

**MARCH SESSION**

March 20, 2018

Chairman Kirkpatrick called the meeting to order. Roll call found all members except Peters.

Reverend Jan Star, Pastor of the Boaz and Bloom City United Methodist Churches, gave the Invocation. County Clerk Vlasak led the Pledge of Allegiance.

County Clerk Vlasak read the agenda for the March session. Motion by Williamson, second by Huffman that the agenda be approved and the Wednesday mail-out rule set aside so that the resolution that was added after the mail-out can be acted on at this session. Motion carried.

Chairman Kirkpatrick asked if any member desired that the minutes of the February 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 February session, the Chairman declared the minutes as approved.

Resolution No. 18-23 Commemorating The Service Of Kathy Cianci As Administrator Of Pine Valley Community Village was read by County Clerk Vlasak. Motion by Clary, second by Seep that Resolution No. 18-23 be adopted. Ms. Cianci addressed the County Board. Ms. Cianci received a round of applause. Motion carried and resolution declared adopted.

**RESOLUTION NO. 18 - 23**

A Resolution Commemorating The Service Of Kathy Cianci As Administrator Of Pine Valley Community Village.

WHEREAS Kathy Cianci, who was hired on January 20, 1997, retired on February 28, 2018 as Administrator of Pine Valley Community Village after over 21 years of excellent service to Richland County.

WHEREAS the County Board wishes to express its appreciation to Kathy Cianci for her over 21 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 Kathy Cianci for her over 21 years of dedicated service to Richland County and the County Board hereby expresses its best wishes to Ms. Cianci for a long and happy retirement, and

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

Ms. Kathy Cianci  
26200 Arnell Road  
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
Jeanetta Kirkpatrick	X
Larry Sebranek	X

Donald Seep X  
Richard D. McKee X

Resolution No. 18-24 Commemorating The Service Of Patrick Metz As Director Of The Richland County Department of Health and Human Services was read by County Clerk Vlasak. Motion by Brewer, second by Myers that Resolution No. 18-24 be adopted. Mr. Metz received a round of applause. Motion carried and resolution declared adopted.

**RESOLUTION NO. 18 - 24**

A Resolution Commemorating The Service Of Patrick Metz As Director Of The Richland County Department of Health and Human Services.

WHEREAS Patrick Metz, who was hired on January 2, 2001, will be retiring on April 2, 2018 as Director of the Richland County Department of Health and Human Services, after over 17 years of dedicated service to Richland County.

WHEREAS the County Board wishes to express its appreciation to Patrick Metz for his over 17 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 Patrick Metz for his over 17 years of dedicated service to Richland County and the County Board hereby expresses its best wishes to Mr. Metz for a long and happy retirement, and

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

Mr. Patrick Metz  
20684 State Trunk Highway # 56  
Richland Center, WI 53581

**RESOLUTION OFFERED BY THE COUNTY BOARD  
SUPERVISOR MEMBERS OF THE HEALTH AND  
HUMAN SERVICES BOARD**

FOR AGAINST

Linda Gentes X  
Marty Brewer X  
Kerry Severson X  
Bryan L. Myers X  
Donald Seep X  
Larry Jewell X

Resolution No. 18-25 Commemorating The Service Of A Member Of The Health And Human Services Board Who Has Retired was read by County Clerk Vlasak. Motion by Brewer, second by Myers that Resolution No. 18-25 be adopted. Motion carried and resolution declared adopted.

**RESOLUTION NO. 18 - 25**

A Resolution Commemorating The Service Of A Member Of The Health And Human Services Board Who Has Retired.

WHEREAS Dr. Louis Williams, who was appointed to the Health and Human Services Board effective February 9, 2012, recently resigned from that position after over 6 years of dedicated service to Richland County.

WHEREAS THE County Board wishes to express its appreciation to Dr. Louis Williams for his over 6 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 Dr. Louis Williams for his over 6 years of dedicated service to Richland County and the County Board hereby expresses its best wishes to Dr. Williams for the future, and

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

Dr. Louis Williams  
607 N. Orange Street  
Richland Center, WI 53581

RESOLUTION OFFERED BY THE COUNTY BOARD  
SUPERVISOR MEMBERS OF THE HEALTH AND  
HUMAN SERVICES BOARD

FOR AGAINST

Linda Gentes	X
Marty Brewer	X
Bryan L. Myers	X
Larry Jewell	X
Donald Seep	X
Kerry Severson	X

Resolution No. 18-26 Approving An Updated Contract To Mow 4 County Parks was read by County Clerk Vlasak. Motion by Bellman, second by Kinney that Resolution No. 18-26 be adopted. Discussion followed. Motion carried and resolution declared adopted.

**RESOLUTION NO. 18 - 26**

A Resolution Approving An Updated Contract To Mow 4 County Parks.

WHEREAS the County Parks Commission has for many years entered into annual contracts with Michael J. Drake of Cazenovia to mow 4 County Parks and the Commission is well-satisfied with Mr. Drake's work, and

WHEREAS Rule 19 of the Rules of the Board requires County Board approval for nearly all contracts involving the expenditure of \$5,000.00 or more, and

WHEREAS the Commission is proposing that Mr. Drake's request for a 7% compensation increase be granted and the Commission 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 County Parks Commission to enter into a contract with Michael J. Drake to mow the following County Parks in 2018:

1. Akey School Museum on County Highway TB..... .5 acres
2. Richland County Rifle Range..... 2.4 acres
3. Pier Park at Rockbridge..... 4.0 acres
4. Viola Park at Viola..... 2.3 acres, and

BE IT FURTHER RESOLVED that the contract for Mr. Drake shall be the same as last year's except the compensation amount is increased from \$7,541.10 to \$8,068.98 and the 10% final payment holdback, in order to ensure full and satisfactory compliance with the terms of the contract, is increased from \$754.41 to \$806.94, and

BE IT FURTHER RESOLVED that the County Clerk is hereby authorized to sign on behalf of the County a contract with Mr. Drake in accordance with this 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 THE COUNTY PARKS  
COMMISSION**

FOR    AGAINST

Robert L. Bellman	X
Larry Jewell	X
Kerry Severson	X

Resolution No. 18-27 Approving The Highway Department Purchasing Equipment For The Department's New Tri-Axle Truck was read by County Clerk Vlasak. Motion by Rasmussen, second by Sebranek that Resolution No. 18-27 be adopted. Highway Commissioner Bill Condon answered questions. Motion carried and resolution declared adopted.

**RESOLUTION NO. 18 - 27**

A Resolution Approving The Highway Department Purchasing Equipment For The Department's New Tri-Axle Truck.

WHEREAS the Highway and Transportation Committee has recommended that the County Board approve purchasing equipment for the Department's new tri-axle truck, and

WHEREAS Rule 19 of the Rules of the Board requires approval by the County Board before the Highway and Transportation Committee can purchase highway equipment which costs more than \$50,000, and

WHEREAS the Committee is recommending that the County Board approve the purchase of this equipment at a cost of \$80,615.00.

NOW THEREFORE BE IT RESOLVED by the Richland County Board of Supervisors that approval is hereby granted for the Highway and Transportation Committee and the County Highway Commissioner to purchase the following equipment for the Highway Department's new tri-axle truck:

dump box  
pusher axle  
hydraulic system  
pre-wet tanks  
plow and wing, and

BE IT FURTHER RESOLVED that this equipment shall be purchased from Universal Truck Equipment of Galesville, Wisconsin at a cost of \$80,615.00, and

BE IT FURTHER RESOLVED that funds for this purchase are in the Machinery Fund of the Richland County Highway Department's account in the 2018 County budget, and

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

RESOLUTION OFFERED BY THE HIGHWAY AND  
TRANSPORTATION COMMITTEE

FOR AGAINST

Marty Brewer	X
Buford E. Marshall, Jr.	X
Larry Sebranek	X
Paul Kinney	X
Richard Rasmussen	X

Resolution No. 18-28 Designating April 9-13, 2018 As Work Zone Safety Awareness Week In Richland County was read by County Clerk Vlasak. Motion by Huffman, second by Rasmussen that Resolution No. 18-28 be adopted. Motion carried and resolution declared adopted.

**RESOLUTION NO. 18 - 28**

A Resolution Designating April 9-13, 2018 As Work Zone Safety Awareness Week In Richland County.

WHEREAS the Wisconsin County Highway Association, in conjunction with the Federal Highway Administration, is urging all 72 counties in Wisconsin to adopt Resolutions declaring the week of April 9-13, 2018 as Work Zone Safety Awareness Week, and

WHEREAS it is important to raise the public's awareness of the need for cautious driving in highway work zones and traffic environments in order to ensure the safety of County employees of the County Highway Department and the Sheriff's Department who regularly work in highway work zones and traffic environments, and

WHEREAS the Highway and Transportation 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 the week of April 9-13, 2018 is hereby declared to be Work Zone Safety Awareness Week in Richland County, and

BE IT FURTHER RESOLVED the Sheriff's Department and the County Highway Department shall work to make Work Zone Safety Awareness Week a success, and

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

RESOLUTION OFFERED BY THE HIGHWAY AND  
TRANSPORTATION COMMITTEE

FOR AGAINST

Marty Brewer	X
Buford E. Marshall, Jr.	X
Larry Sebranek	X
Paul Kinney	X
Richard Rasmussen	X

Resolution No. 18-29 Relating To Purchasing And Equipping Two New Squad Vehicles For The Sheriff's Department was read by County Clerk Vlasak. Motion by Myers, second by Huffman that Resolution No. 18-29 be adopted. Motion carried and resolution declared adopted.

**RESOLUTION NO. 18 - 29**

A Resolution Relating To Purchasing And Equipping Two New Squad Vehicles For The Sheriff's Department.

WHEREAS the Law Enforcement and Judiciary Committee and Sheriff Jim Bindl have proposed purchasing two new squad vehicles for the Sheriff's Department and equipping those vehicles and selling two 2014 vehicles through an online auction service, and

WHEREAS Rule 19 of the Rules of the Board requires County Board approval for any purchase over \$5,000.00 and also for disposing of surplus County property, and

WHEREAS the Law Enforcement and Judiciary 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 approval is hereby granted for the Sheriff's Department to purchase two new Ford Explorer SUV squad vehicles from Fillback Ford of Richland Center at a cost of \$28,743.08 each, and

BE IT FURTHER RESOLVED that authority is hereby granted for the Sheriff's Department to dispose of two 2014 Ford Explorer SUVs through an online auction service and the net proceeds from the sale of these two vehicles shall be deposited in the Sheriff's Department's New Car Outlay account in the 2018 County budget, and

BE IT FURTHER RESOLVED that approval is also granted for spending up to \$3,000 on each new vehicle to pay the cost of equipment removal from the two retired vehicles and for equipment installation on the new vehicles, and

BE IT FURTHER RESOLVED that the cost of these purchases shall be paid from the Sheriff's Department New Car Outlay account in the 2018 County budget, and

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

RESOLUTION OFFERED BY THE LAW  
ENFORCEMENT AND JUDICIARY COMMITTEE

FOR AGAINST

Fred Clary	X
Donald Seep	X
Marty Brewer	X
Buford E. Marshall, Jr.	X

Resolution No. 18-30 Authorizing Pine Valley Community Village To Participate In The WisCaregiver Career Program was read by County Clerk Vlasak. Motion by Clary, second by Sebranek that Resolution No. 18-30 be adopted. Motion carried and resolution declared adopted.

**RESOLUTION NO. 18 - 30**

A Resolution Authorizing Pine Valley Community Village To Participate In The WisCaregiver Career Program.

WHEREAS the Wisconsin Department of Health Services has developed the WisCaregiver Career program according to which \$3.2 million of Federal funds are available for the purpose of adding up to 3,000 nurse aides to become caregivers in Wisconsin nursing homes and eligible nurse aides will receive a \$500 retention bonus after 6 months of employment, and

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

WHEREAS the Board of Trustees of Pine Valley Community Village and Interim Administrator Angie Alexander have recommended that the County Board approve Pine Valley's participation in this program.

NOW THEREFORE BE IT RESOLVED by the Richland County Board of Supervisors that approval is hereby granted for Pine Valley Community Village to participate in the WisCaregiver Career program whereby Federal funds are available to recruit and train up to 3,000 nurse aides to become caregivers in Wisconsin nursing homes, with eligible nurse aides to receive a \$500 retention bonus after 6 months of employment, and

BE IT FURTHER RESOLVED that Certified Nursing Assistants who participate in the WisCaregiver program will not be eligible to receive the \$500 sign-on bonus that Pine Valley currently offers, and

BE IT FURTHER RESOLVED that the Interim Administrator and the Administrator, when hired, are authorized to sign on behalf of the County such documents as may be necessary for Pine Valley Community Village to participate in the WisCaregiver Career program, 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
Jeanetta Kirkpatrick	X
Larry Sebranek	X
Donald Seep	X
Richard D. McKee	X

Resolution No. 18-31 Relating To The County Obtaining A Tax Deed To Certain Tax Delinquent Real Estate In The Village of Cazenovia was read by County Clerk Vlasak. Motion by Turk, second by Kinney that Resolution No. 18-31 be adopted. Motion carried and resolution declared adopted.

**RESOLUTION NO. 18 - 31**

A Resolution Relating To The County Obtaining A Tax Deed To Certain Tax Delinquent Real Estate In The Village of Cazenovia.

WHEREAS the County is the owner and holder of tax certificates relating to certain tax-delinquent real estate in the Village of Cazenovia, and

WHEREAS the County is at this time authorized by the Wisconsin Statutes to take a tax deed to this tax delinquent real estate and to thereby become the owner of that real estate, subject to the statutory right of redemption of the former owner, and

WHEREAS the Property, Building and Grounds Committee has carefully considered this matter and is now recommending that the County Board authorize the taking of title by the County to this tax delinquent parcel of real estate.

NOW, THEREFORE, BE IT RESOLVED BY THE Richland County Board of Supervisors that approval is hereby granted for the County to execute and issue a tax deed in favor of Richland County to the following-described parcel of real estate in the Village of Cazenovia which is known as Tax Parcel # 111-1300-0822 as to which the County owns and holds the following unredeemed tax certificates for the following tax years:

<u>Year of tax</u>	<u>Certificate No.</u>	<u>Amount of tax (without interest)</u>
2012	523	\$2,508.42
2013	528	\$1,814.87
2014	423	\$1,882.07
2015	449	\$1,705.56
2016	423	<u>\$1,512.28</u>
Total.....		\$9,423.20

The legal description relating to this parcel is as follows:

The following-described real estate situated in Richland County, State of Wisconsin:

Lot One (1) of Richland County Certified Survey Map No. 884, recorded in the Office of the Register of Deeds for Richland County, Wisconsin on March 14, 2011, in Volume 8 of CSM's, pages 112-114, as Document No. 293399. Being located in Block Eight (8), Village of Cazenovia, Richland County, Wisconsin.



Subject to an easement granted to La Valle Telephone Company on January 7, 2013 and recorded on April 5, 2013 in Volume 602, Records, page 578 as Document # 301271, Richland County Register of Deeds.

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

RESOLUTION OFFERED BY THE PROPERTY,  
BUILDING AND GROUNDS COMMITTEE

FOR AGAINST

Buford E. Marshall, Jr.	X
Marilyn Marshall	X
David J. Turk	X
Steve Williamson	X

Resolution No. 18-32 Relating To Obtaining A State Grant For the Maintenance And Grooming Of Snowmobile Trails was read by County Clerk Vlasak. Motion by Kinney, second by Williamson that Resolution No. 18-32 be adopted. Motion carried and resolution declared adopted.

**RESOLUTION NO. 18 - 32**

A Resolution Relating To Obtaining A State Grant For the Maintenance And Grooming Of Snowmobile Trails.

WHEREAS State funds are available to counties in Wisconsin for the maintenance and grooming of snowmobile trails under the County Snowmobile Trail Aids Program which is administered by the State Department of Natural Resources (DNR), and

WHEREAS the Richland County Land Conservation Department, working with the Richland County Snowmobile Alliance, Inc., has proposed that Richland County apply for a \$40,200 grant for the purpose of maintaining and grooming the approximately 134.8 miles of snowmobile trails in Richland County for the winter of 2018-2019, and

WHEREAS Rule 19 of the Board provides that County Board approval is required before any department of County government can apply for and accept a grant and the County Parks Commission has carefully considered this matter and is now recommending that the County Board adopt this Resolution.

NOW, THEREFORE, BE IT RESOLVED by the Richland County Board of Supervisors that approval is hereby granted for the County Parks Commission to apply for and accept a \$40,200 grant from DNR's County Snowmobile Trail Aids Program for the purpose of maintaining and grooming the approximately 134.8 miles of snowmobile trails in Richland County, with the grant period being from July 1, 2018 to June 30, 2019, and

BE IT FURTHER RESOLVED that County Conservationist Cathy Cooper is hereby authorized to sign on behalf of the County such documents as may be necessary to carry out this 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 THE COUNTY PARKS  
COMMISSION

FOR AGAINST

Robert L. Bellman	X
Larry Jewell	X
Kerry Severson	X

Resolution No. 18-33 Authorizing The County Parks Commission To Apply For And Accept An Outdoor Motorized Recreation Trail Aids Grant From The Wisconsin Department Of Natural Resources was read by County Clerk Vlasak. Motion by Severson, second by Bellman that Resolution No. 18-33 be adopted. Discussion followed. Motion carried and resolution declared adopted.

**RESOLUTION NO. 18 - 33**

A Resolution Authorizing The County Parks Commission To Apply For And Accept An Outdoor Motorized Recreation Trail Aids Grant From The Wisconsin Department Of Natural Resources.

WHEREAS the County Parks Commission is eligible to apply for an Outdoor Motorized Recreation Trail Aids Grant from the Wisconsin Department of Natural Resources which will pay the total cost, with no County match, of a snowmobile trail rehabilitation project consisting of installing riprap on 660 feet of the trail near Bohmann Drive at a cost of \$19,998.00, and

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

WHEREAS the County Parks Commission is recommending that the County Board approve the Parks Commission's application for this grant.

NOW THEREFORE BE IT RESOLVED by the Richland County Board of Supervisors that approval is hereby granted for the County Parks Commission to apply for and accept a \$19,998.00 Outdoor Motorized Recreation Trail Aids grant from the Wisconsin Department of Natural Resources for the purpose of installing riprap on 660 feet of the snowmobile trail near Bohmann Drive, with the total \$19,998.00 cost of this project to be paid with grant funds and with no County match, and

BE IT FURTHER RESOLVED that approval is hereby granted for the grant funds to be spent in accordance with the terms of the grant and County Conservationist Cathy Cooper is hereby 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.

RESOLUTION OFFERED BY THE COUNTY BOARD  
SUPERVISOR MEMBERS OF THE COUNTY PARKS  
COMMISSION

FOR AGAINST

Robert L. Bellman	X
-------------------	---

Larry Jewell	X
Kerry Severson	X

Resolution No. 18-34 Waiving The Six-Years-Of-Committee-Service Rule For Three Members Of The Fair And Recycling Committee was read by County Clerk Vlasak. Motion by M. Marshall, second by Huffman that Resolution No. 18-34 be adopted. Supervisor B. Marshall, Jr., Chairman of the Fair and Recycling Committee, was granted approval by Chairman Kirkpatrick to abstain from voting on the resolution. Mr. Marshall left the room while the resolution was being discussed and voted on. It was explained that the Fair and Recycling Committee is a working committee requiring its members to be at the fairgrounds before, during and after the annual Richland County Fair. Motion carried and resolution declared adopted.

**RESOLUTION NO. 18 - 34**

A Resolution Waiving The Six-Years-Of-Committee-Service Rule For Three Members Of The Fair And Recycling Committee.

WHEREAS the Fair and Recycling Committee is a seven-member committee whose members put in long hours working on each year’s County Fair.

WHEREAS four members of the Committee will not be able to serve on the Committee after next month’s County Board reorganization, with one Supervisor member not seeking re-election and three other members being ineligible to serve due to the six-years of committee service cap set forth in Rule 5 of the Rules of the Board, and

WHEREAS the Rules and Resolutions Committee has carefully considered a proposal to waive the six-year rule for two years as to one Supervisor member and two citizen members of the Fair and Recycling Committee so that the Committee will be better-suited to conduct the 2018 County Fair.

NOW THEREFORE BE IT RESOLVED by the Richland County Board of Supervisors that the six-year cap for service on County committees set forth in Rule 5 of the Rules of the Board is hereby waived for two years as to the membership of Supervisor Buford Marshall and citizen members Scott Gald and Richard Wastlick on the Fair and Recycling Committee, and

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

**RESOLUTION OFFERED BY THE RULES AND RESOLUTIONS COMMITTEE AND ETHICS BOARD**

	FOR	AGAINST
Fred Clary		
Ed Pulvermacher	X	
David J. Turk		X
Donald Seep	X	
Richard Rasmussen		

Resolution No. 18-35 Amending Pine Valley Community Village’s Addendum To The County’s Handbook Of Personnel Policies And Work Rules was read by County Clerk Vlasak. Motion by McKee, second by Seep that Resolution No. 18-35 be adopted. Motion carried and resolution declared adopted.

**RESOLUTION NO. 18 - 35**

A Resolution Amending Pine Valley Community Village’s Addendum To The County’s Handbook Of Personnel Policies And Work Rules.

WHEREAS several departments of County government have Addendums to the County’s Handbook of Personnel Policies and Work Rules in order to reflect the unique situation of those departments and it is necessary, from time to time, to amend those Addendums to meet the everchanging needs of County government, and

WHEREAS the Board of Trustees of Pine Valley Community Village has proposed an amendment to Pine Valley’s Addendum to the Finance and Personnel Committee and the Committee is now presenting this Resolution to the County Board.

NOW THEREFORE BE IT RESOLVED by the Richland County Board of Supervisors that the following crossed-out language in Pine Valley’s Addendum to the County’s Handbook of Personnel Policies and Work Rules is repealed and the following underlined language is adopted, relating to the paragraph entitled “Voluntary Sick Leave Donation” of the subsection entitled “Days in Bank” of section F entitled “Compensation and Fringe Benefits”:

“Voluntary Sick Leave Donation – An employee may contribute up to three (3) days of sick leave to another county employee. The employee donating sick leave must contribute full days (partial days are not allowed). The donated days will be paid at the rate of the employee receiving the donated days. The employee receiving donated days must exhaust all sick leave prior to receiving donated days. Donated days cannot be banked. ~~or calculated as part of employee payout.~~ The employee donating sick leave will have the hours deducted from his or her sick leave balance. Such donations will not affect the donating employee’s eligibility to receive annual sick payout provided the employee meets the criteria outlined in the first paragraph of the subsection entitled “Days in Bank”, and

BE IT FURTHER RESOLVED that this Resolutions 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
Robert L. Bellman	X
Buford E. Marshall, Jr.	X
Larry Sebranek	X
Donald Seep	X

Resolution No. 18-36 Approving An Updated Job Description For The Administrator Of Pine Valley Community Village Position was read by County Clerk Vlasak. Motion by Sebranek, second by Huffman that Resolution No. 18-36 be adopted. Motion carried and resolution declared adopted.

**RESOLUTION NO. 18 - 36**

A Resolution Approving An Updated Job Description For The Administrator Of Pine Valley Community Village Position.

WHEREAS Ms. Kathy Cianci recently retired as Administrator of Pine Valley Community Village and the Board of Trustees has studied the requirements of the position as it searches for a new Administrator, and

WHEREAS the Board of Trustees has presented an updated job description for the Administrator position to the Finance and Personnel Committee and the Committee has carefully considered this matter and is now presenting this Resolution to the County Board for its consideration.

NOW THEREFORE BE IT RESOLVED that the updated job description for the Administrator position at Pine Valley which is on file in the County Clerk’s office is hereby approved and this update includes renaming the position to “Nursing Home and Assisted Living Administrator”, 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
Robert L. Bellman	X
Buford E. Marshall, Jr.	X
Larry Sebranek	X
Donald Seep	X

Resolution No. 18-37 Approving A Wage Increase For The Corporation Counsel Position was read by County Clerk Vlasak. Motion by Seep, second by B. Marshall, Jr. that Resolution No. 18-37 be adopted. Corporation Counsel Southwick left the room while the resolution was being discussed and voted on. Chairman Kirkpatrick explained that the position was not included in the recently conducted wage study. Discussion followed. Motion carried and resolution declared adopted.

**RESOLUTION NO. 18 – 37**

A Resolution Approving A Wage Increase For The Corporation Counsel Position.

WHEREAS the Corporation Counsel position, which has been held by Ben Southwick since 1975, was not included in the County’s recent pay plan and the last wage increase for the position went into effect on January 1, 2013, and

WHEREAS the Corporation Counsel position actually consists of two parts, one for general government excluding the Department of Health and Human Services (12 hours per week at \$60.62 per hour) and the second being for the Department of Health and Human Services (4 hours per week at \$57.93 per hour), and

WHEREAS the Finance and Personnel Committee has carefully considered a wage increase to the Corporation Counsel position 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 wage for the Corporation Counsel position is increased to \$75.00 per hour, and

BE IT FURTHER RESOLVED that, in accordance with Rule 25 of the Rules of the Board, an emergency exists, as determined by 3/4ths of the Supervisors present, so that this Resolution can be considered by the County Board at other than its August or September session, and

BE IT FURTHER RESOLVED that this Resolution shall be effective as of the start of the second pay period in April, 2018.

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
Larry Sebranek	
Donald Seep	X

Resolution No. 18-38 Approving A Wage Increase For The County Highway Commissioner Position was read by County Clerk Vlasak. Motion by Huffman, second by Kinney that Resolution No. 18-38 be adopted. Chairman Kirkpatrick noted that this position was included in the wage study. Motion carried and resolution declared adopted.

**RESOLUTION NO. 18 - 38**

A Resolution Approving A Wage Increase For The County Highway Commissioner Position.

WHEREAS the County Highway Commissioner position, which is held by Bill Condon, was not included in the County's recent pay plan and the last wage increase for this position went into effect on January 1, 2013, and

WHEREAS the Finance and Personnel Committee has carefully considered a wage increase to the Highway Commissioner position 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 wage for the Highway Commissioner position is increased from \$30.33 to Step 3 of Grade P of the County's new wage structure (\$34.93 per hour), and

BE IT FURTHER RESOLVED that, in accordance with Rule 25 of the Rules of the Board, an emergency exists, as determined by 3/4ths of the Supervisors present, so that this Resolution can be considered by the County Board at other than its August or September sessions, and

BE IT FURTHER RESOLVED that this Resolution shall be effective as of the start of the first pay period after April 1, 2018.

RESOLUTION OFFERED BY THE FINANCE AND PERSONNEL COMMITTEE

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

Resolution No. 18-39 Approving A Wage Increase For The County Veterans Service Officer was read by County Clerk Vlasak. Motion by B. Marshall, Jr., second by Sebranek that Resolution No. 18-39 be adopted. Motion by Myers, second by Huffman that the resolution be amended to state that the wages is increased to “\$22.87” per hour which is “Grade I” of Step 3 of the wage structure as recommended by the wage study. Motion carried on the amendment. Motion carried and resolution, as amended, declared adopted.

**RESOLUTION NO. 18 – 39 (Amended)**

A Resolution Approving A Wage Increase For The County Veterans Service Officer.

WHEREAS the County Veterans Service Officer position, which is held by Ms. Karen Knock, was not included in the County’s recent pay plan and the last wage increase for this position went into effect at the start of the first pay period of January, 2013, and

WHEREAS the Finance and Personnel Committee has carefully considered a wage increase to the County Veterans Service Officer position 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 wage for the County Veterans Service Officer position is increased from \$21.89 per hour to \$22.87 per hour which is Grade I of Step 3 of the County’s new wage structure, and

BE IT FURTHER RESOLVED that, in accordance with Rule 25 of the Rules of the Board, an emergency exists, as determined by 3/4ths of the Supervisors present, so that this Resolution can be considered by the County Board at other than its August or September sessions, and

BE IT FURTHER RESOLVED that this Resolution shall be effective as of the start of the second pay period after April 1, 2018.

RESOLUTION OFFERED BY THE FINANCE AND PERSONNEL COMMITTEE

	FOR	AGAINST
Jeanetta Kirkpatrick	X	

Fred Clary	X
Robert L. Bellman	X
Linda Gentes	X
Buford E. Marshall, Jr.	X
Larry Sebranek	X
Donald Seep	X

Resolution No. 18- 40 Establishing The Salaries For The Sheriff, Clerk of Circuit Court, Family Court Commissioner And Coroner was read by County Clerk Vlasak. Motion by Bellman, second by Seep that Resolution No. 18-40 be adopted. Motion by Seep, second by Bellman to amend the resolution to state that the per “call” rate shall remain the same. Motion carried on the amendment. Motion carried and resolution, as amended, declared adopted.

**RESOLUTION NO. 18 – 40 (Amended)**

A Resolution Establishing The Salaries For The Sheriff, Clerk of Circuit Court, Family Court Commissioner And Coroner.

WHEREAS the offices of Sheriff, Clerk of Circuit Court, Family Court Commissioner and Coroner are up for election this Fall for a new 4-year term, and

WHEREAS State law provides that the salaries for these offices cannot be changed after the first day for taking out nomination papers, although it is legal for the County Board to build in annual percentage salary adjustments for these offices as long as it is done before the first day for taking out nomination papers, and

WHEREAS the Finance and Personnel 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 the following annual salaries are hereby established for the office of Sheriff, Clerk of Circuit Court and Coroner for the terms for those offices which are to start in January, 2019:

For the Sheriff:

- For 2019: a 2.5% increase over the 2018 salary of \$73,324.94;
- For 2020: a 2.5% increase over the 2019 salary;
- For 2021: an increase of \$1,200 over the 2020 salary;
- For 2022: an increase of \$1,200 over the 2021 salary.

For the Clerk of Circuit Court:

- For 2019: a 2.5% increase over the 2018 salary of \$59,323.42;
- For 2020: a 2.5% increase over the 2019 salary;
- For 2021: an increase of \$1,200 over the 2020 salary;
- For 2022: an increase of \$1,200 over the 2021 salary.

For the Coroner:

The Coroner shall be paid a salary of \$500.00 per month, in addition to per call, which shall remain at the same rate, and



BE IT FURTHER RESOLVED that the salary of the Family Court Commissioner is increased from \$24,836.76 to \$25,457.68 and

BE IT FURTHER RESOLVED that, in accordance with Rule 25 of the Rules of the Board, any emergency exists, as determined by 3/4ths of the Supervisors present, so that this Resolution can be considered by the County Board at other than its August or September sessions, 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
Robert L. Bellman	X
Linda Gentes	X
Buford E. Marshall, Jr.	X
Larry Sebranek	X
Donald Seep	X

Resolution No. 18-41 Updating The County's Computer Policy was read by County Clerk Vlasak. Motion by Myers, second by McKee that Resolution No. 18-41 be adopted. Motion carried and resolution declared adopted.

**RESOLUTION NO. 18 - 41**

A Resolution Updating The County's Computer Policy.

WHEREAS the County's Computer Policy needs to be updated from time to time in order to reflect changes in technology and the everchanging needs of County government, and

WHEREAS the Finance and Personnel Committee has carefully considered updates to the County's Computer Policy proposed by the Director of the Management Information Systems Department, Ms. Barb Scott, 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 updated Richland County Computer Policy which is on file in the County Clerk's office is hereby approved and the additions and deletions which are indicated in red lettering in that document are 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
Robert L. Bellman	X
Linda Gentes	X
Buford E. Marshall, Jr.	X
Larry Sebranek	X
Donald Seep	X

Resolution No. 18-42 Relating To Making A Deficiency Appropriation In Various Accounts was read by County Clerk Vlasak. Motion by Huffman, second by McKee that Resolution No. 18-42 be adopted. Discussion followed. Motion carried and resolution declared adopted.

**RESOLUTION NO. 18 - 42**

A Resolution Relating To Making A Deficiency Appropriation In Various Accounts.

WHEREAS the appropriations in certain accounts for the year 2017 are insufficient and certain transfers should be made as set forth in this Resolution.

NOW, THEREFORE, BE IT RESOLVED by the Richland County Board of Supervisors that it is necessary to make a deficiency appropriation in the following deficient accounts:

<u>ACCOUNT TITLE</u>	<u>AMOUNT</u>
Compensation Study	\$ 30,179.61
Coroner	28,633.51
County Clerk	10,225.82
Data Processing	355.32
Automated Mail Machine	231.85
Property Lister	2,477.09
Independent Auditing	2,931.00
Employees Benefits – 125 Plan	2,232.72
Regional Planning	59.21
Management Information	3,158.35
Public Official Bonds	3,379.00
Internet/Bandwidth Access	23.88
Police Radio	1,695.76
Ambulance Service	9,413.41
Clean Sweep Program	9,829.36
Libraries	2,028.97
Soil Testing Account	180.00
Unfunded Prior Service Liability	.76
Fair Fund	10,630.15
Dog License Fund	155.61
Adult Institutional Costs	280,835.55
Children Institutional Costs	380,063.01
Total Deficiencies	\$778,719.94

BE IT FURTHER RESOLVED that the sum of \$778,719.94 is hereby appropriated from the General Fund to the above-listed accounts in the 2017 County budget to cover the deficiencies listed in these accounts, and

BE IT FURTHER RESOLVED that any balances remaining in the above-listed accounts after this transfer and after the 2017 audit has been completed shall be returned to the General Fund, 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	
Robert L. Bellman	X	
Buford E. Marshall, Jr.	X	
Larry Sebranek	X	
Donald Seep	X	

Motion by Kirkpatrick, second by Gentes to reconsider Resolution No. 18-21 Approving Leasing Of County-Owned Farmland To Allen And Avis Unbehaun which was adopted at last month's County Board session. Motion carried. Motion by Brewer, second by B. Marshall, Jr. that the resolution be amended to state that the annual rent shall be deposited in the "General Fund". Motion carried on the amendment. Motion carried and resolution, as amended, declared adopted.

**RESOLUTION NO. 18 – 21 (Amended)**

A Resolution Approving Leasing Of County-Owned Farmland To Allen And Avis Unbehaun.

WHEREAS the 5-year lease by which Allen and Avis Unbehaun rented the tillable land in the 40-acre parcel surrounding the buildings at Pine Valley Community Village expired on December 31<sup>st</sup>, 2017, and

WHEREAS the Board of Trustees of Pine Valley Community Village and the Director of Pine Valley, Ms. Kathy Cianci, have recommended that a new 3-year lease be entered into with Mr. and Mrs. Unbehaun and a new lease has been drafted by Corporation Counsel Ben Southwick, and

WHEREAS the Board of Trustees 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 leasing the 15.63 acres of tillable land in the forty surrounding the buildings at Pine Valley Community Village to Allen and Avis Unbehaun at an annual rent of \$120.00 per acre, for a total annual rent \$1,815.00, and

BE IT FURTHER RESOLVED that the Lease Agreement which has been drafted by Corporation Counsel Ben Southwick and approved by the Pine Valley Board of Trustees and approved by Mr. and Mrs Unbehaun is hereby approved and the County Clerk is hereby authorized to sign that Lease Agreement on behalf of the County, and

BE IT FURTHER RESOLVED that the \$1,815.00 annual rent shall be deposited in the General Fund account in each year's County budget, 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
Donald Seep	X
Larry Sebranek	X

Ordinance No. 18-5 Amendment No. 445 To Richland County Comprehensive Zoning Ordinance No. 5 Relating To The James, Thomas And Robert Bailey & Kent Adsit Parcel In The Town Of Dayton was presented to the Board. Motion by Brewer, second by Kinney that Ordinance No. 18-5 be enacted. Discussion followed. Motion carried and ordinance declared enacted.

**ORDINANCE NO. 18 - 5**

Amendment No. 445 To Richland County Comprehensive Zoning Ordinance No. 5 Relating To The James, Thomas And Robert Bailey & Kent Adsit Parcel 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 parcel consisting of a total of 16.2 acres belonging to James, Thomas and Robert Bailey & Kent Adsit in the Town of Dayton is hereby rezoned from the General Agricultural and

Forestry District to the Agricultural and Residential District:

Part of the Southwest Quarter of the Northwest Quarter of Section 29 and part of the Southeast Quarter of the Northeast Quarter of Section 30, Township 10 North, Range 1 West, Town of Dayton, Richland County, Wisconsin more particularly described as follows:

Commencing at the East Quarter corner of said Section 30;  
Thence south 89°01'32" west along the south line of the Northwest Quarter 274.05 feet to the point of beginning of the lands hereinafter described.  
Thence south 89°01'32" west continuing along said south line 170.23 feet to a point on a line meandering the easterly shore of Mill Creek;  
Thence north 14°06'02" east along said meander line 238.82 feet;  
Thence north 26°06'29" east along said meander line 389.72 feet;  
Thence north 22°29'26" east along said meander line 330.66 feet;  
Thence north 39°27'32" east along said meander line 249.14 feet to a point on the west line of the Northwest Quarter of Section 29;  
Thence north 03°45'08" east, along said west line, 292.18 feet to the Northwest corner of the Southwest Quarter of the Northwest Quarter of said Section 29;  
Thence north 88°51'35" east along the north line of said Southwest Quarter of the Northwest Quarter, 662.77 feet;  
Thence south 19°46'16" west 542.82 feet;  
Thence south 52°14'31" west 212.05 feet to a point on the centerline of Jackson Drive;  
Thence south 14°47'16" east along said centerline 207.14 feet;  
Thence south 76°00'45" west 342.34 feet;  
Thence south 11°37'47" east 26.20 feet;  
Thence south 75°25'34" west 426.51 feet;  
Thence south 13°15'48" west 164.69 feet;  
Thence south 16°44'08" east 172.62 feet to the point of beginning;  
Including those lands lying between the above described meander line and the center of Mill Creek;

3. This Ordinance shall be effective on March 20, 2018.

Dated: March 20, 2018  
Passed: March 20, 2018  
Published March 29, 2018

ORDINANCE OFFERED BY THE ZONING AND  
LAND INFORMATION COMMITTEE

Jeanetta Kirkpatrick, Chairman  
Richland County Board of Supervisors

Larry Sebranek  
Paul Kinney  
Marty Brewer  
James D. Huffman  
Melissa J. Burke  
Steve Williamson

FOR AGAINST

ATTEST:  
Victor V. Vlasak  
Richland County Clerk

X  
X  
X  
X  
X  
X

Resolution No. 18-43 Approving Writing Off Certain Uncollectable Ambulance Bills was read by County Clerk Vlasak. Motion by Clary, second by Williamson that Resolution No. 18-43 be adopted. Motion by Myers, second by McKee that the resolution be amended removing language regarding transferring funds from the General Fund to cover the write-offs. Motion carried on the amendment. Motion carried and resolution, as amended, declared adopted.

**RESOLUTION NO. 18 – 43 (Amended)**

A Resolution Approving Writing Off Certain Uncollectable Ambulance Bills.

WHEREAS each year the Richland County Ambulance Service has bills which are uncollectable, either because the debtor on the bill has died without any assets or because Medical Assistance or Medicare regulations will not allow all or a portion of the bill to be collected from the patient who received the ambulance service, and

WHEREAS the Emergency Management Committee has reviewed uncollectable bills of the Ambulance Service for 2016 and 2017 and has found that such bills total \$260,236.05 and the Committee has recommended that the County Board write these uncollectable bills off of the County's books by adopting this Resolution.

NOW, THEREFORE, BE IT RESOLVED by the Richland County Board of Supervisors that approval is hereby granted for writing off of the County's books the following uncollectable bills for ambulance service provided by the Richland County Ambulance Service in the total amount of \$260,236.05, itemized as follows:

2016 .....	\$ 29,754.71
2017.....	<u>\$230,481.34</u>
Total .....	\$260,236.05, and

BE IT FURTHER RESOLVED that the Ambulance Service shall continue to vigorously try to collect those outstanding ambulance bills which the Service is legally eligible to collect, 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 JOINT  
AMBULANCE COMMITTEE

FOR AGAINST

Jeanetta Kirkpatrick	X
Fred Clary	X

Chairman Kirkpatrick stated that having received the advice of the Committee on Committees and subject to confirmation by the County Board she was appointing George Hege to the Americans with Disability Act Compliance Committee representing Medical/Health Professional. Motion by Brewer, second by Bellman that the appointment be confirmed. Motion carried.

Chairman Kirkpatrick stated that having received the advice of the Committee on Committees and subject to confirmation by the County Board she was making the following appointments to the Coordinated Service Team Coordinating Committee: Cindy Robinson to replace Barbara Fullmer as the CST Initiative Coordinator; Rose Kohout, Public Health Manager or RN Designee, to replace Amada Coorough, Children's Service Coordinator. Amy Richardson is being removed from the position Family Member at Large. That position will remain vacant. Motion by Brewer, second by Bellman that the appointments be confirmed. Motion carried.

No petitions for zoning amendments have been received since the last County Board session and there were no rezoning petitions being recommended for denial by the Zoning and Land Information Committee.

Supervisor Bellman, a member of the Pine Valley New Facility Temporary Construction Oversight Committee, distributed copies of a report of expenditures for the Pine Valley construction project as of September 22, 2017. Supervisor Clary, Chairman of the Pine Valley New Facility Temporary Construction Oversight Committee, noted that there are warranty items on the project yet to be completed. Outside warranty items will be completed when weather permits. Any remain funds from the construction project will go towards the debt payments on the bonding for the Pine Valley project.

Several Supervisors not seeking re-election addressed the Board members.

Motion by Bellman, second by Kinney to adjourn to Tuesday, April 17, 2018 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 March session held on the 20<sup>th</sup> day of March, 2018.

Victor V. Vlasak  
Richland County Clerk