

Richland County

Finance & Personnel Standing Committee

May 3rd, 2022

The Richland County Finance and Personnel Standing Committee convened on Tuesday, May 3rd, 2022, in the County Board room at 181 W. Seminary Street, in person, via videoconference and teleconference.

Committee members present by roll call vote included County Board Supervisors Marty Brewer, Steve Carrow, Melissa Luck, Timothy Gottschall, David Turk, Marc Couey with Steve Williamson arriving at 1:05 after roll call.

Department heads, staff and public present were Administrator Clinton Langreck, Randy Nelson, Carla Doudna, Jeff Even, Clay Porter, Buford Marshall, Josh Elder, Tracy Gobin, Carol Wirth, Tammy Wheelock, Jessica Bahr, Stacy Kleist with Assistant to the Administrator Cheryl Dull taking minutes. Those in attendance by video/teleconference included: Ingrid Glasbrenner, Meghan Rohn, Myranda Culver, Derek Kalish, Don Seep, Aaron Wallace, Stephanie Ronnfeldt, Laurie Couey, Jaymie, AM, Mike Bindl, Tracy Thorsen, Darin Gudgeon and WRCO. John Couey & Gabe Schmitt were present from MIS running the teleconferencing.

Not present: Shaun Murphy-Lopez and Gary Manning

1. **Call to Order:** Committee Chair Brewer called the meeting to order at 1:00 p.m. requesting roll call.
2. **Proof of Notification:** Chair Brewer verified that the meeting had been properly noticed. Copies of the agenda were sent by email and/or mail to all Committee members, WRCO, County department heads, Richland Observer, Valley Sentinel and a copy was posted on the Courthouse Bulletin Board.
3. **Agenda Approval:** Chair Brewer asked for approval of the agenda. Moved by Supervisor Gottschall to approve the agenda, second by Supervisor Turk. All voting aye, motion carried.
4. **Previous Meeting Minutes:** Hearing no additions or corrections Chair Brewer declared the minutes approved as presented.
5. **Public Comment:** Chair Brewer called for any public comment. Hearing none, public comment was closed.

Consent items are procedurally necessary and routine in nature. The committee may take action to approve consent items 6-11 in one motion if desired or any committee member may object to a consent vote and request individual items or all items removed from a consent vote.

Chair Brewer reviewed 6-11 items separately. Moved by Supervisor Couey to approve all consent items, seconded by Supervisor Luck. All voting aye, motion carried.

6. **Property Tax Deed Sale — parcel #276-2100-0420 to the City pursuant of Wis Stat. 75.69(2):** Treasurer Even is requesting approval to sell the sale of Tax Deed property parcel #276-2100-0420 to the City for \$1 pursuant of Wis Stat. 75.69(2)
7. **Approval of annual extension of GCS software for Property Lister:** The Property Lister is requesting approval to pay Invoice #219707, which came in at \$676.00 over the budgeted amount due to an increase in service fees.
8. **Administrators Office Expenditure Report (Quarterly Review):** Expenditure report posted for review.
9. **Clerk's Office Expenditure Report (Quarterly Review):** Expenditure report posted for review.
10. **Treasurer's Office Expenditure Report (Quarterly Review):** Expenditure report posted for review.
11. **County Board Expenditure Report (Quarterly Review):** Expenditure report posted for review.
12. **Initial Resolution Authorizing Not to Exceed \$8,500,000 General Obligation Bonds for Radio and Tower Project and Other Capital Improvement Projects:** Administrator Langreck reviewed the request to recommend a Resolution at the May 17th 2022 Richland County Board meeting for the authorization of borrowing not to exceed \$8,500,000 in General Obligation Bonds for the improvement of the Emergency Radio Tower System and Capital Projects.
Supervisor Luck did an overview of the reasons for not borrowing all the money right away. Supervisor Carrow expressed his concerns with the timing compared to the capital improvement list coming out and if this could this be delayed.
Supervisor Luck updated the committee that spending less would not meet industry standards and in couple of years we would be back were we are with our needs today. She discussed the emergency needs of the

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community and the disaster in delay. Our equipment is failing on a regular basis due to exceeding end of life of equipment.

Jeff Even, Cazenovia EMS Chief, asked to speak concerning illegible pages and referenced a patient passing away due to not getting the page which was reported to the state as such.

Supervisor Luck stated they have gone back to the vendor echoing the concerns with the Viola and Cazenovia area and that those areas needed to be reviewed.

Chair Brewer introduced Carol Wirth from Wisconsin Public Finance Professionals to educate the committee on the \$8.5 million borrowing. The funds would be received in October 2022 based off a 15-year repayment plan. Estimated interest rates are based off yesterday's market sales and bond rating from Moody's at A3. She reviewed Schedule 1 vs schedule 2, explained the State Statutes concerning County borrowing and its authority, the timeline for the borrowing, why it is scheduled like this and the Resolution to be presented to County Board. Moved by Supervisor Luck to send the request to County Board on May 17th, seconded by Supervisor Williamson. All voting aye, motion carried.

- 16. Approve the Use of 2021 Health & Human Services Remaining Funds:** Tracy Thorsen spoke to this request to use of remaining funds from the 2021 HHS budget totaling \$147,347 specifically to address retention and recruitment efforts in the department by providing both retention bonuses to existing staff as well as a sign on or incentive bonuses in order to recruit for vacant positions, and forward the recommendation onto the County Board for approval.

Supervisor Luck asked Administrator Langreck how he thought they could assist other departments with staffing issues. Administrator Langreck stated his plan was to address this as an entire county with at 5% CPI in 2023 and add 2 steps in wage scale for senior employees. Although he does understand HHS's position and is aware there are some positions that need reviewed, he feels if this is approved we will get other departments calling "me too". Supervisor Luck verified that with Administrator Langreck that he will continue in planning to address this in the upcoming budgets.

Supervisor Couey left at 2:00.

Supervisor Gottschall asked Tracy Thorsen to review her staff shortage. After Tracy's review, Supervisor Gottschall expressed his concerns of putting the 2021 remaining funds back in general fund.

Moved by Supervisor Gottschall to approve the \$147,347 request and bring back a plan for the use, motion failed for lack of a second.

Supervisor Luck suggested, this could be used by HHS and the design copied by other departments. Administrator Langreck will work with Tracy to develop a plan and bring back to the committee for review.

Moved by Supervisor Luck for Administrator Langreck to evaluate county wide how we can address recruitment and retention in the year 2022, seconded by Supervisor Gottschall. All voting aye. Motion carried.

Supervisor Gottschall left at 2:17.

- 17. Approve to Eliminate the Early Intervention Special Educator Position and Replace it with a Children's Long-Term Support & Birth to 3 Case Manager Position:** Tracy reviewed the request to approve the elimination of the Early Intervention Special Educator position, with the position to be replaced by a Children's Long-Term Support & Birth to 3 Case Manager position, and forward the recommendation onto the County Board for approval. Moved by Supervisor Williamson to approve the request, seconded by Supervisor Turk. All voting aye, motion carried.

- 15. Approve Bonuses and Recognition of Personnel Who Made Significant Contributions to the Public Health Emergency Response to the Community during the COVID-19 Pandemic:** Tracy reviewed her request to approve the expenditure of \$44,500 utilizing the Division of Public Health COVID-19 funding allocation to provide bonuses and commendation plaques for the recognition of 33 personnel who made significant contributions to the public health emergency response to the community during the COVID-19 Pandemic, as well as to formally recognize the contributions of these individuals in a County Board Resolution, providing with that request the schedule for bonuses. Supervisor Brewer questioned if there were others within the county that should be considered, ex. deputies, EMT's, etc. Moved by Supervisor Luck to approve as requested and have a resolution prepared, seconded by Supervisor Carrow. All voting aye, motion carried.

- 18. Municipal Advisory Agreement with Wisconsin Public Finance Professionals:** Administrator Langreck presented the request recommending a resolution to the Richland County Board to enter into an agreement with Wisconsin Public Finance Professionals in the amount of \$26,500 to provided necessary loan services. Moved by Supervisor Turk to approve the request, seconded by Supervisor Luck. All voting aye, motion carried.

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13. Utilization policy for remaining Fund #75 and Fund #92: Administrator Langreck presented a policy concerning utilizing unspent 75 & 92 funds, reviewed the appropriations from Fund #75 from 2020 and Fund #92 borrowing for 2021 and what funds would be reallocated towards the Courthouse roof Project. Sheriff Clay Porter stated he still has some bills that will be coming in yet out of his funds. Administrator Langreck asked for an update on those bills be sent to him and Tammy Wheelock for tracking. Moved by Supervisor Brewer to approve Administrator Langreck's policy proposal and with that, approve Symons & Fair, Recycling, and Parks request, seconded by Supervisor Carrow. Luck inquired about the information that was requested from Simpson concerning a lease. Carla reviewed the new pricing that had been submitted. All voting aye, motion carried. With this vote a & b are not needed.

a. Petition from Symons Natatorium Board:

b. Petition from Fair, Recycling and Park:

24. Adjournment: Next meeting is tentative for a 2nd meeting in the month. Moved by Supervisor Brewer to adjourn at 2:53 pm, seconded by Supervisor Carrow. Motion carried.

14. Discussion and possible action on utilization of ARPA Funds for Ambulance Service Study: No action

19. Financial Planning: No action

20. Capital Improvement Program: No action

21. Status on Purchasing Cards: No action

22. Discussion and possible action on report items: No action

23. Future agenda items: No Action

Minutes respectfully submitted by

Cheryl Dull

Richland County Assistant to the Administrator