

Richland County

Finance & Personnel Standing Committee

October 4th, 2022

The Richland County Finance and Personnel Standing Committee convened on Tuesday, October 4th in person and teleconference.

Committee members present included County Board Supervisors Marty Brewer, Steve Carrow, Melissa Luck with David Turk, Shaun Murphy-Lopez and Tim Gottschall by Web Ex.

Also present was Administrator Clinton Langreck, Assistant to the Administrator Cheryl Dull taking minutes, several department heads, county employees and general public. John Couey and Barb Scott were present from MIS running the teleconferencing.

Not present: Marc Couey, Gary Manning & Steve Williamson

1. **Call to Order:** Committee Chair Brewer called the meeting to order at 1:16 p.m.
2. **Proof of Notification:** Chair Brewer verified that the meeting had been properly noticed. Copies of the agenda were sent by email to all Committee members, County Board 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 with the correction of Item 6c being changed to Public Works. Moved by Supervisor Luck to approve the agenda with that change, 2nd by Supervisor Carrow. All voting aye, motion carried.
4. **Previous minutes:** Hearing no changes, Supervisor Brewer declared them approved as presented.
8. **Pine Valley Items - Discussion and possible action on outside shelter project:** Pine Valley Administrator Rislow informed the committee that these are funds that are donated funds and grants. Moved by Supervisor Luck to approve proposed shelter at Pine Valley, 2nd by Supervisor Carrow. All voting aye, motion carried.
11. **Discussion and possible action on reclassifications associated with the 2023 Budget:** Administrator Langreck reviewed the proposed reclassifications. Moved by Supervisor Luck to approve the reclassification, 2nd by Supervisor Turk. Gottschall asking for discussion. He would like to know what the changes are that they require a reclassification. Rislow explained the changes for Pine Valley. Tricia explained the changes to HHS positions. Gottschall questioned the process for departments to request a reclassification to their employees. Administrator Langreck reviewed the policy and procedure. All voting aye, motion carried.
12. **Report — WCA Legal notice regarding borrowing to pay for costs associated with insurance and compliance with court orders:** Administrator Langreck reviewed the recommendation from WCA to Counties and how it works.
13. **Report — Fee Schedule Changes for Wisvote Data Entry Services:** Clerk Kalish stated that the County has shouldered the burden of completing this for the Townships for years. With the restructuring of the Clerk's Office and reduced staff to complete the task from years prior, he will be shifting the duties back to the municipalities or charge the townships for completing that task for them. Clerk Kalish stated he recently completed a training with the Municipalities where he presented this to them and told them it would be coming to Finance & Personnel today for approval. Moved by Supervisor Murphy-Lopez to approve the fee schedule and send to County Board, 2nd by Supervisor Turk. All voting aye, motion carried.
9. **Discussion and possible action on proposed handbook changes:** Administrator Langreck reviewed the proposed changes to the handbook. Moved by Supervisor Luck to accept the changes as presented, 2nd by Supervisor Turk. All voting aye, motion carried.
10. **Discussion and possible action on Classification, Compensation and Authorization:** Administrator Langreck reviewed proposed changes to the policy. Moved by Supervisor Carrow to approve changes as presented and send to County Board, 2nd by Supervisor Murphy-Lopez with discussion. He questioned why HHS employee count went up. Tricia stated several positions are currently unfilled and will remain that way. He questioned Pine Valley is getting a 7% raise instead of 5%. Administrator Langreck stated the HHS staff table will be reviewed and brought back. Moved by Supervisor Murphy-Lopez to postpone until the next meeting to get HHS clarified, 2nd by Supervisor Luck. All voting aye, motion carried.
5. **Discussion and possible action on response to Resolution 22-96:** Administrator Langreck presented the

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directive to the committee and what they recommended to reduce. Discussion and questions followed on the proposal and other reductions proposed. Supervisor Luck stated SWRP will be discussing in November that if we stop funding them, will they continue to provide contacted services to Richland County. Supervisor Murphy-Lopez questioned what other counties are doing with HR and Finance Director, why we have so many payroll and finance people in the county and if those positions can be consolidated. Theresa from PV explained what their payroll person does and how it works.

Jennifer Laue asked to speak.

Moved by Chair Brewer to ask the Administrator to do research and planning on HR staffing and combining of duties and bring the information back to the committee, 2nd by Supervisor Murphy-Lopez. All voting aye, motion carried.

6. Discussion and possible action regarding other resolutions and committee responses:

a. **Response from Pine Valley:** PV Administrator Rislow met with their committee and after much discussion felt it would be difficult for PV to meet the request of 50% of the debt payment. Although they are being conservative with their calculations, they cannot predict if it could be possible.

Gottschall & Brewer left at 2:46.

b. **Response from Richland Economic Development:** Not acted on

c. **Response from Public Works:** Not acted on.

7. Discussion and possible action regarding correspondence with the Referendum Ad Hoc Committee: Not acted on.

14. Future agenda items:

15. **Adjournment:** The next meeting to be held Tuesday, November 1st at 1:00 p.m. in the County Board room. Moved by Supervisor Luck to adjourn at 2:46 p.m., seconded by Supervisor Carrow. All voting aye, motion carried.

Minutes respectfully submitted by
Cheryl Dull
Richland County Assistant to the Administrator