

# Richland County

## Public Works Standing Committee | Meeting Minutes

September 15, 2022

The Richland County Public Works Standing Committee met on Thursday, September 8<sup>th</sup>, 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 Vice Chair Cosgrove, seconded by Supervisor Couey to approve the 16-point agenda.  
All voting aye, motion carried.

### 4. Previous Meeting Minutes

Motion: Moved by Supervisor McKee, 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: The EMS moving schedule has been extended due to it being behind. Scheduled for October 1<sup>st</sup>.
- Land Conservation & Parks: Given approval to continue to occupy current space allotted until the end of December.
- Courthouse Roof/Windows/Metal Siding:
  - Roof: Construction of roof is 95% complete.
  - Windows: Looking at replacing 69 windows on the south side of the Courthouse. Will be opening bids.
  - Metal Siding: No estimates have been received yet for metal siding.
- DOJ Grant: Working on getting completing the following projects with the grant:
  - Water Fountains: 2 fountains have been completed and installed with 1 remaining to be completed.
  - Touchless Sink Faucets: on queue to be installed in bathrooms.
  - Door Openers: 2 ADA openers/1 new door pending installation.
- Key Project: This project is currently on standby and will be reviewed again by April 15, 2023.
- Space Assessment: Re-signing offices while using some of the current signage to help keep the expense down. Getting quotes.
- Fund 75: Balance in Fund 75 is to be spent by March 31, 2023 on any project listed above.

# Richland County

## Public Works Standing Committee | Meeting Minutes

---

### 7. MIS Administrative Report –Update

Discussion: Update on the Radio Town project. Once the contract has been signed the project can continue to move forward.

### 8. Highway Administrative Report

#### a. Highway Monthly Paid Bills

Discussion: It was noted that this month's paid bills were exceedingly higher than normal. This was expected and actually a large amount will be reimbursed from the State for completed projects. Many large bills for the month included the purchase of more than one new plow truck as well as several loads rock for the various paving projects.

Motion: Moved by Supervisor McKee, seconded by Vice Chair Cosgrove to approve and accept the total of \$1,540,971.44 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
- CTH E Cold-in-Place Re-Pave – Completed just needing lines painted and landscape work. [Scheduled for end of September]
- CTH H Bridge: Completed along with final walk through.
- CTH BR Resurface: Completed just needing lines painted. [Scheduled for end of September]
- Sand/Salt Shed: "T" walls and asphalt are completed and in place. Forecasting Greystone will have the project completed by the end of September.
- Highway Open House: Narrowed down to the 3<sup>rd</sup> week in October.
- Open Position(s): Taking applications for shop mechanic.
- 21 Miles of Sealcoating: Completed just needing the final clean-up as well as centerline painting. [Scheduled for the end of September]

### 9. Discussion and Possible Action on Right-of-Way Mowing Policy [Highway]

Discussion: Worked with Attorney Windle and drafted up a County Right-of-Way Policy that mimics Wisconsin State Statues.

Motion: Moved by Supervisor McKee, seconded by Supervisor Couey to approve the County Right-of-Way Policy and to present it to the County Board Committee for approval.

All voting aye, motion carried.

### 10. Discussion and Possible Action on a New ATV/UTV Ordinance [Highway]

Discussion: This new ordinance is to simplify and clarify the rules and regulations for ATV/UTV usage in Richland County. The policy was drafted up by members of the Highway Department, Sheriff's Department, and Fair & Parks Offices.

Motion: Moved by Supervisor Couey, seconded by Vice Chair Cosgrove to accept and approve the new ATV/UTV Ordinance.

All voting aye, motion carried.

### 11. Discussion and Possible Action in Response to Resolution 22-96 [Administration]

Discussion: Discussed reducing the budget for Public Works by \$278,000.00

Motion: Moved by Vice Chair Cosgrove, seconded by Committee Chair Williamson to approve the budget reduction of \$278,000[\$40,000 from MIS and \$238,000 from Highway] and to present to the Finance and Personnel Committee.

All voting aye, motion carried.

*Some Committee members left meeting – No longer have a Quorum*

# Richland County

## Public Works Standing Committee | Meeting Minutes

---

**12. Discussion and Possible Action on Feedback on the Education Information Document from the Ad-Hoc Committee**

[Administration]

Discussion: Table agenda item until next October meeting.

Motion: No Quorum

**13. Discussion and Possible Action on Assessed Tax Deed Property for Sale** [Treasury]

Discussion: Table agenda item until next October meeting.

Motion: No Quorum

**14. Discussion and Possible Action on the Reclassification of the Position for Network Administrator** [MIS]

Discussion: Table agenda item until next October meeting.

Motion: No Quorum

**15. Closing - Future Agenda Items**

Discussion: No future agenda items at this time.

**Adjournment** – The next meeting will be held on Thursday, October 13<sup>th</sup>, 2022 at 4:00 p.m.  
Committee Chair Williamson adjourned the meeting 4:35 p.m.

Minutes respectfully submitted by,



Lisa Mueller  
Bookkeeper, Highway Department