

# Richland County

Rules & Resolutions Committee and Ethics Board

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**MARCH 14<sup>th</sup>, 2022**

The Rules and Resolutions Committee and Ethics Board met on Thursday, March 14th, 2022, at 8:30 a.m. via videoconference and teleconference.

Committee members present by Web Ex included: Kerry Severson, Shaun Murphy-Lopez, Don Seep and Melissa Luck.

Also logged in was: Clint Langreck - County Administrator, Attorney Mike Windle, Tracy Thorsen, Clerk Derek Kalish, Cheryl Dull - Assistant to the County Administrator, WRCO and MIS running the teleconferencing

**1. Call to Order** - Committee Chair Murphy-Lopez called the meeting to order at 8:30 am.

**2. Proof of Notification** - Chair Murphy-Lopez confirmed that the meeting had been properly noticed.

**3. Agenda Approval** - Moved by Supervisor Seep to approve the agenda, seconded by Supervisor Luck. All voting aye, motion carried.

**4. Public comments** - Chair Murphy-Lopez invited any public to make comments. Supervisor Seep inquired why this was at the beginning of the agenda. Murphy-Lopez stated it was for people that wanted to speak at the beginning of the meeting. No public comments.

**5. Review document updates:** Supervisor Luck reached out to Director Glasbrenner about the CDBG committee. Glasbrenner stated they have to remain as a committee until all projects are completed which will be in 2022.

**a. County board rules** – Chair Murphy Lopez presented the draft County Board Rules including the changes from the last meeting.

**b. Committee structure and assignment** – The committee review the changes.

5.b. Richland County Board Body Structure document. Discussion followed concerning the CDBG Committee and the statement that should be added concerning it being complete in 2022.

Discussion followed concerning ADRC of Eagle Country Regional Board letter B. Moved by Supervisor Luck to strike existing B., 2<sup>nd</sup> Supervisor Severson, All voting aye, motion carried. Tracy Thorsen found out that a county board member is not required to be on the board. After discussion it was decided to leave as worded.

Citizen Participation Planning Board - It is a legal requirement which consists of 3 supervisors and 2 citizens, who were appointed by Committee on Committees. Now it will be appointment by County Board Chair, by recommendation of County Administrator. Moved by Supervisor Luck to make that change, 2<sup>nd</sup> Supervisor Seep. Motion carried.

Fair, Recycling, and Parks Standing Committee – Supervisor Severson is not in favor of combining committees due to all the work that each department does. Supervisor Luck feels we should try it and if it doesn't work out it can be changed at year end. Discussion followed on the pros and cons of combining the committees.

Finance and Personnel Standing Committee – Administrator was added in H.

Health and Human Service (hereafter referred to as HHS) and Veterans Standing Committee – It was added that the Chair shall be County Board Supervisor. Supervisor Seep expressed concerns of there not being enough oversight for the Veterans Office. Administrator Langreck stated in consultation with Corp Counsel this does meet the requirement of statutes. He feels this model will work and if it doesn't, it can be modified at a later date. Chair Murphy-Lopez reread letter E. which should cover the requirements. After further discussion it was felt by Administrator Langreck and several committee members that this is a workable committee, although if it does not it could be changed at a later date. Supervisor Seep stated he is not in agreement but will support it. Attorney Windle was consulted concerning 3 resident language in Statute, he confirmed per §45.81 "at least 3 residents of the county who are veterans appointed for staggered 3-year terms by the county executive or county board chairperson in a county that does not have a county executive". Supervisor Seep asked, when the Veterans Service Commission would meet with Veterans officer, would it be at HHS and Veterans meeting? It was confirmed that yes, it would be at HHS. Although HHS has more State Statute requirements than the Veterans, so Veterans will actually have more oversight than previous happenings.

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Land and Zoning Standing Committee. Added was, The Chair shall be County Board Supervisor. Supervisor Luck stated FSA requested their representation be removed from that committee. Luck will confirm how this change is made, either by law or other means.

Education Standing Committee – Supervisor Severson thought there was a requirement that a member for Land Conservation be on this committee also. Review of Land and Zoning letter B. refers to a member requirement to Education Committee. After review of State Statute, 2 members are required from Education and FSA Standing Committee. Moved by Supervisor Luck to change 1 to 2 under letter B in Land and Zoning Standing Committee, 2<sup>nd</sup> by Severson, motion carried.

Public Works Standing Committee - They will act as 3 committees which will be Highway Committee, oversight committee for MIS and the Property, Buildings and Grounds committee. Discussion followed on if American Disabilities Act been met or should letter F. be moved to American Disability Act Compliance Committee. Moved by Supervisor Seep to move F. from the Public Works Standing Committee to American Disability Act Compliance Committee, 2<sup>nd</sup> Luck. All voting aye, motion carried.

**c. County Board Chair and Vice Chair roles** – Nothing changed since last meeting. This is just for review.

**d. Presentation for County Board** – On page 19, Audit was added to Finance & Personnel Standing Committee and Ethics was added to Rules & Strategic Planning Standing Committee. On page 22, Fair, Recycling and Parks Committee a citizen added.

5d. On page 21, standing committees will have to elect their chair at organizational meeting so that all the groups can be appointed. For committees with multiple citizens, citizens will either have to come to the organizational meeting to elect a chair or they will have to go along with who is elected. The chair of the standing committees will be on the Executive Committee. If you are a chair on one committee, it eliminated your possibility of being the chair of another committee due to automatic appointment to an Executive Committee.

Supervisor Severson questioned why we need elect chairs at the Organizational meeting? Supervisor Murphy-Lopez explained that by electing the chair at the organizational meeting, we would know then who could or couldn't be chairs of other committees. Supervisor Luck felt it best to know right away who is on the Finance Committee because the county continues to function regardless to us knowing who's on the committee.

The 3 bottom committees; Land & Zoning Standing Committee; Fair, Recycling & Parks Standing Committee; & Public Works Standing Committee would all meet simultaneously to pick chairs, then those members would be on Finance Committee and those members would no longer be eligible for chair as another committee.

After extensive discussion on the presentation, there will still be a required special County Board meeting to present this structure.

Supervisor Luck has contacted the Lacrosse County Administrator to come to Richland County to do a presentation of this design. They are currently using this structure and appear to have no problems.

Moved by Supervisor Seep to share the amended documents with the County Board at a special meeting, 2<sup>nd</sup> by Supervisor Luck. Roll call vote requested: Severson - aye, Murphy-Lopez – aye, Luck - aye, Seep - aye. All voting aye, motion carried.

Clerk Kalish was consulted as to the difficulty of tracking elections at a meeting. Clerk Kalish stated he can track it with little difficulty. The Rules & Resolutions Committee and Ethics Board need to be aware this is a major change and they need to make sure it ready when implemented.

**6. Resolution for documents listed in agenda item** – Administrator Langreck reviewed the resolution. Minor changes were made. Chair Murphy-Lopez polled the member to see if they would like any other changes. Severson – He will need to review it more before he decides; Seep – fine as is; Luck – fine as is; Murphy-Lopez – fine as is.

Moved by Chair Murphy-Lopez that this resolution be forwarded to a special meeting of the County Board, 2<sup>nd</sup> by Supervisor Luck. Roll call vote requested: Murphy-Lopez – aye, Luck – aye, Seep – aye, Severson – aye. All voting aye, motion carried.

**7. Per diems and mileage** - Severson stated that with this restructuring it may be a good time to discuss per diems and mileage. He does not take a per diem himself but with the restructuring he feels people may want compensation.

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Seep stated we are the lowest county around, and with the fuels costs currently we should raise the fuel mileage to the federal rate. Murphy-Lopez reviewed some of the per diems taken by townships and other counties.

Moved by seep that per diem rated be raised to \$40 for committee and \$50 for County board, 2<sup>nd</sup> by Severson. Severson called for discussion. Murphy-Lopez and Luck agree that they put in more work for Committee meetings than they do for County board. Chair Murphy-Lopez is more in favor of a flat rate. The Committee asked Clerk Kalish give his opinion on the flat rate per diem for all meetings or an annual salary. Clerk Kalish agreed by chat that a flat rate per diem or an annual salary would be easier to administer. Supervisor Luck thinks this merits further discussion.

Moved by Supervisor Seep to withdraw motion to increase rates, 2<sup>nd</sup> Supervisor Luck. All voting aye, motion carried.

**8. Closed Session under Wisconsin Statute 19.85(1)(f)** Considering financial, medical, social or personal histories or disciplinary data of specific persons, preliminary consideration of specific personnel problems or the investigation of charges against specific persons except where par. (b) applies which, if discussed in public, would be likely to have a substantial adverse effect upon the reputation of any person referred to in such histories or data, or involved in such problems or investigations. - Bid process complaint. – Chair Murphy-Lopez read the closed session language. Moved by Supervisor Luck to go into closed session, 2<sup>nd</sup> by Supervisor Severson. Discussion followed on which members should be allowed in closed session. Those allowed are Seep, Severson, Luck, Murphy-Lopez, Windle, Kalish, Dull and Langreck. Roll call was called for to go into closed session and that the above list people be allowed to stay in closed session: Luck - aye; Seep - aye; Severson - aye; Murphy-Lopez - aye. All voting aye, motion carried.

### **Closed Session: (Stricken from Public Posting)**

**9. Return to open session** – Moved by Supervisor Severson to return to open session, 2<sup>nd</sup> by Supervisor Luck. All voting aye, Motion carried.

**10. Possible action on items discussed in closed session** – Moved by Chair Murphy-Lopez that the Ethics Board has in their records that the Ethics Board reviewed the bid process for the purchase of a mower for the fairground and have determined it was carried out appropriately according to Rule 14 of the County Board, 2<sup>nd</sup> by Supervisor Luck. Roll call vote requested: Severson - aye, Luck – aye, Murphy-Lopez – aye. All aye, motion carried.

Moved by Chair Murphy-Lopez that it be referred to Finance & Personnel Committee the topic of developing a policy concerning donations and that policy should be prioritized, 2<sup>nd</sup> by Severson. Roll call vote called for: Murphy-Lopez - aye, Luck - aye, Severson-aye. All voting aye, Motion carried.

**11. Future agenda items** - None

**12. Adjournment** – The committee feels they have completed the steps needed to bring this forward to a special meeting of the County Board so they will go back to the regular meeting schedule of Thursday, April 7<sup>th</sup> 10:00 am, in person and by WebEx. Moved by Supervisor Luck to adjourn at 11:53 p.m., seconded by Supervisor Severson. All voting aye, motion carried.

Minutes respectfully submitted by  
Cheryl Dull  
Assistant to the County Administrator