	NOES_____		
RESOLUTION ADOPTED		FOR	AGAINST
DEREK S. KALISH COUNTY CLERK		MARY MILLER	X
		MARTY BREWER	
DATED: SEPTEMBER 17, 2024		SANDRA KRAMER	X
		INGRID GLASBRENNER	X
		MICHELLE HARWICK	X
		DANIEL MCGUIRE	X

Resolution No. 24-66 approving the Department of Health and Human Services applying for and accepting a 2025 Coordinated Services Team Initiative (CST) grant was read by County Clerk Kalish. Motion by Gill second by Williamson that Resolution No. 24-66 be adopted. Motion carried with Woodhouse abstaining and resolution 24-66 declared adopted.

RESOLUTION NO. 24 - 66

A Resolution Approving The Department Of Health And Human Services Applying For And Accepting A 2025 Coordinated Services Team Initiative (CST) Grant.

WHEREAS, the Coordinated Services Team Initiative (CST) Grant totally up to \$15,000 is being administer through the Wisconsin Department of Health Services, and funds would be used to serve youth in need of wraparound treatment who have complex behavioral health treatment needs, and

WHEREAS, Rule 14 of the Rules of the Board requires County Board approval before any department of County government can apply for and accept a grant requiring county levy, and

WHEREAS, the Health and Community Services Standing Committee and the Director of the Health and Humans Services Department, Ms. Tricia Clements, are presenting this Resolution to the County Board for its consideration.

NOW THEREFORE BE IT RESOLVED, by the Richland County Board of Supervisors that approval is hereby granted for Health and Human Services to apply and accept a Coordinated Services Team Initiative (CST) Grant administered by the Wisconsin Department of Health Services in the amount of \$15,000, and

BE IT FURTHER RESOLVED, that the grant requires a \$3,000 County match, and

BE IT FUTHER RESOVED, that approval is hereby granted for the grant funds to be spent in accordance with the terms of the grant and the Director of the Health and Human Services Department, Ms. Tricia Clements, is authorized to sign on behalf of the County any documents necessary to carry out this Resolution, and

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

VOTE ON FOREGOING RESOLUTION		RESOLUTION OFFERED BY THE COUNTY BOARD MEMBERS OF THE COMMUNITY & HEALTH SERVICES STANDING COMMITTEE (05 SEPTEMBER 2024)	
AYES_____	NOES_____		
RESOLUTION ADOPTED		FOR	AGAINST
DEREK S. KALISH	MARY MILLER	X	
COUNTY CLERK	MARTY BREWER		
	SANDRA KRAMER	X	
DATED: SEPTEMBER 17, 2024	INGRID GLASBRENNER	X	
	MICHELLE HARWICK	X	
	DANIEL MCGUIRE	X	

Resolution No. 24-67 approving a change order to Edge Consulting Engineers, Inc. contract was read by County Clerk Kalish. Motion by Couey second by Manning that Resolution No. 24-67 be adopted. Supervisor Brewer questioned why Supervisor Carrow voted against resolution. Supervisor Carrow stated he did not have a copy of the contract at the time the resolution was presented at the committee, but has since seen the contract. Supervisor McGuire questioned the percent of profit for the change order and Supervisor Carrow answered by stating markups have not changed and that there was already a cost associated with this item. Motion carried resolution 24-67 declared adopted.

RESOLUTION NO. 24 - 67

Resolution Approving A Change Order To Edge Consulting Engineers, Inc. Contract.

WHEREAS Richland County Board of Supervisors Resolution No. 23-36 approved entering into a contract with Edge Consulting Engineers Inc. Of Prairie Du Sac in the amount of \$308,350.00 for engineering services for the radio system civil work.

WHEREAS, while working through the process many changes in tower location and requirements were found to be needed for federal and local regulation, and

WHEREAS, our Radio Project consultant Mike Day, of True North Consulting Group has reviewed and approved on the proposal form Edge Consulting.

NOW THEREFORE BE IT RESOLVED by the Richland County Board of Supervisors that approval is hereby given for a change order to the contract with Edge Consulting Engineers Inc. Of Prairie Du Sac, in the following amount of \$19,300 for necessary changes per Change order #01A, and

BE IT FURTHER RESOLVED that funding for the project shall be covered through Radio Tower Borrowed Funds, and

BE IT FURTHER RESOLVED that the County Administrator shall have authority to enter into any necessary contract amendments with Edge Consulting Engineers Inc. Of Prairie Du Sac; and

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

VOTE ON FOREGOING RESOLUTION

AYES_____ NOES_____

RESOLUTION OFFERED BY THE EXECUTIVE &
FINANCE STANDING COMMITTEE
(10 SEPTEMBER 2024)

RESOLUTION ADOPTED

FOR

AGAINST

DEREK S. KALISH
COUNTY CLERK

STEVE CARROW

X

STEVE WILLIAMSON

X

GARY MANNING

X

DATED: SEPTEMBER 17, 2024

MARK GILL

X

INGRID GLASBRENNER

X

DAVID TURK

X

BOB FRANK

Resolution No. 24-68 approving Pine Valley Community Village to enter into a contract with Matrix Care to provide the facility with its EMR System (Electric Medical Records) was read by County Clerk Kalish. Motion by McKee second by Kramer that Resolution No. 24-68 be adopted. Motion carried and resolution 24-68 declared adopted.

RESOLUTION NO. 24 - 68

Resolution Approving Pine Valley Community Village To Enter Into A Contract With Matrix Care To Provide The Facility With Its EMR System (Electric Medical Records).

WHEREAS Pine Valley Community Village is looking forward to working with Matrix Care to provide Pine Valley with the service of EMR for our residents, billing, and

WHEREAS Pine Valley currently has AHT for their EMR System, it has been bought out by Point Click Care System. Pine Valley will be losing the EMR System on December 31,2024 through AHT, and

WHEREAS the Pine Valley Sub Committee has reviewed this agreement and has approved of entering a contract with Matrix Care, and

WHEREAS The Executive and Finance Committee has reviewed and agreement and has approved of entering a Contract with Matrix Care, and

WHEREAS the contract with Matrix Care will be for five years, as the first two years will be \$30,370.80 per year paid out monthly at \$2,530.90 per month. Year three will be at \$37,550.88 per year paid out monthly at \$3129.24. Years four and five will be at \$41,968.68 per year paid out monthly at \$3,497.39, and

WHEREAS The funding will come out of Fund 61 (Pine Valley), and

WHEREAS Matrix Care has waived all installation services for this project.

NOW THEREFORE BE IT RESOLVED by the Richland County Board of Supervisors that Interim Administrator Angela Wall is hereby authorized to sign on behalf of the county an agreement in accordance with this Resolution.

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

VOTE ON FOREGOING RESOLUTION

AYES _____ NOES _____

RESOLUTION OFFERED BY THE EXECUTIVE &
FINANCE STANDING COMMITTEE
(10 SEPTEMBER 2024)

RESOLUTION ADOPTED

FOR

AGAINST

DEREK S. KALISH
COUNTY CLERK

STEVE CARROW

X

STEVE WILLIAMSON

X

GARY MANNING

X

DATED: SEPTEMBER 17, 2024

MARK GILL

X

INGRID GLASBRENNER

X

DAVID TURK

X

BOB FRANK

Resolution No. 24-69 approving contract with Abt Swayne Law, LLC for Corporation Counsel Services was read by County Clerk Kalish. Motion by Manning second by Gill that Resolution No. 24-69 be adopted. Discussion continued. Supervisor Hendricks questioned why there was only one choice for the position, she stated that she felt there should have been more options, and questioned conflicts of interest between representation of both city and county governments. Supervisor Glasbrenner provided insight into the arrangement with the previous Corporation Counsel. Supervisor Kramer questioned what happens if the city and county have legal disagreements. Corporation Counsel Windle answered by stating that depended on the nature of the matter and that he could abstain from either party if need be. Corporation Counsel Windle reviewed list of governmental units served by Abt Swayne Law, LLC. Brief discussion of services provided continued. Roll Call vote taken to approve contract with Abt Swayne Law, LLC for Corporation Counsel – Ayes: Carrow, Brewer, Manning, Gill, Glasbrenner, Harwick, Woodhouse, Turk, Frank, Williamson, Couey, Fleming, and Brookens; Nays: Miller, Kramer, McKee, Hendricks, Severson, and McGuire. With 13 ayes and

6 days, the motion to approve Resolution 24-69 approving contract with Abt Swayne Law, LLC for Corporation Counsel Services carried and resolution 24-69 declared adopted.

RESOLUTION NO. 24 - 69

Resolution Approving Contract With Abt Swayne Law, LLC For Corporation Counsel Services.

WHEREAS, Wisconsin State Statue 59.42(1)(b) states, “In any county with a county executive or county administrator, the county executive or county administrator shall have the authority to appoint and supervise the corporation counsel if the board authorizes the establishment of the office of corporation counsel”, and

WHEREAS, Wisconsin State Statue 59.42(1)(b) also states, “Such appointment shall be subject to confirmation by the board...”, and

WHEREAS, the Abt Swayne Law Firm of Westby WI, has demonstrated the highest level of municipal experience, responsiveness and diverse credentials in addressing Richland County’s legal needs during the duration of the previous contract, and

WHEREAS, the County Administrator recommends that Richland County continue with Abt Swayne Law Firm of Westby, WI (Attorney Michael Windle, primary representation) as Corporation Counsel for Richland County, and

WHEREAS, this contract continues the established fee rates of \$125.00 per hour for attorneys and \$75 per hour for legal assistants through December 31, 2024, at which point rates shall be \$150.00 per hour for attorneys and \$80 per hour for legal assistants, and

NOW THEREFORE BE IT RESOLVED by the Richland County Board of Supervisors approves the Richland County Administrator to enter into a contract with Abt Swayne Law Firm to perform Corporation Counsel services on behalf of Richland County, and

BE IT FURTHER RESOLVED that this Resolutions shall be effective retroactively from September 17, 2024 until September 17, 2025.

VOTE ON FOREGOING RESOLUTION

RESOLUTION OFFERED BY THE EXECUTIVE &
FINANCE STANDING COMMITTEE
(10 SEPTEMBER 2024)

AYES_____NOES_____

RESOLUTION ADOPTED	FOR	AGAINST
DEREK S. KALISH	STEVE CARROW	X
COUNTY CLERK	KEN RYNES	
	GARY MANNING	X
DATED: SEPTEMBER 17, 2024	MARK GILL	X
	INGRID GLASBRENNER	X
	DAVID TURK	X
	BOB FRANK	
	STEVE WILLIAMSON	X

Resolution No. 24-70 declaring the Executive and Finance Committee as the interim Ethics Board under Ordinance 23-6 until further action by Board was read by County Clerk Kalish. Motion by Manning second by Harwick that Resolution No. 24-70 be adopted. Discussion continued. Supervisor Hendricks asked how long the interim period would be and Chair Turk stated the Executive & Finance Standing Committee would serve as interim Board of Ethics until other arrangements have been determined. Motion by Woodhouse second by Glasbrenner to amend resolution to include “before March 17, 2025 or whichever is earlier” to resolution language. Motion carried. Discussion continued. Motion by Hendricks second by Severson to declare the Natural Resources Standing Committee as the interim Ethics Board. Brief discussion followed and Supervisor Carrow stated that as Chair of the Natural Resources Standing Committee, he felt the Executive & Finance Standing Committee is better equipped to serve as interim Ethics Board as items of this nature are atypical for the Natural Resources Standing Committee. Roll Call vote taken to designate the Natural Resources Standing Committee as the interim Ethics Board – Ayes: McKee, Hendricks, and Severson; Nays: Carrow, Miller, Brewer, Kramer, Manning, Gill, Glasbrenner, Harwick, Woodhouse, Turk, Frank, Williamson, Couey, Fleming, and Brookens; Present: McGuire. With 3 ayes and 15 nays, the motion to designation the Natural Resources as the interim Ethics Board fails and does not carry. Supervisor Kramer noted that citizen members are a component to some Ethics Boards. Motion to approve amended resolution carries with Severson and Hendricks opposed and the resolution 24-70 declared adopted.

RESOLUTION NO. 24 - 70

Resolution Declaring The Executive And Finance Committee As The Interim Ethics Board Under Ordinance 23-6 Until Further Action By Board Before March 17, 2025 Or Whichever Is Earlier.

WHEREAS in March of 2023, the Richland County Board of Supervisors adopted a new ethics ordinance (Ord. #23-6), which created a body known as the Ethics Board, and

WHEREAS in March of 2024, the Board adopted news Rules, which included an updated Committee Structure Appendix, which did not identify which body would serve as the Ethics Board, and

WHEREAS the Executive and Finance Committee has been determined to be the most appropriate body to serve as the Ethics Board,

NOW THEREFORE BE IT RESOLVED by the Richland County Board of Supervisors that the Executive and Finance Committee shall serve as the Interim Ethics Board under Ordinance #23-6 until further action by Board before March 17, 2025 or whichever is earlier, and

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

VOTE ON FOREGOING RESOLUTION		RESOLUTION OFFERED BY THE EXECUTIVE & FINANCE STANDING COMMITTEE	
AYES_____ NOES_____		(10 SEPTEMBER 2024)	
RESOLUTION ADOPTED		FOR	AGAINST
DEREK S. KALISH COUNTY CLERK		STEVE CARROW	X
		STEVE WILLIAMSON	X
		GARY MANNING	X
		MARK GILL	X
DATED: SEPTEMBER 17, 2024			

INGRID GLASBRENNER	X
DAVID TURK	X
BOB FRANK	

Ordinance No. 24-15 setting the speed limit for County Highway RC was read by County Clerk Kalish. Motion by Couey second by Fleming that Ordinance No. 24-15 be adopted. Motion carried and Ordinance No. 24-15 declared adopted.

ORDINANCE NO. 24 - 15

An Ordinance Setting The Speed Limit For County Highway RC.

IT IS HEREBY ORDAINED by the Richland County Board of Supervisors that the speed limit for County Highway RC shall be set at 45mph unless otherwise designated; and,

IT IS FURTHER ORDAINED that all ordinances or provisions thereof contrary to this one are repealed; and,

IT IS FURTHER ORDAINED that this ordinance shall be in full force and effect from and after its passage and publication.

DATED: SEPTEMBER 17, 2024
PUBLIC
PASSED: SEPTEMBER 17, 2024
PUBLISHED: SEPTEMBER 26, 2024

ORDINANCE OFFERED BY THE
WORKS STANDING COMMITTEE
(05 SEPTEMBER 2024)

AGAINST

DAVID TURK, CHAIR
RICHLAND COUNTY
BOARD OF SUPERVISORS

STEVE CARROW	X
KEN RYNES	
GARY MANNING	
CHAD COSGROVE	
STEVE WILLIAMSON	X
MARC COUEY	X
DANIEL MCGUIRE	X

DEREK KALISH
RICHLAND COUNTY CLERK

Ordinance No. 24-16 placing additional stop signs on County Highways D and H in Bloom City was read by County Clerk Kalish. Motion by Williamson second by Woodhouse that Ordinance No. 24-16 be adopted. Motion carried and Ordinance No. 24-16 declared adopted.

ORDINANCE NO. 24 - 16

An Ordinance Placing Additional Stop Signs On County Highways D And H In Bloom City.

IT IS HEREBY ORDAINED by the Richland County Board of Supervisors that additional stop signs shall be placed at the intersection of County Highways D and H in Bloom City so as to make the intersection a 4-way stop; and,

IT IS FURTHER ORDAINED that the Highway Commissioner is directed to execute this ordinance with all due haste; and,

IT IS FURTHER ORDAINED that this ordinance shall be in full force and effect from and after its passage and publication.

DATED: SEPTEMBER 17, 2024
PUBLIC
PASSED: SEPTEMBER 17, 2024
PUBLISHED: SEPTEMBER 26, 2024

ORDINANCE OFFERED BY THE
WORKS STANDING COMMITTEE
(05 SEPTEMBER 2024)

	FOR
AGAINST	
DAVID TURK, CHAIR	STEVE CARROW X
RICHLAND COUNTY	KEN RYNES
BOARD OF SUPERVISORS	GARY MANNING
	CHAD COSGROVE
	STEVE WILLIAMSON X
	MARC COUEY X
	DANIEL MCGUIRE X
DEREK KALISH	
RICHLAND COUNTY CLERK	

Appointments To Various Boards, Committees, and Commissions: None.

Correspondence: None.

Future agenda items: None.

Adjourn: Motion by Manning, second by Fleming to adjourn. Motion carried and the meeting adjourned at 8:47 PM.

STATE OF WISCONSIN)
)SS
COUNTY OF RICHLAND)

I, Derek S. Kalish, County Clerk in and for the County of Richland, do hereby certify that the foregoing is a true copy of the proceedings of the County Board of Supervisors of Richland County for the meeting held on the 17th day of September, 2024.



Derek S. Kalish
Richland County Clerk

*Note: Published minutes are unapproved until approved at next regularly scheduled County Board meeting.
Resolutions and meeting packet materials can be found by accessing the following link:
<https://administrator.co.richland.wi.us/minutes/county-board/>*

SEPTEMBER SPECIAL MEETING

September 24, 2024

Call To Order: Chair Turk called the Special Meeting to order at 6:02 PM.

Roll Call: Roll call found the following members present: Supervisor(s) Carrow, Miller, Brewer, Kramer, McKee, Hendricks, Manning, Gill, Glasbrenner, Harwick, Woodhouse, Turk, Cosgrove, Williamson, Couey, Fleming, and Brookens. Members absent: Frank and Severson. McGuire joined meeting at 6:08 PM.

Pledge of Allegiance: County Clerk Kalish led the Pledge of Allegiance.

County Clerk Verification Of Open Meeting Laws Compliance: County Clerk Kalish confirmed the meeting had been properly noticed.

Approve Agenda: Motion by Cosgrove second by McKee to approve agenda. Motion carried and the agenda declared approved.

Chair Turk welcomed everyone to meeting and thanked them for attending.

Discussion with WCA Attorney Andy Phillips Regarding Roles And Responsibilities In County Government: WCA Attorney Andy Phillips gave a presentation regarding the roles and responsibilities in county government. Attorney Phillips reviewed the governmental structures of Wisconsin counties, the duties of the County Administrator, and the duties of the County Board of Supervisors. Attorney Phillips noted that the role of the County Board of Supervisors does not include supervision of employees, but does include action as the legislative body, enacting policy, and holding staff accountable for policy implementation. Attorney Phillips noted the County Board Chair is the head of the legislative body and committees serve to assist in policy development. Phillips also noted that duties of county administration include a focus on the day-to-day operations of the county, carrying out policy direction, and providing information necessary to make policy development decisions. Attorney Phillips reviewed a county organizational chart and stressed the importance of working together. Key takeaways presented by Phillips included: the county is a creature of a legislative state with no independent authority, the County Board serves as legislative policy makers, a strong committee needs to be in place, the County Board has no management role outside of the committee structure, and micromanaging stifles activity.

Supervisor Hendrickson asked Attorney Phillips if County Board members could be excluded from Closed Session. Corporation Counsel Windle cited the exclusionary authority included in the adopted Rules of the County Board. Attorney Phillips noted that given an exclusionary authority is included in the adopted Rules of the County Board, County Board Supervisor may be excluded from Closed Session.

Discussion on Specific County Topics: Pine Valley Operations, Ambulance Service Operations, And Cyber Security Incident: Administrator Pesch shared the most recent information available regarding the cyber security incident including a frequently asked questions document. Administrator Pesch also reviewed steps taken to manage cyber security incident and noted there are things that cannot be discussed for a variety of reasons. Corporation Counsel Windle provided brief overview of Pine Valley investigation. Corporation Counsel noted positive changes have emerged as a result of the managerial/operational resistance to change and that the behavior of the former Pine Valley Community Village Administrator was unknown by the county. Chair Turk noted that Pine Valley Community Village is fully staffed, has reduced its reliance on agency costs, and has a healthy 2025 budget. Chair Turk noted that the Ambulance Service is fully staffed. Richland County Emergency Services Director Jessen introduced himself to those assembled, provided brief staffing update, and reviewed Emergency Services response time statistics.

Question & Answer Regarding Specific Topics Discussed Above: A total of 25 citizens addressed the County Board with their questions/concerns regarding the cyber security incident, Pine Valley operations, and Ambulance Service operations. Administrator Pesch and Chair Turk answered questions and addressed concerns as needed.

Adjourn: Motion by Manning, second by Gill to adjourn. Motion carried and the meeting adjourned at 7:50 PM.

STATE OF WISCONSIN)
)SS
COUNTY OF RICHLAND)

I, Derek S. Kalish, County Clerk in and for the County of Richland, do hereby certify that the foregoing is a true copy of the proceedings of the County Board of Supervisors of Richland County for the meeting held on the 24th day of September, 2024.



Derek S. Kalish
Richland County Clerk

*Note: Published minutes are unapproved until approved at next regularly scheduled County Board meeting.
Resolutions and meeting packet materials can be found by accessing the following link:
<https://administrator.co.richland.wi.us/minutes/county-board/>*

Proposed Budget Summary

2025

2025 Proposed Budget Highlights

- Increase in Investment Income - \$ 150,000.00.
- No General Fund balance, Contingency Funds, or ARPA funds used to balance budget.
- Includes 5% wage pool to offset wage study being integrated into the current budget.
- Reduction in short-term borrowing for capital improvement projects - \$408,800.
- Short-Term Borrowing done with local bank, saving approx. 20k in bonding fees

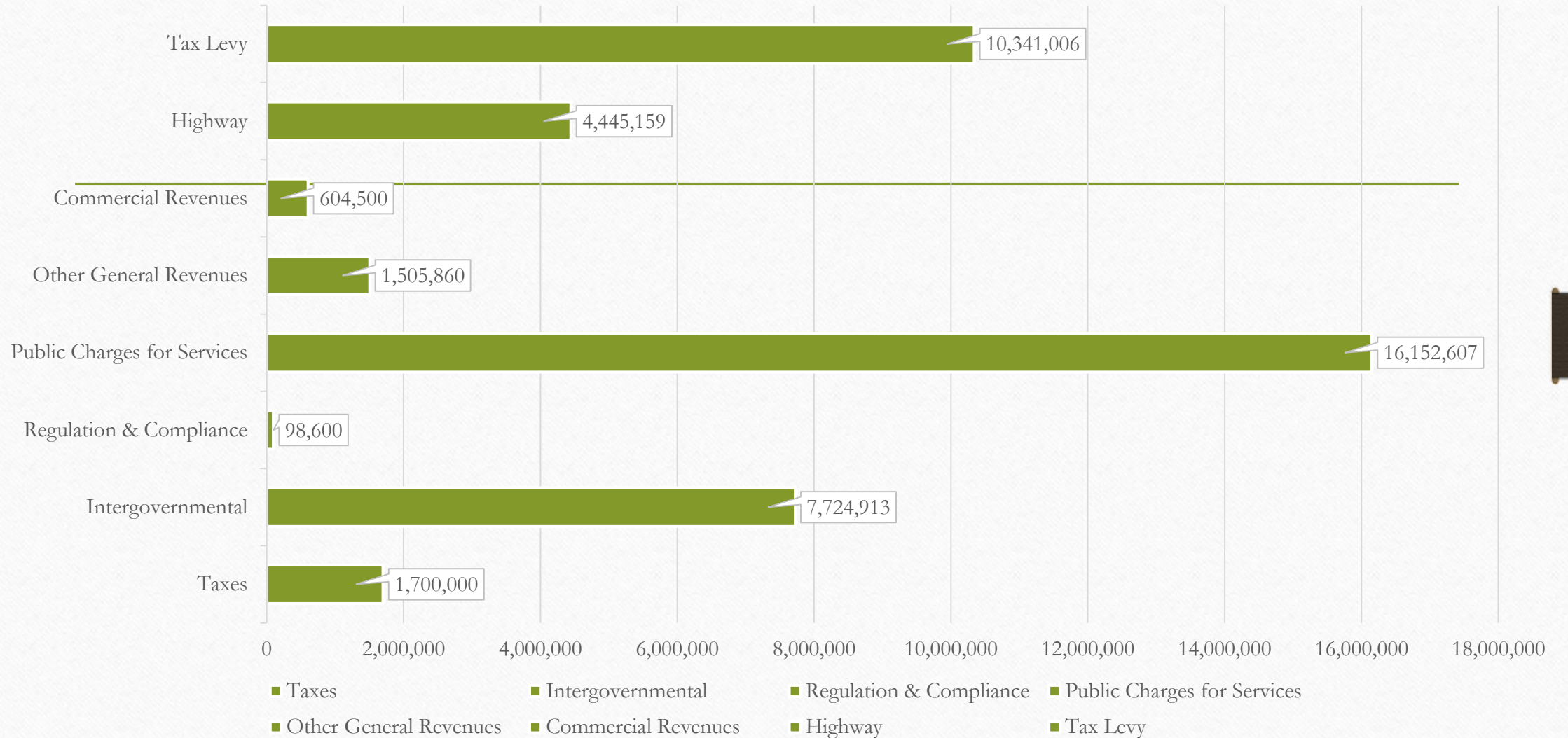
2025 Proposed Budget Revenues

2025 Preliminary Budgeted Revenues	
Taxes	1,700,000
Intergovernmental	7,724,913
Regulation & Compliance	98,600
Public Charges for Services	16,152,607
Other General Revenues	1,505,860
Commercial Revenues	604,500
Highway	4,445,159
Tax Levy	10,341,006
TOTAL	42,572,645

Revenue Type Summary

- Taxes: County Sales tax, interest on taxes, and MFL/Forest Crop
- Tax Levy: Funding gap between revenues and expenses
- Intergovernmental: State Aid
- Regulation & Compliance: Fines, forfeitures, and various fees (permits, large group, etc.)
- Public Charges for Services: Departmental fees charged within county (includes HHS, Pine Valley, Sheriff, etc.)
- Other General Revenues: Various non-department fees, Pine Valley rebated funds, and Short-Term Borrowing
- Commercial Revenues: Investment income (General Fund, Judgements and Circuit Court)
- Highway: GTA, Operational, Town Bridge 50/50 Cost Share, Wheel Tax, State Maintenance Agreements

2025 Proposed Budget Revenue



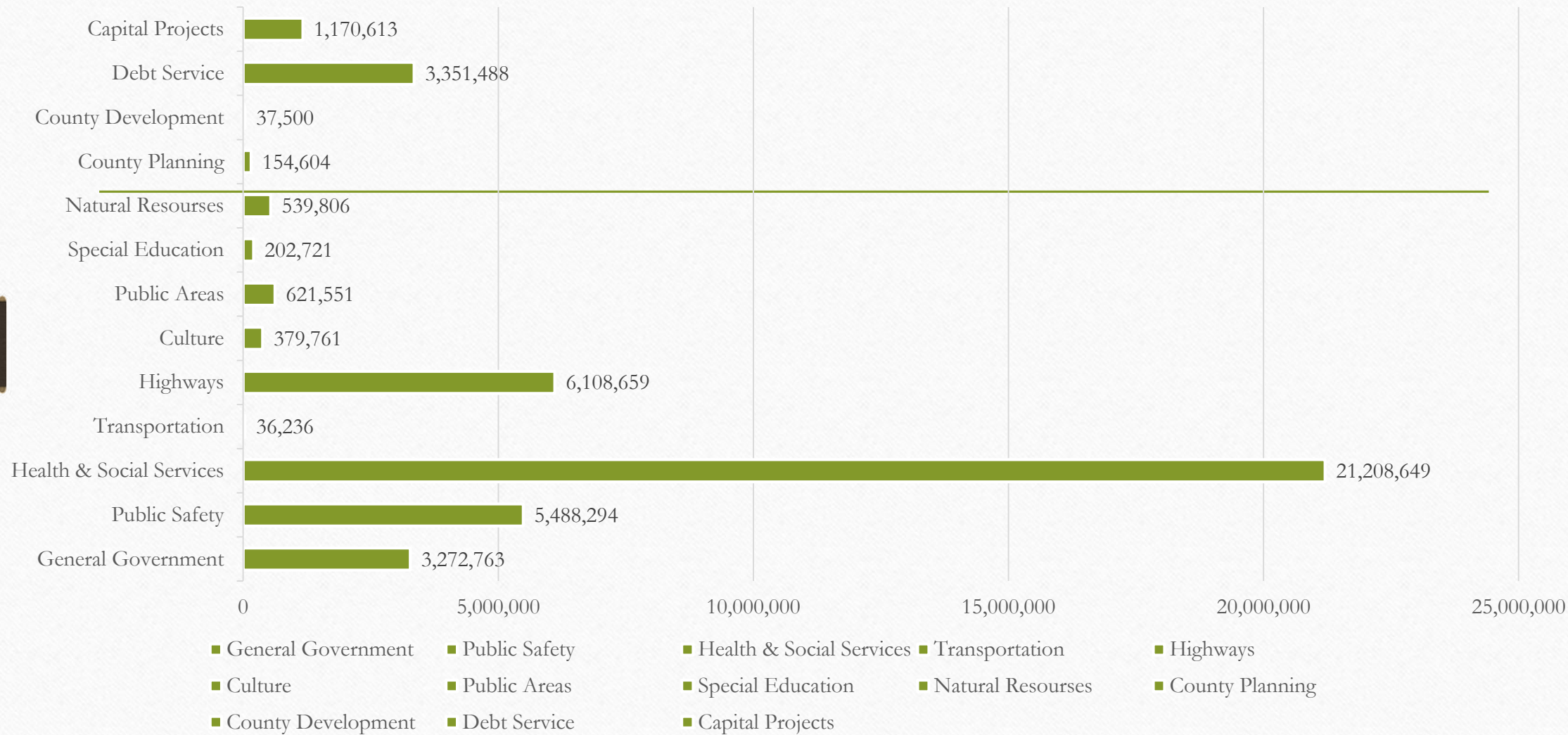
2025 Proposed Budgeted Expenses

2025 Preliminary Budgeted Expenses	
General Government	3,272,763
Public Safety	5,488,294
Health & Social Services	21,208,649
Transportation	36,236
Highways	6,108,659
Culture	379,761
Public Areas	621,551
Special Education	202,721
Natural Resources	539,806
County Planning	154,604
County Development	37,500
Debt Service	3,351,488
Capital Projects	1,170,613
TOTAL	\$42,572,645

Expense Type Summary

- General Government: General Administration
- Public Safety: Sheriff-Ambulance - Emergency Government - Animal Control - LEPC
- Health & Social Services: Pine Valley – Health & Human Services(all dept.) – Child Support – Veterans
- Transportation: Airport
- Highway: Administration – CTHS – Bridge Construction – Town Bridge Cost Share – Equipment – State Main Agreement
- Culture: Libraries – County Fair
- Public Areas: Snowmobile trails/areas – county parks – Ash Creek Community Forest – Symons
- Special Education: Extension
- Natural Resources: Land Conservation – Wildlife Damage Mgmt. – Nursery Stock – Recycling – Watershed
- County Planning: SWWRPC – Zoning – Failing Septic Systems
- County Development: Economic Development – NHS
- Debt Service: Debt Service Payments
- Capital Projects: Capital Projects

2025 Proposed Budget Expenses



2025 Debt Service Summary

2024 DEBT SCHEDULE

DEBT ISSUES	BALANCE 12-31-24	
Taxable G.O. Refunding Bonds (Debt Consolidation)	245,000	Matures 3-1-25
G.O. Refunding Bonds (Debt Consolidation)	1,020,000	Matures 3-1-27
G.O. Promissory Notes (Capital Improvement Projects)	1,845,000	Matures 3-1-28
G.O. Pine Valley Construction Bonds (PVCV)	7,920,000	Matures 3-1-35
G.O. Pine Valley Construction Bonds (PVCV)	7,090,000	Matures 9-1-36
G.O. Capital Improvement Bonds – Radio Tower	8,100,000	Matures 9-1-38
TOTAL	26,220,000	

2025 Debt Payments Summary (Principal & Interest)

General – 937,000

Pine Valley – 1,479,725

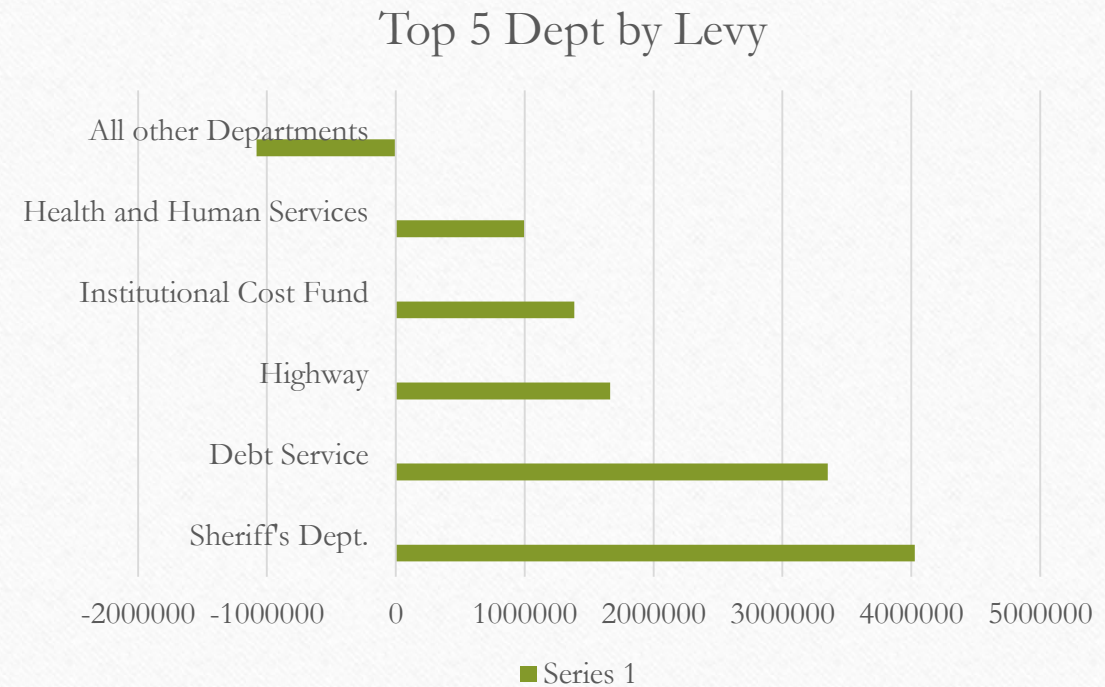
Radio Tower – 321,063

Short-Term borrowing – 613,700

TOTAL – 3,351,488

2025 Top 5 Departments by Gross Levy

Sheriff's Department	4,027,721
Debt Service	3,351,487
Highway	1,663,500
Institutional Cost Fund	1,385,000
Health and Human Services	994,498
All Other Departments	-1,081,200
TOTAL	10,341,006



2025 Proposed Gross Levy

	2024 LEVY	2025 LEVY	PLUS OR MINUS	% of 2025 Budgeted Levy
Department				
Animal Control-Dog License Fees	14,550.00	14,275.00	-275.00	0.14%
Ambulance Service	0.00	0.00	0.00	0.00%
New Ambulance		0.00	0.00	0.00%
Capital Planning	299,763.68	229,263.61	-70,500.07	2.22%
Child Support Program	31,245.21	76,768.59	45,523.38	0.74%
Circuit Court	173,752.03	214,067.30	40,315.27	2.07%
Conservation Planner Technician	35,528.98	27,877.54	-7,651.44	0.27%
Contingency	0.00	0.00	0.00	0.00%
Coroner	49,800.00	52,285.00	2,485.00	0.51%
Corporation Counsel	65,000.00	163,111.00	98,111.00	1.58%
County Board	44,871.00	45,931.00	1,060.00	0.44%
County Administrator	592,465.94	579,037.12	-13,428.82	5.60%
County Clerk	187,840.59	181,651.23	-6,189.36	1.76%
County Parks	62,803.44	54,875.00	-7,928.44	0.53%
County Treasurer	168,811.21	172,856.41	4,045.20	1.67%
Courthouse	259,527.85	273,244.40	13,716.55	2.64%
Courthouse Repair Outlay	20,000.00	20,000.00	0.00	0.19%
Court Mediation	340.00	200.00	-140.00	0.00%
Debt Service	3,825,582.36	3,351,487.50	-474,094.86	32.41%
District Attorney	217,200.24	236,108.35	18,908.11	2.28%
Economic Development	30,000.00	30,000.00	0.00	0.29%
Elections	63,369.00	48,164.00	-15,205.00	0.47%
Emergency Government	51,124.32	44,959.43	-6,164.89	0.43%

	2024 LEVY	2025 LEVY	PLUS OR MINUS	% of 2025 Budgeted Levy
Fairs and Exhibits	34,144.33	18,104.98	-16,039.35	0.18%
Family Court Commissioner	29,155.35	29,205.35	50.00	0.28%
Health and Human Services	882,430.44	994,498.46	112,068.02	9.62%
Highway	1,663,500.00	1,663,500.00	0.00	16.09%
Management Information Systems	319,729.01	331,701.36	11,972.35	3.21%
Institutional Costs Funds	1,385,000.00	1,385,000.00	0.00	13.39%
Land Conservation	124,223.82	139,705.79	15,481.97	1.35%
Local Emergency Planning Committee	5,281.21	-4,440.00	-9,721.21	-0.04%
Property Lister	112,674.01	114,005.92	1,331.91	1.10%
Register of Deeds	-16,025.11	2,296.59	18,321.70	0.02%
Register in Probate	210,940.26	214,320.02	3,379.76	2.07%
Sheriff's Department	4,019,199.00	4,063,999.00	44,800.00	39.30%
911 Outlay	50,000.00	50,000.00	0.00	0.48%
Soil Conservation Cost Sharing	0.00	4,000.00	4,000.00	0.04%
Surveyor	3,900.00	4,650.00	750.00	0.04%
Symons Recreation Complex	54,492.06	53,960.40	-531.66	0.52%
University Extension	194,778.35	202,720.99	7,942.64	1.96%
UW-Richland Outlay	80,000.00	80,000.00	0.00	0.77%
Veterans Service Office	96,983.36	100,412.42	3,429.06	0.97%
Videoconferencing	4,000.00	4,000.00	0.00	0.04%
Watershed Maintenance	2,174.00	0.00	-2,174.00	0.00%
Zoning	98,955.85	-12,718.05	-111,673.90	-0.12%
General	-4,741,191.56	-4,914,079.92	-172,888.36	-47.52%
TOTALS	10,807,920.23	10,341,005.79	-466,914.44	100.00%

2025 Proposed Net Levy

	2025 Net(core) Levy
Department	
Animal Control-Dog License Fees	14,275.00
Ambulance Service	0.00
New Ambulance	0.00
Capital Planning	229,263.61
Child Support Program	76,768.59
Circuit Court	214,067.30
Conservation Planner Technician	27,877.54
Contingency	0.00
Coroner	52,285.00
Corporation Counsel	163,111.00
County Board	45,931.00
County Administrator	579,037.12
County Clerk	181,651.23
County Parks	54,875.00
County Treasurer	172,856.41
Courthouse	273,244.40
Courthouse Repair Outlay	20,000.00
Court Mediation	200.00
Debt Service	0.00
District Attorney	236,108.35
Economic Development	30,000.00
Elections	48,164.00
Emergency Government	44,959.43

	2025 Net(core) Levy
Fairs and Exhibits	18,104.98
Family Court Commissioner	29,205.35
Health and Human Services	994,498.46
Highway	1,619,450.00
Management Information Systems	331,701.36
Institutional Costs Funds	1,385,000.00
Land Conservation	139,705.79
Local Emergency Planning Committee	-4,440.00
Property Lister	114,005.92
Register of Deeds	2,296.59
Register in Probate	214,320.02
Sheriff's Department	4,063,999.00
911 Outlay	50,000.00
Soil Conservation Cost Sharing	4,000.00
Surveyor	4,650.00
Symons Recreation Complex	53,960.40
University Extension	202,720.99
UW-Richland Outlay	80,000.00
Veterans Service Office	100,412.42
Videoconferencing	4,000.00
Watershed Maintenance	0.00
Zoning	-12,718.05
General	-5,142,096.21
TOTALS	6,717,452.00

Richland County
Reconciliation of Preliminary and Proposed Budget
2025

<u>BUDGETED EXPENSES</u>				
	PRELIMINARY BUDGET	PROPOSED BUDGET	Difference	
General Government	3,266,080	3,272,763	6,683	
Public Safety	5,452,016	5,488,294	36,278	
Health and Social Services	21,208,649	21,208,649	0	
Transportation	36,236	36,236	0	
Highways	6,108,659	6,108,659	0	
Culture	379,761	379,761	0	
Public Areas	621,551	621,551	0	
Special Education	202,721	202,721	0	
Natural Resources	513,219	539,806	26,587	
County Planning	154,604	154,604	0	
County Development	37,500	37,500	0	
Debt Service	3,351,488	3,351,488	0	
Capital Projects	1,241,619	1,170,613	-71,006	
TOTAL	42,574,103	42,572,645	-1,458	

Recociliation of Preliminary to Proposed Budgets

Preliminary Budget	42,574,103
Expense Increases	
New Sherriff Deputy	36,278
35vs40 hour work week	33,270
Decrease in Capital Projects	-71,006
Proposed Budget	42,572,645
Difference	1,458
(reduction in budgeted shared revenue)	

RESOLUTION NO. 24 - 71

Resolution Adopting The Richland County Budget For 2025.

WHEREAS the County Board held the required public hearing on the proposed County budget for 2025 on October 29, 2024, and

WHEREAS the County Board has carefully considered the County budget for 2025 and is now ready to adopt the budget.

NOW, THEREFORE, BE IT RESOLVED by the Richland County Board of Supervisors that the 2025 budget includes revenues from the County sales tax in the estimated amount of \$1,500,000.00, and

BE IT FURTHER RESOLVED that the sum of \$10,341,005.79 be used and hereby is levied upon all taxable property in Richland County for County purposes for the year 2024, and

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

VOTE ON FOREGOING RESOLUTION		RESOLUTION OFFERED BY THE EXECUTIVE & FINANCE STANDING COMMITTEE (08 OCTOBER 2024)	
AYES_____	NOES_____		
RESOLUTION _____		FOR	AGAINST
DEREK S. KALISH	STEVE CARROW	X	
COUNTY CLERK	STEVE WILLIAMSON	X	
	GARY MANNING	X	
DATED: OCTOBER 29, 2024	MARK GILL	X	
	INGRID GLASBRENNER	X	
	DAVID TURK	X	
	BOB FRANK		
	MARC COUEY	X	

ORDINANCE NO. 24 - 17

Amendment No. 604 To Richland County Comprehensive Zoning Ordinance No. 5 Relating To A Parcel Belonging To Al Vignieri In The Town Of Richland.

The Richland County Board of Supervisors does hereby ordain as follows:

1. The County Board, having considered the following factors, hereby finds that the following rezoning is in the best interests of the citizens of Richland County:

- (a) Adequate public facilities to serve the development are present or will be provided.
- (b) Provision of these facilities will not be an unreasonable burden to local government.
- (c) The land to be rezoned is suitable for development and development will not cause unreasonable water or air pollution, soil erosion or adverse effects on rare or irreplaceable natural areas.
- (d) Non-farm development will be directed to non-agricultural soils or less productive soils.
- (e) Non-farm development will be directed to areas where it will cause minimum disruption of established farm operations or damage to environmentally sensitive areas.
- (f) Non-farm development will be encouraged to locate so as to leave a maximum amount of farmland in farmable size parcels.
- (g) Non-farm residential development will be directed to existing platted subdivisions and sanitary districts.

2. Richland County Comprehensive Zoning Ordinance No. 5, which was adopted by the Richland County Board of Supervisors on May 20, 2003, as amended to date, is hereby further amended as follows:

That the official maps designating district boundaries, as adopted by Richland County Ordinance 1985 No. 1 (also known as Amendment No. 1 to the Richland County Comprehensive Zoning Ordinance No. 3), which was adopted on March 19, 1985, are hereby amended as follows:

That the following described 2.14-acre parcel belonging to Al Vignieri in the Town of Richland is hereby rezoned from Agricultural/Forestry (AF) to the Residential (R-1) District:

Being part of The SE 1/4 of The SW 1/4 of Section 2, T10 N, R1E, Town of Richland, Richland County, Wisconsin, to wit:

Commencing at the S 1/4 corner of said Section 2;
thence N 00° 18' 36" E ALONG THE EAST LINE OF SAID SOUTHWEST QUARTER, 604.50';
thence N 89° 41' 24" W, 19.47' TO THE POINT OF BEGINNING;
thence S 32° 19' 47" W, 174.61';
thence N 55° 54' 43" W, 411.35';
thence N 00° 19' 55" E, 107.56';
thence N 87° 32' 33" E, 324.58';
thence S 28° 05' 29" E, 231.79' TO THE POINT OF BEGINNING.
Containing 93,180 square feet or 2.14 acres, more or less.

3. This Ordinance shall be effective on Passage and Publication.

DATED: OCTBER 29, 2024
PASSED: OCTOBER 29, 2024
PUBLISHED: NOVEMBER 7, 2024

ORDINANCE OFFERED BY THE NATURAL
RESOURCES STANDING COMMITTEE
(07 OCTOBER 2024)

	FOR	AGAINST
DAVID TURK, CHAIR	ROBERT BROOKENS	X
RICHLAND COUNTY	STEVE CARROW	X
BOARD OF SUPERVISORS	JULIE FLEMING	X
	MARK GILL	X
	ALAYNE HENDRICKS	X
	RICHARD MCKEE	X
	CRAIG WOODHOUSE	X

DEREK KALISH
RICHLAND COUNTY CLERK

ORDINANCE NO. 24 - 18

Amendment No. 605 To Richland County Comprehensive Zoning Ordinance No. 5 Relating To A Parcel Belonging To Rowen Wipperfurth In The Town Of Orion.

The Richland County Board of Supervisors does hereby ordain as follows:

1. The County Board, having considered the following factors, hereby finds that the following rezoning is in the best interests of the citizens of Richland County:

- (a) Adequate public facilities to serve the development are present or will be provided.
- (b) Provision of these facilities will not be an unreasonable burden to local government.
- (c) The land to be rezoned is suitable for development and development will not cause unreasonable water or air pollution, soil erosion or adverse effects on rare or irreplaceable natural areas.
- (d) Non-farm development will be directed to non-agricultural soils or less productive soils.
- (e) Non-farm development will be directed to areas where it will cause minimum disruption of established farm operations or damage to environmentally sensitive areas.
- (f) Non-farm development will be encouraged to locate so as to leave a maximum amount of farmland in farmable size parcels.
- (g) Non-farm residential development will be directed to existing platted subdivisions and sanitary districts.

2. Richland County Comprehensive Zoning Ordinance No. 5, which was adopted by the Richland County Board of Supervisors on May 20, 2003, as amended to date, is hereby further amended as follows:

That the official maps designating district boundaries, as adopted by Richland County Ordinance 1985 No. 1 (also known as Amendment No. 1 to the Richland County Comprehensive Zoning Ordinance No. 3), which was adopted on March 19, 1985, are hereby amended as follows:

That the following described 23.66-acre parcel belonging to Rowen Wipperfurth in the Town of Orion is hereby rezoned from Agricultural/Forestry (AF) to the Agricultural/Residential (AR) District:

Being part of The SE 1/4 of The NE 1/4 of Section 3, T9 N, R1 E, Town of Orion, Richland County, Wisconsin, to wit:

Commencing at the E 1/4 corner of said Section 3, T9N R1E;
thence N 00° 26' 25" W, 50.60' ON THE WEST LINE OF THE SOUTHEAST QUARTER TO A POINT IN THE CENTERLINE OF RICHLAND COUNTY RUNK HIGHWAY "O" AND THE POINT OF BEGINNING;
thence N 53° 01' 52" E, 339.79';
thence N 51° 42' 48" E, 559.99';
thence N 50° 29' 57" E, 332.06';
thence N 40° 55' 00" W, 213.00';
thence N 11° 18' 00" E, 59.8';
thence N 16° 58'00" E, 155.50';
thence S 65° 45' 00' E, 376.30';
thence N 39° 49' 46" E, 131.89';
thence N 30° 37'14" E, 101.15';
thence N 71° 55' 08" W, 351.65';
thence S 29° 29' 52" W, 112.00';
thence N 53° 35' 48" W, 1228.98';
thence S 00° 26' 25" E, 1905.71'; TO THE POINT OF BEGINNING.
Containing 1,030,629.6 square feet or 23.66 acres, more or less. Excepting therefrom Lot 1 of Richland County Certified Survey Map Number 1289 recorded September 3, 2024 in Volume 12 of Certified Survey Maps on Pages 29 and 30 as Document Number 339663.

3. This Ordinance shall be effective on Passage and Publication.

DATED: OCTBER 29, 2024	ORDINANCE OFFERED BY THE NATURAL	
PASSED: OCTOBER 29, 2024	RESOURCES STANDING COMMITTEE	
PUBLISHED: NOVEMBER 7, 2024	(07 OCTOBER 2024)	
	FOR	AGAINST
DAVID TURK, CHAIR RICHLAND COUNTY BOARD OF SUPERVISORS	ROBERT BROOKENS	X
	STEVE CARROW	X
	JULIE FLEMING	X
	MARK GILL	X
	ALAYNE HENDRICKS	X
	RICHARD MCKEE	X
	CRAIG WOODHOUSE	X
DEREK KALISH RICHLAND COUNTY CLERK		

ORDINANCE NO. 24 - 19

Amendment No. 606 To Richland County Comprehensive Zoning Ordinance No. 5 Relating To A Parcel Belonging To Aaron Wallace In The Town Of Forest.

The Richland County Board of Supervisors does hereby ordain as follows:

1. The County Board, having considered the following factors, hereby finds that the following rezoning is in the best interests of the citizens of Richland County:

- (a) Adequate public facilities to serve the development are present or will be provided.
- (b) Provision of these facilities will not be an unreasonable burden to local government.
- (c) The land to be rezoned is suitable for development and development will not cause unreasonable water or air pollution, soil erosion or adverse effects on rare or irreplaceable natural areas.
- (d) Non-farm development will be directed to non-agricultural soils or less productive soils.
- (e) Non-farm development will be directed to areas where it will cause minimum disruption of established farm operations or damage to environmentally sensitive areas.
- (f) Non-farm development will be encouraged to locate so as to leave a maximum amount of farmland in farmable size parcels.
- (g) Non-farm residential development will be directed to existing platted subdivisions and sanitary districts.

2. Richland County Comprehensive Zoning Ordinance No. 5, which was adopted by the Richland County Board of Supervisors on May 20, 2003, as amended to date, is hereby further amended as follows:

That the official maps designating district boundaries, as adopted by Richland County Ordinance 1985 No. 1 (also known as Amendment No. 1 to the Richland County Comprehensive Zoning Ordinance No. 3), which was adopted on March 19, 1985, are hereby amended as follows:

That the following described 10.81 acre parcel belonging to Aaron Wallace in the Town of Forest is hereby rezoned from Agricultural/Forestry (AF) to the Agricultural/Residential (AR) District:

Being part of The SE 1/4 of The SE 1/4 of Section 13, T12 N, R2W, Town of Forest, Richland County, Wisconsin, to wit:

Commencing at the S 1/4 corner of said Section 13;
thence N 01° 04' 34" W ALONG THE WEST LINE OF SAID SOUTHEAST QUARTER, 1635.13';
thence N 89° 04' 14" E, 2469.97' TO THE POINT OF BEGINNING;
thence S 56° 50' 55" W, 179.75' TO THE POINT OF CURVATURE OF A 700.00' RADIUS CURVE, CONCAVE TO THE SOUTHEAST;
thence SOUTHWESTERLY 91.97' ALONG SAID CENTERLINE AND THE ARC OF SAID CURVE, HAVING A CENTRAL ANGLE OF 07° 31' 41" AND A CHORD BEARING S 53° 05' 05" W, 91.91' TO A POINT OF COMPOUND CURVATURE WITH A 400.00' RADIUS CURVE, CONCAVE TO THE SOUTHEAST;
thence SOUTHWESTERLY 164.91' ALONG SAID CENTERLINE AND THE ARC OF SAID CURVE WITH A CENTRAL ANGLE OF 23° 37' 18" AND A CHORD BEARING S 37° 30' 35" W, 163.75' TO THE POINT OF TANGENCY OF SAID CURVE;
thence S 25° 41' 56" W, 50.74';
thence S 89° 07' 54" W, 226.75';
thence S 00° 03' 47" E, 51.69';
thence S 51° 03' 43" W, 40.30';
thence N 89° 19' 33" W, 55.16';
thence S 27° 54' 15" W, 1016.06';
thence S 01° 11' 34" E, 349.31';
thence S 89° 10' 39" W, 1311.98' TO THE POINT OF BEGINNING;
Containing 470,883.6 square feet or 10.81 acres, more or less.

3. This Ordinance shall be effective on Passage and Publication.

DATED: OCTBER 29, 2024
PASSED: OCTOBER 29, 2024
PUBLISHED: NOVEMBER 7, 2024

ORDINANCE OFFERED BY THE NATURAL
RESOURCES STANDING COMMITTEE
(07 OCTOBER 2024)

	FOR	AGAINST
DAVID TURK, CHAIR	ROBERT BROOKENS	X
RICHLAND COUNTY	STEVE CARROW	X
BOARD OF SUPERVISORS	JULIE FLEMING	X
	MARK GILL	X
	ALAYNE HENDRICKS	X
	RICHARD MCKEE	X
	CRAIG WOODHOUSE	X

DEREK KALISH
RICHLAND COUNTY CLERK

ORDINANCE NO. 24 - 20

Amendment No. 607 To Richland County Comprehensive Zoning Ordinance No. 5 Relating To A Parcel Belonging To David Bristol In The Town Of Dayton.

The Richland County Board of Supervisors does hereby ordain as follows:

1. The County Board, having considered the following factors, hereby finds that the following rezoning is in the best interests of the citizens of Richland County:

- (a) Adequate public facilities to serve the development are present or will be provided.
- (b) Provision of these facilities will not be an unreasonable burden to local government.
- (c) The land to be rezoned is suitable for development and development will not cause unreasonable water or air pollution, soil erosion or adverse effects on rare or irreplaceable natural areas.
- (d) Non-farm development will be directed to non-agricultural soils or less productive soils.
- (e) Non-farm development will be directed to areas where it will cause minimum disruption of established farm operations or damage to environmentally sensitive areas.
- (f) Non-farm development will be encouraged to locate so as to leave a maximum amount of farmland in farmable size parcels.
- (g) Non-farm residential development will be directed to existing platted subdivisions and sanitary districts.

2. Richland County Comprehensive Zoning Ordinance No. 5, which was adopted by the Richland County Board of Supervisors on May 20, 2003, as amended to date, is hereby further amended as follows:

That the official maps designating district boundaries, as adopted by Richland County Ordinance 1985 No. 1 (also known as Amendment No. 1 to the Richland County Comprehensive Zoning Ordinance No. 3), which was adopted on March 19, 1985, are hereby amended as follows:

That the following described 0.946-acre parcel belonging to David Bristol in the Town of Dayton is hereby rezoned from Agricultural/Forestry (AF) to the Residential (R-1) District:

Being Lot 1 of Certified Survey Map Number 825, and part of The SW & NW ¼'s of The SW 1/4 of Section 36, and part of The SE ¼ of The SE ¼ of Section 35, all in T10 N, R1W, Town of Dayton, Richland County, Wisconsin, to wit:

Commencing at the SW corner of said Section 36;
thence N 10° 52' 12" W, 196.73'; TO THE POINT OF BEGINNING
thence N 00° 59' 32" W, 898.90';
thence N 13° 10' 48" E, 121.41';
thence N 89° 06' 35" E, 4.02';
thence N 00° 59' 32" W, 192.96';
thence N 89° 52' 28" E, 151.51';
thence S 00° 48' 32" E, 190.94';
thence S 27° 44' 18" W, 146.80' TO THE BEGINNING OF A TRAVERSE ALONG THE CENTERLINE OF COUNTY ROAD Y;
thence S 64° 49' 31" E, 43.73' TO THE BEGINNING OF A CURVE, CONCAVE TO THE WEST, HAVING A CENTRAL ANGLE 79° 47' 46", A RADIUS OF 220.86', AND WHOSE LONG CHORD BEARS S 07° 31' 26" W, 225.26';
thence 307.59' ALONG THE ARC OF SAID CURVE;
thence S 14° 58' 17" W, 138.22' TO THE BEGINNING OF A CUVE CONCAVE TO THE EAST, HAVING A CENTRAL ANGLE OF 16° 02' 15", A RADIUS OF 807.40', AND WHOSE LONG CHORD BEARS S 07° 31' 26" W, 225.26';
thence 226.00' ALONG THE ARC OF SAID CURVE TO THE BEGINNING OF A CURVE, CONCAVE TO THE WEST, HAVING A CENTRAL ANGLE OF 52° 12' 30", A RADIUS OF 213.10', AND WHOSE LONG CHORD BEARS S 25° 36' 38" W, 187.53';
thence 194.18' ALONG THE ARC OF SAID CURVE;
thence S 51° 42' 56" W, 142.03'; TO THE POINT OF BEGINNING.
Containing 41,205 square feet or 0.946 acres, more or less. Excepting therefrom Lot 1 of above legal description.

3. This Ordinance shall be effective on Passage and Publication.

DATED: OCTBER 29, 2024	ORDINANCE OFFERED BY THE NATURAL	
PASSED: OCTOBER 29, 2024	RESOURCES STANDING COMMITTEE	
PUBLISHED: NOVEMBER 7, 2024	(07 OCTOBER 2024)	
	FOR	AGAINST
DAVID TURK, CHAIR RICHLAND COUNTY BOARD OF SUPERVISORS	ROBERT BROOKENS	X
	STEVE CARROW	X
	JULIE FLEMING	X
	MARK GILL	X
	ALAYNE HENDRICKS	X
	RICHARD MCKEE	X
	CRAIG WOODHOUSE	X
DEREK KALISH RICHLAND COUNTY CLERK		

ORDINANCE NO. 24 - 21

Amendment No. 608 To Richland County Comprehensive Zoning Ordinance No. 5 Relating To A Parcel Belonging To Robert McConkey In The Town Of Richland.

The Richland County Board of Supervisors does hereby ordain as follows:

1. The County Board, having considered the following factors, hereby finds that the following rezoning is in the best interests of the citizens of Richland County:

- (a) Adequate public facilities to serve the development are present or will be provided.
- (b) Provision of these facilities will not be an unreasonable burden to local government.
- (c) The land to be rezoned is suitable for development and development will not cause unreasonable water or air pollution, soil erosion or adverse effects on rare or irreplaceable natural areas.
- (d) Non-farm development will be directed to non-agricultural soils or less productive soils.
- (e) Non-farm development will be directed to areas where it will cause minimum disruption of established farm operations or damage to environmentally sensitive areas.
- (f) Non-farm development will be encouraged to locate so as to leave a maximum amount of farmland in farmable size parcels.
- (g) Non-farm residential development will be directed to existing platted subdivisions and sanitary districts.

2. Richland County Comprehensive Zoning Ordinance No. 5, which was adopted by the Richland County Board of Supervisors on May 20, 2003, as amended to date, is hereby further amended as follows:

That the official maps designating district boundaries, as adopted by Richland County Ordinance 1985 No. 1 (also known as Amendment No. 1 to the Richland County Comprehensive Zoning Ordinance No. 3), which was adopted on March 19, 1985, are hereby amended as follows:

That the following described 10.38 acre parcel belonging to Robert McConkey in the Town of Richland is hereby rezoned from Agricultural/Forestry (AF) to the Agricultural/Residential (AR) District:

Being part of The NW 1/4 of The SW 1/4 of Section 6, T10 N, R1E, Town of Richland, Richland County, Wisconsin, to wit:

Commencing at the W 1/4 corner of said Section 6;
thence S 01° 06' 55" W, 661.56' TO THE POINT OF BEGINNING;
thence N 89° 38' 10" E, 683.63';
thence S 00° 59' 02" W, 660.765';
thence S 89° 34' 22" W, 685.165';
thence N 01° 06' 55" E, 661.56'; TO THE POINT OF BEGINNING;
Containing 452,353 square feet or 10.38 acres, more or less.

3. This Ordinance shall be effective on Passage and Publication.

DATED: OCTBER 29, 2024
PASSED: OCTOBER 29, 2024
PUBLISHED: NOVEMBER 7, 2024

ORDINANCE OFFERED BY THE NATURAL
RESOURCES STANDING COMMITTEE
(07 OCTOBER 2024)

	FOR	AGAINST
DAVID TURK, CHAIR	ROBERT BROOKENS	X
RICHLAND COUNTY	STEVE CARROW	X
BOARD OF SUPERVISORS	JULIE FLEMING	X
	MARK GILL	X
	ALAYNE HENDRICKS	X
	RICHARD MCKEE	X
	CRAIG WOODHOUSE	X

DEREK KALISH
RICHLAND COUNTY CLERK

ORDINANCE NO. 24 - 22

Amendment No. 609 To Richland County Comprehensive Zoning Ordinance No. 5 Relating To A Parcel Belonging To Melvin Mishler In The Town Of Henrietta.

The Richland County Board of Supervisors does hereby ordain as follows:

1. The County Board, having considered the following factors, hereby finds that the following rezoning is in the best interests of the citizens of Richland County:

- (a) Adequate public facilities to serve the development are present or will be provided.
- (b) Provision of these facilities will not be an unreasonable burden to local government.
- (c) The land to be rezoned is suitable for development and development will not cause unreasonable water or air pollution, soil erosion or adverse effects on rare or irreplaceable natural areas.
- (d) Non-farm development will be directed to non-agricultural soils or less productive soils.
- (e) Non-farm development will be directed to areas where it will cause minimum disruption of established farm operations or damage to environmentally sensitive areas.
- (f) Non-farm development will be encouraged to locate so as to leave a maximum amount of farmland in farmable size parcels.
- (g) Non-farm residential development will be directed to existing platted subdivisions and sanitary districts.

2. Richland County Comprehensive Zoning Ordinance No. 5, which was adopted by the Richland County Board of Supervisors on May 20, 2003, as amended to date, is hereby further amended as follows:

That the official maps designating district boundaries, as adopted by Richland County Ordinance 1985 No. 1 (also known as Amendment No. 1 to the Richland County Comprehensive Zoning Ordinance No. 3), which was adopted on March 19, 1985, are hereby amended as follows:

That the following described 2.04-acre parcel belonging to Melvin Mishler in the Town of Forest is hereby rezoned from Agricultural/Forestry (AF) to the Residential (R-1) District:

Being part of The NE 1/4 of The NW 1/4 of Section 4, T12 N, R1E, Town of Henrietta, Richland County, Wisconsin, to wit:

Commencing at the N 1/4 corner of said Section 4;
thence S 00° 54' 39" E, 835.00' TO THE POINT OF BEGINNING;
thence S 00° 54' 39" E, 433.77';
thence S 88° 31' 21" W, 224.20';
thence N 04° 48' 23" E, 448.21';
thence S 87° 43' 26" E, 179.82'; TO THE POINT OF BEGINNING;
Containing 88,882 square feet or 2.04 acres, more or less.

3. This Ordinance shall be effective on Passage and Publication.

DATED: October 7, 2024	ORDINANCE OFFERED BY THE LAND & ZONING	
PASSED: October 7, 2024	STANDING COMMITTEE	
PUBLISHED: October 29, 2024	(7 October 2024)	
	FOR	AGAINST
DAVID TURK, CHAIR RICHLAND COUNTY BOARD OF SUPERVISORS	STEVE CARROW	X
	JULIE FLEMING	X
	MARK GILL	X
	RICHARD MCGEE	X
	ROBERT BROOKENS	X
	CRAIG WOODHOUSE	X
DEREK KALISH RICHLAND COUNTY CLERK	ALAYNE HENDRICKS	X

ORDINANCE NO. 24 - 23

Amendment No. 610 To Richland County Comprehensive Zoning Ordinance No. 5 Relating To A Parcel Belonging To Melvin Mishler In The Town of Henrietta.

The Richland County Board of Supervisors does hereby ordain as follows:

1. The County Board, having considered the following factors, hereby finds that the following rezoning is in the best interests of the citizens of Richland County:

- (a) Adequate public facilities to serve the development are present or will be provided.
- (b) Provision of these facilities will not be an unreasonable burden to local government.
- (c) The land to be rezoned is suitable for development and development will not cause unreasonable water or air pollution, soil erosion or adverse effects on rare or irreplaceable natural areas.
- (d) Non-farm development will be directed to non-agricultural soils or less productive soils.
- (e) Non-farm development will be directed to areas where it will cause minimum disruption of established farm operations or damage to environmentally sensitive areas.
- (f) Non-farm development will be encouraged to locate so as to leave a maximum amount of farmland in farmable size parcels.
- (g) Non-farm residential development will be directed to existing platted subdivisions and sanitary districts.

2. Richland County Comprehensive Zoning Ordinance No. 5, which was adopted by the Richland County Board of Supervisors on May 20, 2003, as amended to date, is hereby further amended as follows:

That the official maps designating district boundaries, as adopted by Richland County Ordinance 1985 No. 1 (also known as Amendment No. 1 to the Richland County Comprehensive Zoning Ordinance No. 3), which was adopted on March 19, 1985, are hereby amended as follows:

That the following described 34.96-acre parcel belonging to Melvin Mishler in the Town of Forest is hereby rezoned from Agricultural/Forestry (AF) to the Agricultural/Residential (AR) District:

Being part of the NW 1/4 of Section 4, T12 N, R1E, Town of Henrietta, Richland County, Wisconsin, to wit:

EXCEPTING THEREFROM THE FOLLOWING:

Commencing at the N 1/4 corner of said Section 4;
thence S 00° 54' 39" E, 835.00' TO THE POINT OF BEGINNING;
thence S 00° 54' 39" E, 433.77';
thence S 88° 31' 21" W, 224.20';
thence N 04° 48' 23" E, 448.21';
thence S 87° 43' 26" E, 179.82'; TO THE POINT OF BEGINNING;
Containing 88,882 square feet or 2.04 acres, more or less.

AND;

The S 3/4 of the SE 1/4 of the NW 1/4 of Section 4, T12 N, R1E;
thence the S 3/4 of the SW 1/4 of the NW 1/4 of Section 4, T12 N, R1E;
AND;

Commencing at the N 1/4 corner of said Section 4;
thence S 00° 49' 24" E, 1562.45' TO THE POINT OF BEGINNING;
thence S 00° 49' 24" E, 186.97';
thence N 89° 51' 30" W, 2095.97';
thence N 01° 32' 15" W, 187.02';
thence S 89° 51' 30" E, 2098.30 TO THE POINT OF BEGINNING';
Together containing 3,005,640 square feet or 69.00 acres, more or less.

AND;

Commencing at the N 1/4 of said Section 4;
thence S 00° 49' 24" E, 610.50' FROM THE POINT OF BEGINNING;
thence S 90° 00' 00" W, 1690.00';
thence S 00° 00' 00" E, 947.64';
thence N 89° 51' 30" W, 394.62';
thence N 01° 32' 15" W, 623.60';
thence N 83° 48' 48" E, 88.54';
thence N 00° 00' 00" W, 854.33';
thence N 89° 53' 23" E, 805.00';
thence N 00° 00' 00" E, 66.00';
thence N 89° 53' 23" E, 1199.55' TO THE POINT OF BEGINNING;
Containing 1,485,396 square feet or 34.10 acres, more or less.

3. This Ordinance shall be effective on Passage and Publication.

DATED: OCTBER 29, 2024
PASSED: OCTOBER 29, 2024
PUBLISHED: NOVEMBER 7, 2024

ORDINANCE OFFERED BY THE NATURAL
RESOURCES STANDING COMMITTEE
(07 OCTOBER 2024)

	FOR	AGAINST
DAVID TURK, CHAIR	X	
RICHLAND COUNTY	X	
BOARD OF SUPERVISORS	X	
	X	
	X	
	X	
	X	
	X	
	X	
DEREK KALISH		
RICHLAND COUNTY CLERK		

RESOLUTION NO. 24 - 72

Resolution Approving The Town Of Ithaca’s Rezoning Of A Parcel Belonging To John Herbst.

WHEREAS the usual way that zoning is accomplished in the unincorporated areas of counties in Wisconsin is for the county to adopt county-wide zoning and for the town boards that wish to do so elect to be covered by that zoning, but there is an alternate, seldom-used method whereby towns, with the permission of the county board, can adopt their own zoning ordinances, and

WHEREAS the Town of Ithaca is one of two towns in Richland County that has elected to have town zoning and Wisconsin Statutes, section 60.62(3) provides that the County Board must not only approve the Town’s initial zoning ordinance and zoning maps but the County Board must also approve any rezonings before they become effective, and

WHEREAS representatives of the Town of Ithaca met recently with the Zoning and Land Information Committee and requested that the County Board approve the Town’s rezoning of a parcel belonging to Thad and Mary Weldon from the Agricultural Zoning District to the Agricultural Residential Zoning District in the Town of Ithaca’s Zoning Ordinance and the Natural Resource Committee has carefully consider this matter and is now recommending that the County Board approve this rezoning.

NOW, THEREFORE, BE IT RESOLVED by the Richland County Board of Supervisors in accordance with Wisconsin Statutes, section 60.62(3), that approval is hereby granted for rezoning the following-described 7.77 acre parcel from the Farmland Preservation District to the Commercial District in accordance with the Town of Ithaca’s Zoning Ordinance:

Being part of The SE 1/4 of The SW 1/4 of Section 20, T10N, R2E, and The NE ¼ of The NW ¼ of Section 29, T10N, R2E, Town of Ithaca, Richland County, Wisconsin, to wit:

Commencing at the SW corner of said Section 20;
thence S 88° 42’ 22” E, 1323.75’;
thence S 88° 42’ 22” E, 66.00’ TO THE POINT OF BEGINNING;
thence N 00° 135’ 42” W, 101.55’;
thence N 77° 56’ 11” E, 322.34’;
thence N 88° 16’ 30” E, 114.00’;
thence N 89° 49’ 22” E, 259.90’;
thence N 85° 39’ 42” E, 566.06’;
thence S 00° 58’ 54” E, 244.39’;
thence S 84° 11’ 31” W, 570.38’;
thence S 72° 59’ 38” W, 64.91’;
thence S 48° 51’ 02” W, 152.95’;
thence S 85° 44’ 17” W, 151.60’;
thence N 51° 52’ 00” W, 109.80’;
thence N 52° 22’ 23” W, 177.40’;
thence N 87° 45’ 00” W, 120.55’;
thence N 20° 42’ 32” W, 37.72’ TO THE POINT OF BEGINNING.
Containing 338,609 square feet or 7.77 acres, more or less.

BE IT FURTHER RESOLVED that the Zoning Administrator shall send a copy of this resolution to the known Clerk of the Town of Ithaca.

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

VOTE ON FOREGOING RESOLUTION		RESOLUTION OFFERED BY THE NATURAL RESOURCE STANDING COMMITTEE (7 OCTOBER 2023)	
AYES_____	NOES_____		
RESOLUTION _____		FOR	AGAINST
DEREK S. KALISH	STEVE CARROW	X	
COUNTY CLERK	JULIE FLEMING	X	
	MARK GILL	X	
DATED: OCTOBER 29, 2024	RICHARD MCGEE	X	
	ROBERT BROOKENS	X	
	CRAIG WOODHOUSE	X	
	ALAYNE HENDRICKS	X	

ORDINANCE NO. 24 - 24

Ordinance Approving An Amendment To The Richland County Zoning Ordinance No. 5.

The Richland County Board of Supervisors does hereby ordain that Section II.C.1.b.(3) of the Richland County Zoning Ordinance No. 5 is amended to read as follows:

(3) Up to two (2) farm residences

BE IT FURTHER ORDAINED that this ordinance shall be effective upon its passage and publication.

DATED: OCTOBER 29, 2024
PASSED: OCTOBER 29, 2024
PUBLISHED: NOVEMBER 07, 2024

ORDINANCE OFFERED BY THE NATURAL
RESOURCES STANDING COMMITTEE
(07 OCTOBER 2024)

	FOR	AGAINST
DAVID TURK, CHAIR	ROBERT BROOKENS	X
RICHLAND COUNTY	STEVE CARROW	X
BOARD OF SUPERVISORS	JULIE FLEMING	X
	MARK GILL	X
	ALAYNE HENDRICKS	X
	RICHARD MCKEE	X
	CRAIG WOODHOUSE	X
DEREK KALISH		
RICHLAND COUNTY CLERK		

RESOLUTION NO. 24 - 73

Resolution Setting The Fee For Certain Rezoning.

NOW THEREFORE BE IT RESOLVED by the Richland County Board of Supervisors that the fee for the rezoning of parcels which are not new land division, as described in [Cite to Ordinance], shall be set at \$125.

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

VOTE ON FOREGOING RESOLUTION

RESOLUTION OFFERED BY THE NATURAL
RESOURCES STANDING COMMITTEE
(07 OCTOBER 2024)

AYES_____ NOES_____

RESOLUTION _____

FOR

AGAINST

DEREK S. KALISH
COUNTY CLERK

ROBERT BROOKENS	X
STEVE CARROW	X
MARK GILL	X
ALAYNE HENDRICKS	X
JULIE FLEMING	X
RICHARD MCKEE	X
CRAIG WOODHOUSE	X

DATED: OCTOBER 29, 2024

RESOLUTION NO. 24 - 74

Resolution Approving The Natural Resources Standing Committee Applying For And Accepting A Lake Monitoring And Protection Grant From The Wisconsin Department Of Natural Resources.

WHEREAS the Natural Resources Standing Committee and the County Conservationist, Ms. Cathy Cooper, have recommended that the Committee be granted authority to apply for a Lake Monitoring and Protection Grant from the Wisconsin Department of Natural Resources to pay for staff time and supplies relating to aquatic invasive species projects in the County, and

WHEREAS Rule 14 of the Rules of the Board requires County Board approval for any department of County government to apply for and accept a grant.

WHEREAS, the applicant attests to the validity and veracity of the statements and representations contained in the grant application;

NOW THEREFORE BE IT RESOLVED by the Richland County Board of Supervisors that approval is hereby granted for the Land Conservation Committee to apply for a Lake Monitoring and Protection Grant from the Wisconsin Department of Natural Resources in the amount of up to \$8560.00 to pay for staff time and supplies for aquatic invasive species projects in the County, and

BE IT FURTHER RESOLVED, that the Richland County Land Conservation Department will meet the financial obligations necessary to fully and satisfactorily complete the project and hereby authorize and empowers the following employees to submit the following documents to the Wisconsin Department of Natural Resources for the financial assistance that may be available:

<u>Task</u>	<u>Title of Authorized Representative</u>
Sign and submit a grant application	County Conservationist
Enter into a grant agreement with the DNR	County Conservationist
Submit quarterly and/or final reports to the DNR to satisfy the grant agreement, as appropriate	County Conservationist
Submit reimbursement request(s) to the DNR no later than the date specified in the grant agreement	County Conservationist

BE IT FURTHER RESOLVED that there is no County match required for this grant and approval is hereby granted for the grant funds to be spent in accordance with the terms of the grant and the County Conservationist, Ms. Cathy Cooper, is hereby authorized to sign on behalf of the County any documents needed to carry out this Resolution, and

BE IT FURTHER RESOLVED that the applicant will comply with all local, state and federal rules, regulations and ordinances relating to the project and the cost-share agreement, and

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

VOTE ON FOREGOING RESOLUTION		RESOLUTION OFFERED BY THE NATURAL RESOURCES STANDING COMMITTEE	
AYES_____ NOES_____		(07 OCTOBER 2024)	
RESOLUTION _____		FOR	AGAINST
DEREK S. KALISH	ROBERT BROOKENS	X	
COUNTY CLERK	STEVE CARROW	X	
	MARK GILL	X	
DATED: OCTOBER 29, 2024	ALAYNE HENDRICKS	X	
	JULIE FLEMING	X	
	RICHARD MCKEE	X	
	CRAIG WOODHOUSE	X	

RESOLUTION NO. 24 - 75

Resolution Approving Revisions To The Richland County Rules Of The Board.

WHEREAS the Richland County Board of Supervisors revised and adopted a new set of Board Rules in March of 2024, and

WHEREAS it has been brought to the attention of the board that clarifications and additions would be beneficial to the overall understanding, functionality and application of said rules, and

WHEREAS changes and additions have been recommended by legal counsel to improve upon the Board rules as presented, and

WHEREAS the Executive & Finance Standing Committee has reviewed and approved the proposed revisions, and

NOW THEREFORE BE IT RESOLVED by the Richland County Board of Supervisors that approval is hereby granted to accept the proposed revisions and adopt the revised Richland County Rules of the Board, and

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

VOTE ON FOREGOING RESOLUTION		RESOLUTION OFFERED BY THE EXECUTIVE & FINANCE STANDING COMMITTEE (28 OCTOBER 2024)	
AYES_____	NOES_____		
RESOLUTION _____		FOR	AGAINST
DEREK S. KALISH COUNTY CLERK		STEVE CARROW	X
		STEVE WILLIAMSON	X
DATED: OCTOBER 29, 2024		GARY MANNING	
		MARK GILL	X
		INGRID GLASBRENNER	X
		DAVID TURK	X
		BOB FRANK	
		MARC COUEY	X

RICHLAND COUNTY RULES OF THE BOARD

March 12, 2024

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SECTION 1: PURPOSE AND DEFINITIONS

1.01 Purpose

The Richland County Board of Supervisors (referred to as the “County Board” or “Board”) recognizes and understands the importance of county government, and the programs and services it provides, to the citizens of Richland County. The County Board further recognizes County citizens’ rightful expectation that the financial resources provided the County through tax levy and other sources be invested in a wise and deliberate matter. Therefore, in recognition of these principles, the County Board hereby adopts the following County Board Rules (referred to as “Board Rules” or “Rules”) in order to promote orderly and efficient rules of governance for the County Board and all county-related governmental bodies.

1.02 Interpretation

These Board Rules are not intended to, and shall not, supersede any requirements or provisions in the Wisconsin Statutes. In the event of any conflict between the Wisconsin Statutes and these Board Rules, the Wisconsin Statutes shall take precedence.

SECTION 2 COUNTY BOARD ORGANIZATION

2.01 County Board Meetings

The two-year period of time between the organizational meetings in Section 2.01(A) hereof shall constitute a session of the County Board, and any business pending and upon which the board has not acted prior to the close of a session can no longer be acted upon without being reintroduced.

(A) The Organizational Meeting. On the third Tuesday in April in even-number years, after each Spring general election at which County Board Members are elected for full terms, the County Board will meet and shall:

1. Organize and transact general business;
2. Elect a member Chair to perform the duties set forth in Wis. Stat. § 59.12(1);
3. Elect a member Vice Chair to perform the duties set forth in Wis. Stat. § 59.12(2); and
4. Elect the five (5) at-large members of the Committee on Committees.

The County Clerk shall serve as Chair pro tempore of the Organizational Meeting until such time as the County Board elects the Board Chair. Persons nominated for Board Chair and board Vice Chair are allowed 10 minutes to speak and answer

questions. Voting shall take place by written secret ballot and the County Clerk and Corporation Counsel shall serve as ballot clerks. A majority of votes of the Board Members present shall be necessary to elect the Board Chair and board Vice Chair.

(B) The Annual Meeting. On the last Tuesday of October, the County Board will convene for an annual meeting for the purpose of transacting general business. The Annual Meeting may be adjourned from time to time as allowed under the Wisconsin Statutes.

(C) Regular Meetings. The County Board shall meet for the purpose of transacting general business at 7:00 p.m. on the third Tuesday of each month except for the month of December, during which month the County Board shall meet on the second Tuesday of the month.

(D) Special Meetings. Special meetings of the County Board may be called in accordance with Wis. Stat. § 59.11(2) or at the call of the Chair. If a meeting is called pursuant to Wis. Stat. § 59.11(2), the written request delivered to the County Clerk shall conform to Wis. Stat. § 59.11(2)(a) and contain the proposed agenda for the meeting.

2.02 County Board Meeting Agenda Responsibilities

(A) The Board Chair, in consultation with the County Clerk and the County Administrator, is responsible for the contents of the agenda for any County Board meeting except for a special meeting called pursuant to Wis. Stat. § 59.11(2)(a).

(B) Any member of the board desiring an item to be placed on the agenda for a board meeting shall either:

1. Request that the Board Chair place the item on the agenda and the Board Chair may grant or refuse the request; or
2. Make a motion during the Future Agenda Items portion of the agenda at a County Board meeting to have an item placed on the agenda for the next meeting and, if such motion is adopted, the item shall be placed on the agenda for the next meeting.

(C) The County Clerk, in consultation with the Board Chair, is responsible for providing notice of every meeting of the County Board by posting the agenda in compliance with Wisconsin's Open Meetings Law, Wis. Stat. § 19.81, et seq.

(D) The County Clerk shall distribute the agenda and meeting packet to all County Board Members, the County Administrator and the Corporation Counsel, in addition to any other interested persons identified by the Board Chair, by 1:00 p.m. on the Friday immediately preceding a regular County Board meeting. For special meetings, the agenda and meeting packet shall be delivered at least 48 hours in advance of the meeting except in the event of an emergency, in which case the

agenda and meeting packet shall be delivered as soon as practicable. Any Committee or Board Member responsible for submitting materials (resolutions, ordinances, ordinance amendments, reports, etc.) for inclusion in the meeting packet shall provide the materials to the County Clerk no later than 5:00 p.m. on the Thursday preceding the week of the regular meeting. The agenda and meeting packets shall be delivered in electronic format to the recipient's county email address unless a recipient requests a hard copy of the materials. The requirements of this Section 2.02(D) may be waived, in whole or in part, by the Board Chair in his or her discretion.

2.03 County Email Addresses

The county shall provide every Board Member with a county email address. All Board Members shall utilize the county email address for county business and shall not conduct county business on any other email address.

2.04 Committees of the County Board and Other Boards and Commissions – Creation and Existence

(A) Standing Committees. The County Board has established the standing committees (referred to as “Standing Committees”) as designated on Appendix A to these Board Rules. Standing Committees are regular committees of the County Board, shall have the authority, power, duties and responsibilities, and shall operate according to the procedures set forth in Appendix A.

(B) Ad Hoc Committees. The County Board may form ad hoc committees (referred to as “Ad Hoc Committees”) from time to time by resolution or action of the County Board. Any resolution or action creating an ad hoc committee shall specify the name of the committee, the committee's purpose, the number of members of the committee, the appointing authority for committee membership, the duration of the committee and the committee's reporting relationship. Appendix A will be updated by May 1 in even-numbered years to reflect current Ad Hoc Committees and particulars surrounding each particular Ad Hoc Committee's operations. In these Board Rules, Ad Hoc Committees and Standing Committees are together referred to as “Committees.”

(C) Other Boards and Commissions. The County may be associated with certain Other Boards and Commissions (referred to as “Other Boards and Commissions.”) Appendix A will be updated from time to time to reflect current Other Boards and Commissions and particulars surrounding operations.

(D) Pursuant to Section 3.01 of these Rules, the Board Chair may serve as a member, with full rights and privileges, of any Committee if there is not otherwise a quorum present at any Committee meeting.

2.05 Committee and Other Boards and Commissions Appointments and Removals

(A) The Board hereby establishes the Committee on Committees, which shall convene within one (1) week following each Organizational Meeting for purposes of nominating members to Standing Committees. The Committee on Committees shall be comprised of seven (7) members consisting of the Board Chair, Board Vice Chair and five (5) at-large Board Members elected by the County Board at the Organizational Meeting. Such election shall occur by ballot with the 5 members receiving the most votes on the ballot being elected. The Board Chair shall serve as chair of the Committee on Committees. The Committee on Committees shall nominate persons to serve on each Standing Committee in writing at the first Board meeting following the Organizational Meeting. The Board shall either confirm or reject any nomination for each Standing Committee and in the event of rejection, the Board shall appoint the member to the Standing Committee relating to such rejection. In making nominations, the Committee on Committees shall consider the interest forms submitted by Board Members and Board Member tenure and previous service on Standing Committees.

(B) At the first meeting of each Standing Committee following the Organizational Meeting, the Standing Committee shall elect a Chair and Vice Chair of each Standing Committee, which designations are subject to County Board confirmation.

(C) The Board Chair may recommend the removal of any member of any Committee at any time for any reason to the County Board and the County Board may make such removal. The Board Chair may recommend the removal of the designation as Chair or Vice Chair of any Committee at any time for any reason and the County Board may make such removal.

2.06 Committees and Other Boards and Commissions Meeting Agenda Responsibilities

(A) The Committee Chair shall serve as the Chair of a Committee meeting and, in consultation with the County Clerk and Board Chair, is responsible for the preparation of all Committee meeting agendas.

(B) The County Clerk, in consultation with the Committee Chair, is responsible for providing notice of every meeting of the Committee by posting the agenda in compliance with Wisconsin's Open Meetings Law, Wis. Stat. § 19.81, et seq.

(C) A Committee or Other Board and Commission may request another Committee or Other Board and Commission to attend a future meeting of the requesting body. In such event, each Committee and Other Board and Commission shall prepare an agenda for the joint meeting in the usual manner.

(D) In the first meeting of a Committee following the Organizational Meeting, the Committee shall adopt dates and times for regular Committee meetings and shall

make every attempt to schedule such meetings prior to the regular County Board meetings and with due regard to the meeting dates and times of other Committees.

2.07 County Board Member Compensation

(A) County Board Meetings. Board Members shall receive \$40/day for each day's attendance at a County Board meeting.

(B) Committee Meetings. Board Members shall receive \$30/meeting for attending a Committee meeting. Board Members are entitled to receive compensation for attending more than one meeting in a day.

(C) Other Meetings. Board Members shall receive \$30/meeting for attending a meeting of a body that is not a Committee only with the Board Chair's prior approval. Board Members who are not members of the Committee may receive compensation as provided in this Section 2.07 for attending a meeting only when attendance at the meeting is directed or approved by the Board Chair.

(D) Board Chair Compensation. In addition to the compensation set forth in this Section 2.07, the Board Chair shall receive an additional \$250/month. If the Board Chair is unable or unwilling to perform the duties of Board Chair for a period of four weeks or longer, the Board Chair shall not be paid the additional compensation herein and the compensation shall be paid to the Vice Chair for the months during which the Vice Chair is performing the duties of the Board Chair.

(E) Expense Reimbursement. Board Members shall be reimbursed for expenses in the amounts, and according to the regulations and procedures, established by the Finance & Personnel Committee from time to time. Board Members shall be entitled to reimbursement of only actual mileage traveled for attendance at any meeting for which compensation is paid and only if the Board Member utilizes his or her personal vehicle for the travel.

(F) No compensation shall be paid for attendance at any meeting held one hour or less before or one hour or less after a County Board meeting.

(G) Board Members shall complete and sign any forms required to verify attendance and expenses as established by the Executive and Finance Committee from time to time. Such forms are required to be submitted not more than two (2) days following the end of the month in which the expenses were incurred or attendance is claimed.

2.08 Meeting Minutes

(A) County Board Meetings. The County Clerk is responsible for the preparation of minutes for all meetings of the County Board. The County Clerk may use a personal recording device to record any open session portion of a meeting for purposes of verifying the accuracy of the proceedings. The County Clerk shall

destroy any recording not sooner than 90 days after approval of the minutes of the meeting at which the recording is taken. The County Clerk shall not record any closed session of a County Board meeting. A draft form of the minutes of meetings shall be included in the meeting packet distributed prior to County Board meetings as specified in Section 2.02(D).

(B) Committee, Other Board and Commission Meetings. The County Clerk shall confer with the Chair of any Committee to appoint a person to take and record the minutes of any meeting of the Committee. Any person so appointed shall not be a County Board Member. All draft minutes shall be filed with the County Clerk's office no later than 14 days after the meeting to which the draft minutes apply and shall be in a format approved by the County Clerk.

2.09 County Board Meeting Seating Arrangements

Except as provided herein, County Board Members shall be seated in order by district number. The Chair, Vice Chair, County Administrator, County Clerk and Corporation Counsel shall sit at the designated head of the room in the order established by the Chair. There shall be a designated area for members of the public and members of the press. The Chair may alter the seating arrangements to meet the needs of individual Board Members or members of the public.

2.10 Board Member Interest Forms

(A) Within 7 days after County Board Members are elected in the Spring general election, the County Clerk shall distribute a welcome letter to all persons elected to the County Board. The contents of the welcome letter shall include information concerning the schedule for the Organizational Meeting and related matters, the Board Rules and the Board Member Biography form.

(B) Board Members interested in nomination for the position of Board Chair and Vice Chair are encouraged to indicate their interest in the positions on the County Board Chair/Vice Chair candidate answers form. In addition, such Board Members are encouraged to answer two additional questions (beyond the minimum questions on the Board Member Biography form):

- If you are elected, are there things you will try to change or do differently as County Board Chair/Vice Chair?
- How would you describe the style you will use in working with your fellow Board Members, County Committees, County Administrator and other staff?

All Board Members shall also complete Committee/Board/Commission Preference form and Board Member Biography form. The County Clerk will distribute these forms to all County Board Members-elect in advance of the Organizational Meeting.

2.11 Board Relationship with Administrator, ~~and~~ Department Heads and Employees

The County Board serves as the legislative body in County government. As such, the County Board's role is to enact policy. To implement ~~the~~ policy the County Board establishes, the County Board shall appoint a person as the County Administrator according to Wis. Stat. § 59.18(1). The County Administrator shall perform all duties and have such authority as specified in Wis. Stat. § 59.18, the County Administrator Position Description, these Board Rules and as otherwise may be authorized and directed by the County Board from time to time. Department Heads are responsible, and shall report, to the County Administrator. County Board Members desiring information or a report from a Department Head or other County ~~staff-employees~~ shall request such information or report either in the context of a County Board or Committee meeting or from the County Administrator. Individual County Board Members shall not provide direction to the County Administrator, a Department Head or any County employee unless expressly authorized by these Board Rules or official action of the County Board or a Committee, Other Board or Commission.

2.12 Vacancies in Office of County Board Member

(A) Vacancies – How Caused. Vacancies in the office of Richland County Board Supervisor shall be determined according to Wis. Stat. § 17.03.

(B) Vacancies – How Filled. The following procedure shall be utilized when there is a vacancy in the office of Richland County Board Supervisor unless the County Board orders a special election to fill the vacancy according to Section 2.12(C):

1. Within 30 days of the seat becoming vacant, the County Clerk shall place a standard advertisement (not in the legal section) for 2 consecutive weeks in *The Richland Observer* and *The Shopping News*, containing:
 - a. A notification that there is a vacancy in Supervisory District # [•].
 - b. A map which reasonably informs the public of the boundaries of the District.
 - c. That interested persons shall submit the following information to the County Clerk, in written form, by a stated deadline which shall be not less than 30 days from the date of the last publication:
 - The applicant's name and address;
 - That the applicant is at least 18 years' old;
 - That the applicant is qualified to vote in the District in which there is a vacancy; and
 - A brief statement as to the applicant's qualifications to serve on the County Board.
 - d. A statement that the vacancy will be filled from the list of applicants, at the County Board meeting first following the expiration of the application deadline. The advertisement

should state the place, date and time of that County Board meeting.

- e. The County Clerk's mailing address, fax number and e-mail address.

2. At the County Board meeting first following the date of the application deadline, the County Board will invite applicants to provide a presentation as to why they wish to serve on the County Board. At the end of the presentation(s), the Board will either (a) proceed to deliberate and vote on the applicants; or (b) direct the County Clerk to readvertise the vacancy according to the procedure in Section 2.12(B)(1). The successor appointed according to this process shall serve for the unexpired portion of the term of the vacant office.

(C) Vacancies – Special Election. If a vacancy occurs before June 1 in the year preceding expiration of the term of office, the Board may order a special election to fill the vacancy. If the Board orders a special election during the period beginning on June 1 and ending on November 30 of any year, the special election shall be held concurrently with the succeeding spring election. If the Board orders a special election during the period beginning on December 1 and ending on May 31 of the succeeding year, the special election shall be held on the Tuesday after the first Monday in November following the date of the order. A person so elected shall serve for the residue of the unexpired term.

2.13 Official Statements by Board Members

No Board Member other than the Board Chair is authorized to make any official statement or comment on behalf of the County Board. If a Board Member makes a statement or comment, the Board Member shall ensure such statement or comment contains language indicating the statement or comment reflects the personal views of the Board Member and not the views of the County Board.

2.14 Board Member Rules of Conduct

(A) Each Board Member shall:

1. Uphold the Oath of Office and faithfully and impartially discharge the duties of a Board Member to the best of their ability;
2. Act in the best interests of Richland County government at all times;
3. Refrain from conduct which a reasonable person would deem unethical, offensive or otherwise contrary to community values;
4. Be responsive to the needs of the community;
5. Represent the interest of constituents by attending and participating in meetings, adequately prepare for meetings and observe the rules of decorum and these Board Rules at meetings; and

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6. Conduct Richland County government business in a manner consistent with law and refrain from discussions surrounding Richland County business outside the appropriate meetings and channels of communication.

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(B) Board Member Conduct at Meetings. In addition to the rules of decorum in RONR, Board Members shall, at all meetings of the County Board or a Committee, conduct themselves and dress in a professional and respectful manner. Board Member comments should be directed to the County Board Chair or Committee Chair and not to any individual Board Member, County employee or member of the public. All comments must be respectful, courteous, appropriate and germane to the topic under discussion. Any inappropriate conduct will be recognized and addressed by the County Board Chair or Committee Chair. The County Board Chair at a County Board meeting or the Committee Chair at a Committee meeting shall have the power to direct a Board Member's removal from a meeting.

(C) Board Member Conduct Outside Meetings. In addition to the provisions of Section 2.14(A), Board Members shall adhere to the following.

1. Board Members shall at all times exhibit professional and courteous behavior when interacting with the County Administrator and County employees. Under no circumstance shall it be acceptable for a Board Member to berate, belittle or shout at the County Administrator or a County employee whether in a meeting or outside a meeting.

2. Board Members shall refrain from requesting that a County employee perform a task or function without first obtaining the appropriate authorization. Matters relating to official County business should be addressed through the Administrator or the appropriate Committee, Other Board or Commission.

(D) As elected representatives, Board members receive complaints from constituents, including County employees and the general public. Board members shall refer complaints and/or concerns regarding the management and operation of County government to the appropriate step within the chain of command (Department Head and/or County Administrator). Outside of the chain of command, Board members shall refrain from reviewing or discussing the merits of such complaints or concerns until the matter has been submitted to the chain of command and reported by that authority to the Board or Committee.

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SECTION 3 COUNTY BOARD OFFICERS

3.01 County Board Chair

(A) The Board Chair shall perform all duties of the chairperson as specified in Wis. Stat. § 59.12(1) and perform such other duties as specified in these Board Rules. In addition, the Chair shall perform such other duties as the County Board may authorize from time to time. In presiding over meetings of the County Board, the Chair shall decide all questions of order or procedure, subject to appeal to the Board, and at all times preserve order and decorum. The Board Chair may serve as a member, with full rights and privileges, of any Committee if there is otherwise not a quorum at any Committee meeting.

(B) The Board Chair shall serve as the spokesperson for the County Board and is authorized to comment to the public or press on any matter of County business provided any such comments are consistent with the County Board's policies or expressed positions.

(C) The Board Chair shall be a member of the Committee on Committees and the Executive and Finance Committee. The Board Chair shall be the Chair of the Committee on Committees and Vice Chair of the Executive and Finance Committee.

(D) In the event of a vacancy in the position of Board Chair, the County Board shall hold an election for the position according to the procedure set forth in Section 1.01(A).

3.02 County Board Vice Chair

(A) The Vice Chair shall perform all duties of the Board Chair in the absence or disability of the Chair and perform such other duties as specified in these Board Rules. In addition, the Vice Chair shall perform such other duties as the County Board may authorize from time to time.

(B) The Vice Chair shall be a member of the Committee on Committees and the Executive and Finance Committee. The Vice Chair shall be the Chair of the Executive and Finance Committee.

(C) In the event of a vacancy in the position of Vice Chair, the County Board shall hold an election for the position according to the procedure set forth in Section 1.01(A).

3.03 Chairs and Vice Chairs of Committees.

The chair of a Committee shall preside at Committee meetings and otherwise serve as the spokesperson on behalf of the Committee in County Board meetings. The Committee vice chair shall assume the responsibilities of the Committee chair in the chair's absence.

SECTION 4 RULES OF PROCEDURE

4.01 Parliamentary Authority

The latest edition of *Robert's Rules of Order, Newly Revised* ("RONR") shall govern the proceedings at all meetings of the County Board and the Committees. The Corporation Counsel shall serve as parliamentarian for all meetings of the County Board and shall consult with the Board Chair on all questions of parliamentary procedure.

4.02 Committee of the Whole

The County Board may convene as the committee of the whole at the call of the Board Chair provided the public is provided notice of any such meeting in accordance with Wisconsin's Open Meetings Law, Wis. Stat. § 19.81, et seq.

4.03 Remote Attendance at Meetings

(A) Remote Attendance at Meetings. Board Members shall make every attempt to attend County Board and Committee meetings in-person. A Board Member authorized under these Board Rules to attend a meeting by remote communication (telephonic or videoconference technology) shall be considered present for a meeting with full rights to participate and vote. A Board Member may attend no more than six (6) regularly-scheduled County Board meetings by remote communication in the twelve (12) months beginning April 1 of each year and ending March 31 the following year without the approval of the Board Chair, in his or her sole discretion. There is no limitation on the number of Committee meetings that a Board Member may attend by remote communication. Any Board Member attending a Board or Committee meeting remotely shall keep the camera on for the entirety of their attendance if attending by video and shall be excused from any closed session part of a meeting unless granted permission to remain in the meeting by the Board Chair or Committee Chair. No person may serve as Chair of a County Board meeting if the person is attending the meeting by remote communication unless the entire meeting is held by remote communication as provided in Section 4.03(B). In the physical absence of the Chair and Vice Chair, the County Board shall appoint a Board Member to serve as Chair pro tempore of the meeting. The Executive and Finance Committee may, from time to time, establish policies governing the conduct of meetings where persons attend remotely and Board Members shall abide by any such policies.

(B) Fully Remote Meetings. If in-person meetings are not advised or not possible due to an emergency situation, as declared by the appropriate authority under Wis. Stat. Chap. 323 or otherwise determined by the Board Chair, meetings of the County Board and Committees may be conducted via teleconference, video conference or other such methods, provided that members of the public can access the meeting in accordance with Wisconsin's Open Meetings Law.

4.04 Order of Business

(A) County Board Meetings.

The order of business for all meetings of the County Board shall be as follows:

1. Call to Order
2. Roll Call
3. Pledge of Allegiance
4. County Clerk Verification of Open Meetings Law Compliance
5. Approve Agenda

6. Approve Minutes of Previous Meeting(s)
7. Public Comment
8. Special Orders of Business
9. Public Hearings
10. Resolutions
11. Ordinances and Ordinance Amendments
12. Reports
 - a. Administrator's Report
13. Closed Session (if any)
14. Correspondence
15. Future Agenda Items
16. Adjourn

The order of business may be changed by the Chair or by majority vote of the Board. When preparing the agenda for the meeting, where no business is contemplated on an item on this order of business, the item can be omitted.

(B) Committee Meetings.

The order of business for all meetings of Committees shall be as follows:

1. Call to Order
2. Roll Call
3. Verification of Open Meetings Law Compliance
4. Approve Agenda
5. Approve Minutes from Previous Meeting(s)
6. Public Comment
7. Public Hearing
8. Reports
9. Contract Approvals
10. Resolutions
11. Ordinances and Ordinance Amendments
12. Closed Session (if any)
13. Correspondence
14. Future Agenda Items
15. Adjourn

The order of business may be changed by the Chair or by majority vote of the committee or other board and commission. When preparing the agenda for the meeting, where no business is contemplated on an item on this order of business, the item can be omitted.

(C) Approval of Minutes. There is no requirement that minutes of a previous meeting be read unless requested by a majority of the County Board or Committee.

4.05 Personal Electronic Devices

(A) County Board Members. All County Board Members shall silence their mobile phones and all other personal electronic devices during a meeting of the County Board and of any Committee on which the Board Member serves. Such devices may not be used during any such meeting except in the event of an emergency or with permission of the Chair of the meeting. This Section 4.05(A) does not preclude the recording of open session portions of any meeting by any person.

(B) Other Meeting Attendees. All other meeting attendees shall silence their mobile phones and other person electronic devices during a meeting of the County Board and of any Committee. This Section 4.05(B) does not preclude the recording of open session portions of any meeting by any person.

4.06 Recognition, Debate and Voting at County Board Meetings

(A) Recognition. A Board Member must be recognized by the Board Chair prior to speaking and shall do so by rising or raising a hand. The Board Chair is responsible for determining recognition.

(B) Debate. Each Board Member shall be entitled to speak twice for a total of not to exceed 10 minutes on any matter pending before the Board and open for discussion. Any member may move to limit or extend the floor time of any speaker and such motion shall not be debatable. Discussion and comments should be directed to the Board Chair and not to any individual Board Member, county staff or member of the public. All Board Member comments shall be germane to the business currently pending before the Board.

(C) Voting. Unless roll call or secret ballot voting is required by the Wisconsin Statutes or these Board Rules, when a question is put to the County Board, the Board Chair shall conduct a voice vote by asking for those in favor and those opposed. When conducting roll call votes, the County Clerk shall call the roll in numeric order according to supervisory district and each succeeding roll call vote at the same meeting shall start with the next succeeding name that completed the last preceding roll call vote.

(D) Abstention. All County Board Members are expected to represent their constituents and fully participate in meetings of the County Board, including voting. Nonetheless, there are recognized circumstances where participation in discussion, voting, or both would be inappropriate. A Board Member may abstain from participating in discussion, voting or both. When a Board Member abstains, the Board Chair shall provide the Board Member with the opportunity to explain the reason for the abstention and, if a reason is provided, the County Clerk shall record the reason in the meeting minutes.

(E) This Section 4.06 does not apply to Committee meetings. Unless otherwise required by the Wisconsin Statutes or these Board Rules, Committee meeting procedure shall be governed by RONR 49:21, *Procedure in Small Boards*.

4.07 Public Decorum and Comment

(A) Rules of Decorum. All attendees at County Board and Committee meetings are

expected to maintain appropriate decorum during the meeting. Talking, shouting, outbursts, clapping and similar gestures are prohibited. Any attendee may be requested to cease any activities, signs, banners or displays that unduly disrupt a meeting consistent with applicable law. Citizens in the audience are not to audibly respond to comments being made during a meeting or to make demonstrations either in support of or in opposition to a speaker or idea. The Chair of the meeting is responsible for enforcing meeting decorum.

(B) Rules for Public Comment. The following rules apply to all periods of public comment at County Board and Committee meetings:

1. Any person who wishes to address the County Board during the “Public Comment” portion of the agenda must provide their name and address prior to beginning comment.
2. A commenter may not speak longer than three (3) minutes and may only speak once per meeting.
3. All comments must be germane to an item on the meeting agenda.
4. Comments should be directed to the Board as a whole and not addressed to individual Board Members.
5. A commenter should refrain from asking questions of the Board or any individual Board Member.
6. Commenters should be courteous in their language, avoid personalized remarks and refrain from comments that are rude, obscene, profane, personally attacking, and which demonstrate a lack of respect for others.
7. The Chair reserves the right to terminate an individual’s public comments if these rules are violated. As well, the Chair has the authority to rule speakers out of order and may call a short recess in disorderly situations.

(C) Public Participation at Meetings. Unless specifically requested by the Chair of a meeting, members of the public are not allowed to participate in any meeting. No Board Member or member of a Committee may cede time during discussion of a pending question to a member of the public. This Section 4.07(C) shall not be construed to prohibit County staff from providing information and reports to the County Board or a Committee consistent with the meeting agenda or practice of the County Board or Committee.

4.08 Reconsideration

Any County Board Member on the prevailing side of any question determined by the County Board may make a motion to reconsider the question at the same or next succeeding meeting. When the County Board is equally divided on any question before it, the question shall be considered lost, but in that case any County Board Member present at the meeting where the question was considered may move for reconsideration at the same or next

succeeding meeting.

4.09 Resolutions – Form and Introduction

(A) Form of Resolutions. A Board Member may request the assistance of Corporation Counsel in drafting any proposed Resolution provided, however, the identity of the Board Member shall not be confidential. Resolutions shall be in form approved by the County Clerk and Corporation Counsel. In addition to any other form requirements, all proposed Resolutions shall include the following:

1. A space for a fiscal note. The County Administrator or designee is responsible for reviewing the financial impact of any proposed Resolution and providing any comments relating to such financial impact.
2. A space for a legal note. The Corporation Counsel or designee is responsible for reviewing whether the proposed Resolution is within the scope of the County's authority and otherwise providing any comments relating to the legal impact of the proposed Resolution.
3. A space indicating the identity of the Committee(s) that considered the proposed Resolution, the date of the Committee(s) meeting at which such consideration occurred, the official action of the Committee(s) on the proposed Resolution and the votes of the Committee(s) members relative to the proposed Resolution.

(B) Introduction of Resolutions. A Resolution may be proposed by an individual Board Member or by a Committee.

1. Resolutions Proposed by an Individual Board Member. If a Resolution is proposed by an individual Board Member, prior to any action by the Board on the proposed Resolution, the Board Chair shall refer the proposed Resolution to the appropriate Committee. The County Board may, from time to time, request a report from the Board Chair as to referral of proposed Resolutions. The Committee(s) to which a proposed Resolution is referred shall file the official action on any proposed Resolution with the County Clerk as soon as practicable following the meeting at which such official action occurred and the act of filing shall serve as a request that the proposed Resolution be placed on the agenda for the next County Board meeting. The requirements of this Section 4.09(B)1 may be waived, in whole or in part, by the Board Chair in his or her discretion.
2. Resolutions Proposed by a Committee. A Committee may propose a Resolution. Any Committee that recommends County Board adoption of a Resolution proposed by the Committee shall file the official action on the proposed Resolution with the County Clerk as soon as practicable following the meeting at which such official action occurred and the act of filing shall serve as a request that the proposed Resolution be placed on the agenda for the next County Board meeting.

(C) The County Board will consider a Resolution commemorating the retirement of a County employee only if the employee is fully vested in the Wisconsin Retirement System at the time of retirement.

4.10 Exclusion from Closed Session at Committee, Other Board or Commission Meetings.

A Board Member that is not a member of a Committee, Other Board or Commission may be excluded from a closed session portion of a Committee, Other Board or Commission meeting upon majority vote of the Committee, Other Board or Commission.

4.10 Suspension of and Amendment to Rules

(A) Suspension of Rules. Any rule in these Rules may be suspended by 2/3 vote provided any such suspension does not cause a violation of the Wisconsin Statutes.

(B) Amendment to Rules. The County Board may amend these Rules by 2/3 vote of the members-elect provided any proposed amendment is provided in writing to all Board Members in the meeting packet distributed by the County Clerk under Rule 2.02(D).

SECTION 5 ENFORCEMENT

5.01 Procedure for Enforcement

(A) If the Board Rules are violated during a meeting of a Board, Committee, Other Board or Commission, the Board Chair or other presiding officer of the meeting shall have all powers under the Board Rules to immediately bring a Board Member's conduct into conformity with the Board Rules. If appropriate, the Board Chair or other presiding officer of the meeting may report a violation of the Board Rules to law enforcement for purposes of taking appropriate action, which may include (without limitation) removal of the offending Board Member from a meeting and/or issuing a citation for disorderly conduct. In addition, the Board Chair or other presiding officer of the meeting shall refer the matter to the Executive and Finance Committee to determine what, if any, further sanction is warranted. The Board Member who is alleged to have violated the Board Rules shall be provided an opportunity to address the Executive and Finance Committee prior to disposition. The Executive and Finance Committee shall make a report to the County Board as soon as practicable and provide a recommendation as to the appropriate sanction, if any. The County Board shall make the final determination on the appropriate sanction, if any.

(B) The Board may, in its discretion, impose one or more of the following sanctions:

1. Private reprimand;
2. Censure without a formal Resolution of the County Board;
3. Censure with a formal Resolution of the County Board;
4. Removal from position of Committee Chair;

5. Removal from Committee; and

6. Referral to Executive and Finance Committee to determine if cause exists to remove the Board Member from office.

If the Board refers the matter to the Executive and Finance Committee to determine if cause (defined as inefficiency, neglect of duty, official misconduct or malfeasance in office) exists to remove the Board Member from office, the Executive and Finance Committee is authorized to appoint agents to (a) conduct any further and other investigation as may be necessary; (b) prepare verified charges seeking the Board Member's removal from office; and (c) prosecute the Board Member's removal from office. Any such proceedings shall comply with Wis. Stats. Chap. 17.

(C) In addition to the enforcement procedures established in this Section 5.01, and without limiting any of those provisions, the Board Chair or the Executive and Finance Committee may refer any violation of the Board Rules to the Ethics Board by filing the referral with the Corporation Counsel or County Clerk and such referral shall be considered a verified complaint under Ordinance 23-6(8).

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RICHLAND COUNTY RULES OF THE BOARD

March 12, 2024

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SECTION 1: PURPOSE AND DEFINITIONS

1.01 Purpose

The Richland County Board of Supervisors (referred to as the “County Board” or “Board”) recognizes and understands the importance of county government, and the programs and services it provides, to the citizens of Richland County. The County Board further recognizes County citizens’ rightful expectation that the financial resources provided the County through tax levy and other sources be invested in a wise and deliberate matter. Therefore, in recognition of these principles, the County Board hereby adopts the following County Board Rules (referred to as “Board Rules” or “Rules”) in order to promote orderly and efficient rules of governance for the County Board and all county-related governmental bodies.

1.02 Interpretation

These Board Rules are not intended to, and shall not, supersede any requirements or provisions in the Wisconsin Statutes. In the event of any conflict between the Wisconsin Statutes and these Board Rules, the Wisconsin Statutes shall take precedence.

SECTION 2 COUNTY BOARD ORGANIZATION

2.01 County Board Meetings

The two-year period of time between the organizational meetings in Section 2.01(A) hereof shall constitute a session of the County Board, and any business pending and upon which the board has not acted prior to the close of a session can no longer be acted upon without being reintroduced.

(A) The Organizational Meeting. On the third Tuesday in April in even-number years, after each Spring general election at which County Board Members are elected for full terms, the County Board will meet and shall:

1. Organize and transact general business;
2. Elect a member Chair to perform the duties set forth in Wis. Stat. § 59.12(1);
3. Elect a member Vice Chair to perform the duties set forth in Wis. Stat. § 59.12(2); and
4. Elect the five (5) at-large members of the Committee on Committees.

The County Clerk shall serve as Chair pro tempore of the Organizational Meeting until such time as the County Board elects the Board Chair. Persons nominated for Board Chair and board Vice Chair are allowed 10 minutes to speak and answer

questions. Voting shall take place by written secret ballot and the County Clerk and Corporation Counsel shall serve as ballot clerks. A majority of votes of the Board Members present shall be necessary to elect the Board Chair and board Vice Chair.

(B) The Annual Meeting. On the last Tuesday of October, the County Board will convene for an annual meeting for the purpose of transacting general business. The Annual Meeting may be adjourned from time to time as allowed under the Wisconsin Statutes.

(C) Regular Meetings. The County Board shall meet for the purpose of transacting general business at 7:00 p.m. on the third Tuesday of each month except for the month of December, during which month the County Board shall meet on the second Tuesday of the month.

(D) Special Meetings. Special meetings of the County Board may be called in accordance with Wis. Stat. § 59.11(2) or at the call of the Chair. If a meeting is called pursuant to Wis. Stat. § 59.11(2), the written request delivered to the County Clerk shall conform to Wis. Stat. § 59.11(2)(a) and contain the proposed agenda for the meeting.

2.02 County Board Meeting Agenda Responsibilities

(A) The Board Chair, in consultation with the County Clerk and the County Administrator, is responsible for the contents of the agenda for any County Board meeting except for a special meeting called pursuant to Wis. Stat. § 59.11(2)(a).

(B) Any member of the board desiring an item to be placed on the agenda for a board meeting shall either:

1. Request that the Board Chair place the item on the agenda and the Board Chair may grant or refuse the request; or
2. Make a motion during the Future Agenda Items portion of the agenda at a County Board meeting to have an item placed on the agenda for the next meeting and, if such motion is adopted, the item shall be placed on the agenda for the next meeting.

(C) The County Clerk, in consultation with the Board Chair, is responsible for providing notice of every meeting of the County Board by posting the agenda in compliance with Wisconsin's Open Meetings Law, Wis. Stat. § 19.81, et seq.

(D) The County Clerk shall distribute the agenda and meeting packet to all County Board Members, the County Administrator and the Corporation Counsel, in addition to any other interested persons identified by the Board Chair, by 1:00 p.m. on the Friday immediately preceding a regular County Board meeting. For special meetings, the agenda and meeting packet shall be delivered at least 48 hours in advance of the meeting except in the event of an emergency, in which case the

agenda and meeting packet shall be delivered as soon as practicable. Any Committee or Board Member responsible for submitting materials (resolutions, ordinances, ordinance amendments, reports, etc.) for inclusion in the meeting packet shall provide the materials to the County Clerk no later than 5:00 p.m. on the Thursday preceding the week of the regular meeting. The agenda and meeting packets shall be delivered in electronic format to the recipient's county email address unless a recipient requests a hard copy of the materials. The requirements of this Section 2.02(D) may be waived, in whole or in part, by the Board Chair in his or her discretion.

2.03 County Email Addresses

The county shall provide every Board Member with a county email address. All Board Members shall utilize the county email address for county business and shall not conduct county business on any other email address.

2.04 Committees of the County Board and Other Boards and Commissions – Creation and Existence

(A) Standing Committees. The County Board has established the standing committees (referred to as “Standing Committees”) as designated on Appendix A to these Board Rules. Standing Committees are regular committees of the County Board, shall have the authority, power, duties and responsibilities, and shall operate according to the procedures set forth in Appendix A.

(B) Ad Hoc Committees. The County Board may form ad hoc committees (referred to as “Ad Hoc Committees”) from time to time by resolution or action of the County Board. Any resolution or action creating an ad hoc committee shall specify the name of the committee, the committee's purpose, the number of members of the committee, the appointing authority for committee membership, the duration of the committee and the committee's reporting relationship. Appendix A will be updated by May 1 in even-numbered years to reflect current Ad Hoc Committees and particulars surrounding each particular Ad Hoc Committee's operations. In these Board Rules, Ad Hoc Committees and Standing Committees are together referred to as “Committees.”

(C) Other Boards and Commissions. The County may be associated with certain Other Boards and Commissions (referred to as “Other Boards and Commissions.”) Appendix A will be updated from time to time to reflect current Other Boards and Commissions and particulars surrounding operations.

(D) Pursuant to Section 3.01 of these Rules, the Board Chair may serve as a member, with full rights and privileges, of any Committee if there is not otherwise a quorum present at any Committee meeting.

2.05 Committee and Other Boards and Commissions Appointments and Removals

(A) The Board hereby establishes the Committee on Committees, which shall convene within one (1) week following each Organizational Meeting for purposes of nominating members to Standing Committees. The Committee on Committees shall be comprised of seven (7) members consisting of the Board Chair, Board Vice Chair and five (5) at-large Board Members elected by the County Board at the Organizational Meeting. Such election shall occur by ballot with the 5 members receiving the most votes on the ballot being elected. The Board Chair shall serve as chair of the Committee on Committees. The Committee on Committees shall nominate persons to serve on each Standing Committee in writing at the first Board meeting following the Organizational Meeting. The Board shall either confirm or reject any nomination for each Standing Committee and in the event of rejection, the Board shall appoint the member to the Standing Committee relating to such rejection. In making nominations, the Committee on Committees shall consider the interest forms submitted by Board Members and Board Member tenure and previous service on Standing Committees.

(B) At the first meeting of each Standing Committee following the Organizational Meeting, the Standing Committee shall elect a Chair and Vice Chair of each Standing Committee, which designations are subject to County Board confirmation.

(C) The Board Chair may recommend the removal of any member of any Committee at any time for any reason to the County Board and the County Board may make such removal. The Board Chair may recommend the removal of the designation as Chair or Vice Chair of any Committee at any time for any reason and the County Board may make such removal.

2.06 Committees and Other Boards and Commissions Meeting Agenda Responsibilities

(A) The Committee Chair shall serve as the Chair of a Committee meeting and, in consultation with the County Clerk and Board Chair, is responsible for the preparation of all Committee meeting agendas.

(B) The County Clerk, in consultation with the Committee Chair, is responsible for providing notice of every meeting of the Committee by posting the agenda in compliance with Wisconsin's Open Meetings Law, Wis. Stat. § 19.81, et seq.

(C) A Committee or Other Board and Commission may request another Committee or Other Board and Commission to attend a future meeting of the requesting body. In such event, each Committee and Other Board and Commission shall prepare an agenda for the joint meeting in the usual manner.

(D) In the first meeting of a Committee following the Organizational Meeting, the Committee shall adopt dates and times for regular Committee meetings and shall

make every attempt to schedule such meetings prior to the regular County Board meetings and with due regard to the meeting dates and times of other Committees.

2.07 County Board Member Compensation

(A) County Board Meetings. Board Members shall receive \$40/day for each day's attendance at a County Board meeting.

(B) Committee Meetings. Board Members shall receive \$30/meeting for attending a Committee meeting. Board Members are entitled to receive compensation for attending more than one meeting in a day.

(C) Other Meetings. Board Members shall receive \$30/meeting for attending a meeting of a body that is not a Committee only with the Board Chair's prior approval. Board Members who are not members of the Committee may receive compensation as provided in this Section 2.07 for attending a meeting only when attendance at the meeting is directed or approved by the Board Chair.

(D) Board Chair Compensation. In addition to the compensation set forth in this Section 2.07, the Board Chair shall receive an additional \$250/month. If the Board Chair is unable or unwilling to perform the duties of Board Chair for a period of four weeks or longer, the Board Chair shall not be paid the additional compensation herein and the compensation shall be paid to the Vice Chair for the months during which the Vice Chair is performing the duties of the Board Chair.

(E) Expense Reimbursement. Board Members shall be reimbursed for expenses in the amounts, and according to the regulations and procedures, established by the Finance & Personnel Committee from time to time. Board Members shall be entitled to reimbursement of only actual mileage traveled for attendance at any meeting for which compensation is paid and only if the Board Member utilizes his or her personal vehicle for the travel.

(F) No compensation shall be paid for attendance at any meeting held one hour or less before or one hour or less after a County Board meeting.

(G) Board Members shall complete and sign any forms required to verify attendance and expenses as established by the Executive and Finance Committee from time to time. Such forms are required to be submitted not more than two (2) days following the end of the month in which the expenses were incurred or attendance is claimed.

2.08 Meeting Minutes

(A) County Board Meetings. The County Clerk is responsible for the preparation of minutes for all meetings of the County Board. The County Clerk may use a personal recording device to record any open session portion of a meeting for purposes of verifying the accuracy of the proceedings. The County Clerk shall

destroy any recording not sooner than 90 days after approval of the minutes of the meeting at which the recording is taken. The County Clerk shall not record any closed session of a County Board meeting. A draft form of the minutes of meetings shall be included in the meeting packet distributed prior to County Board meetings as specified in Section 2.02(D).

(B) Committee, Other Board and Commission Meetings. The County Clerk shall confer with the Chair of any Committee to appoint a person to take and record the minutes of any meeting of the Committee. Any person so appointed shall not be a County Board Member. All draft minutes shall be filed with the County Clerk's office no later than 14 days after the meeting to which the draft minutes apply and shall be in a format approved by the County Clerk.

2.09 County Board Meeting Seating Arrangements

Except as provided herein, County Board Members shall be seated in order by district number. The Chair, Vice Chair, County Administrator, County Clerk and Corporation Counsel shall sit at the designated head of the room in the order established by the Chair. There shall be a designated area for members of the public and members of the press. The Chair may alter the seating arrangements to meet the needs of individual Board Members or members of the public.

2.10 Board Member Interest Forms

(A) Within 7 days after County Board Members are elected in the Spring general election, the County Clerk shall distribute a welcome letter to all persons elected to the County Board. The contents of the welcome letter shall include information concerning the schedule for the Organizational Meeting and related matters, the Board Rules and the Board Member Biography form.

(B) Board Members interested in nomination for the position of Board Chair and Vice Chair are encouraged to indicate their interest in the positions on the County Board Chair/Vice Chair candidate answers form. In addition, such Board Members are encouraged to answer two additional questions (beyond the minimum questions on the Board Member Biography form):

- If you are elected, are there things you will try to change or do differently as County Board Chair/Vice Chair?
- How would you describe the style you will use in working with your fellow Board Members, County Committees, County Administrator and other staff?

All Board Members shall also complete Committee/Board/Commission Preference form and Board Member Biography form. The County Clerk will distribute these forms to all County Board Members-elect in advance of the Organizational Meeting.

2.11 Board Relationship with Administrator and Department Heads

The County Board serves as the legislative body in County government. As such, the County Board's role is to enact policy. To implement the policy the County Board establishes, the County Board shall appoint a person as the County Administrator according to Wis. Stat. § 59.18(1). The County Administrator shall perform all duties and have such authority as specified in Wis. Stat. § 59.18, the County Administrator Position Description, these Board Rules and as otherwise may be authorized and directed by the County Board from time to time. Department Heads are responsible, and shall report, to the County Administrator. County Board Members desiring information or a report from a Department Head or other County staff shall request such information or report either in the context of a County Board or Committee meeting or from the County Administrator.

2.12 Vacancies in Office of County Board Member

(A) Vacancies – How Caused. Vacancies in the office of Richland County Board Supervisor shall be determined according to Wis. Stat. § 17.03.

(B) Vacancies – How Filled. The following procedure shall be utilized when there is a vacancy in the office of Richland County Board Supervisor unless the County Board orders a special election to fill the vacancy according to Section 2.12(C):

1. Within 30 days of the seat becoming vacant, the County Clerk shall place a standard advertisement (not in the legal section) for 2 consecutive weeks in *The Richland Observer* and *The Shopping News*, containing:

- a. A notification that there is a vacancy in Supervisory District # [•].
- b. A map which reasonably informs the public of the boundaries of the District.
- c. That interested persons shall submit the following information to the County Clerk, in written form, by a stated deadline which shall be not less than 30 days from the date of the last publication:
 - The applicant's name and address;
 - That the applicant is at least 18 years' old;
 - That the applicant is qualified to vote in the District in which there is a vacancy; and
 - A brief statement as to the applicant's qualifications to serve on the County Board.
- d. A statement that the vacancy will be filled from the list of applicants, at the County Board meeting first following the expiration of the application deadline. The advertisement should state the place, date and time of that County Board meeting.
- e. The County Clerk's mailing address, fax number and e-mail address.

2. At the County Board meeting first following the date of the application deadline, the County Board will invite applicants to provide a presentation as to why they wish to serve on the County Board. At the end of the presentation(s), the Board will either (a) proceed to deliberate and vote on the applicants; or (b) direct the County Clerk to readvertise the vacancy according to the procedure in Section 2.12(B)(1). The successor appointed according to this process shall serve for the unexpired portion of the term of the vacant office.

(C) Vacancies – Special Election. If a vacancy occurs before June 1 in the year preceding expiration of the term of office, the Board may order a special election to fill the vacancy. If the Board orders a special election during the period beginning on June 1 and ending on November 30 of any year, the special election shall be held concurrently with the succeeding spring election. If the Board orders a special election during the period beginning on December 1 and ending on May 31 of the succeeding year, the special election shall be held on the Tuesday after the first Monday in November following the date of the order. A person so elected shall serve for the residue of the unexpired term.

2.13 Official Statements by Board Members

No Board Member other than the Board Chair is authorized to make any official statement or comment on behalf of the County Board. If a Board Member makes a statement or comment, the Board Member shall ensure such statement or comment contains language indicating the statement or comment reflects the personal views of the Board Member and not the views of the County Board.

SECTION 3 COUNTY BOARD OFFICERS

3.01 County Board Chair

(A) The Board Chair shall perform all duties of the chairperson as specified in Wis. Stat. § 59.12(1) and perform such other duties as specified in these Board Rules. In addition, the Chair shall perform such other duties as the County Board may authorize from time to time. In presiding over meetings of the County Board, the Chair shall decide all questions of order or procedure, subject to appeal to the Board, and at all times preserve order and decorum. The Board Chair may serve as a member, with full rights and privileges, of any Committee if there is otherwise not a quorum at any Committee meeting.

(B) The Board Chair shall serve as the spokesperson for the County Board and is authorized to comment to the public or press on any matter of County business provided any such comments are consistent with the County Board's policies or expressed positions.

(C) The Board Chair shall be a member of the Committee on Committees and the Executive and Finance Committee. The Board Chair shall be the Chair of the Committee on Committees and Vice Chair of the Executive and Finance Committee.

(D) In the event of a vacancy in the position of Board Chair, the County Board shall hold an election for the position according to the procedure set forth in Section 1.01(A).

3.02 County Board Vice Chair

(A) The Vice Chair shall perform all duties of the Board Chair in the absence or disability of the Chair and perform such other duties as specified in these Board Rules. In addition, the Vice Chair shall perform such other duties as the County Board may authorize from time to time.

(B) The Vice Chair shall be a member of the Committee on Committees and the Executive and Finance Committee. The Vice Chair shall be the Chair of the Executive and Finance Committee.

(C) In the event of a vacancy in the position of Vice Chair, the County Board shall hold an election for the position according to the procedure set forth in Section 1.01(A).

3.03 Chairs and Vice Chairs of Committees.

The chair of a Committee shall preside at Committee meetings and otherwise serve as the spokesperson on behalf of the Committee in County Board meetings. The Committee vice chair shall assume the responsibilities of the Committee chair in the chair's absence.

SECTION 4 RULES OF PROCEDURE

4.01 Parliamentary Authority

The latest edition of *Robert's Rules of Order, Newly Revised* ("RONR") shall govern the proceedings at all meetings of the County Board and the Committees. The Corporation Counsel shall serve as parliamentarian for all meetings of the County Board and shall consult with the Board Chair on all questions of parliamentary procedure.

4.02 Committee of the Whole

The County Board may convene as the committee of the whole at the call of the Board Chair provided the public is provided notice of any such meeting in accordance with Wisconsin's Open Meetings Law, Wis. Stat. § 19.81, et seq.

4.03 Remote Attendance at Meetings

(A) Remote Attendance at Meetings. Board Members shall make every attempt to attend County Board and Committee meetings in-person. A Board Member authorized under these Board Rules to attend a meeting by remote communication (telephonic or videoconference technology) shall be considered present for a meeting with full rights to participate and vote. A Board Member may attend no more than six (6) regularly-scheduled County Board meetings by remote communication in the twelve (12) months

beginning April 1 of each year and ending March 31 the following year without the approval of the Board Chair, in his or her sole discretion. There is no limitation on the number of Committee meetings that a Board Member may attend by remote communication. Any Board Member attending a Board or Committee meeting remotely shall keep the camera on for the entirety of their attendance if attending by video and shall be excused from any closed session part of a meeting unless granted permission to remain in the meeting by the Board Chair or Committee Chair. No person may serve as Chair of a County Board meeting if the person is attending the meeting by remote communication unless the entire meeting is held by remote communication as provided in Section 4.03(B). In the physical absence of the Chair and Vice Chair, the County Board shall appoint a Board Member to serve as Chair pro tempore of the meeting. The Executive and Finance Committee may, from time to time, establish policies governing the conduct of meetings where persons attend remotely and Board Members shall abide by any such policies.

(B) Fully Remote Meetings. If in-person meetings are not advised or not possible due to an emergency situation, as declared by the appropriate authority under Wis. Stat. Chap. 323 or otherwise determined by the Board Chair, meetings of the County Board and Committees may be conducted via teleconference, video conference or other such methods, provided that members of the public can access the meeting in accordance with Wisconsin's Open Meetings Law.

4.04 Order of Business

(A) County Board Meetings.

The order of business for all meetings of the County Board shall be as follows:

1. Call to Order
2. Roll Call
3. Pledge of Allegiance
4. County Clerk Verification of Open Meetings Law Compliance
5. Approve Agenda
6. Approve Minutes of Previous Meeting(s)
7. Public Comment
8. Special Orders of Business
9. Public Hearings
10. Resolutions
11. Ordinances and Ordinance Amendments
12. Reports
 - a. Administrator's Report
13. Closed Session (if any)
14. Correspondence
15. Future Agenda Items
16. Adjourn

The order of business may be changed by the Chair or by majority vote of the Board. When preparing the agenda for the meeting, where no business is contemplated on

an item on this order of business, the item can be omitted.

(B) Committee Meetings.

The order of business for all meetings of Committees shall be as follows:

1. Call to Order
2. Roll Call
3. Verification of Open Meetings Law Compliance
4. Approve Agenda
5. Approve Minutes from Previous Meeting(s)
6. Public Comment
7. Public Hearing
8. Reports
9. Contract Approvals
10. Resolutions
11. Ordinances and Ordinance Amendments
12. Closed Session (if any)
13. Correspondence
14. Future Agenda Items
15. Adjourn

The order of business may be changed by the Chair or by majority vote of the committee or other board and commission. When preparing the agenda for the meeting, where no business is contemplated on an item on this order of business, the item can be omitted.

(C) Approval of Minutes. There is no requirement that minutes of a previous meeting be read unless requested by a majority of the County Board or Committee.

4.05 Personal Electronic Devices

(A) County Board Members. All County Board Members shall silence their mobile phones and all other personal electronic devices during a meeting of the County Board and of any Committee on which the Board Member serves. Such devices may not be used during any such meeting except in the event of an emergency or with permission of the Chair of the meeting. This Section 4.05(A) does not preclude the recording of open session portions of any meeting by any person.

(B) Other Meeting Attendees. All other meeting attendees shall silence their mobile phones and other person electronic devices during a meeting of the County Board and of any Committee. This Section 4.05(B) does not preclude the recording of open session portions of any meeting by any person.

4.06 Recognition, Debate and Voting at County Board Meetings

(A) Recognition. A Board Member must be recognized by the Board Chair prior to speaking and shall do so by rising or raising a hand. The Board Chair is responsible for

determining recognition.

(B) Debate. Each Board Member shall be entitled to speak twice for a total of not to exceed 10 minutes on any matter pending before the Board and open for discussion. Any member may move to limit or extend the floor time of any speaker and such motion shall not be debatable. Discussion and comments should be directed to the Board Chair and not to any individual Board Member, county staff or member of the public. All Board Member comments shall be germane to the business currently pending before the Board.

(C) Voting. Unless roll call or secret ballot voting is required by the Wisconsin Statutes or these Board Rules, when a question is put to the County Board, the Board Chair shall conduct a voice vote by asking for those in favor and those opposed. When conducting roll call votes, the County Clerk shall call the roll in numeric order according to supervisory district and each succeeding roll call vote at the same meeting shall start with the next succeeding name that completed the last preceding roll call vote.

(D) Abstention. All County Board Members are expected to represent their constituents and fully participate in meetings of the County Board, including voting. Nonetheless, there are recognized circumstances where participation in discussion, voting, or both would be inappropriate. A Board Member may abstain from participating in discussion, voting or both. When a Board Member abstains, the Board Chair shall provide the Board Member with the opportunity to explain the reason for the abstention and, if a reason is provided, the County Clerk shall record the reason in the meeting minutes.

(E) This Section 4.06 does not apply to Committee meetings. Unless otherwise required by the Wisconsin Statutes or these Board Rules, Committee meeting procedure shall be governed by RONR 49:21, *Procedure in Small Boards*.

4.07 Public Decorum and Comment

(A) Rules of Decorum. All attendees at County Board and Committee meetings are expected to maintain appropriate decorum during the meeting. Talking, shouting, outbursts, clapping and similar gestures are prohibited. Any attendee may be requested to cease any activities, signs, banners or displays that unduly disrupt a meeting consistent with applicable law. Citizens in the audience are not to audibly respond to comments being made during a meeting or to make demonstrations either in support of or in opposition to a speaker or idea. The Chair of the meeting is responsible for enforcing meeting decorum.

(B) Rules for Public Comment. The following rules apply to all periods of public comment at County Board and Committee meetings:

1. Any person who wishes to address the County Board during the “Public Comment” portion of the agenda must provide their name and address prior to beginning comment.

2. A commenter may not speak longer than three (3) minutes and may only speak once per meeting.

3. All comments must be germane to an item on the meeting agenda.

4. Comments should be directed to the Board as a whole and not addressed to individual Board Members.

5. A commenter should refrain from asking questions of the Board or any individual Board Member.

6. Commenters should be courteous in their language, avoid personalized remarks and refrain from comments that are rude, obscene, profane, personally attacking, and which demonstrate a lack of respect for others.

7. The Chair reserves the right to terminate an individual's public comments if these rules are violated. As well, the Chair has the authority to rule speakers out of order and may call a short recess in disorderly situations.

(C) Public Participation at Meetings. Unless specifically requested by the Chair of a meeting, members of the public are not allowed to participate in any meeting. No Board Member or member of a Committee may cede time during discussion of a pending question to a member of the public. This Section 4.07(C) shall not be construed to prohibit County staff from providing information and reports to the County Board or a Committee consistent with the meeting agenda or practice of the County Board or Committee.

4.08 Reconsideration

Any County Board Member on the prevailing side of any question determined by the County Board may make a motion to reconsider the question at the same or next succeeding meeting. When the County Board is equally divided on any question before it, the question shall be considered lost, but in that case any County Board Member present at the meeting where the question was considered may move for reconsideration at the same or next succeeding meeting.

4.09 Resolutions – Form and Introduction

(A) Form of Resolutions. A Board Member may request the assistance of Corporation Counsel in drafting any proposed Resolution provided, however, the identity of the Board Member shall not be confidential. Resolutions shall be in form approved by the County Clerk and Corporation Counsel. In addition to any other form requirements, all proposed Resolutions shall include the following:

1. A space for a fiscal note. The County Administrator or designee is responsible for reviewing the financial impact of any proposed Resolution and providing any comments relating to such financial impact.

2. A space for a legal note. The Corporation Counsel or designee is responsible for reviewing whether the proposed Resolution is within the scope of

the County's authority and otherwise providing any comments relating to the legal impact of the proposed Resolution.

3. A space indicating the identity of the Committee(s) that considered the proposed Resolution, the date of the Committee(s) meeting at which such consideration occurred, the official action of the Committee(s) on the proposed Resolution and the votes of the Committee(s) members relative to the proposed Resolution.

(B) Introduction of Resolutions. A Resolution may be proposed by an individual Board Member or by a Committee.

1. Resolutions Proposed by an Individual Board Member. If a Resolution is proposed by an individual Board Member, prior to any action by the Board on the proposed Resolution, the Board Chair shall refer the proposed Resolution to the appropriate Committee. The County Board may, from time to time, request a report from the Board Chair as to referral of proposed Resolutions. The Committee(s) to which a proposed Resolution is referred shall file the official action on any proposed Resolution with the County Clerk as soon as practicable following the meeting at which such official action occurred and the act of filing shall serve as a request that the proposed Resolution be placed on the agenda for the next County Board meeting. The requirements of this Section 4.09(B)1 may be waived, in whole or in part, by the Board Chair in his or her discretion.

2. Resolutions Proposed by a Committee. A Committee may propose a Resolution. Any Committee that recommends County Board adoption of a Resolution proposed by the Committee shall file the official action on the proposed Resolution with the County Clerk as soon as practicable following the meeting at which such official action occurred and the act of filing shall serve as a request that the proposed Resolution be placed on the agenda for the next County Board meeting.

(C) The County Board will consider a Resolution commemorating the retirement of a County employee only if the employee is fully vested in the Wisconsin Retirement System at the time of retirement.

4.10 Suspension of and Amendment to Rules

(A) Suspension of Rules. Any rule in these Rules may be suspended by 2/3 vote provided any such suspension does not cause a violation of the Wisconsin Statutes.

(B) Amendment to Rules. The County Board may amend these Rules by 2/3 vote of the members-elect provided any proposed amendment is provided in writing to all Board Members in the meeting packet distributed by the County Clerk under Rule 2.02(D).

ORDINANCE NO. 24 - 25

AN ORDINANCE ADOPTING AND ENACTING A NEW CODE FOR RICHLAND COUNTY, WISCONSIN; PROVIDING FOR THE REPEAL OF CERTAIN ORDINANCES NOT INCLUDED THEREIN; PROVIDING A PENALTY FOR THE VIOLATION THEREOF; PROVIDING FOR THE MANNER OF AMENDING SUCH CODE; AND PROVIDING WHEN SUCH CODE AND THIS ORDINANCE SHALL BECOME EFFECTIVE.

BE IT ORDAINED BY THE COUNTY BOARD OF SUPERVISORS:

Section 1. The Code entitled "Code of Ordinances, Richland County, Wisconsin," published by CivicPlus, LLC, consisting of chapters 1 through 119, each inclusive, is adopted.

Section 2. All ordinances of a general and permanent nature enacted on or before August 20, 2024, and not included in the Code or recognized and continued in force by reference therein, are repealed.

Section 3. The repeal provided for in section 2 hereof shall not be construed to revive any ordinance or part thereof that has been repealed by a subsequent ordinance that is repealed by this ordinance.

Section 4. Unless another penalty is expressly provided, every person convicted of a violation of any provision of the Code or any ordinance, rule or regulation adopted or issued in pursuance thereof shall be punished by a fine up to the maximum permitted or required by state law. Each act of violation and each day upon which any such violation shall continue or occur shall constitute a separate offense. The penalty provided by this section, unless another penalty is expressly provided, shall apply to the amendment of any Code section, whether or not such penalty is reenacted in the amendatory ordinance. In addition to the penalty prescribed above, the county board may pursue other remedies such as abatement of nuisances, injunctive relief and revocation of licenses or permits.

Section 5. Additions or amendments to the Code when passed in such form as to indicate the intention of the county board to make the same a part of the Code shall be deemed to be incorporated in the Code, so that reference to the Code includes the additions and amendments.

Section 6. Ordinances adopted after August 20, 2024, that amend or refer to ordinances that have been codified in the Code shall be construed as if they amend or refer to like provisions of the Code.

Section 7. This ordinance shall become effective October 29th, 2024.

Passed and adopted by the Richland County Board of Supervisors this 29th day of October, 2024.

DATED: OCTOBER 29, 2024
PASSED: OCTOBER 29, 2024
PUBLISHED: NOVEMBER 7, 2024

ORDINANCE OFFERED BY THE EXECUTIVE &
FINANCE STANDING COMMITTEE
(08 OCTOBER 2024)

		FOR	AGAINST
DAVID TURK, CHAIR RICHLAND COUNTY BOARD OF SUPERVISORS	STEVE CARROW	X	
	MARC COUEY	X	
	GARY MANNING	X	
	MARK GILL	X	
	INGRID GLASBRENNER	X	
	DAVID TURK	X	
	BOB FRANK		
	STEVE WILLIAMSON	X	

DEREK KALISH
RICHLAND COUNTY CLERK

Certificate of Adoption

I HEREBY CERTIFY that the foregoing is a true copy of the ordinance passed at the regular meeting of the county board of supervisors, held on the 29th day of October, 2024.

Derek S. Kalish
Richland County Clerk

RESOLUTION NO. 24 - 76

Resolution Accepting Donations To The Symons Recreation Complex.

WHEREAS the Symons Natatorium Board has reviewed and approved the acceptance of several donations from the Symons Foundation, and

WHEREAS the Symons Foundation is a steadfast and important community partner assisting Symons Recreation Center to become a more sustainable, inclusive and fiscally efficient facility, and

- WHEREAS the Symons Foundation is offering to donate the following:
- refurbishing the Hwy 14 sign at Symons valued at \$4,600
 - professional deep cleaning of Symons (one time) valued at \$1,850
 - purchase of 4 inflatable water rafts for the swimming pool valued at \$5,547.95
 - purchase of an A7xi Ascent Elliptical Trainer to replace older elliptical valued at \$3,000
 - purchase of 2 swim suit water extractors to replace 2 older units valued at \$5,000

WHEREAS these funds will all be paid out of Symons Foundation Monies generated form donations, no County tax dollars will be utilized.

NOW THEREFORE BE IT RESOLVED by the Richland County Board of Supervisors that approval to accept the above donations from the Symons Foundation is granted.

BE IT FURTHER RESOLVED that this resolution is effective upon passage and publication.

VOTE ON FOREGOING RESOLUTION		RESOLUTION OFFERED BY THE EXECUTIVE & FINANCE STANDING COMMITTEE (28 OCTOBER 2024)	
AYES_____	NOES_____		
RESOLUTION _____		FOR	AGAINST
DEREK S. KALISH	STEVE CARROW	X	
COUNTY CLERK	STEVE WILLIAMSON	X	
	GARY MANNING		
DATED: OCTOBER 29, 2024	MARK GILL	X	
	INGRID GLASBRENNER	X	
	DAVID TURK	X	
	BOB FRANK		
	MARC COUEY	X	

Approved by Symon’s Natatorium Board on September 9, 2024

ORDINANCE NO. 24 - 26

Disorderly Conduct with a Motor Vehicle Summary: An Ordinance Prohibiting Persons From Engaging In Obstreperous Behavior With A Motor Vehicle.

The County may issue a citation for Disorderly Conduct with a Motor Vehicle to an individual if he or she engages in the following behavior:

Whoever, in a public or private place, engages in boisterous, unreasonably loud or otherwise disorderly conduct with a motor vehicle under circumstances in which the conduct tends to cause or provoke a disturbance is guilty of Disorderly Conduct with a Motor Vehicle.

“Motor vehicle” means a vehicle, including a combination of 2 or more vehicles or an articulated vehicle, which is self-propelled. “Motor vehicle” includes, without limitation, a snowmobile, an all-terrain vehicle, a utility terrain vehicle. “Motor vehicle” does not include an electric bicycle or an electric personal assistive mobility device, if it is being used for that purpose.

The minimum and maximum penalty for this citation shall be consistent with the Richland County forfeiture penalty structure.

DATED: OCTOBER 29, 2024
PASSED: OCTOBER 29, 2024
PUBLISHED: NOVEMBER 7, 2024

ORDINANCE OFFERED BY THE PUBLIC
SAFETY STANDING COMMITTEE
(04 OCTOBER 2024)

	FOR	AGAINST
DAVID TURK, CHAIR	X	
RICHLAND COUNTY	X	
BOARD OF SUPERVISORS	X	
	X	
	X	
	X	

DEREK KALISH
RICHLAND COUNTY CLERK

ORDINANCE NO. 24 - 27

Contempt of Court Summary: An Ordinance Prohibiting Persons From Acting Contemptuously With Respect To The Circuit Court.

The County may issue a citation charging an individual with Contempt of Court if he or she engages in any of the following:

- (a) Misconduct in the presence of the court which interferes with a court proceeding or with the administration of justice, or which impairs the respect due the court;
- (b) Disobedience, resistance or obstruction of the authority, process or order of a court;
- (bm) Violation of any provision of s. [767.117 \(1\)](#);
- (br) Violation of an order under s. [813.1285 \(4\) \(b\) 2.](#);
- (c) Refusal as a witness to appear, be sworn or answer a question; or
- (d) Refusal to produce a record, document or other object.

The minimum and maximum penalty for this citation shall be consistent with the Richland County forfeiture penalty structure.

DATED: OCTOBER 29, 2024
PASSED: OCTOBER 29, 2024
PUBLISHED: NOVEMBER 7, 2024

ORDINANCE OFFERED BY THE PUBLIC
SAFETY STANDING COMMITTEE
(04 OCTOBER 2024)

	FOR	AGAINST
DAVID TURK, CHAIR	X	
RICHLAND COUNTY	X	
BOARD OF SUPERVISORS	X	
	X	
	X	
	X	

DEREK KALISH
RICHLAND COUNTY CLERK

RESOLUTION NO. 24 - 77

Resolution Approving The Purchase And Implementation Of Microsoft Office 365.

WHEREAS Barbara Scott the Director of Management Information Systems has advised the Executive and Finance Committee that Richland County needs to update our Microsoft Office licensing to maintain security standards. Such implementation requires specialized consulting to ensure secure, efficient and resilient implementation, and

NOW THEREFORE BE IT RESOLVED by the Richland County Board of Supervisors that approval is hereby granted for the purchase of Office 365 Licensing from CDWG in the amount of \$69,435.66 and the implantation to be performed by Booz Allen at a cost not to exceed \$\$42,625.00, for a total cost not to exceed \$112,060.66, and

BE IT FURTHER RESOLVED that funds to carry out this Resolution shall come from the following sources \$66,000 from ARPA Funds from Health and Human Services and \$46,060.66 from remaining 2022 MIS CIP Budget, and

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

VOTE ON FOREGOING RESOLUTION		RESOLUTION OFFERED BY THE EXECUTIVE & FINANCE STANDING COMMITTEE (08 OCTOBER 2024)	
AYES_____	NOES_____		
RESOLUTION _____		FOR	AGAINST
DEREK S. KALISH	STEVE CARROW	X	
COUNTY CLERK	STEVE WILLIAMSON	X	
	GARY MANNING	X	
DATED: OCTOBER 29, 2024	MARK GILL	X	
	INGRID GLASBRENNER	X	
	DAVID TURK	X	
	BOB FRANK		
	MARC COUEY	X	

RESOLUTION NO. 24 – 78

Resolution Relating To An Already Obtained Snowmobile Alliance Grant Accessible To Counties For Snowmobile Bridge Replacement.

WHEREAS the lowest bids were successfully obtained by Custom Manufacturing Inc. for the removal and replacement of a snowmobile bridge located on the east branch of Mill Creek.

WHEREAS the Richland County Public Works Standing Committee working with the Richland County Snowmobile Alliance and the Wisconsin DNR awards the bridge replacement, totaling \$65,900 to the lowest bidder of Custom Manufacturing for all work to be completed by 12/15/2024 and

WHEREAS this has been reviewed by the Public Works Standing Committee, and

WHEREAS funding for these projects have been made available from Snowmobile Trail Grants successfully awarded to Richland County with no match

NOW THEREFORE BE IT RESOLVED by the Richland County Board of Supervisors that approval is hereby granted to complete the project as defined and submit for reimbursement once all work is completed.

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

VOTE ON FOREGOING RESOLUTION		RESOLUTION OFFERED BY THE PUBLIC	
AYES _____ NOES _____		WORKS STANDING COMMITTEE	
		(03 OCTOBER 2024)	
RESOLUTION _____		FOR	AGAINST
DEREK S. KALISH	STEVE WILLIAMSON	X	
COUNTY CLERK	DANIEL MCGUIRE	X	
	MARC COUEY		
DATED: OCTOBER 29, 2024	CHAD COSGROVE	X	
	GARY MANNING	X	
	STEVE CARROW	X	

JOSH ELDER
Highway Commissioner
Phone: (608)604-7624
josh.elder@co.richland.wi.us
LONNIE HACH
State Patrol Superintendent
Phone: (608)604-7623
lonnie.hach@co.richland.wi.us
DERRICK BROWN
County Patrol Superintendent
Phone: (608)475-0032
derrick.brown@co.richland.wi.us



Richland County Highway Department
120 Bowen Circle
Richland Center, WI 53581
Office: (608)647-4707 | Shop: (608)647-2208
Email: highway@co.richland.wi.us
Website: https://highway.co.richland.wi.us

LISA MUELLER
Bookkeeper
lisa.mueller@co.richland.wi.us

BRANDON ADAMS
Shop Superintendent
Phone: (608)475-7828
brandon.adams@co.richland.wi.us

Request for Bid Proposal on *Snowmobile Bridge Replacement* Bidding Documents Enclosed

Notice to Bidders:

1. **INVITATION FOR BIDS:** Sealed bids will be received at the Richland County Highway Department until **Monday, September 9, 2024 by 4:30 p.m.**
2. **TIME & PLACE OF BID OPENING:** Sealed proposals for the purchase of the equipment will be opened at the Richland County Public Works Meeting held on **Thursday, October 3, 2024.**
3. **INSTRUCTIONS TO BIDDERS:** Specifications and proposal forms may be obtained at the Richland County Highway Department at the address listed above.
4. **REJECTION OF BIDS:** Richland County Highway Department reserves the right to reject any or all bids as authorized by law and to award the contract to other than the lowest bidder at its discretion, if the best interest of the Highway Department is thereby served. All equipment and placement must meet current state and federal regulations.
5. **INTENT OF CONTRACT:** It is the Richland County Highway Departments intent that the successful bidder shall furnish and install the specified equipment meeting or exceeding the specifications, which are attached and made part of this proposal. Only new and unused models in current production and in common usage will be considered in the award.
6. **BASIS OF AWARD:** Award of the contract by the Richland County Highway Department will be independently based upon purchase price bid submitted on this bid form. Consideration will also be given to delivery dates, parts and service facilities, analysis and comparison of equipment specifications, details, and past experiences of the Highway Department with similar or related equipment.
7. **WARRANTY:** As specified by vendor.
8. **QUESTIONS:** If there are any questions regarding the attached specifications, feel free to contact Josh Elder, Highway Commissioner, at **(608) 604-7624.**

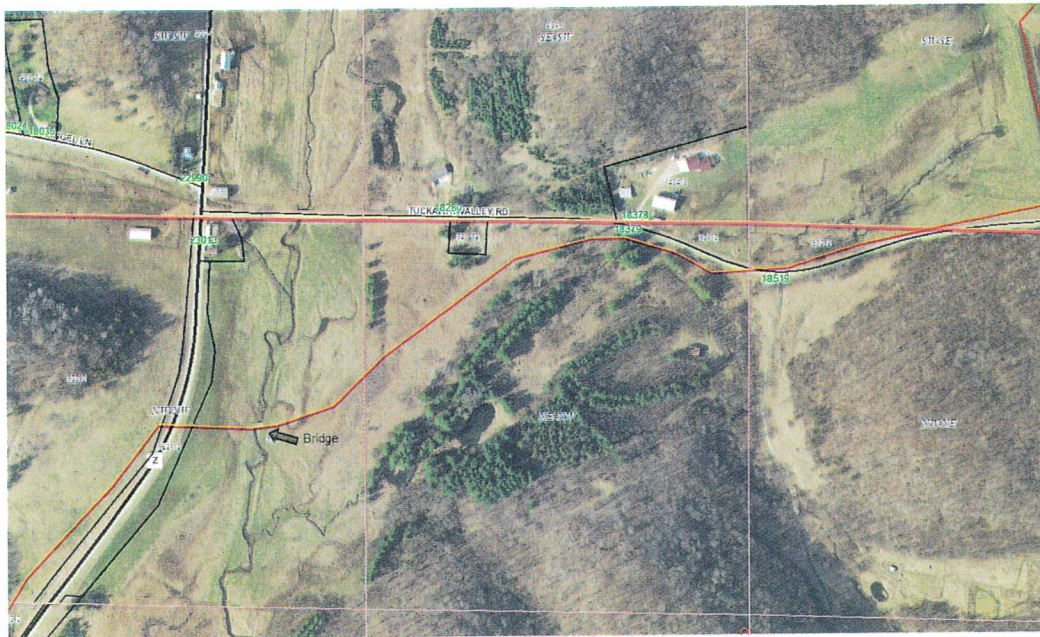
Bridge Description

- The Richland County Highway Department is seeking bids for a bridge replacement. The East Branch Mill Creek bridge needs to be replaced due to deterioration. The bridge is a part of the local Snowmobile Trails which are used regularly throughout the year. This new bridge will help to continue the public use of this trail as well as raise the structure to accommodate high water lines.

Desired specifications for replacement include:

- 45' x 12' flat bridge with 2-15' approaches (total 75'), a 25,000 lb. weight limit (per Wisconsin DNR Guidelines), with horizontal railings and hardware on galvanized sill pans.
- Bids complete with installation, equipment rental, site preparation, delivery charges, and removal of the existing bridge.
- Steel I-beams and crossmembers which are predrilled and have a red oxide primer finish.
- MCA southern yellow pine treated lumber, pre-stained, including all hardware.
- Riprap placed under bridge on creek banks.
- $\frac{3}{4}$ " base for the bridge pads to sit on.

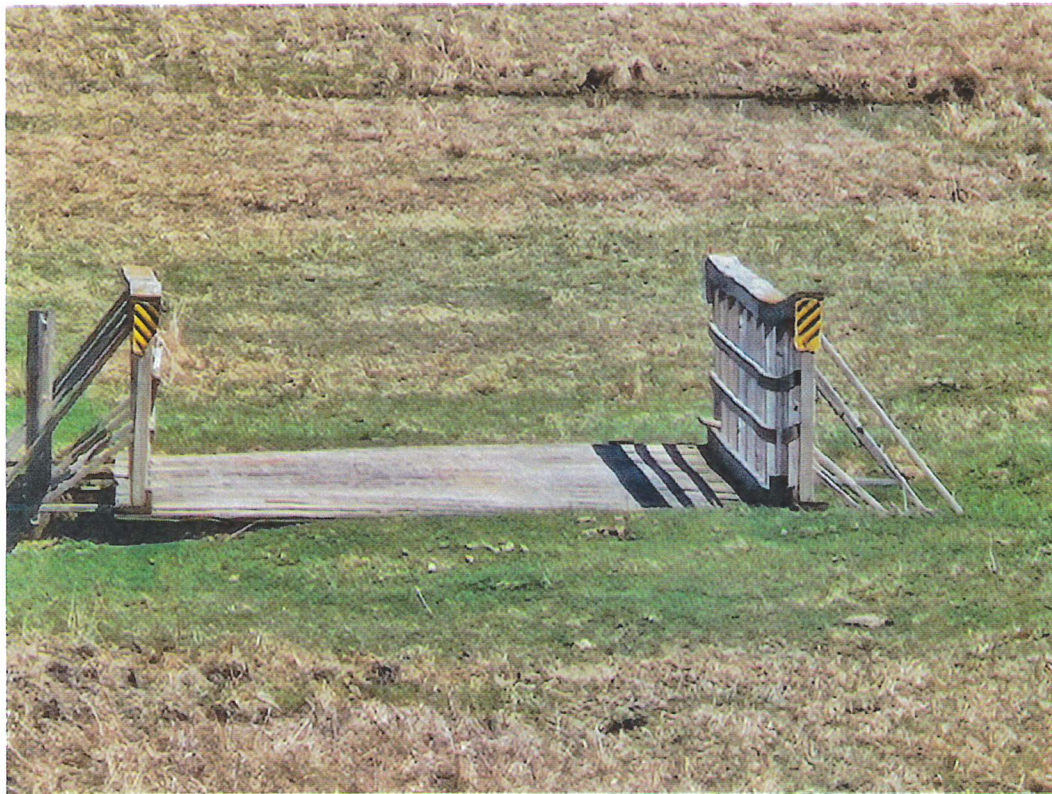
Location:



(description – how to get to location)

Images:

2023 State of Bridge -

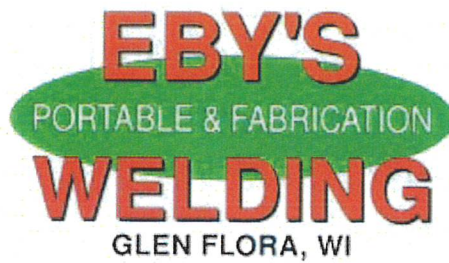


Current State of Bridge -









09-09-2024

JEFFERY EBY

N5188 COUNTY ROAD B

GLEN FLORA WI 54526

RICHLAND COUNTY HIGHWAY DEPARTMENT

120 BOWEN CIRCLE

RICHLAND CENTER WI 53581

ATTN:JOSH ELDER

EAST BRANCH MILL CREEK SNOWMOBILE BRIDGE

GRAND TOTAL -75,000.00

45'X12'

(2) 15' Ramps

#25,000

**Custom Manufacturing, Inc.**

606 Delco Drive, P.O. Box 279

Clinton, WI 53525

608-676-2282 Fax: 608-676-2283

tina@custommfginc.com

Quotation

6544

Please Indicate The Above Number When Ordering

To: Richland County Highway Department
120 Bowen Circle
Richland Center, WI 53581

Date: September 4, 2024	Salesperson: Tina Forrest
Inquiry Date:	Inquiry Number

Estimated Ship Date 12 – 16 weeks	Shipped VIA Best way	F.O.B Clinton, WI	Terms Net 30	
	Description		Price	Total
1	East Branch of Mill Creek			
	45’ Flat Bridge w/ 2 – 15’ Approaches (70’) 12’ Wide - 25,000# Load Double Decked - 42” Horizontal Railing – Hardware On 2 sets of Galvanized Sill Pans Stamped Engineered Drawings		\$ 55,400.00	
	Removal & Disposal of Existing Bridge Site Preparation, Installation & Equipment		9,700.00	
	Delivery Charges		800.00	
	Total			\$ 65,900.00
Above prices do not include sales tax or any necessary permits.				
Bridge kit includes all Steel I-Beams and Crossmembers, which are predrilled and have a red oxide primer finish, MCA Southern Yellow Pine treated lumber and all hardware. All lumber is Pre Stained.				
Bridge Kit Meets - WI DNR Guidelines – 25,000# Load				

We are pleased to submit the above quotation for your consideration. Should you place an order, be assured it will receive our prompt attention. This quotation is valid for 30 days. Thereafter it is subject to change without notice.

BY: Tina Forrest

ACCEPTED: _____

DATE: _____

RESOLUTION NO. 24 – 79

Resolution Approving The Sheriff’s Office’s To Sell Surplus Firearms To Current Certified Law Enforcement Staff Of The Office.

WHEREAS the Public Safety Standing Committee and Sheriff Clay Porter have recommended to the County Board that the Sheriff’s Office be authorized to sell surplus firearms to staff members, and

WHEREAS there is no current rule regarding the sale of surplus firearms. The Public Safety Standing committee is recommending the Sheriff’s Office may sell surplus firearms to current staff of the Sheriff’s Office.

NOW THEREFORE BE IT RESOLVED by the Richland County Board of Supervisors that approval is hereby granted for the Sheriff’s Office to sell surplus firearms to current members of the Sheriff’s Office staff.

BE IT FURTHER RESOLVED that proceeds from the sale of surplus firearms shall be deposited into the Sheriff’s New Equipment Line in order to help purchase replacement equipment, and

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

VOTE ON FOREGOING RESOLUTION

RESOLUTION OFFERED BY THE
PUBLIC SAFETY STANDING COMMITTEE
(04 OCTOBER 2024)

AYES_____ NOES_____

RESOLUTION _____		FOR	AGAINST
DEREK S. KALISH	BOB FRANK	X	
COUNTY CLERK	DAVID TURK		
	GARY MANNING	X	
DATED: OCTOBER 29, 2024	JULIE FLEMING	X	
	CHAD COSGROVE	X	
	KERRY SEVERSON	X	
	CRAIG WOODHOUSE		

RESOLUTION NO. 24 – 80

Resolution Approving The Payment For A New K-9 And Required Training From Donated Funds.

WHEREAS Rule 14 of the Rules of the Board requires that any expenditure in excess of \$10,000 must be approved by the County Board, and

WHEREAS the Public Safety Standing Committee has carefully considered this matter and is now recommending that the County Board approve the payment to Vohn Liche Kennels Inc.

NOW, THEREFORE, BE IT RESOLVED by the Richland County Board of Supervisors that approval is hereby granted for the Public Safety Standing Committee and the Sheriff to pay Vohn Liche Kennels Inc. in the amount of \$20,325.00, and

BE IT FURTHER RESOLVED that the total cost of carrying out this Resolution in the amount of shall be paid from the Richland County K-9 Fund, and

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

VOTE ON FOREGOING RESOLUTION

RESOLUTION OFFERED BY THE
PUBLIC SAFETY STANDING COMMITTEE
(04 OCTOBER 2024)

AYES_____ NOES_____

RESOLUTION _____	FOR	AGAINST
DEREK S. KALISH		
COUNTY CLERK		
DATED: OCTOBER 29, 2024		
BOB FRANK	X	
DAVID TURK		
GARY MANNING	X	
JULIE FLEMING	X	
CHAD COSGROVE	X	
KERRY SEVERSON	X	
CRAIG WOODHOUSE		

RESOLUTION NO. 24 - 81

Resolution Approving Termination Of Current Billing Contract With EMSMC.

WHEREAS January 19th 2024 Richland County EMS entered into an ambulance billing contact with EMSMC, and

WHEREAS it was discovered EMSMC was not fulfilling their role in the contract and Richland County EMS was suffering financial harm due to this, and

WHEREAS Joint Ambulance Committee and Executive and Finance Committee have approved, and

WHEREAS Notice must be given on or by November 19, 2024, and

NOW THEREFORE BE IT RESOLVED by the Richland County Board of Supervisors that approval here authorized for the termination of EMSMC ambulance contract, and

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

VOTE ON FOREGOING RESOLUTION

AYES_____NOES_____

RESOLUTION OFFERED BY THE EXECUTIVE &
FINANCE STANDING COMMITTEE

(10 SEPTEMBER 2024)

RESOLUTION		FOR	AGAINST
DEREK S. KALISH	STEVE CARROW	X	
COUNTY CLERK	STEVE WILLIAMSON		
	GARY MANNING	X	
DATED: OCTOBER 29, 2024	MARK GILL	X	
	INGRID GLASBRENNER	X	
	DAVID TURK	X	
	BOB FRANK	X	
	MARC COUEY	X	

RESOLUTION NO. 24 - 82

Resolution Approving An Amendment To Seven 2024 Provider Contracts For The Health And Human Services Department.

WHEREAS Rule 14 of the Rules of the Board provides that any contract entered into by the Department of Health and Human Services involving the expenditure more than \$50,000 either at one time or within the course of one year must be approved by the County Board, and

WHEREAS the Community and Health Services Committee has carefully considered this matter and is now presenting this resolution to the County Board for its consideration.

NOW, THEREFORE, BE IT RESOLVED by the Richland County Board of Supervisors that approval is hereby granted for the following amendments to the following contract:

With **Southwest Workforce Development Board** of Platteville, with the original contract being for \$120,000, amended to \$150,000 due to an increased need to provide contract employee services to Richland County Health and Human Services; and

With **Driftless Counseling LLC dba Trailhead Therapy and Mentoring** of Viroqua, with the original contract being for \$900,000, amended to \$1,500,000 due to an increased need for a variety of services to Comprehensive Community Services consumers in the Behavioral Health Services Unit; and

With **Northwest Counseling & Guidance Clinic** of Siren, with the original contract being for \$90,000, amended to \$150,000 due to an increased need for crisis intervention services and crisis clinical consultation for the Behavioral Health Services Unit; and

With **Roots Residential AFH, LLC** of Racine, with the original contract being for \$250,000, amended to \$325,000 due to an increased need for an adult family home for individuals being served by the Behavioral Health Services Unit; and

With **Red Maple Consulting Services, LLC** of Gays Mills, with the original contract being for \$150,000, amended to \$225,000 due to an increased need for a variety of services to Comprehensive Community Services consumers in the Behavioral Health Services Unit; and

With **You Are Enough Counseling, LLC** of Avoca, with the original contract being for \$100,000, amended to \$160,000 due to an increased need for a variety of services to Comprehensive Community Services consumers in the Behavioral Health Services Unit; and

With **Coulee Region Psychiatric Services, S.C** of Onalaska, with the original contract being for \$35,000, amended to \$50,000 due to an increased need for clinical/psychiatric consultation; and

BE IT FURTHER RESOLVED that the Community and Health Services Standing Committee is hereby authorized to amend any of the above contracts by not more than 15%, and

BE IT FURTHER RESOLVED that the Director of the Health and Human Services Department, Ms. Tricia Clements, is hereby authorized to sign the above contracts on behalf of Richland County in accordance with this Resolution, and

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

VOTE ON FOREGOING RESOLUTION		RESOLUTION OFFERED BY THE COUNTY BOARD	
AYES_____ NOES_____		MEMBERS OF THE COMMUNITY & HEALTH	
		SERVICES STANDING COMMITTEE	
		(03 OCTOBER 2024)	
RESOLUTION _____		FOR	AGAINST
DEREK S. KALISH	MARY MILLER	X	
COUNTY CLERK	MARTY BREWER	X	
	SANDRA KRAMER	X	
DATED: OCTOBER 29, 2024	INGRID GLASBRENNER	X	
	MICHELLE HARWICK	X	
	DANIEL MCGUIRE	X	

RESOLUTION NO. 24 - 83

Resolution Approving The 2025-2027 Richland County Aging Plan.

WHEREAS every 3 years counties in Wisconsin are required to submit an Aging Plan for Older People to the Greater Wisconsin Agency on Aging Resources in order to remain eligible to receive State and Federal funds which will total \$178,575.00 for 2025, and

WHEREAS the proposed 2025-2027 Richland County Aging Plan has been the subject of numerous public listening sessions, public forums and a public hearing and the Aging/ADRC Advisory Committee as well as the Health and Community Services Standing Committee have approved the Plan and County Board approval is also required, and

WHEREAS the Community and Health Services Standing Committee is presenting this Resolution to the County Board for its consideration.

NOW THEREFORE BE IT RESOLVED by the Richland County Board of Supervisors that the 2025-2027 Richland County Aging Plan, a copy of which is on file in the County Clerk’s office, is hereby approved, and

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

VOTE ON FOREGOING RESOLUTION

AYES_____NOES_____

RESOLUTION OFFERED BY THE COUNTY BOARD
MEMBERS OF THE COMMUNITY & HEALTH
SERVICES STANDING COMMITTEE
(03 OCTOBER 2024)

RESOLUTION _____	FOR	AGAINST
DEREK S. KALISH	X	
COUNTY CLERK	X	
	X	
DATED: OCTOBER 29, 2024	X	
	X	
	X	



COUNTY
Richland

Discover it here! — 

Three-Year Aging Plan 2025-2027

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Executive summary

Every three years, the Richland County Aging unit develops and submits to the Greater Wisconsin Agency on Aging Resources a “Three Year Aging Plan”. This plan is required for Richland County to receive funds under the Older Americans Act of 1965.

Furthermore, it assists the aging unit in structuring the agency’s priorities and goals for the future. This plan aims to help educate the public, stakeholders and decision-makers, provide a concise overview of the aging unit’s role within the community including mission, vision, and values. In addition, it highlights the aging unit’s long-term vision for the evolution of aging and disability programs and services on behalf of older adults and their caregivers in the community.

The Richland County Aging unit is an integrated part of the Aging and Disability Resource Center (ADRC) of Eagle Country, and is a part of Richland County Health and Human Services. It is the mission of the ADRC to be *“dedicated to working with adults and their families who are impacted by disability or aging. We will strive to enhance their self-sufficiency and quality of life by providing information, assistance, and education. In doing so, we will at all times promote the rights, dignity and preferences of the individual.”*

Richland County’s 2025-2027 Aging Plan has been developed utilizing a significant amount of input from the community to develop a plan that is truly representative of the needs of the community. To accomplish this, a series of outreach activities took place. The ADRC was able to gain public input through an array of methods including:

- Starting in late 2023, staff attended meetings and held listening sessions at senior apartment buildings, local libraries, and other groups within the community
- Input was received from the Aging/ADRC Advisory Committee (formerly known as Commission on Aging and Disability Committee)
- Input was received from the Nutrition Advisory Committee
- An online survey was developed and shared with a survey link, which allowed individuals to complete and submit the survey online. The survey was also emailed to the Care Coalition, local Managed Care Organizations, local I Team, and other individual stakeholders within the county
- A paper version of the survey was given to customers as they came into the ADRC, to all home delivered meal recipients, congregate site participants, placed on our local Facebook page and was placed in our newsletter
- One on one conversations happened between staff and local citizens regarding what they see as things needed to age well in Richland County

The input received assisted in the development of the plan, which reflects key issues for people who are aging in the county. The following sections discuss information learned through the above input mechanisms.

IIIB: Supportive Services: Local priorities were discussed with different groups throughout the county. Common themes raised were the need for increased access to meal sites and food resources, lack of caregivers, and social isolation. Individuals continue to desire services that will promote inclusiveness and opportunities to be an active part of advocacy initiatives. Over the next three years, the aging unit will work towards training individuals on how to be an effective advocate and to ensure there are opportunities for aging members of our community to take an active role in advocacy.

IIIC 1&2: Elder Nutrition Program: Individuals across the county would like to see more access to home delivered meals. Currently the program is not able to provide hot home delivered meals from border to border due to a lack of volunteers and funding. Furthermore, a common theme is there is a desire to have better access to fresh food resources. One continued concern mentioned was that there is a lack of a local grocery store and there are not enough meal sites around the county to meet the need. Over the next three years, the nutrition program will work on increasing access to home delivered meals and creating more fresh food options.

Another area of potential growth is improving the visibility of the Nutrition Program. Many stakeholders have shared that they do not know how to access information regarding the meal sites and home delivered meals. This feedback highlights that there is not enough information available regarding the meal sites, activities, and home delivered meals. The program will continue to work on increased visibility over the next three years.

IIID: Health Promotion: Conversations with community members highlighted that although the ADRC continues to partner with Symons Recreation Complex in Richland Center to provide numerous health promotion classes, there is still a need for increased programming. Over the last nine years, this partnership has blossomed from offering one Stepping On class to now offering Tai Chi, Strong Bodies, PALS, Walk With Ease and SAIL (Stay Active and Independent for Life).

Over the last three years, the ADRC has worked to offer health promotion programs through the ADRC's aging unit. Utilizing ARPA funds the ADRC has had staff trained to offer an additional program, Bingocize, which has been very successful and added to the array of options available to aging individuals across the county. Offering evidence-based programs and surveying individuals in the county regarding ongoing needs, the aging unit has been able to gain useful information regarding adding programs. These additional programs foster not only an improvement in one's physical condition but also meet socialization needs as well.

Over the next three years, the ADRC will continue to foster a positive partnership with Symons Recreation and all of Richland County to provide more evidence-based programs and increase offerings of them across the county.

IIIE: Caregiving: Stakeholders voiced that they are concerned about the lack of home care providers and respite services in the county. When caregiving services are needed, there are very few options available. Due to this, many people are not able to access the respite they need and are not able to attend in person support groups. Over the next three years' the aging unit will continue to work to grow a network of resources that is able to meet the needs of caregivers, including a friendly caller program and increased respite services so the caregiver can access support groups and be able to meet their own personal needs.

Advocacy: Another common theme was the lack of knowledge when there are policy changes that could affect resources in the community. Individuals stated they would like to see an increase in how changes are communicated. To strengthen communication, the ADRC will continue to increase usage of social media, radio, newspaper, newsletters, public listening sessions, etc.

Throughout the process of gaining information for the aging plan, conversations with individuals made it clear that there needs to be more emphasis on how aging members of our community can get involved in advocacy actions at the local, state and national level. Over the next three years, the aging unit will focus on connecting community members to advocacy trainings, opportunities, resources and services.

Another result of the extensive outreach for the plan is that it became clear there is a need to have programs in place to diminish loneliness and isolation. There is a need for more social connectedness throughout the county. Over the next three years, the aging unit will work on creating a friendly caller program.

Over the last three years, the ADRC has continued to foster strong relationships with individuals and entities serving those with dementia. This will be a continued focus for the county and the ADRC of Eagle Country as a region. Within the region, the population continues to age and there is an increase in people who are affected by dementia. The ADRC of Eagle Country is an ADRC region that includes Richland County, Juneau County, and Crawford County. The addition of a half-time Dementia Care Specialist has helped to increase awareness and education related to dementia. It has further ensured the increase in services and programs for individuals who have dementia and for their family and friends who are caring for them.

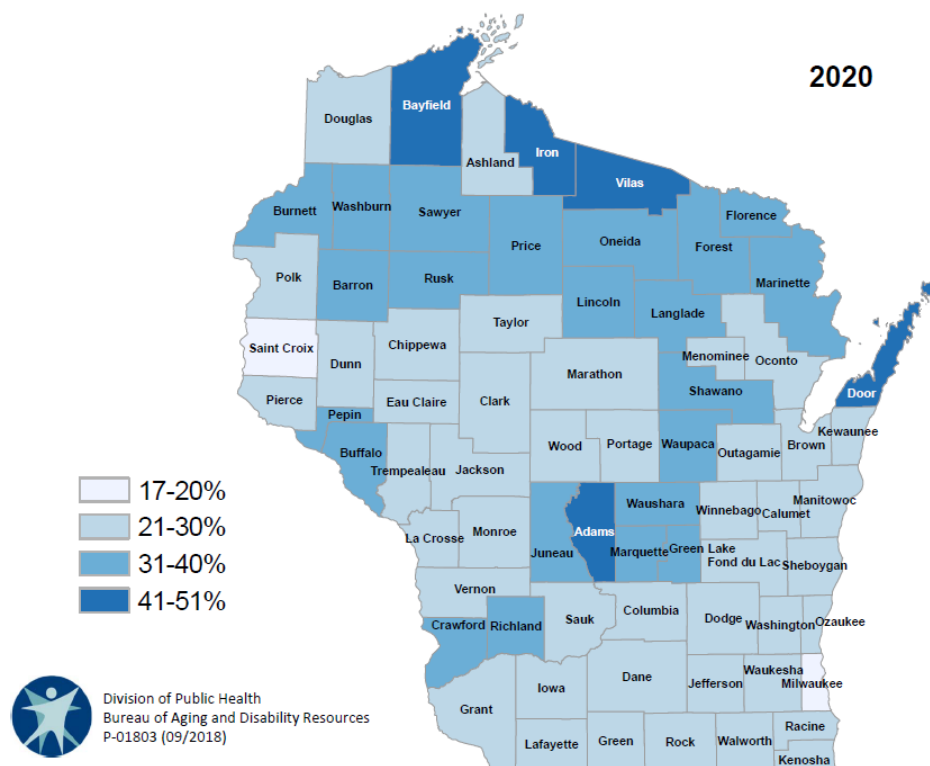
Context

Nestled in the Driftless region of Southwest Wisconsin is Richland County. Richland County is a rural county with a population of 17,226 residents. The county seat, Richland Center, is the main population center of the county with 4,958 residents. Population projections show that there will continue to be a rapid increase in individuals over 60 across the country and in our local community. In 2020, 35.4% of the county residents were over 60. The percentage of individuals over 60 is expected to increase across the state and in Richland County specifically, the percentage of those over 60 is projected to go as high as 40% by 2035. Currently, the county is seeing many elders

moving into town, but also a significant number of elders are remaining in their more rural homes. In order to be effective in meeting their needs the ADRC/Aging Unit will need to include efficient programming for the most rural residents.

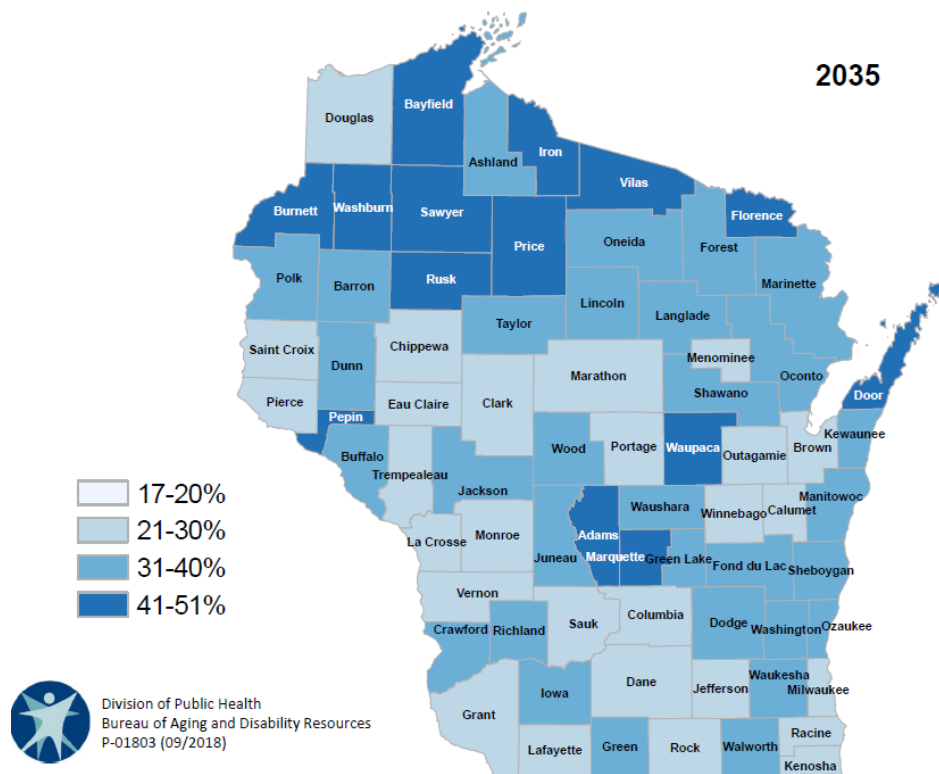
County	County, City, Town or Village	Population; total	Population; ages 60 and older
Richland County	Richland County	17,226	6,100

Percent of the Projected Population Ages 60 and Older, 2015-2040



Source: Wisconsin Department of Administration, Demographic Services, 2010-2040 Population Projections, Vintage 2013

Percent of the Projected Population Ages 60 and Older, 2015-2040



Source: Wisconsin Department of Administration, Demographic Services, 2010-2040 Population Projections, Vintage 2011

There are several assets for the county: the Richland Hospital and Clinic, Southwest Regional Partners, several large industries, returning retired residents investing in the community, active community churches and growing tourism activities. Ongoing initiatives include the Richland Center Economic Development initiative whose goal is to foster economic growth in the community that will enrich local residents, and visitors, quality of life. Richland County is a topographically diverse area, which provides many opportunities to enjoy outdoor activities including; kayaking with accessible boat landings, biking, hiking, walking, snowshoeing and snowmobiling through the beautiful settings Richland County has to offer. All of these shore up the economic base for the county. However, it is important to monitor the labor force in Richland County. As the community ages, there has already been a decline in workers, especially in the caregiving industry. Along with this, due to worker shortages in many areas, it is likely that larger industries may look to outsourcing or relocating their industry if qualified employees are not available.

The community has stepped up and continues to proactively address future increased need for health care service; Richland County has a local hospital, medical clinic, geriatric assessment center, free clinic, and fully operational ICA's and Family Care long term care systems. Unfortunately, even with a local health system in place, there are very limited resources for in-home care services.

Beyond this, local community churches, concerned citizens, and social service agencies have worked diligently over the last 18 years to address homelessness in Richland County; there continues to be some shelter opportunities for families, which includes a transitional housing program.

The increase in older adults in our community also brings opportunity for increased volunteerism. These individuals have many skills and talents, which are a positive resource for the county. Richland County has a very robust volunteer network for its transportation program but as the community ages increased need for transportation and volunteer drivers will continue to rise.

The nutrition program also offers volunteer opportunities. It unfortunately saw a drastic drop in volunteers during the pandemic and continues to actively rebuild its volunteer base. This will be an ongoing effort over the next three years.

To gain robust community involvement in gathering information for the 2025-2027 plan, focus groups, listening sessions and a public hearing were held to gather information. Attendees were asked what they see as needs and strengths for the aging population in Richland County. Additionally, ADRC customers participated in a related, quick and easy survey asking them to list the issues older people face. Along with all of these efforts, there were numerous 1-to-1 conversations with consumers and caregivers about what they see as needs within the community.

Overall, the results of the conversations and surveys identified more assets than challenges and have been grouped into four different categories: personal assets and challenges, community assets and challenges, infrastructure assets and challenges, and lastly support services assets and challenges. The results gathered were informative and in line with previously identified trends.

Results:

- Personal assets included competence and spirituality – the challenges included fiscal problems, physical impairments, loneliness and isolation.
- Community assets were many and varied (clubs, organizations, service organizations, church, etc.) – challenges voiced were continued personal budgetary issues, even with the challenges noted they were followed by something positive or by a hopeful solution.
- Infrastructure was one category where the challenges out-numbered the assets. For those in the rural areas who are no longer driving, transportation and access to food and other support services were noted as the biggest challenges. Part of the issue is the lack of a grocery store, other than Wal-Mart in Richland County. A decline in volunteers for the transportation and nutrition programs has also caused gaps in services.
- Support services challenges also out-numbered the assets. For individuals needing in home services there is a lack of providers available. Over the last five years', there has been a decline in in-home service providers due to a lack of

staff. Due to this, it has become increasingly more difficult for individuals to age-in-place in their own homes.

The role for the ADRC in Richland County will be to continue to provide quality aging program services, continue to lead, be involved in and supportive of community efforts to address the challenges of transportation, housing, nutrition and social connectedness.

Development of the aging plan

Community engagement

Public involvement continues to be an ongoing process in the aging unit's daily operation. Gaining consistent and continuous information from community members is the building block of ensuring the aging unit is meeting the needs of the community. As part of its daily functioning the ADRC's aging unit has a continuous presence within the community. Along with this the aging unit is diligent about using a variety of methods for collecting and integrating input from older adults into aging plans and program direction. The methods include:

- Listening sessions held in person and with a virtual option with the Nutrition Advisory Committee and the ADRC/Aging Advisory Committee (formerly known as the Commission on Aging and Disability committee)
- In-person listening sessions were held at local senior housing complexes and meal sites in Richland Center, Rockbridge and Cazenovia
- The ADRC continues to be a part the local I-Team, Richland County Care Coalition, Richland County Crisis Team dementia networks, transportation networks, housing networks, homelessness prevention coalition, food pantry board, and emergency preparedness
- The Aging/ADRC Advisory Committee (formerly COAD) continues to have monthly agenda items for citizen comments, senior group reports and advocacy
- Health and Community Services Committee meetings include agenda item for citizen comments
- Transportation Coordinating Committee meeting agenda continues to have items for citizen comments and transportation updates
- Attending City Council meetings
- Identifying unmet needs from ADRC reporting
- Listening to customers using services
- Attending local senior meetings and meal sites
- Reading the local newspaper-in particular letters to the editor
- Discussing with staff what they see and hear from customers
- Asking customers to fill out simple planning surveys about issues facing older people and the strengths older people offer

Partners and Resources

Careful and planned outreach has been completed throughout the process and will continue through the entirety of the plan. Aging unit staff included regular agenda items on monthly committee meetings related to the development of the plan including an ask of committee members to reach out to individuals in the community for feedback related to the plan. Being integrated in the community is a crucial part of ensuring the plan is relevant to the individuals served.

Public hearings

As stated above the ADRC held numerous focus groups and listening sessions to gain useful information for the creation of the plan. The ADRC also held a formal public listening session to gain feedback on the draft aging plan. This public hearing gave an additional opportunity to collect feedback and comments to make changes prior to the final plan being approved by the policy-making body.

To ensure that the public had the opportunity to attend the public hearing notification was placed on the ADRC's web page, in the local newspaper for two weeks, on the agency's Facebook page and in the local newsletter.

The public hearing Summarize *the aging unit's public hearing process. Include comments from community members and indicate changes made to the draft version of the plan because of input collected during the public hearing.*

Goals and strategies

IIIB Goal

Older Americans Act program area <input checked="" type="checkbox"/> Title III-B Supportive Services <input type="checkbox"/> Title III-C1 and/or III-C2 Nutrition Program <input type="checkbox"/> Title III-D Evidence-Based Health Promotion <input type="checkbox"/> Title III-E Caregiver Supports
Aging Network value <input type="checkbox"/> Person centeredness <input checked="" type="checkbox"/> Equity <input checked="" type="checkbox"/> Advocacy
Goal statement: Goal: Older adults will have access to training and educational opportunity to assist with becoming effective advocates.

Plan or strategy:

- Conduct outreach to older adults to increase access to unbiased information on important issues regarding elders.
- Provide annual advocacy training for the members of the governing board.
- Collaborate with local police department to provide older adult fraud prevention presentations.
- Staff and Committee members will recruit individuals to attend advocacy opportunities
- Coordinate a group of individuals to go to Aging Advocacy Day.

Documenting efforts and tools:

Documenting **how much** has been done:

- Baseline data will be created with the number of trainings offered and number of attendees
- Data will be collected at the end of each year to measure effectiveness of strategies

Documenting **how well** it has been done:

- Attendance will be tracked for Aging Advocacy Day and all other presentations. At least two aging individuals will attend each advocacy opportunity.

Assessing whether anyone is **better off**:

- A survey will be created and disseminated to gauge if people feel empowered and if efforts were valuable.
- Training events completed with post evaluations forms at the end of each will be used to measure effectiveness.

OPTIONAL: Notes on considerations for framing goals

1. Why are we choosing this to focus our efforts on?
When individuals who are aging in our community are actively engaged in advocacy they are able to help guide the services that most appropriate for them.
2. Why do we believe this particular effort will make things better?
Being engaged in advocacy will help increase better health outcomes, encourage changes in policy, which will help ensure services, and funding are available.
3. How do we think this leads to people being better off?
Individuals will have information to help them make educated choices.

4. How will we know that when we are done with this effort?
Advocacy is an ongoing need. There has been a lack of involvement in Richland County. When there is a robust number of people engaging.
5. How will we know whether anyone is better off because of this effort?
When there are changes in policy and programs to assist in educating the community regarding scams, financial exploitation and available resources. A survey will be completing at the beginning of the plan period and at the end to show progress.

C1 Goal

Older Americans Act program area

- ☐ Title III-B Supportive Services
- ☒ Title III-C1 and/or III-C2 Nutrition Program
- ☐ Title III-D Evidence-Based Health Promotion
- ☐ Title III-E Caregiver Supports

Aging Network value

- ☒ Person centeredness
- ☒ Equity
- ☐ Advocacy

Goal statement:

The nutrition program will establish partnerships with community gardens or small farms. Included in these partnerships the program will engage seniors in gardening and related activities which will help to provide nutritious, locally sourced produce to include in meals. The activities will further foster intergenerational connections and community spirit.

Objectives:

- Create and maintain ongoing partnerships with community gardens or farms.
- Work with local partner to create a curriculum for gardening and cooking activities.
- Set up a menu incorporating fresh produce from the gardens.
- Measure and assess the impact on nutrition, well-being and community engagement.

Plan or strategy:

The program will identify suitable partners, existing community spaces for gardens/farms ensuring the consideration of accessibility for seniors and resources

available. As part of the plan the program will partner with local senior centers, community organizations and schools for resources and support.

Documenting efforts and tools:

Community Gardens/Farms:

- Work with local partners to establish donations and in kind volunteers to ensure the sustainability of the program.
- Plan the layout and type of produce to grow.
- Include raised beds or accessible gardening options for seniors.
- Integrate tools and equipment suitable for various physical abilities.

Activities:

- Work with partners to offer gardening activities, workshops and events.
- Provide educational information on nutrition and cooking.

Meal Program:

- Design a menu incorporating the produce grown.

Implementation:

Recruitment and Training:

- Work with partners to recruit volunteers, including seniors and other community members.
- Partners will provide training on gardening, nutrition and food safety.

Establishment:

- Identify space and local partner
- Volunteers will begin planting and setting up gardens/farms.

Meal Preparation:

- Work with caterer to integrate fresh produce into menu.
- Start serving meals using produce from the garden.
- Gather feedback from participants to refine and improve the program.

Documenting efforts and tools:

Documenting *how much* has been done:

The program will track progress:

- Monitor garden growth, activity participation and meal satisfaction
- Create a survey to collect data on socialization impacts and health and well-being of participants at the beginning of the project and at the end of the plan period
- Adjust the program based on feedback and evaluation results

Sustainability and Growth:

- Seek grants, donations and sponsorships to support the initiative
- Explore possibilities for expanding the program to other meal sites
- Continue building relationships with local organizations and stakeholders
- Promote the program to attract more participants and supporters
- Create a list of meal site participants and log participation
- Ensure activities are designed to be accessible and enjoyable for people of all ages and physical abilities

- Education: Include educational components on sustainable farming practices and healthy eating habits

Notes on considerations for framing goals

1. Why are we choosing this to focus our efforts on?
This initiative not only supports healthy living but also strengthens community ties and empowers older individuals through active involvement and meaningful contributions.
2. Why do we believe this particular effort will make things better?
Increasing education of the consumption of fresh produce while bridging the gap through an intergenerational effort is a healthy way to help the older population find purpose and decrease loneliness and isolation while also increasing the nutrient density of meals.
3. How do we think this leads to people being better off?
This initiative will increase consumption of healthy produce, increase education and decrease isolation and loneliness.
4. How will we know that when we are done with this effort?
Through surveys that will be disseminated throughout the process of the initiative.
5. How will we know whether anyone is better off because of this effort?
Evaluation of the survey responses tracked participation at the meal sites.

C-2 Goal

Older Americans Act program area

- ☐ Title III-B Supportive Services
- ☒ Title III-C1 and/or III-C2 Nutrition Program
- ☐ Title III-D Evidence-Based Health Promotion
- ☐ Title III-E Caregiver Supports

Aging Network value

- ☒ Person centeredness
- ☒ Equity
- ☐ Advocacy

Goal statement:

Increase the service area providing Home Delivered meals to ensure that qualifying individuals in the most rural parts of the county, with the greatest need have the opportunity for nutritious, hot meals.

Due to the lack of volunteers, the program has not been able to offer hot meals to individuals who do not live within 5 miles of a designated meal site. This means that the majority of the county is not able to receive hot meals. Through this initiative, the program will provide increased food security for older, qualified individuals who are living throughout the county.

Plan or strategy:

Increase efforts in recruiting volunteers throughout the county promoting the need to ensure food security in the county.

- The nutrition program will utilize the meal prioritization tool to evaluate individuals' needs for home delivered meals.
- The program will increase the current mileage requirement of being within five miles of a meal site to seven miles.
- Home Delivered meals will be offered out of the Rockbridge meal site, beginning with one hot meal per week and increasing to three hot meals per week by the end of the plan period.
- Ongoing work with the Nutrition Advisory Council to assist in completing outreach to gain more volunteers to meet increased needs will be done
- The program will increase its base of volunteers in order to deliver meals and ensure the program is able to fundamentally and fiscally meet the need

Documenting efforts and tools:

Documenting **how much** has been done:

- Data entered into Peer Place will reflect the change in the number of Home Delivered meals being provided.

Documenting **how well** it has been done:

- Program staff will meet twice yearly to re-evaluate the progress.
- Nutrition Satisfaction surveys will be completed at the start of the effort and at the end of each year to provide feedback regarding satisfaction and progress towards goal

Assessing whether anyone is **better off**:

- Ongoing In conversations with Home Delivered Meal participants will help to assess if the increased service provision is helpful.
- A survey will be completed and evaluated to assess the outcomes of the effort

Notes on considerations for framing goals

1. Why are we choosing this to focus our efforts on?
Large parts of Richland county do not have access to home delivered meals. There is a lack of a grocery store other than Walmart in the county, which leads to food insecurity. This initiative will help increase food security to the most rural parts of the county and individuals with the greatest need.

2. Why do we believe this particular effort will make things better?
Food security is extremely important for maintaining health and helping individuals continue age in place and remain their own homes.
3. How do we think this leads to people being better off?
We will be able to serve more aging individuals nutritious food and provide interaction and safety checks. The combination of these services will improve health outcomes.
4. How will we know that when we are done with this effort?
When we are able to meet the nutritional needs for eligible older individuals living throughout Richland county.
5. How will we know whether anyone is better off because of this effort?
Eligible individuals will receive hot meals delivered. Surveys will be completed yearly to gauge the success of the effort.

IIID Goal

Older Americans Act program area

- ☐ Title III-B Supportive Services
- ☐ Title III-C1 and/or III-C2 Nutrition Program
- ☒ Title III-D Evidence-Based Health Promotion
- ☐ Title III-E Caregiver Supports

Aging Network value

- ☒ Person centeredness
- ☒ Equity
- ☐ Advocacy

Goal statement: OAA Title III-D Social Isolation and Loneliness

To provide equitable access to evidence-based programs, fostering a sense of belonging, and mitigating the negative effects from social isolation and loneliness.

Through comprehensive initiatives, the ADRC/Aging Unit of Richland County aims to create a community where older adults feel connected, supported, and empowered to prioritize their well-being. By increasing the implementation of evidence-based health promotion programs and social isolation and loneliness initiatives, we hope to foster meaningful connections to enhance both the physical and mental health outcomes for older adults, ultimately fostering a healthier and more vibrant community.

Plan or strategy:

Continue the ongoing partnership with Symons Recreation Complex to provide robust health promotion programming. As part of this the unit will assess Richland County's ability to provide increased health promotion programming with its current system. Identify and train new health promotion class instructors to ensure the current and future demand for programming can be met. Implement expanded evidence-based programming and add social isolation and loneliness questions to the Peer Place registration form to measure impact.

Documenting efforts and tools:

Documenting **how much** has been done:

- Gather baseline data including number of current classes held in the last year and number of individuals over 60 served
- Implement survey to gather interest in programs

Documenting **how well** it has been done:

- Capture the number/description of classes provided.
- Once a new instructor (or more) has been found, decide on programs to be offered and initiate training.
- Once a program (or two) has been decided on, track participation.

Assessing whether anyone is **better off**:

- Gather baseline data.
- Increase in program options = increase in improved health outcomes, social connectedness and person-centered services.
- Information gathered from surveys and/or follow-up calls will offer qualitative data, "Did you find improved health outcomes and social connectedness?"

Title III-E Goal**Older Americans Act program area**

- ☐ Title III-B Supportive Services
- ☐ Title III-C1 and/or III-C2 Nutrition Program
- ☐ Title III-D Evidence-Based Health Promotion
- ☒ Title III-E Caregiver Supports

Aging Network value

- ☒ Person centeredness
- ☒ Equity
- ☐ Advocacy

Goal statement:

During aging plan outreach the community stated a need for friendly callers to reach out to people who are isolated in the community. Creating a volunteer friendly caller program will decrease caregiver stress by increasing support and address social isolation in the rural communities across Richland County, which will decrease social isolation and improve health outcomes.

Plan or strategy:

- Research other friendly caller programs
- Create policies/procedures for implementation of program including vetting of volunteers and training of volunteers
- Create a marketing initiative to recruit individuals to provide friendly caller services.
- Implement a list of vetted individuals willing to call aging individuals who are home bound.
- Complete outreach to the community via three modes of information to let individuals know the service is available.

Documenting efforts and tools:

Documenting **how much** has been done:

- Gather baseline data
- Implement local survey

Documenting **how well** it has been done:

- Document benchmarks for the effort including number of volunteers, participants and outcomes

Assessing whether anyone is **better off**:

- Gather data through a survey and compare to initial baseline data, including a caregiver survey question asking, "Did the caregiver find relief from strain and did the friendly caller provide the level of support needed?"
- Reach out to each participant and all friendly callers to gauge satisfaction with the program

Program advancement**Community engagement and public input**

Describe the aging unit's approach to enhance the amount and quality of community engagement and public input into aging plan and program development, in an ongoing effort to increase and improve interaction with community members about aging programs and services.

Title III and Title VI coordination

In an effort to ensure coordination between the ADRC and the Ho-Chunk Nation, the ADRC will have contact with the tribe at least, two times a year to learn what each program can provide to each other. This includes information regarding nutrition options, health promotion options, transportation options and more. The ADRC will request and share information in the Family and Friends newsletter programs that Ho-Chunk Nation is offering for tribal members.

Aging unit integration and collaboration with the local aging and disability resource center

The Richland County Aging unit is an integrated part of the Aging and Disability Resource Center of Eagle Country – Richland County, and is a unit within Richland County Health and Human Services. It is the mission of the ADRC to be *“dedicated to working with adults and their families who are impacted by disability or aging. We will strive to enhance their self-sufficiency and quality of life by providing information, assistance, and education. In doing so, we will at all times promote the rights, dignity and preferences of the individual.”*

Emergency preparedness

The ADRC/Aging unit is an active part of the planning and implementation of emergency preparedness. Throughout the years, Richland County has experienced large amounts of flooding and severe weather resulting in the need to support community members. This along with the activation of providing services during the COVID pandemic has ensured the unit, and the county as a whole, is well prepared for a variety of emergencies. Aging unit involvement includes being a part of the EOC (Emergency Operations Command) meetings and the organization and support of emergency local shelters in cases of flooding or natural disasters. The aging unit further provides transportation to the community in cases when evacuation is necessary, and provides for nutritional needs for individuals over 60.

Organizational structure and leadership of the aging unit

Primary contact

Primary contact to respond to questions about the aging plan

Name: Roxanne Klubertanz-Gerber

Title: ADRC Manager

County: Richland

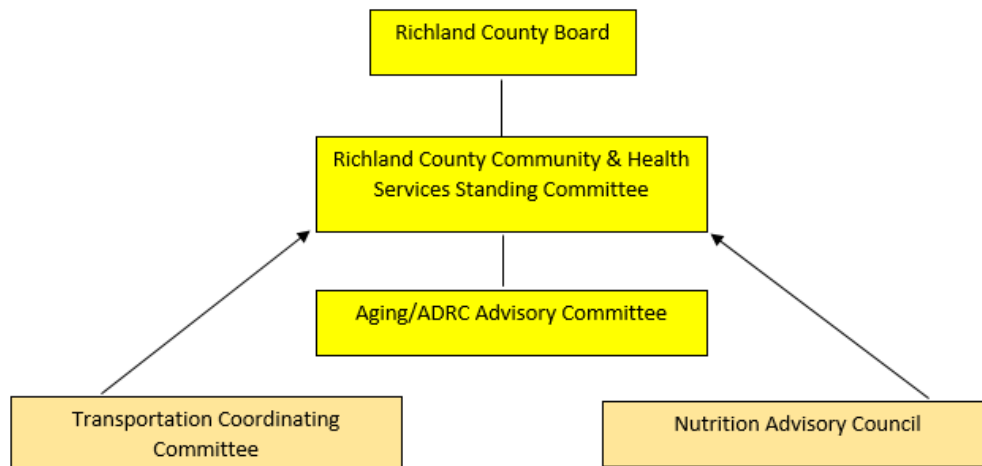
Organizational Name: ADRC of Eagle Country – Richland County

Address: 221 West Seminary Street

City: Richland Center State: WI Zip Code: 53581

Email Address: Roxanne.klubertanz@co.richland.wi.us Phone: 608-647-4616

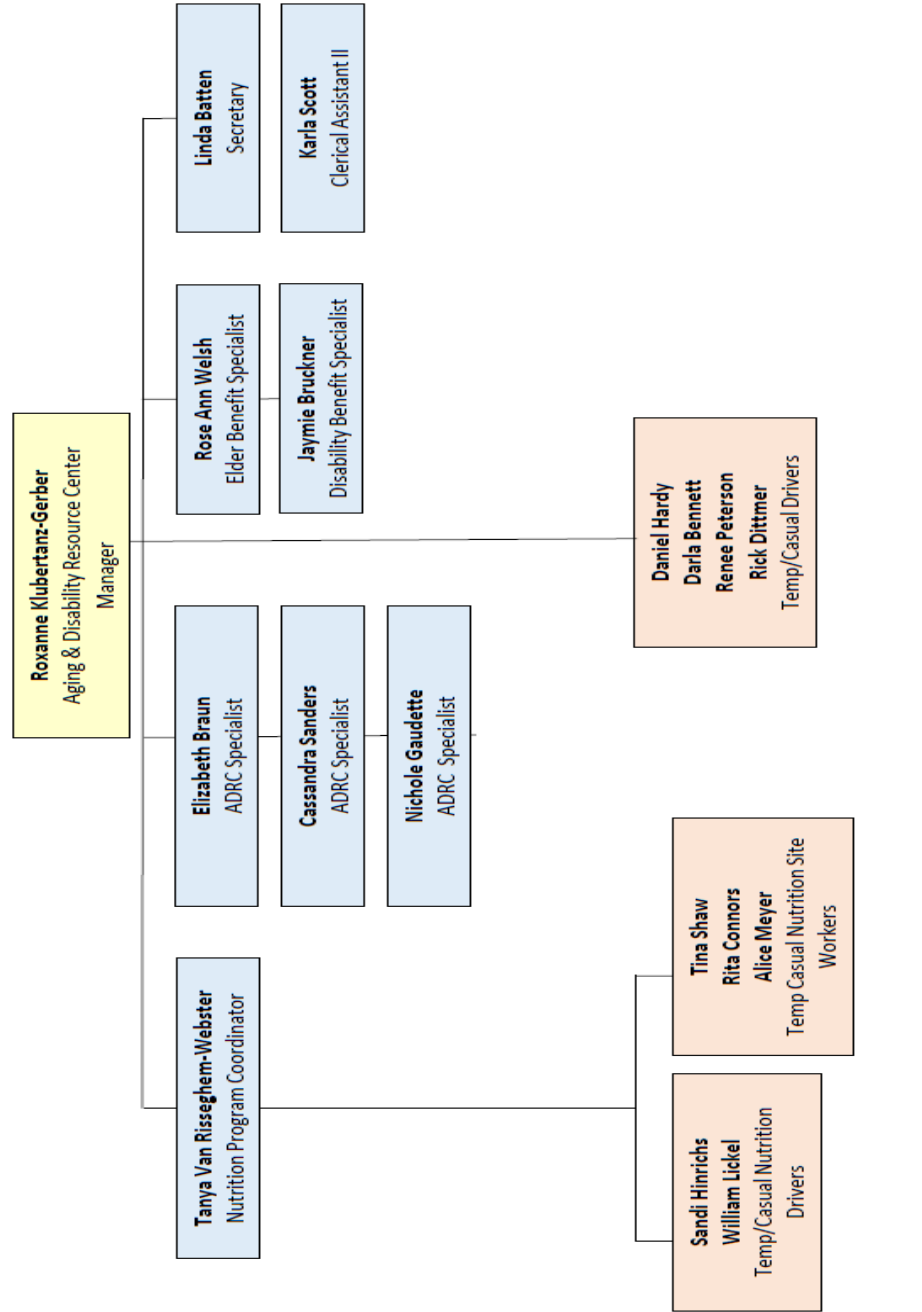
Richland County Committee Structure



Richland County Health & Human Services

Aging & Disability Resource Center

Organizational Chart



Staff of the Aging Unit

<p>Name: Roxanne Klubertanz-Gerber Job Title: Manager, ADRC of Eagle Country – Richland Center Office Telephone Number/Email Address: 221 West Seminary Street Richland Center, WI 53581 608-647-4616 roxanne.klubertanz@co.richland.wi.us</p>
<p>Brief Description of Duties: Oversight and management of the ADRC, which includes ADRC services, transportation, nutrition and aging program services.</p>
<p>Name: Karla Scott Job Title: Administrative Secretary Telephone Number/Email Address: 608-647-4616 karla.scott@co.richland.wi.us</p>
<p>Brief Description of Duties: Provide administrative support, manage resource material library, responsible for various tracking/reporting systems, provide walk-in and phone reception.</p>
<p>Name: Rose Ann Welsh Job Title: Elder Benefit Specialist Telephone Number/Email Address: 608-647-4616 rose.welsh@co.richland.wi.us</p>
<p>Brief Description of Duties: Provide Elder Benefit Specialist program services as required by program mandates. Information and assistance is mostly provided by ADRC Specialists, which allows the EBS to focus on those services that can only be done by EBS.</p>
<p>Name: Jaymie Bruckner Job Title: Disability Benefit Specialist Telephone Number/Email Address/email Address: 608-647-4616 jaymie.bruckner@co.richland.wi.us</p>
<p>Brief Description of Duties: Provide Disability Benefit Specialist program services as required by program mandates.</p>
<p>Name: Cassandra Sanders, Nichole Gaudette, Elizabeth Braun Job Title: ADRC Specialist Telephone Number/Email Address 608-647-4616</p>

cassie.sanders@co.richland.wi.us ; nichole.gaudette@co.richland.wi.us ; Elizabeth.braun@co.richland.wi.us	
<p>Brief Description of Duties: All are generalist ADRC Specialists and provide the required ADRC services. Cassandra Sanders is assigned to supporting disabled youth transition into the adult service world from children's waiver service programs. Nichole Gaudette co-facilitates the Caregiver Support Group and all ADRC Specialists assist with outreach and health promotion programming.</p>	
<p>Name: Linda Batten Job title: Secretary/Transportation Coordinator Telephone Number/Email address: 608-647-4616 linda.batten@co.richland.wi.us</p>	
<p>Brief Description of Duties: Provides advanced secretarial duties as needed; coordinates county van drivers and volunteer drivers to provide medical transportation under the Driver Escort program and the Richland Public Transportation program.</p>	
<p>Name: Tanya Webster Job title: Nutrition Program Coordinator Telephone Number/Email address: 608-647-4616 tanya.webster@co.richland.wi.us</p>	
<p>Brief Description of Job Duties: Performs day-to-day operations of the Senior Nutrition Program which includes development of employee trainings, both local and regional. Position further completes volunteer recruitment of home delivered meal drivers, menu development, development of food safety education, and various other duties in accordance with policies and procedures listed in Chapter 8 "Nutrition Program Operations" of Wisconsin Aging Network Manual of Policies, Procedures & Technical Assistance, Federal and State laws, and Richland County Policies.</p>	
<p>Name: Cindy Bromeland Job Title: Adult Protective Services Worker Telephone Number: 608-647-8821 cindy.bromeland@co.richland.wi.us</p>	
<p>Brief Description of Duties:</p>	<p>Responds to reports of elder/adult abuse, determines level of risk and puts in place plans and procedures to assure safety. Supervision of the APS worker is completed through Behavioral Health Services, a unit within Health and Human Services.</p>

Aging unit coordination with the Aging and Disability Resource Center (ADRC)

The Aging and Disability Resource Center of Eagle Country – Richland County Office is a unit housed within Richland County Health and Human Services, which provides ADRC services and administers Aging programs. The adult/elder abuse protection services is managed through the Behavioral Health department, which is also housed within Richland County Health and Human Services. In order to facilitate good communication with this program the APS Social Worker attends meetings with the ADRC twice per month. The ADRC Manager also attends APS supervision meetings with the Behavioral Health Manager.

Fiscal reporting for Adult Protective Services EAN funds is completed by the ADRC Manager who is supervised by the director of Health and Human Services and supervises all above positions. Fiscally, the ADRC manager submits reports to the area agency on aging.

As a unit within Health and Human Service, the ADRC's governing committee is the Community and Health Services Standing Committee. At the unit level, three bodies advise the ADRC: the Transportation Coordinating Committee (TCC), Nutrition Advisory Committee (NAC) and the Aging/ADRC Advisory Committee (formerly known as the Commission on Aging and Disability, COAD). These bodies are highly respected therefore their recommendations for motions are regularly approved by the Community and Health Services Standing Committee, which in turn increases approval from the County Administrator and the County Board of Supervisors.

The ADRC Unit is also one of three satellite offices that make up the ADRC of Eagle Country region. Together the region constitutes three counties collaborating to provide uniform, high quality ADRC and aging services across southwest Wisconsin.

The mission statement for the ADRC unit and the Aging/ADRC Advisory Committee is: The Aging and Disability Resource Center is dedicated to working with adults and their families who are impacted by disability or aging. We will strive to enhance their self-sufficiency and quality of life by providing information, assistance and education. In doing so, we will at all times promote the rights, dignity and preferences of the individual. By integrating mission into the organizational structure and day-to-day activities of the Aging and Disability Resource Center the following goals are achieved:

- People are able to easily locate and access services.
- People are informed about programs and services.
- People receive advocacy and support when needed.
- People experience better health and improved quality of life.
- Elderly citizens recognize the Aging and Disability Resource Center will provided support and services required under the Older American's Act of 1965.
- The Aging and Disability Resource Center is recognized by the community as a place to obtain information and assistance on a wide variety of topics.

Contact: Aging and Disability Resource Center of Eagle Country- Richland County office, 221 West Seminary Street; Richland Center, WI 53581; 608-647-4616; 877-794-2372

Statutory requirements for the structure of the aging unit

The aging unit of Richland County is fully integrated with the ADRC of Eagle Country's Richland County office which is a unit within Richland County Health and Human Services.

Organizational structure: Choose the option that represents the organizational structure of the aging unit.	Check one
(1) An agency of county/tribal government with the primary purpose of administering programs for older individuals of the county/tribe.	<input type="checkbox"/>
(2) A unit, within a county/tribal department with the primary purpose of administering programs for older individuals of the county/tribe.	<input checked="" type="checkbox"/>
(3) A private, nonprofit corporation, as defined in s. 181.0103 (17).	<input type="checkbox"/>
Composition of the policy-making body: Choose the option that represents the composition of the policy-making body.	Check one
For an aging unit that is described in (1) or (2) above, organized as a committee of the county board of supervisors/tribal council, composed of supervisors and, advised by an advisory committee, appointed by the county board/tribal council. Older individuals shall constitute at least 50% of the membership of the advisory committee and individuals who are elected to any office may not constitute 50% or more of the membership of the advisory committee.	<input checked="" type="checkbox"/>
For an aging unit that is described in (1) or (2) above, composed of individuals of recognized ability and demonstrated interest in services for older individuals. Older individuals shall constitute at least 50% of the membership of this commission and individuals who are elected to any office may not constitute 50% or more of the membership of this commission.	<input type="checkbox"/>
For an aging unit that is described in (3) above, the board of directors of the private, nonprofit corporation. Older individuals shall constitute at least 50% of the membership of this commission and individuals who are elected to any office may not constitute 50% or more of the membership of this commission.	<input type="checkbox"/>
Full-time aging director: The law requires that the aging unit have a full-time aging director.	Check one
The aging unit has a full-time aging director as required by law.	<input checked="" type="checkbox"/>
The aging unit does not have a full-time aging director as required by law.	<input type="checkbox"/>

Membership of the Policy-Making Body Template

Official Name of the County Aging Unit's Policy-Making Body:

The Community and Health Services Standing Committee is the policy-making entity for aging services and an aging advisory committee is not the commission. Chapter 46.82 of the Wisconsin Statutes sets certain legal requirements for aging units.

Community and Health Services Standing Committee

Name	Age 60 and Older	Elected Official	Year First Term Began
Chairperson: Ingrid Glasbrenner		x	4-2024
Vice Chair- Marty Brewer	x	x	4-2024
Michelle Harwick		x	4-2024
Sandra Kramer	x	x	4/2024
Daniel McGuire	x	x	4/2024
Cindy Chicker	x		4-2024
Mary Miller	x	x	4-2024
Jerel Beres	x		4-2024
Francis Braithwaite	x		4-2024

Role of the Advisory Committee

Where an aging unit has both an advisory committee (sometimes referred to as the advisory council) and a policy-making body, a key role of the advisory committee is to advise the policy-making body in the development of the plan and to advocate for older adults. Evidence of this involvement should be listed as an attachment in the appendices of the aging unit plan.

Membership of the Advisory Committee

Listed below are the members of the Aging/ADRC Advisory committee. An aging advisory committee is required if the commission (policymaking body) does not follow the Elders Act requirements for elected officials, older adults and terms or if the commission (i.e. policy-making body) is a committee of the county board.

Chapter 46.82 of the Wisconsin Statutes requires that the membership of the aging advisory committee (where applicable) must consist of at least 50% older people, and individuals who are elected to office may not constitute 50% or more of the membership.

Official Name of the County Aging Unit's Advisory Committee:

Aging/ADRC Advisory Committee

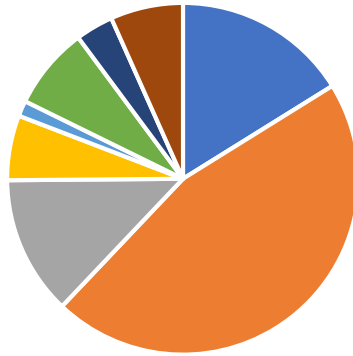
Name	Age 60 and Older	Elected Official	Start of Service
Chairperson: David Scribbins			4/2024
Linda Symons	X		7/2024
Kevin Koester	X		4/2024
Terry Berg	X		4/2024
Larry Engel	X		3/2024
Marty Brewer		X	4/2024

Budget summary

The ADRC's aging unit is required to submit an annual budget to GWAAR using a budget worksheet approved by the Bureau of Aging and Disability Resources. The ADRC works diligently to ensure that Older American Act funds are utilized in a way that ensures services are provided in the areas of most need.

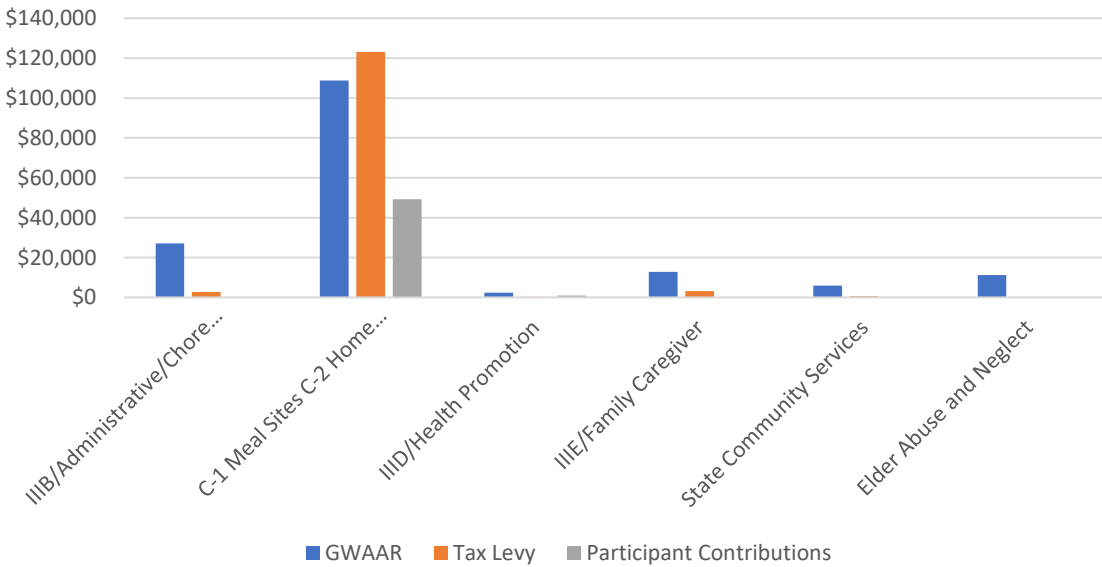
The ADRC continues to see increased needs in funding across all aging programs. Currently the nutrition program requires increased tax levy to be able to provide basic services to individuals who qualify in the county.

Older Americans Act Funding Usage



- IIIB/Program Administration and Chore Service
- C-1/Meal Sites
- C-2/Home Delivered Meals
- NSIP/Nutrition
- IIID/Health Promotion
- IIIE/National Family Caregiver
- Senior Community Services
- Elder Abuse

Program Income/Tax Levy



	Title III Federal Contract Expenses	Other Federal Contract Expenses	Cash Match Expenses	Other Federal Expenses	Other State Expenses	Other Local Expenses	Program Income Expenses	Total Cash Expenses	AFCSP Expense Used as Match	In-Kind Match Allocations	Grand Total
Supportive Services	\$ 24,492.00	\$ 7,000.00	\$ 3,230.00	\$ -	\$ -	\$ -	\$ -	\$ 34,722.00	\$ -	\$ 4,100.00	\$ 38,822.00
Congregate Nutrition Services	\$ 66,199.00	\$ 5,224.00	\$ 61,000.00	\$ -	\$ -	\$ -	\$ 23,825.00	\$ 156,248.00	\$ -	\$ 65,412.00	\$ 221,660.00
Home Delivered Nutrition Services	\$ 48,356.00	\$ 5,224.00	\$ 63,000.00	\$ -	\$ -	\$ -	\$ 23,825.00	\$ 140,405.00	\$ -	\$ 27,120.00	\$ 167,525.00
Health Promotion Services	\$ 2,603.00	\$ 3,172.00	\$ 578.00	\$ -	\$ -	\$ -	\$ -	\$ 6,353.00	\$ -	\$ -	\$ 6,353.00
Caregiver Services - 60+	\$ 11,987.00	\$ 750.00	\$ 3,036.00	\$ -	\$ -	\$ -	\$ -	\$ 15,773.00	\$ -	\$ 5,305.00	\$ 21,078.00
Caregiver Services - Underage	\$ 750.00	\$ -	\$ 188.00	\$ -	\$ -	\$ -	\$ -	\$ 938.00	\$ -	\$ -	\$ 938.00
Legal Services (EBS)	\$ 100.00	\$ -	\$ 595.00	\$ -	\$ 5,843.00	\$ -	\$ -	\$ 6,538.00	\$ -	\$ -	\$ 6,538.00
Alzheimer's	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Elder Abuse	\$ -	\$ -	\$ -	\$ -	\$ 11,233.00	\$ -	\$ -	\$ 11,233.00	\$ -	\$ -	\$ 11,233.00
Grand Total	\$ 154,487.00	\$ 21,370.00	\$ 131,627.00	\$ -	\$ 17,076.00	\$ -	\$ 47,650.00	\$ 372,210.00	\$ -	\$ 101,937.00	\$ 474,147.00

Verification of intent

The purpose of the verification of intent is to show that county government has approved the plan. It further signifies the commitment of county government to carry out the plan. Copies of approval documents must be available in the offices of the aging unit. Use the template provided below and insert a signed copy of it in the aging plan.

Signed verification of intent

The person(s) authorized to sign the final plan on behalf of the Aging/ADRC Advisory Committee and the county board must sign and indicate their title. This approval must occur before the final plan is submitted to the area agency on aging for approval.

In the case of multi-county aging units, the verification page must be signed by the representatives, board chairpersons, and commission on aging chairpersons, of all participating counties.

We verify that all information contained in this plan is correct.

Signature/Title of Chairperson of the Aging/ADRC Advisory Committee

Date

Signature/Title of Authorized Community & Health Services Representative

Date

Signature/Title of the Authorized County Board Representative

Date

Signature of the County Administrator

Date

Appendices

The following required appendices are being included with the 2025-2027 Richland County Three Year Aging Plan: assurance of compliance with federal and state laws and regulations, community engagement reports and public hearing reports.

A signed copy of this statement must accompany the plan. The plan must be signed by the designated authority to enter into a legally binding contract. Most often this is the county board chairperson. The assurances agreed to by this signature page must accompany the plan when submitted to the AAA and BADR.

The assurances need not be included with copies of the plan distributed to the public.

Compliance with Federal and State Laws and Regulations for 2025-2027.

On behalf of Richland County, we certify

The ADRC of Eagle Country-Richland County office, Richland County Aging Unit Assurances of Compliance with Federal and State Laws and Regulations

The assurances below often refer to requirements of area agencies on aging (AAAs) and is absent of references to aging units. Wisconsin's structure of AAAs and local county and tribal aging units differs from other states but is recognized in state statute 46.82 and by the federal Administration for Community Living. Therefore, AAAs and county and tribal aging units are required to provide assurances of compliance with federal and state laws in the delivery of Older Americans Act programs and supports.

The structure of AAAs in Wisconsin are as follows:

1. An agency designated as the AAA must subcontract with counties, tribal nations, or providers to carry out Older Americans Act programs. The AAA, in a binding contract with the state, and counties and tribal nations, in a binding contract with the AAA, must support and comply with requirements under the Older Americans Act (Public Law 89-73) [As Amended Through P.L. 116-131, Enacted March 25, 2020] Reference: 45 CFR Part 1321 – Grants to State and Community Programs on Aging as updated in March 2024.
2. A county designated as the AAA must designate a department of local government as the aging unit. The AAA and the county aging unit are bound by a binding contract with the state and must support and comply with requirements under the Older Americans Act (Public Law 89-73) [As Amended Through P.L. 116-131, Enacted March 25, 2020] Reference: 45 CFR Part 1321 – Grants to State and Community Programs on Aging as updated in March 2024.

AAAs and aging units are subject to the requirements in the Wisconsin Elders Act 235, often referenced in [Chapter 46.82](#) of Wisconsin Statutes. Please note: Chapter 46.82 has been updated to reflect changes in programs originally referenced in the Act when passed in 1991.

A signed copy of this statement must accompany the plan. The plan must be signed by the person with the designated authority to enter into a legally binding contract. Most often this is the county board chairperson or tribal governing board chairperson. The assurances agreed to by this signature page must accompany the plan when submitted to the AAA or Bureau of Aging and Disability Resources.

The assurances need not be included with copies of the plan distributed to the public.

Use the template provided below and include as an appendix to the aging plan.

Compliance with Federal and State Laws and Regulations for 2025–2027

On behalf of Richland county, we certify

Aging and Disability Resource Center – Richland County has reviewed the appendix to the county or tribal aging plan entitled Assurances of Compliance with Federal and State Laws and Regulations for 2025–2027. We assure that the activities identified in this plan will be carried out to the best of the ability of the county or tribal nation in compliance with the federal and state laws and regulations listed in the Assurances of Compliance with Federal and State Laws and Regulations for 2025–2027.

Signature of the Chairperson of the Aging/ADRC Advisory Committee/ formerly known as the Commission on Aging	Date
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Signature of the Chairperson of the Community and Health Services Standing Committee	Date
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Signature of the Chairperson of the County Board Representative	Date
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Signature of the County Administrator	Date
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Wisconsin Elders Act

If the applicant is an aging unit, the aging unit must comply with the provisions of the Wisconsin Elders Act.

Wisconsin Statutes Chapter 46.82 Aging unit.

“Aging unit” means an aging unit director and necessary personnel, directed by a county or tribal commission on aging and organized as one of the following:

- (1) An agency of county or tribal government with the primary purpose of administering programs of services for older individuals of the county or tribe.
- (2) A unit, within a county department under s. 46.215, 46.22
- (3) or 46.23, with the primary purpose of administering programs of
- (4) services for older individuals of the county.
- (5) A private corporation that is organized under ch. 181 and
- (6) that is a nonprofit corporation, as defined in s. 181.0103 (17).

Aging Unit; Creation. A county board of supervisors of a county, the county boards of supervisors of 2 or more contiguous counties or an elected tribal governing body of a federally recognized American Indian tribe or band in this state may choose to

administer, at the county or tribal level, programs for older individuals that are funded under 42 USC 3001 to 3057n, 42 USC 5001 and 42 USC 5011 (b). If this is done, the county board or boards of supervisors or tribal governing body shall establish by

resolution a county or tribal aging unit to provide the services required under this section. If a county board of supervisors or a tribal governing body chooses, or the county boards of supervisors of 2 or more contiguous counties choose, not to administer the programs for older individuals, the department shall direct the Area Agency on Aging that serves the relevant area to contract with a private, nonprofit corporation to provide for the county, tribe or counties the services required under this section.

Aging Unit; Powers and Duties. In accordance with state statutes, rules promulgated by the department and relevant provisions of 42 USC 3001 to 3057n and as directed by the county or tribal commission on aging, an aging unit:

(a) *Duties*. Shall do all of the following:

1. Work to ensure that all older individuals, regardless of income, have access to information, services and opportunities available through the county or tribal aging unit and have the opportunity to contribute to the cost of services and that the services and resources of the county or tribal aging unit are designed to reach those in greatest social and economic need.
2. Plan for, receive and administer federal, state and county, city, town or village funds allocated under the state and area plan on aging to the county or tribal aging unit and any gifts, grants or payments received by the county or tribal aging unit, for the purposes for which allocated or made.
3. Provide a visible and accessible point of contact for individuals to obtain accurate and comprehensive information about public and private resources available in the community which can meet the needs of older individuals.
4. As specified under s. 46.81, provide older individuals with services of benefit specialists or appropriate referrals for assistance.
5. Organize and administer congregate programs, which shall include a nutrition program and may include one or more senior centers or adult day care or respite care programs, that enable older individuals and their families to secure a variety of services,

including nutrition, daytime care, educational or volunteer opportunities, job skills preparation and information on health promotion, consumer affairs and civic participation.

6. Work to secure a countywide or tribal transportation system that makes community programs and opportunities accessible to, and meets the basic needs of, older individuals.

7. Work to ensure that programs and services for older individuals are available to homebound, disabled and non–English speaking persons, and to racial, ethnic and religious minorities.

8. Identify and publicize gaps in services needed by older individuals and provide leadership in developing services and programs, including recruitment and training of volunteers, that address those needs.

9. Work cooperatively with other organizations to enable their services to function effectively for older individuals.

10. Actively incorporate and promote the participation of older individuals in the preparation of a county or tribal comprehensive plan for aging resources that identifies needs, goals, activities and county or tribal resources for older individuals.

11. Provide information to the public about the aging experience and about resources for and within the aging population.

12. Assist in representing needs, views and concerns of older individuals in local decision making and assist older individuals in expressing their views to elected officials and providers of services.

13. If designated under s. 46.27 (3) (b) 6., administer the long–term support community options program.

14. If the department is so requested by the county board of supervisors, administer the pilot projects for home and community –based long–term support services under s. 46.271.

15. If designated under s. 46.90 (2), administer the elder abuse reporting system under s. 46.90.

16. If designated under s. 46.87 (3) (c), administer the Alzheimer’s disease family and caregiver support program under s.46.87.

17. If designated by the county or in accordance with a contract with the department, operate the specialized transportation assistance program for a county under s. 85.21.

18. Advocate on behalf of older individuals to assist in enabling them to meet their basic needs.

19. If an aging unit under sub. (1) (a) 1. or 2. and if authorized under s. 46.283 (1) (a) 1., apply to the department to operate a resource center under s. 46.283 and, if the department contracts with the county under s. 46.283 (2), operate the resource center.

20. If an aging unit under sub. (1) (a) 1. or 2. and if authorized under s. 46.284 (1) (a) 1., apply to the department to operate a care management organization under s. 46.284 and, if the department contracts with the county under s. 46.284 (2), operate the care management organization and, if appropriate, place funds in a risk reserve.

(b) Powers. May perform any other general functions necessary to administer services for older individuals.

(4) Commission on Aging.

(a) Appointment.

1. Except as provided under subd. 2., the county board of supervisors in a county that has established a single-county aging unit, the county boards of supervisors in counties that have established a multicounty aging unit or the elected tribal governing body of a federally recognized American Indian tribe or band that has established a tribal aging unit shall, before qualification under this section, appoint a governing and policy-making body to be known as the commission on aging.

2. In any county that has a county executive or county administrator and that has established a single-county aging unit, the county executive or county administrator shall appoint, subject to confirmation by the county board of supervisors, the commission on aging. A member of a commission on aging appointed under this subdivision may be removed by the county executive or county administrator for cause.

(b) Composition.

A commission on aging, appointed under par. (a) shall be one of the following:

1. For an aging unit that is described in sub. (1) (a) 1. or 2., organized as a committee of the county board of supervisors, composed of supervisors and, beginning January 1, 1993, advised by an advisory committee, appointed by the county board. Older individuals shall constitute at least 50% of the membership of the advisory committee and individuals who are elected to any office may not constitute 50% or more of the membership of the advisory committee.

2. For an aging unit that is described in sub. (1) (a) 1. or 2., composed of individuals of recognized ability and demonstrated interest in services for older individuals. Older individuals shall constitute at least 50% of the membership of this commission and individuals who are elected to any office may not constitute 50% or more of the membership of this commission.

3. For an aging unit that is described in sub. (1) (a) 3., the board of directors of the private, nonprofit corporation. Older individuals shall constitute at least 50% of the membership of this commission and individuals who are elected to any office may not constitute 50% or more of the membership of this commission.

(c) Terms.

Members of a county or tribal commission on aging shall serve for terms of 3 years, so arranged that, as nearly as practicable, the terms of one-third of the members shall expire each year, and no member may serve more than 2 consecutive 3-year terms. Vacancies shall be filled in the same manner as the original appointments. A county or tribal commission on aging member appointed under par. (a) 1. may be removed from office for cause by a two-thirds vote of each county board of supervisors or tribal governing body participating in the appointment, on due notice in writing and hearing of the charges against the member.

(c) Powers and duties.

A county or tribal commission on aging appointed under sub. (4) (a) shall, in addition to any other powers or duties established by state law, plan and develop administrative and program policies, in accordance with state law and within limits established by the department of health and family services, if any, for programs in the county or for the tribe or band that are funded by the federal or state government for administration by the aging unit.

Policy decisions not reserved by statute for the department of health and family services may be delegated by the secretary to the county or tribal commission on aging. The county or tribal commission on aging shall direct the aging unit with respect to the powers and duties of the aging unit under sub. (3).

(5) Aging Unit Director; Appointment. A full-time aging unit director shall be appointed on the basis of recognized and demonstrated interest in and knowledge of problems of older individuals, with due regard to training, experience, executive and

administrative ability and general qualification and fitness for the performance of his or her duties, by one of the following:

(a) 1. For an aging unit that is described in sub. (1) (a) 1., except as provided in subd. 2., a county or tribal commission on aging shall make the appointment, subject to the approval of and to the personnel policies and procedures established by each

county board of supervisors or the tribal governing body that participated in the appointment of the county or tribal commission on aging. 2. In any county that has a county executive or county administrator and that has established a single-county aging unit, the county executive or county administrator shall make the appointment,

subject to the approval of and to the personnel policies and procedures established by each county board of supervisors that participated in the appointment of the county commission on aging.

(b) For an aging unit that is described in sub. (1) (a) 2., the director of the county department under s. 46.215, 46.22 or 46.23 of which the aging unit is a part shall make the appointment, subject to the personnel policies and procedures established by the

county board of supervisors.

(d) For an aging unit that is described in sub. (1) (a) 3., the commission on aging under sub. (4) (b) 3. shall make the appointment, subject to ch. 181.

Community engagement reports

A total of nine varying community engagements were completed to gain information for the plan. Engagements varied from attending local meal sites, visiting local senior apartments, attending local senior citizen group meeting, online and paper surveys, one on one conversations and a public hearing.

Community Engagement Report: Local Senior Apartments

County: Richland	Date/s of Events or Efforts: 2/6/2024, 2/13/2024
Target audience: Individuals over 60 and caregivers	Number of participants: 16

Describe the method used including partners and outreach done to solicit responses:

Listening session held at Richland Hills, Park Apartments and Ridgeview Commons apartment buildings. Flyers given to apartment building residents. Outreach to managers of apartments for events as well.

Describe how the information collected was used to develop the plan:

Feedback was used to determine what the biggest needs are in the county. Utilized information obtained in conversations with residents for the development of the plan and goals.

What were the key takeaways/findings from the outreach?

Met with residents and discussed what they saw as needs to age well in Richland County. Residents were very engaged in discussions related to in home services, socialization, exercise options, home delivered meals, transportation, lack of a local grocery store and concerns about increasing expenses.

Community Engagement Report: Aging/ADRC Advisory Committee Members

County: Richland	Date/s of Events or Efforts: 1/10/2024
Target audience: Aging/ADRC Advisory Committee	Number of participants: 8

Describe the method used including partners and outreach done to solicit responses:

Worked with committee to create survey for the 2025-2027 plan. Committee members discussed proposed questions. Also requested committee members to reach out to a minimum of 3 community members for input for the plan.

Describe how the information collected was used to develop the plan:

The survey that was created and the feedback received from the community directly impacted the draft goals.

What were the key takeaways/findings from the outreach?

Having newer committee members gave perspective on how well they understand our programs and their requirements. New committee members gave fresh perspectives regarding their outreach for the plan.

Community Engagement Report: Richland County Meal Sites

County: Richland	Date/s of Events or Efforts: 2/14/2024, 3/6/2024, 3/11/2024
Target audience: Individuals over 60	Number of participants: 39

Describe the method used including partners and outreach done to solicit responses:

Listening sessions held at each meal site. A separate survey was created and given to meal participants. Outreach was completed through providing surveys to meal site and HDM participants.

Describe how the information collected was used to develop the plan:

Feedback was used in the development of the plan and goals. The listening sessions also provided an opportunity to share resources and get feedback from participants.

What were the key takeaways/findings from the outreach?

Participants gave constructive feedback regarding requests for meals, quality of meals, and what is needed to increase satisfaction and meet the needs of participants. Participants discussed needing more access to home delivered meals outside of the normal delivery area.

Community Engagement Report: Richland Center Area Senior Citizens Group

County: Richland	Date/s of Events or Efforts: 2/15/2024
Target audience: Individuals over 60	Number of participants: 17

Describe the method used including partners and outreach done to solicit responses:

Focus group held at monthly meeting of Richland Area Senior Citizens group. Outreach was completed through the president of the group and by event flyers at the Senior Center and Richland Center Meal Site.

Describe how the information collected was used to develop the plan:

Robust conversations and information gained regarding needs of the county was directly used in the development of the plan and goals.

What were the key takeaways/findings from the outreach?

Met with the Senior Citizens group who were very engaged in discussions related to in home services, lack of caregivers, socialization and home delivered meals. Members were interested in learning more about local volunteer opportunities and the programs provided through the ADRC. Utilized information in the creation of proposed goals.

Community Engagement Effort: Survey

County: Richland	Date/s of Events or Efforts: 1/15/2024-4/30/2024
Target audience: Individuals over 60	Number of participants: 107

Describe the method used including partners and outreach done to solicit responses:

Survey was created and distributed in paper version, placed in the local newsletter, in the Aging office, placed online on the county website, placed online on the Regional ADRC website and on Facebook. All home delivered meal participants received a paper survey and surveys were available at each of the county's three meal sites.

Describe how the information collected was used to develop the plan:

Surveys were reviewed, compiled, and shared with Aging/ADRC Advisory Committee members and Nutrition Advisory Council members. Goals for the plan were created after reviewing the needs that were listed as the most significant.

What were the key takeaways/findings from the outreach?

Surveys indicated the same takeaways as other outreach methods. Transportation, nutrition, caregivers and socialization rose to the top as the most significant needs. There was also comments regarding growing concerns about the ability to afford to live in their own homes due to rising inflation.

Public Hearing

A public hearing was held on Wednesday, September 25, 2024 to gain input for the plan. The public hearing was advertised for two weeks in the local paper, was on the county website, Facebook, agency newsletter and was posted at the meal sites.

Public Hearing Report

Date of Hearing: 9/25/2026	County or Tribe: Richland
Location of Hearing: Community Services Building	Accessibility of Hearing: X Location was convenient, accessible & large enough X Provisions were made for hearing/visual impairments X Provisions were made for those who do not speak English X Hearings were held in several locations (at least one in each county your agency serves) X Hearing was not held with board/committee meetings
Address of Hearing: 221 West Seminary Street, Richland Center WI	
Number of Attendees: 5	
Public Notice: X Official public notification began at least 2 weeks prior? Date: __9/10/2024_____ X Notice must be posted in a local/online newspaper, nutrition sites and senior centers plus at least one more avenue X *Print/online newspaper _____ X *Nutrition sites X *Senior centers X Newsletter, radio, TV, social media <input type="checkbox"/> Sent to partner agencies/individuals <input type="checkbox"/> Other _____ X Notifications include X Date X Time X Location X Subject of hearing X Location and hours that the plan is available for examination Where appropriate, notice was made available in languages other than English X A copy of the notice is included with this report	

Summary of Comments:

The public hearing was called to order on September 25, 2024 at 1:00 pm. Five individuals attended the public hearing and had reviewed the draft Three Year Aging plan. Comments regarding the plan included:

- Question regarding the nutrition goals. Reviewed two goals are included. One for the C1- Congregate Meal program to work on creating a community garden and utilizing food grown to introduce more fresh produce into meals. The second goal is to increase the availability of Home Delivered Meals in the county.
- One comment inquired about the lay out of the context and gave suggestions on reformatting.
- One comment was made that the plan shows a great deal of effort was put into gaining information from community members on what they would like to see happen over the next three years. Individual stated “it is evident that community input has been integrated into the plan.”

Changes made to your plan as a result of the input received:

- Changed formatting of the executive summary portion.

**2025-2027 RICHLAND COUNTY
AGING PLAN PUBLIC HEARING**

There will be a public hearing to review the 2025-2027 Richland County Three Year Aging Plan at 1:00pm, Wednesday, September 25, 2024, in Conference Room A and Bat the Richland County Community Services Building, 221 West Seminary Street, Richland Center. Individuals may also attend virtually via Zoom through the following link: <https://us06web.zoom.us/j/87511822048> Meeting JD: 875 1182 2048 Passcode: 834337 Dial by your location: I (309) 205-3325 US

The purpose of this public hearing is to provide an opportunity for citizens in Richland County to review, comment and provide input for the 2025-2027 Richland County Aging Plan. Citizen comments are valuable to the construction of the final document that will direct the focus of the Aging and Disability Resource Center over the next three years.

Written comments may be sent to the Aging and Disability Resource Center of Eagle Country-Richland County office, Attn: Roxanne Klubertanz-Gerber, 221 W. Seminary St., Richland Center, WI 53581 through September /8, 2024. For more information, contact Roxanne Klubertanz-Gerber at the ADRC at (608) 647-4616.

Transportation will be available if needed. Contact Linda Batten at (608) 647-4616 to setup no later than September 23, 2024.

(Pub. 09/12/24, 09/19/24) WNAXLP



2025–2027 RICHLAND COUNTY AGING PLAN PUBLIC HEARING

There will be a public hearing to review the 2025–2027 Richland County Three Year Aging Plan at 1:00 pm, Wednesday, September 25, 2024, in Conference Room A and B at the Richland County Community Services Building, 221 West Seminary Street, Richland Center. Individuals may also attend virtually via Zoom through the following link:

*<https://us06web.zoom.us/j/87511822048> **Meeting ID:** 875 1182 2048*

***Passcode:** 834337 Dial by your location: 1 (309) 205-3325 US*

The purpose of this public hearing is to provide an opportunity for citizens in Richland County to review, comment and provide input for the 2025–2027 Richland County Aging Plan. Citizen comments are valuable to the construction of the final document that will direct the focus of the Aging and Disability Resource Center over the next three years.

Written comments may be sent to the Aging and Disability Resource Center of Eagle Country–Richland County office, Attn: Roxanne Klubertanz–Gerber, 221 W. Seminary St., Richland Center, WI 53581 through September 18, 2024. For more information, contact Roxanne Klubertanz–Gerber at the ADRC at (608) 647-4616.

Transportation will be available if needed. Contact Linda Batten at (608) 647-4616 to set-up no later than September 23, 2024.



RESOLUTION NO. 24 - 84

Resolution Relating To Richland County's Participation In A State Program Providing Specialized Transportation Assistance.

WHEREAS Wisconsin Statutes, section 85.21 authorizes the Wisconsin Department of Transportation to make grants to Wisconsin counties for the purpose of assisting them in providing specialized transportation services to the elderly and the disabled, and

WHEREAS each grant must be matched with a local share of not less than 20% of the amount the grant and the Wisconsin Department of Transportation has allocated \$79,888 to Richland County for this program for 2025 so that, with a minimum 20% (\$15,978) matching contribution to be paid by Richland County for 2025, the total would be \$95,869, and

WHEREAS the County Board considers that the provision of specialized transportation services would improve the maintenance of human dignity and self-sufficiency of the elderly and disabled.

NOW THEREFORE. BE IT RESOLVED by the Richland County Board of Supervisors that the Richland County Department of Health and Human Services and its Director are hereby authorized to prepare and submit to the Wisconsin Department of Transportation an application for assistance during 2025 under Wisconsin Statutes, section 85.21 in accordance with the requirements issued by the Department of Transportation, and

BE IT FURTHER RESOLVED that a sum of not less than \$15,978 of the amount budgeted for transportation funds for the Department of Health and Human Services's Transportation Account in 2025 Richland County budget shall be used as the 20% matching County cost-share portion of this program for specialized transportation assistance, which County contribution will enable Richland County to receive the \$79,889 grant which has been allocated to Richland County for 2025 by the Wisconsin Department of Transportation, in accordance with Wisconsin Statutes, section 85.21, and

BE IT FURTHER RESOLVED that the Director of the Department of Health and Human Services, Ms. Tricia Clements, is hereby authorized to execute a State aid contract with the Wisconsin Department of Transportation under Wisconsin Statutes, section 85.21 on behalf of Richland County, and

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

VOTE ON FOREGOING RESOLUTION

AYES_____ NOES_____

RESOLUTION OFFERED BY THE COUNTY BOARD
MEMBERS OF THE COMMUNITY & HEALTH
SERVICES STANDING COMMITTEE
(03 OCTOBER 2024)

RESOLUTION _____

FOR AGAINST

DEREK S. KALISH
COUNTY CLERK

MARY MILLER	X
MARTY BREWER	X
SANDRA KRAMER	X
INGRID GLASBRENNER	X
MICHELLE HARWICK	X
DANIEL MCGUIRE	X

DATED: OCTOBER 29, 2024

RESOLUTION NO. 24 – 85

Resolution Approving The Purchase Of New Network Switches For Pine Valley Community Village.

WHEREAS, Pine Valley network switches are nine years old and were end of Life in October of 2024,
and

WHEREAS, fund 61 are available for the cost to replace the switches, and

WHEREAS, a quote of \$28,023.37 was obtained from JComp Technologies, and

NOW THEREFORE BE IT RESOLVED, by the Richland County Board of Supervisors that approval is
hereby granted for the purchase of new network switches for the Community Services Building, and

BE IT FURTHER RESOLVED, the quote received from JComp Technologies in the amount of
\$28,023.37 is accepted and the cost will be covered by Pine Valley Community Village Fund 61, and

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

VOTE ON FOREGOING RESOLUTION	RESOLUTION OFFERED BY THE EXECUTIVE & FINANCE STANDING COMMITTEE (28 OCTOBER 2024)	
AYES_____	NOES_____	

RESOLUTION _____	FOR	AGAINST
DEREK S. KALISH	STEVE CARROW	X
COUNTY CLERK	STEVE WILLIAMSON	X
	GARY MANNING	
DATED: OCTOBER 29, 2024	MARK GILL	X
	INGRID GLASBRENNER	X
	DAVID TURK	X
	BOB FRANK	
	MARC COUEY	X



Richland Co. - Pine Valley
August 28, 2024

Prepared By:
Robert C. Carns MCSE, CCNA, CCDA, MCNE, CCA

Current Promo Until 10/25/2024

Qty.	Description		Price
5	Cisco 9200L - 48port 10/100/100; 4 SFP+ PoE	\$	16,834.25
5	3 Year Cisco DNA Essentials License	\$	4,373.50
5	1 Year SMARTnet 24x7x4	\$	4,890.00
2	Cisco 9200L - Stacking Kit	\$	1,925.62

Total

\$ 28,023.37

RESOLUTION NO. 2024-2

REQUESTING RICHLAND COUNTY’S ENFORCEMENT OF ITS ZONING ORDINANCE

WHEREAS, the Richland County Zoning Ordinance (the “Ordinance”) provides in Section III.D. that “No junk or salvage yards shall be permitted in Richland County except in conformance with a plan approved by the County Zoning Committee”; and

WHEREAS, properties at Clary Lane and Valley Lane have abandoned personal property that is in violation of Section III.D. of the Ordinance; and

WHEREAS, to this date, the Town of Buena Vista is unaware of any action taken by Richland County to prevent continued violations of the Ordinance at the Clary Lane and Valley Lane properties.

NOW, THEREFORE, BE IT RESOLVED, that the Town of Buena Vista Board of Supervisors does hereby request that the Zoning Administrator of Richland County investigate the Clary Lane and Valley Lane properties in the Town of Buena Vista and enforce Section III.D. of the Ordinance.

1. BE IT FURTHER RESOLVED, that the Town of Buena Vista is hereby authorized and directed to send a copy of this Resolution to the Chair of the Richland County Board of Supervisors, the Chair of the Richland County Planning and Zoning Committee, and the Zoning Administrator of Richland County.

I, Van Nelson, Clerk of the Town of Buena Vista, do certify that this resolution was adopted by the Town of Buena Vista Board of Supervisors at a meeting held on October 10, 2024.

Van Nelson
Town of Buena Vista Clerk