

# Richland County

## Finance & Personnel Standing Committee

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**November 14th, 2022**

The Richland County Finance and Personnel Standing Committee convened on Monday, November 14th in person and teleconference.

Committee members present included County Board Supervisors Marty Brewer, Steve Williamson, Steve Carrow, Gary Manning, Tim Gottschall with Melissa Luck, David Turk and Shaun Murphy-Lopez 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 was present from MIS running the teleconferencing.

Not present: Marc Couey

1. **Call to Order:** Committee Chair Brewer called the meeting to order at 5:02 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 as presented. Moved by Supervisor Gottschall to approve the agenda, 2<sup>nd</sup> by Supervisor Carrow. All voting aye, motion carried.
4. **Previous minutes:** Hearing no changes, Chair Brewer declared them approved as presented.
5. **Report — Updates to the Financial Planning Decision Worksheet:** Administrator Langreck reviewed 05 and 05b including the changes to raises, several other changes and what those changes did to the running totals through 2027. He reviewed the changes of the need for ARPA funds in 2023, 2024 and 2025.
11. **Discussion and possible action on next meeting:** Discussion was held on what times work for committee members. Moved by Supervisor Williamson to move the meeting to 5:00 p.m. starting in December, 2<sup>nd</sup> by Supervisor Manning. All voting aye, motion carried.
6. **Discussion and possible action on Classification, Compensation and Authorization Policy:** Administrator Langreck reviewed the changes to the Policy. Moved by Supervisor Carrow to adopt the Policy as presented, 2<sup>nd</sup> by Supervisor Williamson. All voting aye, motion carried.
7. **Discussion and possible action Reclassification for HHS Mental Health Therapist:** Administrator Langreck presented the request due to difficulty in filling the positions. Moved by Supervisor Manning to approve the reclassification as presented, 2<sup>nd</sup> by Chair Brewer. Director Clements stated this is figured into the 2023 budget. All voting aye, motion carried.
8. **Fund #75 Policy – Discussion and possible action on amendment of policy:** Administrator Langreck reviewed the expenditures of Fund 75 & 92 and appropriation of money not being used by the dam project. Supervisor Luck recommended looking at some handicap accessibility adjustments with the remainder of the money. Moved by Supervisor Williamson to appropriate funds from the dam projects that couldn't be completed due to staff changes in Land Conservation, 2<sup>nd</sup> by Supervisor Carrow. All voting aye, motion carried.
9. **Discussion and possible action on recalling CDBG Funds from Housing Authority and dissolving of Committee:** Administrator Langreck reviewed the request to recall the defunct CDBG Funds. These funds have outlasted the intended purpose and can now be used at the Counties discretion. Administrator Langreck is recommending that the balance of \$74,553.63 be allocated to Richland Economic Development. The County will assume any and all responsibility for the administration of these assets and any necessary title and recording work. Moved by Supervisor Gottschall to recommend resolution to the Richland County Board, to request recall of Defunct CDBG Funds from the Richland County Housing Authority and to dissolve of the existing CDBG Committee (via recommendation to Rules and Strategic Planning), 2<sup>nd</sup> by Supervisor Manning. Discussion followed on what administration of these asset would entitle. All voting aye, motion carried.
10. **Discussion and possible action on utilization of ARPA funds for comprehensive planning:** Administrator Langreck presented the request from Rules and Strategic Planning to allocate funds to pay for the County Comprehensive Plan study in the amount of \$17,173.25 or more, a fund request for a change order to cover the roof of the Courthouse in the amount of \$8,326.57 by removing the ambulance study in the amount of \$25,500.00 and allow the reminder to be used to help fill the 2025 gap. Supervisor Murphy-Lopez updated the

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Finance Committee on the discussion had by the Rules and Strategic Committee on the RFP that the Committee has drafted for the Comprehensive Plan with the projection being approximately one year to complete. Moved by Supervisor Murphy-Lopez to amend the Richland County ARPA utilization as presented, 2<sup>nd</sup> by Supervisor Williamson. All voting aye, motion carried.

### 12. Discussion and possible action on response to Resolution 22-96:

- a. **Staffing study and proposal on Finance and Human Resources:** Administrator Langreck is progressing and will be ready for the December meeting.

### 13. Discussion and possible action regarding other resolutions and committee responses:

- a. **Response from Pine Valley:** Administrator Langreck presented the response that Pine Valley/Child Support Committee returned in reference to the dialogue that the Ad Hoc Committee sent to Pine Valley to respond to. No action taken.
- b. **Response from Symons Natatorium:** Chair Brewer reviewed what Symons presented last month as a response to the Resolution. Director Gobin stated she has not received any dialogue from the Ad Hoc Committee to respond to. Chair Brewer added he felt Symons is an intricate part of our community and added, it will continue to be funded. No action taken.
- c. **Response from Richland Economic Development:** Administrator Langreck stated the RED Board will review the Ad Hoc dialogue at their next meeting and send a response back. No action taken.
- d. **Response from Public Safety:** Supervisor Luck reviewed the items that were discussed at the last Public Safety meeting. She reviewed the narrative presented to the Committee and the only thing that could be cut would be staff which cannot be done otherwise there will be no road deputies and the jail may have to close a cell block which will actually cost the County money to house prisoners in other Counties. Discussion followed on why items would not be requested to be put on the referendum. Jennifer Laue asked to speak in reference to not putting a position from her office on the referendum. They feel if they put the Deputy Probate on a referendum and it does not pass, that position would have to be cut from the office leaving a 1-person office which will not leave enough staff to handle the tasks. No action taken.
- e. **Response from Veterans:** Administrator Langreck represented the recent response from the HHS and Veterans Committee concerning the Veterans Office. That Committees response was that the Benefit Specialist would be recommended to the Ad Hoc Committee to go to referendum. No action taken.
- f. **Response from UW Campus, Food Services & UW Extension:** Administrator Langreck stated they have not come back with a response yet. There are some opportunities that have arisen recently and they are working through those. No action taken.
- g. **Response from Land & Zoning:** Administrator Langreck reviewed that Supervisor Luck presented the response from Land and Zoning Committee at the last meeting. There has been no change from that presentation. No action taken.
- h. **Response from Administrator, Clerk & Treasurer:** Administrator Langreck will bring this back with staffing study in December.
- i. **Response from Public Works:** Chair Brewer stated that there is a lot of money that moves through these departments, particularly road. The work that the Highway Department does brings in money to the county. No action taken.
- j. **Response from Fair & Recycling:** Carla reviewed what the Resolution had requested of the Fair Committee. She reviewed how other Counties are handling fairs and who owns the fairgrounds. She pointed that if the fair is not handled by the County in the future then that office would have to be completely funded by tax levy because currently that office is funded off from moneys raised by the fair, building rental and other events that occur out there. They are currently working on some other fund generating events for next summer and cannot predict what those events will produce for funds. No action taken.

### 14. Discussion and possible action regarding correspondence with the Referendum Ad Hoc Committee:

Chair Brewer requested an update from the Ad Hoc Committee on what that Committee needs from the Finance and Personnel Committee.

### 15. Future agenda items:

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**16. Adjournment:** Next meeting will be held Tuesday, December 6<sup>th</sup> at 5:00 p.m. Moved to adjourn by Supervisor Manning at 6:47 p.m., 2<sup>nd</sup> by Supervisor Gottschall+, all voting aye, motion carried.

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