

## FINANCE AND PERSONNEL COMMITTEE

June 1, 2021

The Richland County Finance and Personnel Committee convened at 1:00 p.m., Tuesday, June 1st, 2021, in the County Board Room at 181 W. Seminary Street and via videoconference and teleconference.

Committee members present included County Board Supervisors Shaun Murphy-Lopez, Marty Brewer, Marc Couey (left at 2:27pm), Linda Gentes, Melissa Luck, Don Seep, and David Turk(absent).

- 1. Call to Order:** Committee Chair Shaun Murphy-Lopez called the meeting to order.
- 2. Proof of Notification:** The Committee Chair Shaun Murphy-Lopez verified that the meeting had been properly noticed. Copies of the agenda were sent by email to all Committee members, WRCO and County department heads, a copy was posted on the Courthouse Bulletin Board and a copy was emailed to The Richland Observer and the Valley Sentinel.
- 3. Agenda Approval:** Motion by Luck, second by Gentes for approval of the Agenda. All Ayes. Motion carried.
- 4. Previous Meeting Minutes:** Motion by Luck, second by Couey approval of the minutes for the May 4, 2021 and May 21, 2021 meetings of the Finance and Personnel Committee. All Ayes. Motion carried.
- 5. Property Tax Deed Sale – Parcel #14-3440-1009, Town of Henrietta:** Motion by Brewer, second by Luck to approve the sale of Tax Deed Parcel # 014-3440-1009 at minimum bid of \$500. All Ayes. Motion carried. Motion by Couey, second by Luck motion to refer this back to the Property committee. All Ayes, Motion Carried
- 6. Length of Meetings\*:** Informational meeting to check-in with committee members to see if meetings need to be shortened, or the time of the meeting needs to be changed.
- 7. Broadband Planning\*:** Motion by Luck, second by Seep to refer to the UW Agriculture and Extension Committee a recommendation to explore development, funding, and audience for a broadband survey similar to Iowa County that would be sent to Richland County households outside of the city of Richland Center. All ayes, motion carried.
- 8. Meeting with Moody's\*:** Motion by Murphy-Lopez, second by Luck to schedule a meeting between this committee and Moody's after the 2020 budget year audit has been complete. All ayes, motion carried. Motion to amend by Gentes, second by Seep, to add "and after a discussion has been had with Carol Worth" at the end of initial motion. All Ayes, Motion carried. to schedule a meeting between this committee and Moody's after the 2020 budget year audit has been complete and after a discussion has been had with Carol Worth. All Ayes, amended motion carried.

- 9. Complaint Policy Distribution\*:** Discussion about how information is distributed to employees. This was related to the County's complaint policy, which was adopted by the County Board in February and is currently posted on the Administrator's website.
- 10. Departmental template & timeline for 2022 operational budget\*:** Motion by Couey, second by Luck to adopt proposed tentative 2022 Operational Budget Review – Timeline & to begin scheduling departments for presentations with Administrator and F&P Committee. Motion by Murphy-Lopez, second by Gentes to amend the timeline that department budgets be presented on one of the 8 days between Aug 23-Sep 1. All Ayes, motion carried. Motion by Murphy-Lopez, second by Luck to amend to include oversight committee/commissions and boards review in phase 1. All Ayes, motion carried. Vote on twice amended motion. All Ayes motion carried. 2) Motion by Luck, second by Couey to adopt template summary items to include 2022 departmental budget review summary template. All Ayes, motion carried.
- 11. Classification, compensation & staff authorization policy\*:** Motion by Luck, second by Gentes to accept drafted compensation, classification and authorization plan for review. All Ayes. Motion carried
- 12. Project engineer selection for CDBG CLOSE grant program\*:** Motion by Brewer, second by Luck to approve Ayres Associates Inc. proposal for Project Engineering and Management for the Lone Rock Village Center Park CDBG Project. Final contract to be executed by Administrator Langreck or Chairman Brewer. Motion to appear before the County Board for final approval on June 15, 2021. All Ayes. Motion carried.
- 13. Heat pumps for Courthouse\*:** Motion by Seep, second by Luck approve authorization of use of Fund #75 "Line 2 — Replacement of Heat Exchangers (estimating 2 units with appropriation of \$24,000" and forward to property committee to recommend resolution to the Richland County Board for purchase of three heat pumps for the courthouse through Precision Control and Services LLC. at \$16,910. All Ayes. Motion carried.
- 14. Tri-County Airport\*:**
- a. Contract for Engineering: Motion by Seep, second by Luck to recommend resolution to the County Board to affirm contract with Jewell and Associates for engineering and land acquisition regarding the Tri-County Airport improvement project. All Ayes. Motion carried.
  - b. Petition for State aid: Motion by Brewer, second by Gentes to recommend resolution to the County Board to petition for State Aid regarding the Tri-County Airport Improvement Project. All Ayes. Motion carried.
- 15. Bank account authority for Clerk Kalish\*:** Motion by Luck, second by Gentes to authorize the addition of Derek Kalish, County Clerk to the list of authorized representatives of Richland County Bank accounts with signature authority; and to remove Victor Vlasak, former County Clerk from the Richland County accounts. All Ayes. Motion carried.
- 16. Resignation of Highway Commissioner\*:** Motion by Luck, second by Murphy-Lopez to accept resignation of Highway Commissioner, Roger Petrick. All Ayes. Motion carried.

**17. MOU with Clerk\*:** Motion by Luck, second by Gentes to approve the memorandum of understanding (MOU) for additional Clerk duties through the 2021-2024 term, and to recommend the MOU to the Richland County Board for adoption. All Ayes. Motion carried.

**18. Future agenda items:** Per Diems, Consent agenda

**19. Closed Session Pursuant Wisconsin State Statute 19.85 (c) Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility.** — Corporation Counsel. Motion by Gentes second by Brewer to move closed session. Voice vote: Unanimous vote. Motion carried.

**20. Return to open session:** Motion by Luck, seconded by Gentes to return to open session. All Ayes. Motion Carried.

**21. Possible action on closed session:** No action taken.

**22. Adjournment:** Motion by Brewer second by Luck, to adjourn until June 15<sup>st</sup> at 1:30pm in the County Boardroom.

Josh Bell  
Richland County — Accounting Supervisor