

Richland County

Public Works Standing Committee | Meeting Minutes

December 14, 2022

The Richland County Public Works Standing Committee met on Thursday, December 8th, 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 agenda.
All voting aye, motion carried.

4. Previous Meeting Minutes

Motion: Moved by Supervisor Manning, seconded by Supervisor McKee to approve and accept the previous meeting minutes.
All voting aye, motion carried.

5. Public Comment

Discussion: No Public Comments

6. Courthouse Administrative Report - Update

- *Courthouse Roof/Windows/Metal Siding:*
 - Windows: Maintenance Supervisor Nelson will be meeting with Todd Horkan from Wisconsin Glass to move forward with the window project and start taking window measurements.
 - Metal Siding: Metal siding has been completed and the invoice has been paid.
- *DOJ Grant:*
 - *Key Project:* Currently working with departments to create an inventory log that will be accessible in MS excel. Inventory log will show where employees have access as well as their level of clearance. Next step in the project is to hold a meeting to discuss employee access clearance requests as well as how to handle issues as they arise.
 - *Space Assessment:*
Re-Signage project is nearly completed just waiting on the installation of the last of the signs.
 - *UW Campus Coppertop:* Presenting to Finance and Personnel next week.
 - *Zoning/Land Conservation:* Both department moves have been completed.
 - *Land Swap:* The Pine Valley farm lease and land swap project. Project is currently on hold until the CTH O project is completed.

Richland County

Public Works Standing Committee | Meeting Minutes

7. MIS Administrative Report –Update

Discussion: MIS is currently trying to fill a vacant position for MIS assistant. At this time MIS has not received any applications or interest from anyone interested in the job. The Radio Tower Project has starting moving forward.

8. Highway Administrative Report

a. Highway Monthly Paid Bills

Discussion: Included in this month's bills was the cost of 1 body build. Next month will hopefully have the bill for the other 2 we are currently waiting on to be completed.

Motion: Moved by Vice Chair Cosgrove, seconded by Supervisor Couey to approve and accept the total of \$316,878.59 for the monthly paid bills for the Highway Department.

All voting aye, motion carried.

b. Highway – 2022 Projects-Status Update

Discussion:

▪ Winter Ready:

- Making/screening road sand/salt
- Employees are maintaining routes/sections before, during and after all snow and ice events we have recently had and are currently expecting.
- Employees are continuing with routine equipment maintenance

9. Discussion and Possible Action on Updating the Panic Button Located at the Courthouse. [MIS]

Discussion: An antenna purchases and installation is needed for updating. Inquiry of where the funds come from to cover the cost to update and further investigation will be conducted. Possibly looking into using funds from Fund75 to cover the estimated updating cost of \$2,655.

10. Discussion and Possible Action on the EMC Purchase. [MIS]

Discussion: Currently looking at \$38,953.66 to cover the cost of updating and adding additional space to the County server. This will keep the County digitally going for a couple more foreseeable years. It was noted that video accounts for a lot of the used space on the current servers.

Motion: Moved by Supervisor Manning, seconded by Supervisor Couey to approve the purchase from JComp for \$38,953.66 for more server space County wide.

All voting aye, motion carried.

11. Discussion and Possible Action on Assessed Tax Deed Parcel #186-1833-1470. [Treasury]

Discussion: Nothing available for discussion at time.

12. Closing - Future Agenda Items

- Referendum Update – This will be on the agenda for January

Adjournment – The next Public Works Committee meeting is set for Thursday, January 12, 2022 at 4:00 pm.

Motion: Moved by Supervisor Manning, seconded by Supervisor Flemming to adjourned the meeting at 4:26 p.m.

All voting aye, motion carried.

Minutes respectfully submitted by,



Lisa Mueller
Bookkeeper, Highway Department