

Richland County Executive & Finance Standing Committee

June 10, 2025

The Richland County Executive & Finance Standing Committee convened on June 10, 2025 in person and virtually at 5:00 PM in the County Boardroom of the Richland County Courthouse.

Call To Order: Committee Chair Williamson called the meeting to order at 5:00 PM.

Roll Call: County Clerk Kalish conducted roll call. Committee member(s) present: Steve Carrow, Gary Manning, Mark Gill, David Turk, Melvin “Bob” Frank, Craig Woodhouse, Steve Williamson, and Marc Couey. Committee member(s) absent: Ingrid Glasbrenner.

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

Approval Of Agenda: Motion by Manning second by Frank to approve agenda. Motion carried and agenda declared approved.

Approval Of Minutes From The May 13, 2025 Meeting(s): Committee Chair Williamson asked if there were any corrections or amendments to the minutes from the May 13, 2025 meeting. Supervisor Carrow noted he was incorrectly noted as the second to a motion when he was not present for the meeting. Committee Chair Williamson declared the minutes, with correction made for Supervisor Carrow, from the May 13, 2025 meeting approved as published.

Public Comment: None

Reports - County Administrator Update: Administrator Clements noted the following:

- brief review of May 2025 personnel updates
- shared 2025 County Administrator goals
- 2026 capital improvement plan guidance provided to departments / budget guidance in progress
- ongoing maintenance to wage scale in progress
- various handbook changes/updates underway – vacation and sick leave policies first to be addressed
- Finance Director position remains unfilled and looking into possibility of position being part-time

County Clerk Kalish noted that there were two sets of minutes that needed to be approved consisting of the regularly scheduled Executive & Finance Standing Committee meeting and the joint meeting of the Executive & Finance Standing Committee and the Joint Ambulance Committee. Committee Chair Williamson declared both sets of minutes, with the correction made for Supervisor Carrow, from the May 13, 2025 meetings approved.

Discussion & Possible Action – Approval of Public Comment Form: County Clerk Kalish provided brief background on agenda item. Motion by Frank second by Couey to approve use of Public Comment Form V2.0. Discussion followed regarding use and implementation of the Public Comment Form V2.0. Motion carried and resolution forwarded to full County Board for approval.

Discussion & Possible Action – Approval of Countywide Vehicle Use Policy: Administrator Clements provided brief background on agenda item. Motion by Williamson second by Couey to approve vehicle use policy and forward to the Public Works Standing Committee for further review.

Richland County Executive & Finance Standing Committee

Discussion followed regarding various policy elements and further clarification regarding the use of hands-free phones. Motion carried and policy forwarded to the Public Standing Committee for further review with inclusion of the hands-free telephone language.

Discussion & Possible Action - Resolution approving an intradepartmental partnership of MIS, Land Information, and The Sheriff's Department applying for and accepting a NG911 GIS grant from Wisconsin Department of Military Affairs for 2026 and Discussion & Possible Action - Resolution approving an intradepartmental partnership of MIS, and the Sheriff's Department applying for and accepting a PSAP grant from Wisconsin Department of Military Affairs for 2026: Sheriff Porter provided brief background on both agenda items and noted both grants enhance the county's 911 functions. Motion by Turk second by Carrow to approve resolution approving an intradepartmental partnership of MIS, Land Information, and the Sheriff's Department applying for and accepting a NG911 GIS grant from Wisconsin Department of Military Affairs for 2026 and resolution approving an intradepartmental partnership of MIS, and the Sheriff's Department applying for and accepting a PSAP grant from Wisconsin Department of Military Affairs for 2026. It noted that language regarding Rule 19 in both resolutions would need to be edited to reflect current procurement policy language. Motion carried and both resolutions forwarded to full County Board for approval.

Correspondence: None.

Future Agenda Items: None.

Adjourn: Motion by Manning second by Carrow to adjourn. Motion carried and meeting adjourned at 5:55 p.m.



Derek S. Kalish
Richland County Clerk