

Richland County Executive & Finance Standing Committee

November 11, 2025

The Richland County Executive & Finance Standing Committee convened on November 11, 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 and thanked veterans for their service.

Roll Call: County Clerk Kalish conducted roll call. Committee member(s) present: Steve Carrow, Randy Schoonover, Sandra Kramer, Gary Manning, David Turk, Melvin “Bob” Frank, Kerry Severson, Steve Williamson, and Marc Couey. Committee member(s) absent: None.

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

Approval Of Agenda: Motion by Manning second by Kramer to approve agenda with #9 being addressed after #12. Motion carried and the amended agenda declared approved.

Approval Of Minutes From The October 27, 2025 Meeting: Committee Chair Williamson asked if there were any corrections or amendments to the minutes from the October 27, 2025 meeting. Hearing none, Committee Chair Williamson declared the minutes from the October 27, 2025, meeting approved as presented.

Public Comment: Sharon Schmitz provided public comment on agenda item #10.

Reports – Administrator’s Report & Radio Tower Project Update: Administrator Clements noted the Administrator’s report was available for viewing in the meeting packet. Supervisor Carrow requested dates in which the radio tower project will be operational, and Administrator Clements provided summary of dates Supervisor Carrow requested.

Reports – 2024 Audit Reports: County Clerk Kalish noted the 2024 audit reports are available for review and a presentation will be given from the auditors at the November County Board meeting.

Discussion & Possible Action – Approval Of 2026 Job Descriptions: Administrator Clements reviewed several job descriptions and provided brief background on the creation and revisions of said job descriptions. Motion by Schoonover second by Frank to approved proposed job descriptions. Motion carried and item forwarded to County Board for approval.

Discussion & Possible Action – Ambulance Service Updates: Administrator Clements noted the following: nine municipalities have returned a signed contract, three municipalities are in contract negotiations, and one municipality will not be returning a signed contract. Supervisor Frank inquired about a timeline and Administrator Clements replied with a desired date of December 2, 2025.

Discussion & Possible Action – Creation Of County/City Ad Hoc Committee: Supervisor Severson noted he was in favor of the formation of a committee composed of leadership from the city and county entities for collaborative purposes. Brief discussion followed regarding composition of committee, items the proposed committee would discuss, and history of previous City/County Ad Hoc Committee.

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County Administrator Clements noted she would reach out to City of Richland Center officials and County Clerk Kalish noted he would research the history of the previous City/County Ad Hoc Committee. Administrator Clements and County Clerk Kalish will bring the information acquired to the next meeting. No further action taken on this item.

Corporation Counsel Windle exits the County Boardroom at 5:21 PM.

Discussion & Possible Action – RFP For Corporation Counsel Services: Bids for Corporation Counsel were received, opened, and reviewed from Attolles Law, Abt Swayne Law, LLC, and Russell Law Offices, SC. The document received from Attolles Law included a notation that although the firm did not submit a formal bid, they are available to help with legal matters as needed by the county. Discussion followed regarding the particulars of each bid submitted. Consensus was reached for Abt Swayne Law, LLC and Russell Law Offices, SC to present at the next Executive & Finance Standing Committee meeting. No further action taken on this agenda item.

Corporation Counsel Windle returns to the County Boardroom at 5:31 PM.

Discussion & Possible Action – Informed Consent-Corporation Counsel: Administrator Clements provided brief background on agenda item. Motion by Frank second by Schoonover to approve resolution providing informed consent for continuing representation by Abt Swayne Law, LLC. Motion carried and item forwarded to County Board for approval.

Discussion & Possible Action – Amendment To Collective Bargaining Agreement With The Deputy Sheriffs Association: Administrator Clements reviewed proposed amendment to the collective bargaining agreement. Motion by Couey second by Kramer to approve amendments to the collective bargaining agreement. Motion carried and item forwarded to County Board for approval.

Discussion & Possible Action – Approval Of Amendments To The County Fee Schedule: Administrator Clements provided brief background on the need for amendments to the county's fee schedule. Motion by Schoonover second by Williamson to approve amendments to the Richland County Fee Schedule. Motion carried and item forwarded to County Board for approval.

Discussion & Possible Action – Approval Of 2026 Budget Amendment: Clerk Kalish reviewed the 2026 budget amendments. Administrator Clements noted the amendments were being presented to ensure transparency in the 2026 budget adoption. Motion by Couey second by Manning to approve resolution approving the 2026 budget amendments. Motion carried and item forwarded to County Board for approval.

Closed Session: The Chair May Entertain A Motion To Enter Closed Session Pursuant To Wis. Stat, Sec 19.85(1)(C): Considering Employment, Promotion, Compensation Or Performance Evaluation Data Of Any Public Employee Over Which The Governmental Body Has Jurisdiction Or Exercises Responsibility: 6-Month Performance Review For County Administrator: Motion by Manning second by Kramer to convene into Closed Session per Wis. Stat, Sec 19.85(1)(C). Motion carried unanimously and the committee convened into Closed Session at 5:41 PM.

CLOSED SESSION

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Return To Open Session: Committee convened into Open Session at 6:25 PM.

Possible Action On Items From Closed Session: None.

Correspondence: None.

Future Agenda Items:

Report(s): Administrator's Report And Radio Tower Project Update

Discussion & Possible Action: Creation Of A County/City Ad Hoc Committee

Discussion & Possible Action: Provision Of Corporation Counsel Services

Adjourn: Motion by Manning second by Kramer to adjourn. Motion carried and meeting adjourned at 6:27 PM.



Derek S. Kalish
Richland County Clerk