

## SEPTEMBER SESSION

September 19, 2017

Chairman Kirkpatrick called the meeting to order. Roll call found all members present except Turk, Williams and Sebranek.

Reverend Michael Breininger, Pastor of Richland Center Fellowship, gave the Invocation. County Clerk Vlasak led the Pledge of Allegiance.

County Clerk Vlasak read the agenda for the September session. Motion by Brewer, second by Myers that the agenda be approved and that the Wednesday mail-out rule be set aside so that action can be taken on the two resolutions that were mailed out after Wednesday. Motion carried.

Chairman Kirkpatrick asked if any member desired that the minutes of the August session be read or if any member desired to amend the minutes of the previous session. Hearing no motion to read or amend the minutes of the July session, the Chairman declared the minutes as approved.

William Moilien, Johnson Block and Company, Inc., gave the audit presentation for the year ended December 31, 2016. The auditors issued an unmodified opinion on the financial statements of the County. The audit included all funds and activities of the County. An audit exit conference was held with the Pine Valley Community Village Trustees. A separate audit communications document has been submitted for the County Board. The 2016 Wisconsin Department of Revenue regulatory report was filed. Separate financial statements were issued for Pine Valley. 2016 financial highlights were as follows:

- The County governmental funds total fund balance decreased by \$302,332 in 2016. The General Fund balance decreased by \$323,304.
- The General Fund balance was \$2,038,092 as of December 31, 2016. This represents approximately 1.4 months of expenditures or approximately 12% of operating expenditures
- Tax certificates at December 31, 2016 totaled \$711,167 compared to \$786,392 in 2015. Tax collections are occurring at a higher rate than 2016.
- County-wide sales tax revenue totaled \$1,151,402 in 2016. This compares to \$1,046,125 in 2015.
- The County complied with state imposed tax levy limits.
- A new \$10,000,000 loan was issued in 2016 to finance the Pine Valley Community Village construction project.
- Local property taxes have increased approximately 3.6% over the 2011 level.
- The County's valuation over an eight year period has rebounded back to the approximate value in 2009. The 2016 value is \$1,113,581,100.
- Health and Human Services and Public Safety expenditures were approximately 71% of total governmental expenditures.
- Total outstanding debt as of December 31, 2016 totaled \$25,310,000. The County has approximately 54.5% of its debt capacity remaining.
- Pine Valley Community Village experience an operating loss in 2016 due to decreased operating revenues during the transition between buildings.

Resolution No. 17-85 Commemorating The Service Of Two Employees At Pine Valley Community Village Who Have Retired Or Will Soon Retire was read by County Clerk Vlasak. Motion by Seep, second by McKee that Resolution No. 17-85 be adopted. Motion carried and resolution declared adopted.

**RESOLUTION NO. 17 - 85**

A Resolution Commemorating The Service Of Two Employees At Pine Valley Community Village Who Have Retired Or Will Soon Retire.

WHEREAS Ms. Debra Schaller, who was hired on September 3, 1996, retired on August 31, 2017 as a Laundry Worker at Pine Valley Community Village after nearly 21 years of dedicated service to Richland County, and

WHEREAS Ms. Joan Bailey, who was hired on November 3, 1980, will retire on September 30, 2017 as Administrative Assistant at Pine Valley Community Village after nearly 37 years of dedicated service to Richland County, and

WHEREAS the County Board wishes to express its appreciation to these 2 employees for their many years of dedicated service to Richland County.

NOW THEREFORE BE IT RESOLVED by the Richland County Board of Supervisors that the County Board hereby expresses its sincere appreciation to Ms. Debra Schaller and to Ms. Joan Bailey for their years of dedicated service to Richland County and the County Board hereby expresses its best wishes to them for a long and happy retirement, and

BE IT FURTHER RESOLVED that the County Clerk shall send a copy of this resolution to:

Ms. Debra Schaller  
43984 County Trunk Highway X  
Soldiers Grove, WI 54655

Ms. Joan Bailey  
20247 Cribben Hill Drive  
Richland Center, WI 53581

RESOLUTION OFFERED BY THE COUNTY BOARD  
SUPERVISOR MEMBERS OF PINE VALLEY  
COMMUNITY VILLAGE BOARD OF TRUSTEES

FOR AGAINST

Fred Clary	X
Richard D. McKee	X
Jeanetta Kirkpatrick	X

Resolution No. 17-86 Temporarily Appointing William “Bill” Condon as Acting County Highway Commissioner was read by County Clerk Vlasak. Motion by B. Marshall, Jr., second by Kinney that Resolution No. 17-86 be adopted. Motion carried and resolution declared adopted.

**RESOLUTION NO. 17 - 86**

A Resolution Temporarily Appointing William “Bill” Condon as Acting County Highway Commissioner.

WHEREAS County Highway Commissioner Jim Chitwood had a medical event in early May of this year with the result that he has only been able to come to work for approximately 4 hours a week, and

WHEREAS it is necessary for the County Board to appoint an Acting Highway Commissioner to fulfill the duties of County Highway Commissioner until Mr. Chitwood’s long term status is clear and the Highway and Transportation Committee is recommending that the current Patrol Superintendent at the Highway Department, William “Bill” Condon, be appointed Acting Highway Commissioner, and

WHEREAS the Finance and Personnel Committee is recommending that Mr. Condon be paid the County Highway Commissioner’s salary during the period set forth in this Resolution.

NOW THEREFORE BE IT RESOLVED by the Richland County Board of Supervisors that William “Bill” Condon is hereby temporarily appointed Acting County Highway Commissioner and he shall be paid the County Highway Commissioner’s salary (\$63,088.48 per year) beginning at the start of the first pay period after September 20, 2017 through November 30, 2017, and

BE IT FURTHER RESOLVED that this Resolution shall be effective as of the dates stated above.

**RESOLUTION OFFERED BY THE FINANCE AND PERSONNEL COMMITTEE**

	FOR	AGAINST
Jeanetta Kirkpatrick	X	
Fred Clary	X	
Linda Gentes	X	
Robert L. Bellman	X	
Buford E. Marshall, Jr.	X	

Resolution No. 17-87 Approving Two Personnel Changes In The Children’s Services Unit Of The Department Of Health And Human Services was read by County Clerk Vlasak. Motion by Severson, second by Gentes that Resolution No. 17-87 be adopted. Motion carried and resolution declared adopted.

**RESOLUTION NO. 17 - 87**

A Resolution Approving Two Personnel Changes In The Children’s Services Unit Of The Department Of Health And Human Services.

WHEREAS the Director of the Richland County Department of Health and Human Services, Patrick Metz. and other staff members of that Department have met with the Wisconsin Department of Children and Families for the purpose of considering the best organizational structure for the Children's Services Unit, and

WHEREAS two personnel changes were presented to the Health and Human Services Board and subsequently to the Finance and Personnel Committee and the Committee 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 the position of Children's Protective Services Lead Worker in the Children's Services Unit of the Department of Health and Human Services at Grade 24 in the County's Job Classification and Salary Plan (hourly probationary rate: \$24.06; hourly rate after 6 months probation \$25.23), which position is currently vacant, is hereby eliminated, and

BE IT FURTHER RESOLVED that the position of Child Protective Services/Juvenile Justice Supervisor at Grade 27 in the County's Job Classification and Salary Plan (hourly probationary rate: \$27.74; hourly rate after 6 months probation: \$29.10) is hereby created and the job description for this position 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.

RESOLUTION OFFERED BY THE FINANCE AND PERSONNEL COMMITTEE

FOR AGAINST

Jeanetta Kirkpatrick	X
Fred Clary	X
Linda Gentes	X
Buford E. Marshall, Jr.	X
Robert L. Bellman	X

Resolution No. 17-88 Amending Resolution No. 17-82 Relating To Outsourcing Food Preparation At Pine Valley Community Village was read by County Clerk Vlasak. Motion by Severson, second by Huffman that Resolution No. 17-88 be adopted. Discussion followed. Motion carried and resolution declared adopted.

**RESOLUTION NO. 17 - 88**

A Resolution Amending Resolution No. 17-82 Relating To Outsourcing Food Preparation At Pine Valley Community Village.

WHEREAS Resolution No. 17-82 relating to outsourcing food preparation at Pine Valley Community Village needs two minor amendments.

NOW THEREFORE BE IT RESOLVED by the Richland County Board of Supervisors that Resolution No. 17-82 relating to outsourcing food preparation at Pine Valley is hereby amended by changing September to October and by changing County Clerk to Administrator of Pine Valley Community Village in that Resolution, and

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

RESOLUTION OFFERED BY THE COUNTY BOARD  
SUPERVISOR MEMBERS OF PINE VALLEY  
COMMUNITY VILLAGE BOARD OF TRUSTEES

FOR AGAINST

Fred Clary	X
Richard D. McKee	X
Jeanetta Kirkpatrick	X

Resolution No. 17-89 Making Three Changes In Personnel Matters At Pine Valley Community Village was read by County Clerk Vlasak. Motion by McKee, second by Severson that Resolution No. 17-89 be adopted. Pine Valley Administrator Kathy Cianci and Pine Valley Director of Nursing Angie Alexander addressed the Board regarding the proposed changes. Motion carried and resolution declared adopted.

**RESOLUTION NO. 17 - 89**

A Resolution Making Three Changes In Personnel Matters At Pine Valley Community Village.

WHEREAS the Board of Trustees at Pine Valley Community Village and the Director at Pine Valley, Ms. Kathy Cianci, have recommended three changes regarding personnel matters at Pine Valley and the Finance and Personnel Committee is now presenting this Resolution to the County Board for its consideration.

NOW THEREFORE BE IT RESOLVED that the following three changes relating to personnel matters at Pine Valley Community Village are hereby approved:

1. The call-in rate for the Certified Nursing Assistant position is changed from the current rate of \$14.50 per hour to a new rate of \$17.50 per hour, with this change to be effective at the start of the first pay period in October, 2017;
2. The probationary period for all positions, as set forth in sections H 1 g, H 3 and H 5 c of Pine Valley's Addendum to the Handbook of Personnel Policies and Work Rules, is hereby changed from 936 hours worked in no less than the first 6 months of employment to 3 months or 468 hours of actual work, whichever is greater;
3. The position of Nurse Technician in the County's Job Classification and Salary Plan is hereby changed to Medication Aide, and

BE IT FURTHER RESOLVED that, except as noted above, this Resolution shall be effective immediately upon its passage and publication.

RESOLUTION OFFERED BY THE FINANCE AND PERSONNEL COMMITTEE

FOR AGAINST

Jeanetta Kirkpatrick	X
Fred Clary	X
Linda Gentes	X
Buford E. Marshall, Jr.	X
Robert L. Bellman	X

Resolution No. 17-90 Authorizing The Veterans Service Officer To Apply For A Transportation Grant was presented to the Board. Motion by B. Marshall, Jr., second by Peters that Resolution No. 17-90 be adopted. Motion carried and resolution declared adopted.

**RESOLUTION NO. 17 - 90**

A Resolution Authorizing The Veterans Service Officer To Apply For A Transportation Grant.

WHEREAS Rule 19 of the Rules of the Board requires County Board approval for a department of County government to apply for and receive grant funds, and

WHEREAS State grant funds are available to the Richland County Veterans Service Officer to partially reimburse the County for its cost of transporting veterans to Veterans Administration appointments between July 1, 2017 through June 30, 2018, and

WHEREAS the Veterans Service Commission has recommended that the County Board approve applying for and receiving these grant funds from the State.

NOW, THEREFORE, BE IT RESOLVED by the Richland County Board of Supervisors that approval is hereby granted for the Richland County Veterans Service Officer to apply for and receive a grant from the State of Wisconsin to be used to reimburse the County for its costs of transporting eligible veterans to Veterans Administration appointments between July 1, 2017 through June 30, 2018, and

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

RESOLUTION OFFERED BY THE COUNTY BOARD SUPERVISOR MEMBERS OF THE VETERANS SERVICE COMMISSION

FOR AGAINST

Buford E. Marshall, Jr. X  
Gary A. Peters X

Resolution No. 17-91 Approving A Grant Application By The Richland County Veterans Service Office was presented to the Board. Motion by B. Marshall, Jr., second by Peters that Resolution No. 17-91 be adopted. Motion carried and resolution declared adopted.

**RESOLUTION NO. 17 - 91**

A Resolution Approving A Grant Application By The Richland County Veterans Service Office.

WHEREAS section 45.43 (7) of the Wisconsin Statutes provides that the Wisconsin Department of Veterans Affairs may provide grants not exceeding \$8,500.00 per year for counties in Wisconsin with qualified veterans service offices, and

WHEREAS the Richland County Veterans Service Office qualifies for an \$8,500.00 grant and the County Clerk has received the grant application and a contract whereby Richland County agrees that it will comply with the requirements of the Wisconsin Department of Veterans Affairs during the term of the grant, which is for calendar year 2018, and Veterans Services Commission, which oversees the County Veterans Service Office, has recommended that the County Board approve this grant application and accompanying contract, and

WHEREAS Rule 19 of the Rules of the Board requires that all contracts involving \$5,000.00 or more per year must be approved by the County Board.

NOW, THEREFORE, BE IT RESOLVED by the Richland County Board of Supervisors that approval is hereby granted for the Richland County Veterans Service Office to apply for a grant from the Wisconsin Department of Veterans Affairs under sec. 45.43 (7) of the Wisconsin Statutes for calendar year 2018 and approval is also granted for the Richland County Veterans Service Office to enter into the contract required by the Wisconsin Department of Veterans Affairs in order to obtain this grant, and

BE IT FURTHER RESOLVED that the County Clerk is hereby authorized and directed to sign on behalf of Richland County the grant application and such contract documents which are necessary to obtain this grant, and

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

**RESOLUTION OFFERED BY THE COUNTY BOARD  
SUPERVISOR MEMBERS OF THE VETERANS  
SERVICE COMMISSION**

FOR AGAINST

Gary A. Peters X  
Buford E. Marshall, Jr. X

Resolution No. 17-92 Approving Improvement Projects On County-Owned Land To Be Done Entirely With Donated Funds was read by County Clerk Vlasak. Motion by Severson, second by Bellman that Resolution No. 17-92 be adopted. Cathy Cooper, County Conservationist, and Dale Bender, Southwest Partners, explained the projects. Motion carried and resolution declared adopted.

**RESOLUTION NO. 17 - 92**

A Resolution Approving Improvement Projects On County-Owned Land To Be Done Entirely With Donated Funds.

WHEREAS The Joan Orton-McCollum Foundation has agreed to donate \$35,000 this year and \$30,000 on May 1, 2018 to Southwest Partners which in turn will use the money to pay the entire cost of improvement projects at Pier Park and at the County Fairgrounds, and

WHEREAS the County Parks Commission and the Fair and Recycling Committee have reviewed these proposed projects and are now recommending that the County Board grant permission for these projects to proceed.

NOW THEREFORE BE IT RESOLVED by the Richland County Board of Supervisors that approval is hereby granted to improvement projects consisting of installing canoe/kayak ports and undertaking streambank stabilization at Pier Park and at the County Fairgrounds and to construct a walkway and a pedestrian bridge at Pier Park, with the County Parks Commission and the Fair and Recycling Committee to provide oversight and supervision of these projects, and

BE IT FURTHER RESOLVED that The Joan Orton-McCollum Foundation will donate \$35,000 this year and \$30,000 on May 1, 2018 to Southwest Partners which in turn will use the donated funds to pay the entire cost of these projects, so that no County tax dollars will be spent for these projects, and

BE IT FURTHER RESOLVED that the County Board hereby expresses its sincere appreciation to The Joan Orton-McCollum Foundation for its generous donations and also to Southwest Partners for its role in this matter, and

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

RESOLUTION OFFERED BY THE COUNTY BOARD  
SUPERVISOR MEMBERS OF THE FAIR AND  
RECYCLING COMMITTEE

FOR AGAINST

Buford E. Marshall, Jr.	X
Kerry Severson	X
Marilyn Marshall	X
Gary A. Peters	X



AND BY THE COUNTY BOARD SUPERVISOR  
MEMBERS OF THE COUNTY PARKS  
COMMISSION

FOR AGAINST

Kerry Severson	X
Gary A. Peters	X
Robert L. Bellman	X
Larry Jewell	X

Motion by Kinney, second by Peters to appoint David Scribbins for the remainder of the two year term of April 2017-April 2020 on the Commission on Aging and Disability Board representing the position of advocate for disabled adults. Motion carried.

Motion by Severson, second by Burke to appoint Ingrid Glasbrenner to the Health and Human Services Board for the remainder of Lynne Eichinger's term of April 2016 – April 2019 representing the position of Registered Nurse. Health and Human Services Director Patrick Metz noted that the vacancy was advertised for two consecutive weeks in The Richland Observer soliciting nominations for the vacancy as required by the Rules of the County Board. Motion carried.

Motion by Williamson, second by Bellman that Melissa Burk and David Turk be appointed to the Southwestern Wisconsin Community Action Program Board. Motion carried.

Chairman Kirkpatrick reported that nominations have been received for appointment to the Southwestern Wisconsin Regional Planning Commission to fill the position formerly held by Robert Smith. Nominations, along with biographies, will be forwarded to Governor Scott Walker. The Governor will make the final appointment.

Pine Valley Trustee Chairman Clary reported on the Pine Valley Construction Project. The landscape seeding is in progress. There are 26 items on the punch list that need to be resolved. Clary noted that the project is, for all practical purposes, complete except for the cleanup. The project continues to be under budget.

Supervisor Huffman, a member of the Zoning and Land Information Committee, reported the receipt of the following rezoning petitions: A petition from Lowell and Carol Stevenson to rezone two acres in the Town of Marshall from Agriculture/Forestry to Residential 2 and a petition from Ron and Fay Schultz to rezone 10.38 acres in the Town of Dayton from Agriculture/Forestry to Agriculture/Residential. Chairman Kirkpatrick referred the petitions to the Zoning and Land Information Committee for action.

Motion by Huffman, second by Peters to adjourn to Tuesday, October 31, 2017 at 7:00 p.m. Motion carried.

STATE OF WISCONSIN )  
  )SS

COUNTY OF RICHLAND)

I, Victor V. Vlasak, 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 September session held on the 19<sup>th</sup> day of September, 2017.

Victor V. Vlasak  
Richland County Clerk