

Richland County

Public Works Standing Committee | Meeting Minutes

August 16, 2022

The Richland County Public Works Standing Committee met on Thursday, August 11th, 2022, in the Richland County Board Room, at 181 W. Seminary St., Richland Center, WI 53581.

Roll Call:

	Present	Absent		Present	Absent		Present	Absent
Josh Elder	✓	☐	Daniel McGuire	☐	✓	Marc Couey	✓	☐
Lisa Mueller	✓	☐	Steve Carrow	✓	✓	Julie Fleming	☐	✓
Randy Nelson	✓	☐	Richard McKee	✓	☐	Clinton Langreck	✓	☐
Barb Scott	✓	☐	Gary Manning	☐	✓	Cheryl Dull	☐	✓
Jason Marshall	☐	✓	Chad Cosgrove	✓	☐	Jeffrey Even	✓	☐
John Couey	☐	✓	Steve Williamson	✓	☐	Michael Windle	✓	☐

1. Call to Order

Committee Chair Williamson called the meeting to order at 4:00 p.m.

2. Proof of Notification

Committee Chair Williamson verified with Commissioner Elder that the meeting had been properly noticed.

3. Agenda Approval

Motion: Moved by Supervisor McKee, seconded by Vice Chair Cosgrove to approve the agenda.
All voting aye, motion carried.

4. Previous Meeting Minutes

Motion: Moved by Supervisor Couey, seconded by Committee Chair Williamson to approve and accept the previous meeting minutes.
All voting aye, motion carried.

5. Public Comment

Discussion: No public comment

6. Courthouse Administrative Report - Update

- Ambulance: September 6 start date
- Land Conservation & Parks: Given approval to continue to occupy current space allotted until the end of December.
- Courthouse Roof/Windows/Metal Siding: Construction on the flat roof is set to start August 29th at the same time the Courthouse is also seeking available vendors and as many options possible for both windows and metal siding.
- Water Fountains: 2 fountains have been completed and installed with 1 remaining.
- Key Project: This project is currently on standby and will be reviewed again by April 15, 2023.

a. Courthouse-2023 Budget Summary

Discussion: Budget 2022 = \$206,000 | Budget 2023 = \$221,000

There was an increase of \$14,000 to account for the increases in utilities as well as employee wages. Budgeted with plans of receiving DOJ Grant money as well.

Motion: Moved by Supervisor McKee, seconded by Vice Chair Cosgrove to accept the 2023 Courthouse Budget Summary and recommend to move it forward to the next Finance and Personnel meeting.

All voting aye, motion carried.

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7. MIS Administrative Report –Update

Discussion: Currently moving forward with the EMS Building. Phones are in the process of being programmed. Continued issues with keeping the Radio Tower up and running. Waiting on Consultation in January to start addressing the issue.

a. MIS-2023 Budget Summary

Discussion: Budget 2023 = \$161,000

This includes funds from Fund 29[Yearly], Fund 42[County Tech Fund], \$25,980 for Software & \$50,000 for Hardware[Computers, Printers, Etc.]

Motion: Moved by Supervisor Couey, seconded by Vice Chair Cosgrove to accept the 2023 MIS Budget Summary and recommend to move it forward to the next Finance and Personnel meeting.

All voting aye, motion carried.

8. Highway Administrative Report

a. Highway Monthly Paid Bills

Motion: Moved by Vice Chair Cosgrove, seconded by Supervisor Couey to approve and accept the total of \$635,048.01 for the monthly paid bills for the Highway Department.

All voting aye, motion carried.

b. Highway – 2022 Projects-Status Update

Discussion:

- STH 60-STH 193 Resurface – Completed main line
- CTH E Cold-in-Place Re-Pave – Finishing on 8/16/2022
- CTH H Bridge: Foundation has been poured. Estimated completion date of September.
- CTH BR Resurface: Needing lines painted as well as shoulders graveled, otherwise project has been completed.
- Sand/Salt Shed: Next step is to place “T” walls.
- Highway Open House – At this time the earliest availability is looking to be the beginning to mid-October.
- Open Position(s): Position of Mechanic has been filled.
- Equipment: Received notice 3 trucks have been built and the Highway Department should have them in early 2023.

c. Highway-2023 Budget Summary

Discussion: Budget 2023 = \$1,663,500

Budgeting for pulverizing and re-pave projects on CTH OO, CTH W, CTH JJ, seal coating 15 miles of county roads, replacing garage doors on the Highway Shop, replacing 1 plow truck as well as 1 loader.

9. Discussion and Possible Action on Phone Contract Changes (MIS)

Discussion: Phones are going to include long distance going forward.

10. Discussion and Possible Action on Switch Purchases Approval (MIS)

Discussion: Discussed moving the 24 port switch to east end of the building in order to accommodate Land Conservation. Total cost would be around \$8,467.25 installed in house.

Motion: Moved by Supervisor Couey, seconded by Committee Chair Williamson to approve the cost of \$8,467.25 to move the Switch.

All voting aye, motion carried.

11. Discussion and Possible Action on VM Ware Renewal (MIS)

Discussion: Explored funding sources and checked into borrowing funding from 2022 funds for a 3-year contract renewal on the software used to run the County servers at a total cost of \$9,192.48.

Motion: Moved by Supervisor McKee, seconded by Supervisor Couey to approve the cost of \$9,192.48 for the 3-year server software contract renewal.

All voting aye, motion carried.

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12. Discussion and Possible Action on Assessed Tax Deed Property for Sale (Treasury)

a. Tax Deed Parcel Number 006-0634-4100– Town of Buena Vista

Discussion: Parcel is the abandoned Motel on STH 14 directly next to the old Peaches restaurant location. Since previous owners were notified this parcel can be advertised for sale on or after August 16. After an assessment of the parcel the properties buildings are in dire disrepair. When selling the property, the County might want to consider adding contingencies that the buildings will be razed. Agenda item postponed until September 8th meeting for more information and discussion.

13. Closing - Future Agenda Items

Discussion: No future agenda items at this time.

Adjournment – The next meeting will be held on Thursday, September 8th, 2022 at 4:00 p.m.

Motion: Moved by Supervisor McKee, seconded Supervisor Carrow to adjourn the meeting 4:54 p.m.

All voting aye, motion carried.

Minutes respectfully submitted by,



Lisa Mueller
Bookkeeper, Highway Department