

Richland County

Public Works Standing Committee | Agenda

September 6, 2022

NOTICE OF MEETING

Please be advised that the Richland County Public Works Standing Committee will convene at 4:00 p.m., **Thursday, September 8th, 2022** in the Richland County Board Room, 181 W. Seminary Street.

- **WebEx Videoconference, WebEx Teleconference, or Join by Phone** meeting access information at:
<https://administrator.co.richland.wi.us/minutes/public-works/>

If you have any trouble accessing the meeting, please contact MIS Director Barbara Scott at 608-649-5922 (phone) or barbara.scott@co.richland.wi.us (email), or Public Works Standing Committee Chair Steve Williamson at (608)574-5520 (phone/text) or steve.williamson@co.richland.wi.us (email).

Agenda:

1. Call to Order
2. Proof of notification
3. Agenda Approval
4. Previous Meeting Minutes*
5. Public Comment

Administrative Report:

6. Courthouse Administration Report – Update
7. MIS Administrative Report – Update
8. Highway Administrative Report
 - a. Monthly Paid Bills*
 - b. 2022 Projects – Status Update

Action Items:

9. Discussion and Possible Action on Right-of-Way Mowing Policy. [Highway]
10. Discussion and Possible Action on a New ATV/UTV Ordinance. [Highway]
11. Discussion and Possible Action in Response to Resolution 22-96. [Administration]
12. Discussion and Possible Action on Feedback on the Education Information Document from the Ad-Hoc Committee. [Administration]
13. Discussion and Possible Action on Assessed Tax Deed Property for Sale. [Treasury]
14. **Discussion and Possible Action on the Reclassification of the Position for Network Administrator.** [MIS]

Closing:

15. Future Agenda Items
16. Adjournment

*****Items in Bold have been Added and/or Modified and Items with a Strike have been Removed from Agenda*****

*Meeting materials for items marked with an asterisk may be found at: <https://administrator.co.richland.wi.us/minutes/public-works/>

A quorum may be present from other Committees, Boards, or Commissions. No committee, board or commission will exercise any responsibilities, authority or duties except for the Finance and Personnel Committee.

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	✓	<input type="checkbox"/>	Daniel McGuire	<input type="checkbox"/>	✓	Marc Couey	✓	<input type="checkbox"/>
Lisa Mueller	✓	<input type="checkbox"/>	Steve Carrow	✓	✓	Julie Fleming	<input type="checkbox"/>	✓
Randy Nelson	✓	<input type="checkbox"/>	Richard McKee	✓	<input type="checkbox"/>	Clinton Langreck	✓	<input type="checkbox"/>
Barb Scott	✓	<input type="checkbox"/>	Gary Manning	<input type="checkbox"/>	✓	Cheryl Dull	<input type="checkbox"/>	✓
Jason Marshall	<input type="checkbox"/>	✓	Chad Cosgrove	✓	<input type="checkbox"/>	Jeffrey Even	✓	<input type="checkbox"/>
John Couey	<input type="checkbox"/>	✓	Steve Williamson	✓	<input type="checkbox"/>	Michael Windle	✓	<input type="checkbox"/>

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.

Richland County

Public Works Standing Committee | Meeting Minutes

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.

Richland County

Public Works Standing Committee | Meeting Minutes

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

**Richland County Committee
Agenda Item Cover**

Agenda Item Name: Property Management Report:

Department	Administration	Presented By:	Administrator
Date of Meeting:	9/8/22	Action Needed:	Informational // may accept
Disclosure:	Open	Authority:	
Date submitted:	8/31/22	Referred by:	

Recommendation and/or action language: *(summarize action/s sought by committee, e.g. present a resolution, present an ordinance, receive and file information, approve expense or grant, etc.)*

Motion to accept and file the property management report.

Background: *(preferred one page or less with focus on options and decision points)*

The Property Management Report is a reoccurring report composed with intentions of keeping the members of the Public Works Standing Committee informed on projects and information impacting the courthouse facility and other properties under the committee's care.

Attachments and References:

Report inserted below	
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Financial Review:

(please check one)

<input checked="" type="checkbox"/>	In adopted budget	Fund Number	
<input checked="" type="checkbox"/>	Apportionment needed	Requested Fund Number	
<input checked="" type="checkbox"/>	Other funding Source		
<input type="checkbox"/>	No financial impact		

(summary of current and future impacts)

Multiple impacts pending development

Approval:

Review:

Clinton Langreck

Department Head

Administrator, or Elected Office (if applicable)

**Richland County Committee
Agenda Item Cover**

Property Management Report (8th September 2022):

COURTHOUSE

a. Water fountain – Status

Oral report given by Maintenance Supervisor

b. DOJ Grant Application – Second Round – Status and Timeline:

Working with Shannon Ludwig on proposed projects under way:

- ~~Adding key swipe Reduction~~
- Water fountain/ bottle fillers – 2nd floor and by courtroom
- Touchless sink faucets – in bathrooms - reduction
- ~~Air purification system ducts and heat exchangers COMPLETE~~
- ~~Air duct cleaning COMPLETE~~
- Requested in May to extend through December of 2022

Considerations

- Handicap door updates - Courthouse
- Cleaning supplies - Courthouse
- Laptops - Sheriff
- Docking Stations - Sheriff
- Training Simulator - Sheriff
- Ozone Sanitizer - Sheriff

Continued concerns on personnel time to implement actions and spend funds.

c. Courthouse Roof Repair – Status and Timeline:

Currently in process. May be complete by meeting time.

d. Window replacement:

Oral report given by Maintenance Supervisor.

e. Metal Siding Estimate:

Oral report given by Maintenance Supervisor.

f. Space needs assessment of 1st floor:

Proposal footprint is currently indicated in the property policy. EMS building is behind schedule, move out date has been extended. Carpet cleaning and painting will be completed when offices are vacated. First move scheduled for October 1st.

g. Signage updates:

Design has been drawn up. Getting quotes for signage updates.

h. Courthouse Key and Security Project - Status

1st inventory must be completed by April 15, 2023

OTHER PROPERTY REPORT

i. Pine Valley Farm Lease and Land Swap:

Ongoing until County Hwy O road project is complete

j. Symons and UW Campus roofing project

~~Russ Mohns is struggling with Maly in having Maly on completion of cleanup, retainages and warranties. We have currently made 6/7 payments to Maly. We will be holding on #7 (retainage and warranties) until work is finalized and meets Russ's satisfaction. COMPLETE~~

Richland County Highway Department

Summary of Bills - August Meeting			
No.	Vendor Name	Bill Summary/Description	Paid
17P	Payroll	Pay Period 7/3/2022-7/16/2022	\$ 66,244.51
18P	Payroll	Pay Period 7/17/2022-7/30/2022	\$ 93,032.54
392	Alliant Energy	Monthly Electric Services	\$ 17.78
393	First Advantage Corp	Drug & Alcohol Testing	\$ 781.03
394	Frontier	Monthly Telephone Services	\$ 205.35
395	Insight FS	Diesel Fuel, 87 Gas w/ Eth 10%, Services, Etc.	\$ 2,156.80
396	Insight FS	Diesel Fuel, 87 Gas w/ Eth 10%, Services, Etc.	\$ 29,756.88
397	Lakeside International LLC	2023 International HV607 #60	\$ 102,063.62
398	Richland Center Utilities	Monthly Utilities	\$ 1,804.21
399	Richland Electric Coop [REC]	Monthly Electric Services	\$ 41.43
400	Town & Country Sanitation	Monthly Disposal & Recycling Fees	\$ 195.47
401	We Energies	Monthly Energy Services	\$ 47.18
402	Registration Fee Trust	Records Request - Driver Record [EE Hernan]	\$ 7.00
403	Insight FS	Diesel Fuel, 87 Gas w/ Eth 10%, Services, Etc.	\$ 1,909.50
404	Lakeside International LLC	2023 International HV607 #57	\$ 102,063.62
405	WI Dept of Transportation [Financial Ops]	McAvoy Hill, Boaz-RC Delvy, STH 80-RC, STH 56-CTH I, Etc.	\$ 16,535.18
406	Aramark	Rugs, Towels, Uniforms, Etc.	\$ 609.44
407	Auto Value	Various Filters, Brake Shoes, Hose Clamps, Clutch Brake, Etc.	\$ 3,343.61
408	Bindl Bauer Limestone	Gravel, Clear Stone, Shot Rock, Breaker, Etc.	\$ 12,506.63
409	Central State Construction	Traffic Control Signs, Temporary Traffic Signals for Bridges	\$ 2,606.66
410	D.C.L. Inc dba Don's Tire Inc.	225 70R19 Tires	\$ 1,040.00
411	De Bauche Truck & Diesel	Parts Orders [Cotter Pin, O-Ring, Etc.] & Service Work [#13, 44, 21, 46]	\$ 9,533.54
412	Decker Supply Co	Signs: Orange [Black Roll-ups, Speed Limits, Weight Limits, Etc]	\$ 776.75
413	D L Gasser Construction	Cold Mix Asphalt	\$ 2,522.80
414	Dultmeier Sales	Roadwatch Bullet SS System w/12ft Cable, Freight, Etc.	\$ 817.06
415	Fahrner Asphalt Sealers	Hauled Washed Chips to Shop	\$ 70,590.42
416	Farrell Equipment Supply	Primed Steel Bollards, Yellow w/Red Tape Post Guard Cover	\$ 2,299.80
417	Frontier	Monthly Telephone Services	\$ 203.43
418	Gander's Cleaning Service	2022 Monthly Services [September]	\$ 417.08
419	Garage Door Express	Service Call:Fixed Garage Button Located on Wall	\$ 130.00
420	Gard Specialist	Mini Wire wheel 2x5/16 .010 Carbon Wire	\$ 27.06
421	Greystone Construction Co.	Construction of Sand Shed-Foundation, Materials, Labor, Etc.	\$ 95,000.00
422	Halron Lubricants Inc	Rotella, Pennzoil, Gadus, Drum Deposit, Etc.	\$ 1,850.85
423	Hartje Tire & Service	16.5/6.58 Sport, 8x3.75 Solid, 265/70R17 Transforce [Credit]	\$ 43.38
424	Hynek Printing LLC	Materials Request Forms	\$ 47.00
425	Istate Truck Center	Pressure Sensors, Freight, Etc.	\$ 429.09
426	Iverson Construction	Ashpalt Construction Mix [CTH BR & CTH E]	\$ 733,356.22
427	Jones Chevrolet Inc	Terminal	\$ 8.00
428	Kasten Tools & Equipment	3/4" Drive Adapter, 1/2" Drive Impact Reducint Adapter	\$ 56.60
429	Lincoln Contractors Supply	Rental-Compactor Reversible Plate w/Honda	\$ 648.00
430	Matersmans	Lockout Center Mini w/Supplies, Mesh Vests, Gloves, Etc.	\$ 1,171.34
431	Mid-States Equipment	Adapter, JIC Swivel, Cylinder, Freight, Etc	\$ 1,234.71
432	Miller-Bradford & Risberg, Inc	Plow Bolt, Nut, Freight, Etc.	\$ 306.39
433	Mueller, Lisa	Mileage	\$ 28.05
434	NAPA Auto Parts	Degreaser, Socket Set, Fues Holder, Etc.	\$ 273.24
435	Nelson, Earl-DBA LaFarge Truck	Parts Orders [Brake Shoe Kit, Etc.] & Service Work [#13 & 40]	\$ 88.17
436	Nimocks, Ceresca	Mileage	\$ 5.36
437	O'Reilly Automotive, Inc	Brake Calipers, Etc.	\$ 145.72
438	Pitney Bowes Lease	Quarterly Postage Machine Lease [June-Sept]	\$ 142.53
439	Pine River Leasing	Rental-Excavator w/Trailer [2 Months 0052-24-21/63]	\$ 6,400.00
440	Poster Compliance Center	1 Year Plan Renewal - Laminated Labor Law Posters	\$ 71.95
441	PreCise MRM LLC	Monthly Data Plan [x8 EE's] -Aug 2022	\$ 216.00
442	PV Business Solutions	2022 OSHA Compliance Journal	\$ 298.50
443	Randy Olson Trucking	Hauling Multiple Truck Loads Hot Mix [CTH BR & CTH E]	\$ 26,500.00
444	Rhyme Business Products	Monthly Printer Contract, Office Supplies, Etc.	\$ 324.81
445	Richland Electric Coop [REC]	Monthly Electric Services	\$ 41.51
446	Safelite Autoglass	2017 F550 2 Door Standard, Etc.	\$ 534.97
447	Schmitz Janitorial Supply	2 Shop Brooms, Etc.	\$ 179.40
448	SCOTT Construction	Hot Mix [RC, Westford, Caz]	\$ 83,267.39
449	S.E.H. Inc. [Short Elliott Hendrickson]	CTH O Phase 1 Design	\$ 5,980.16
450	Serwe Implement LLC	Breather Gearbox, Freight, Etc.	\$ 407.15
451	Shopping News [Woodward Community Media]	Ad - Job Opening [Mechanic]	\$ 189.50
452	St. Joseph Equipment	Parts Orders [Ball Joints, Freight, Etc.] & Service Work [#205]	\$ 5,699.43
453	Town & Country Sanitation	Monthly Disposal & Recycling Fees	\$ 195.47
454	Walsh's Ace Hardware	AA Batteries, Sprayer, Tape Measure, Twine, Cleaner, Etc.	\$ 631.55
455	WI Counties Highway Association	2022 WCHA Fall Conference [10/19-10/20]	\$ 95.00
456	WI Dept of Transportation [Financial Ops]	STH 56-CTH I [Roadway, Bridge Replacement, Etc.]	\$ 50,817.62
Summary Total:			\$ 1,540,971.44

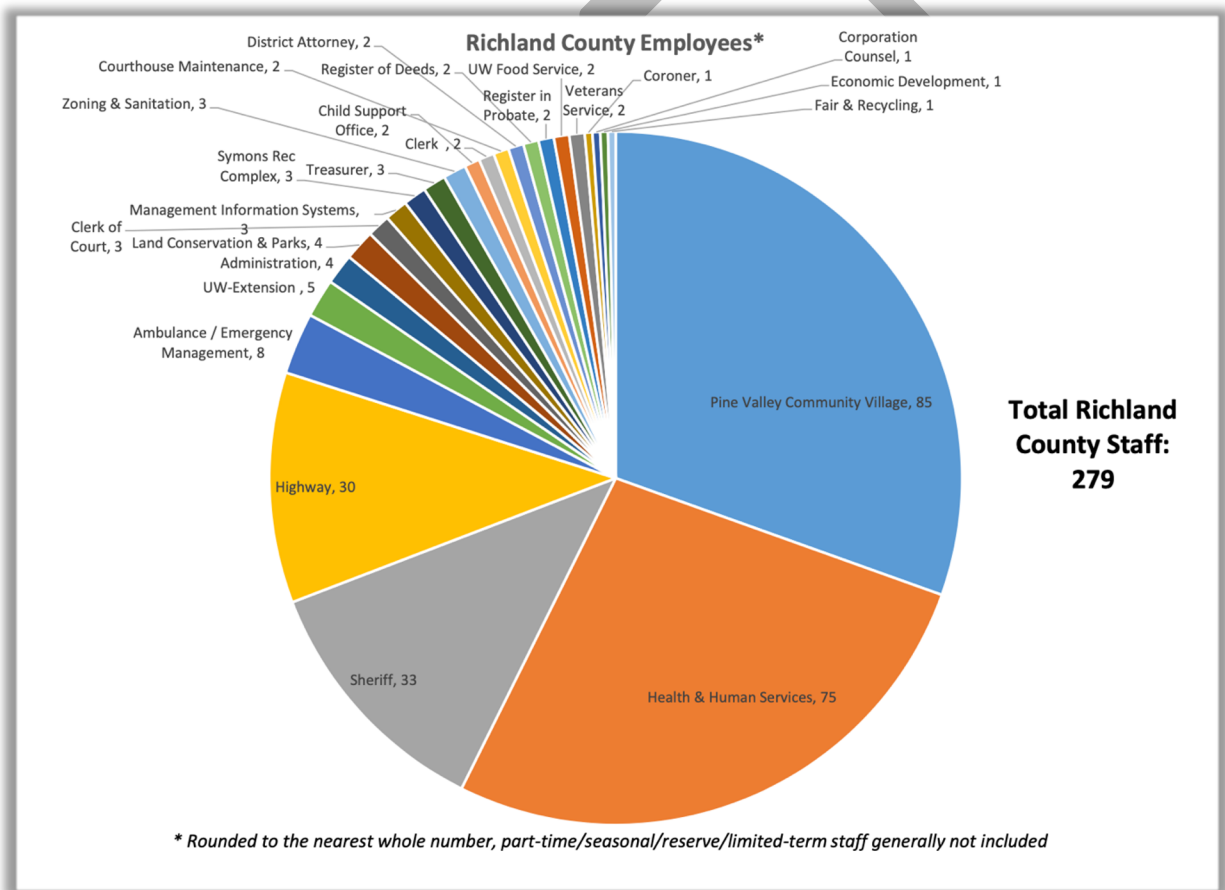
DRAFT: Educational Information for Use by the Referendum Ad Hoc Committee

The following information provides educational context for the work of the Richland County Referendum Ad Hoc Committee, and has the following primary purposes:

1. To serve as the basis for educational materials to be developed by the Committee so the public can better understand our mission
2. To be used as a tool for communication with County departments/committees

Introduction

The Richland County Referendum Ad Hoc Committee is *considering the idea of a referendum* so the voters can decide if the County's operating levy should be increased to maintain current staffing levels and services. **Staffing levels currently look like this:**



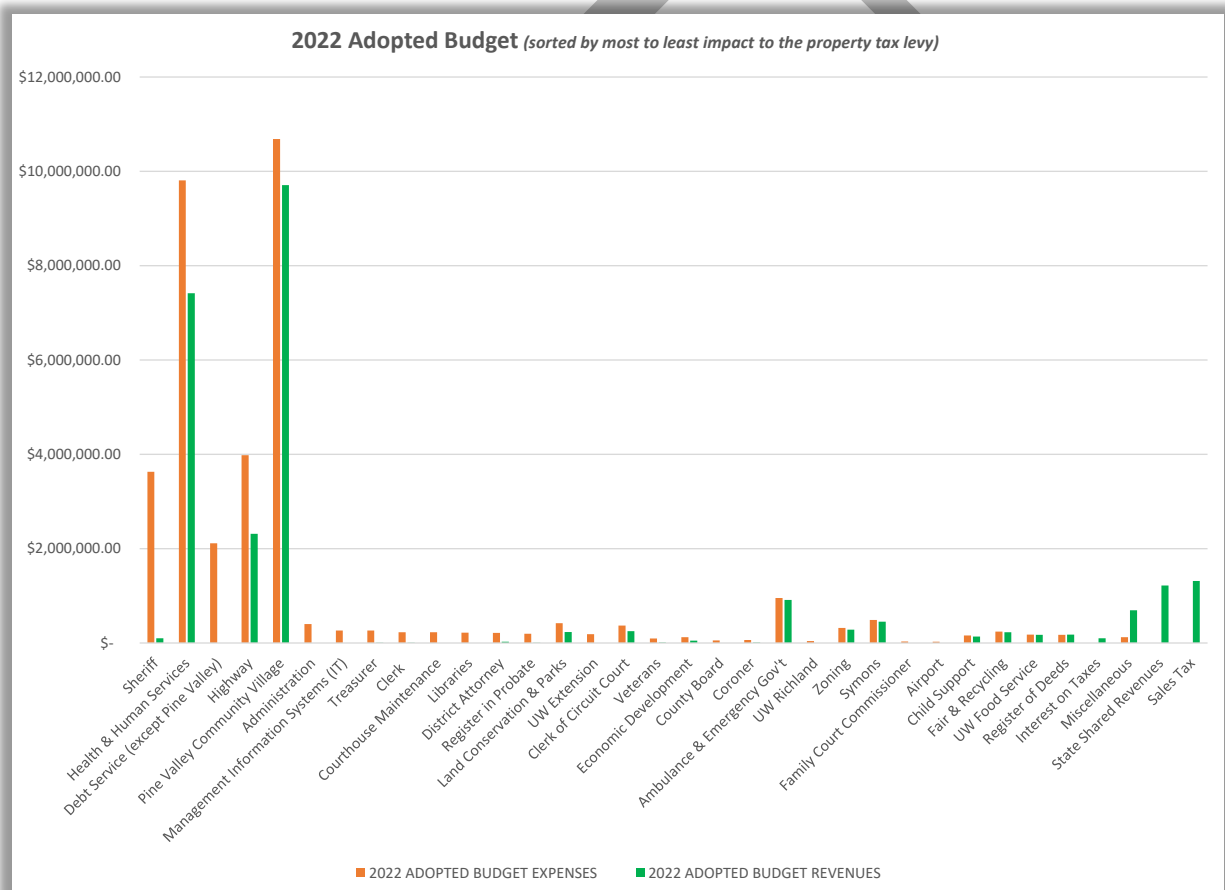
The County has a total budget of \$36 million in the current 2022 calendar year. **The budget is balanced, meaning \$36 million in expenses matches \$36 million in revenues.**

Revenues vs. Expenses

Most County budget revenues come from other governments, typically at the federal and state levels. Some departments bring in significant amounts of revenue to offset County expenses. For example,

- The **federal government** pays for patient care at **Pine Valley Community Village**
- The **federal and state governments** pay for programming in the **Health & Human Services Department** (i.e., mental health, economic support, aging and disability resources, child protection, public health)
- The **state government** pays the **Highway Department** to maintain state-owned highways (e.g., US Highway 14, Wisconsin Highway 60)

Other departments don't have the ability to bring in very much revenue. **The expenses and revenues of all departments currently look like this:**



The Property Tax

How does the County make up the difference in revenues and expenses for each department? **We levy a property tax**, as shown here:

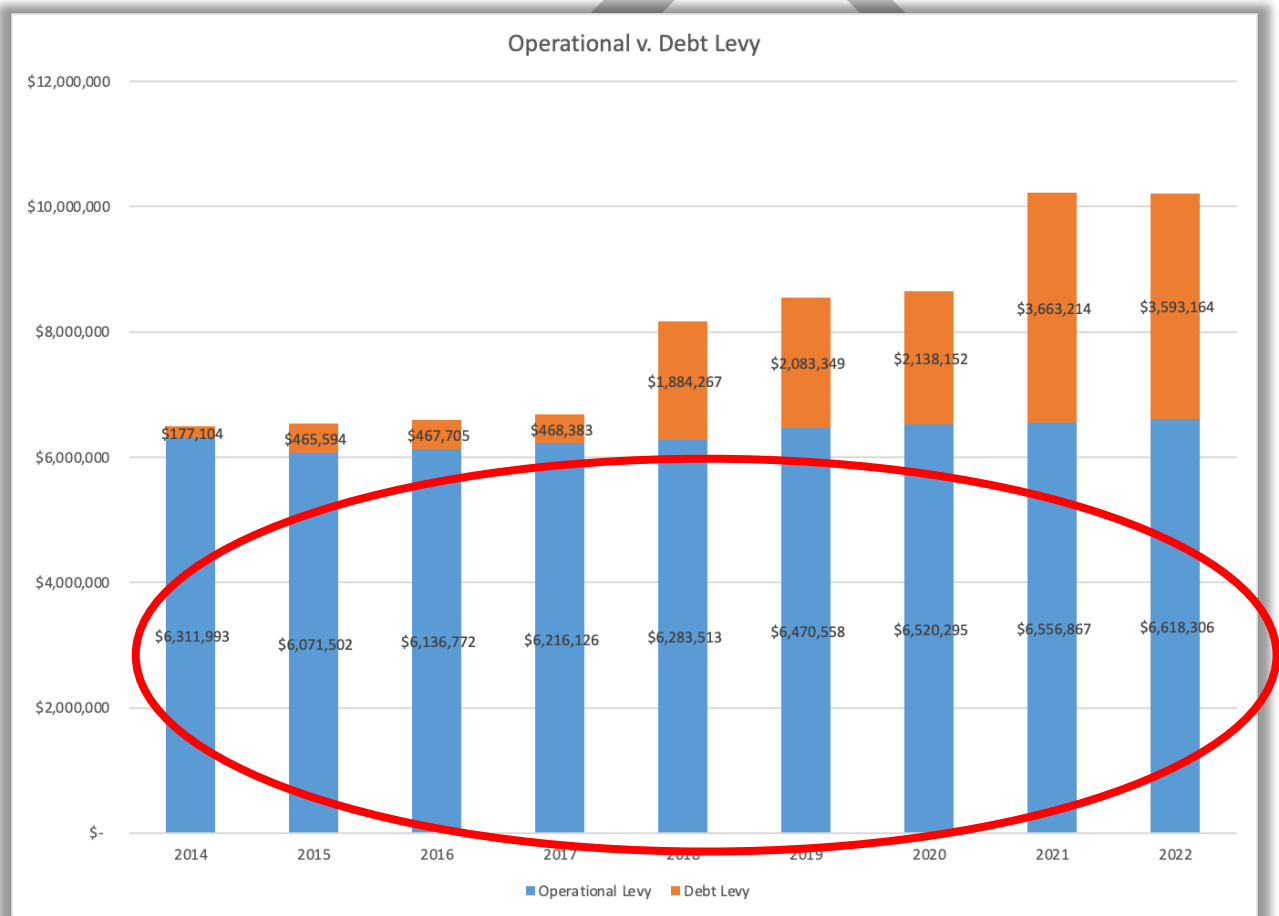


The property tax levy is divided into 2 parts: **operating and debt**. We do this because the State of Wisconsin has different laws about how the County can levy property taxes for each part:

1. The first law says the County **cannot raise the operating levy at a rate faster than net new construction**.¹
2. The second law says the County **can raise the debt levy at the rate it chooses**, as long as the total outstanding debt stays below 5% of the value of all property in the County.

Over the past 8 years, **the operating levy has stayed relatively flat, while the debt levy has risen at a faster pace** to pay for the new building at Pine Valley Community Village (between 2017 and 2018) and highway/building maintenance needs (between 2020 and 2021).

The County's Referendum Ad Hoc Committee is looking at the possibility of asking the voters to approve a more substantial increase to the operating levy (circled in red below):

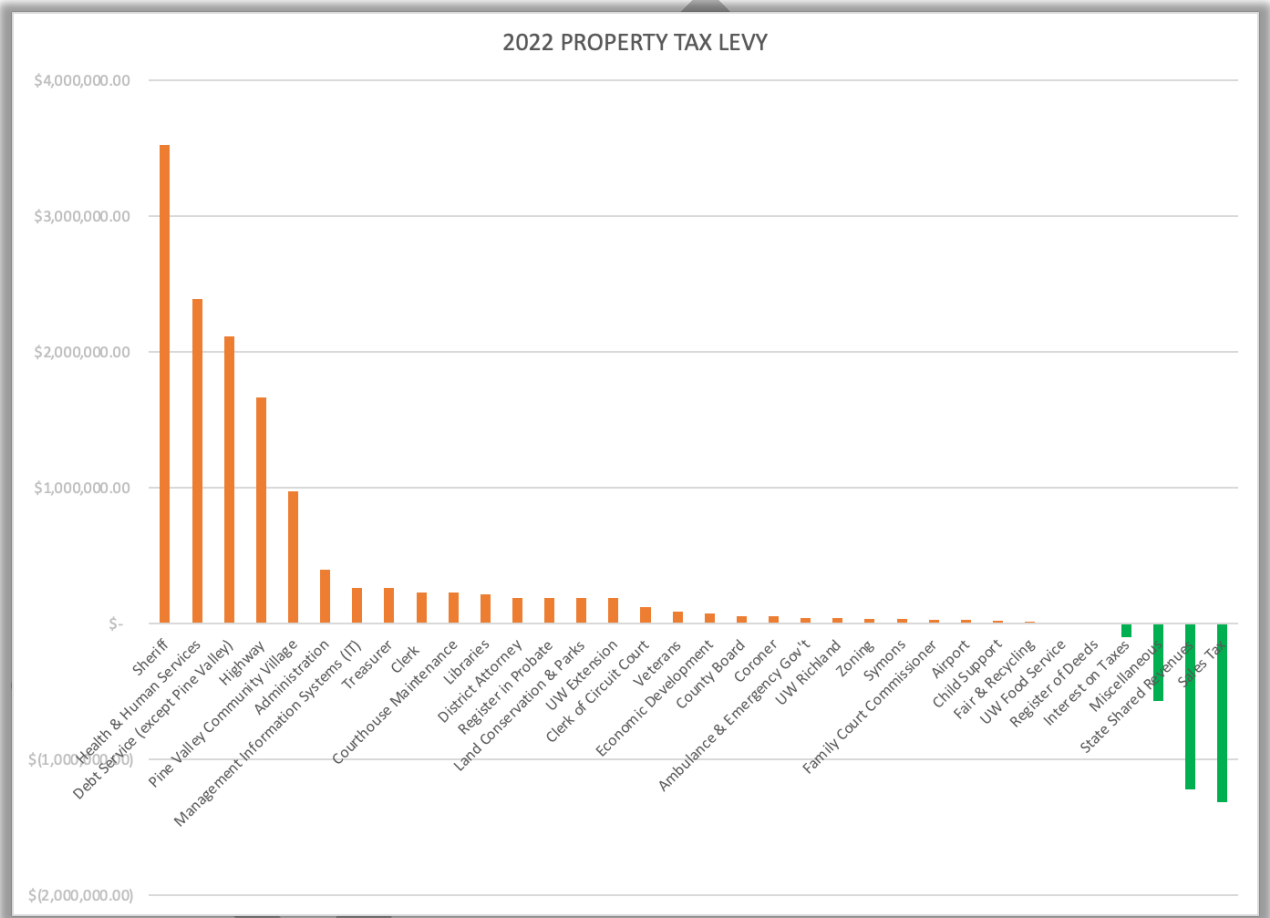


¹ <https://docs.legis.wisconsin.gov/statutes/statutes/66/vi/0602>

Departments Relying on the Property Tax

Which departments benefit most from property taxes? If federal and state revenues, as well as fees for services (such as those collected by the Ambulance, Clerk of Court, Register of Deeds, Symons, UW Food Service, and Zoning Department) are set aside, the **following 4 departments use the most property tax**:

1. Sheriff
2. Health & Human Services
3. Highway
4. Pine Valley Community Village

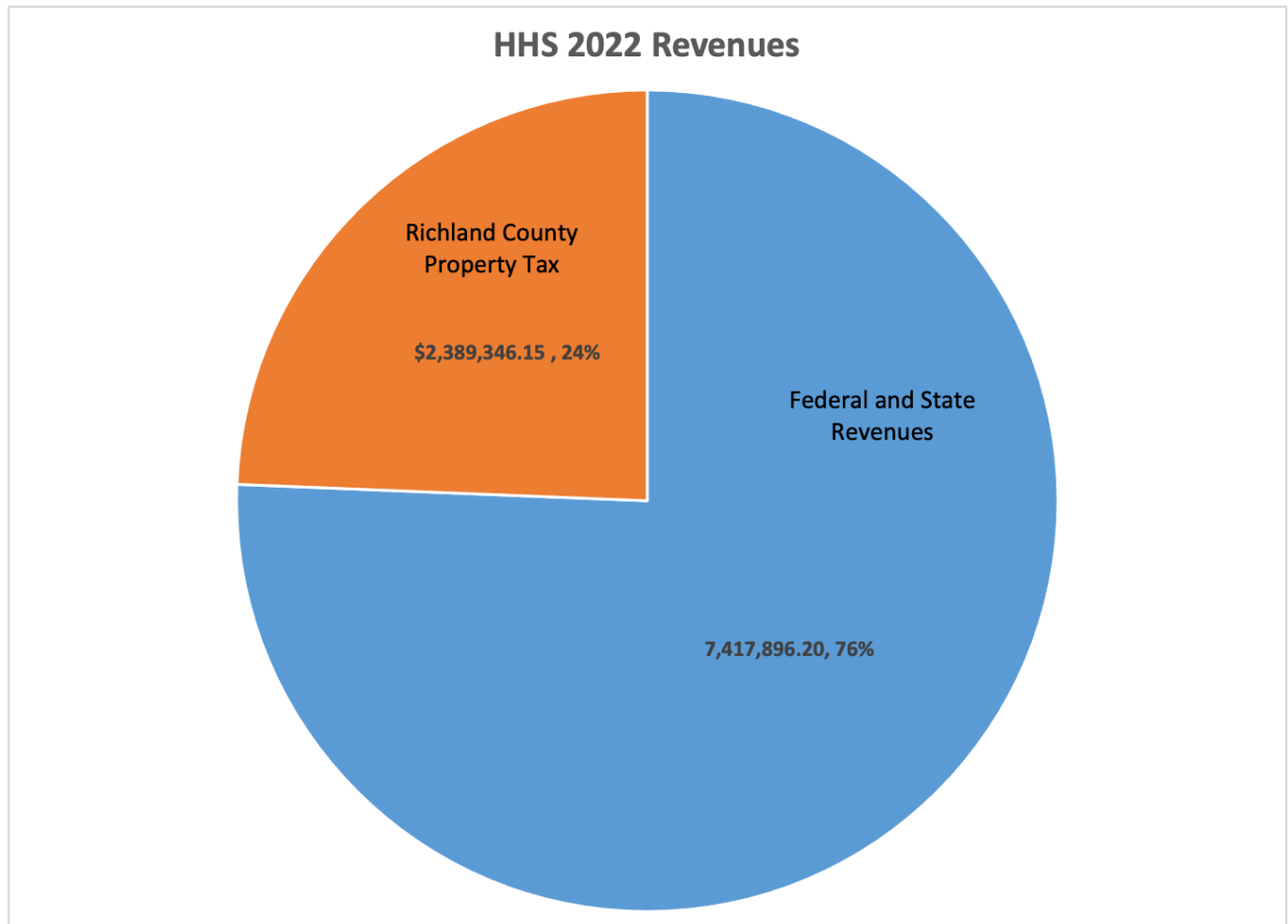


Next, we'll look at three categories that often have associated misconceptions: 1) Health & Human Services, 2) Pine Valley Community Village, and 3) State Shared Revenue.

Category #1: Health & Human Services

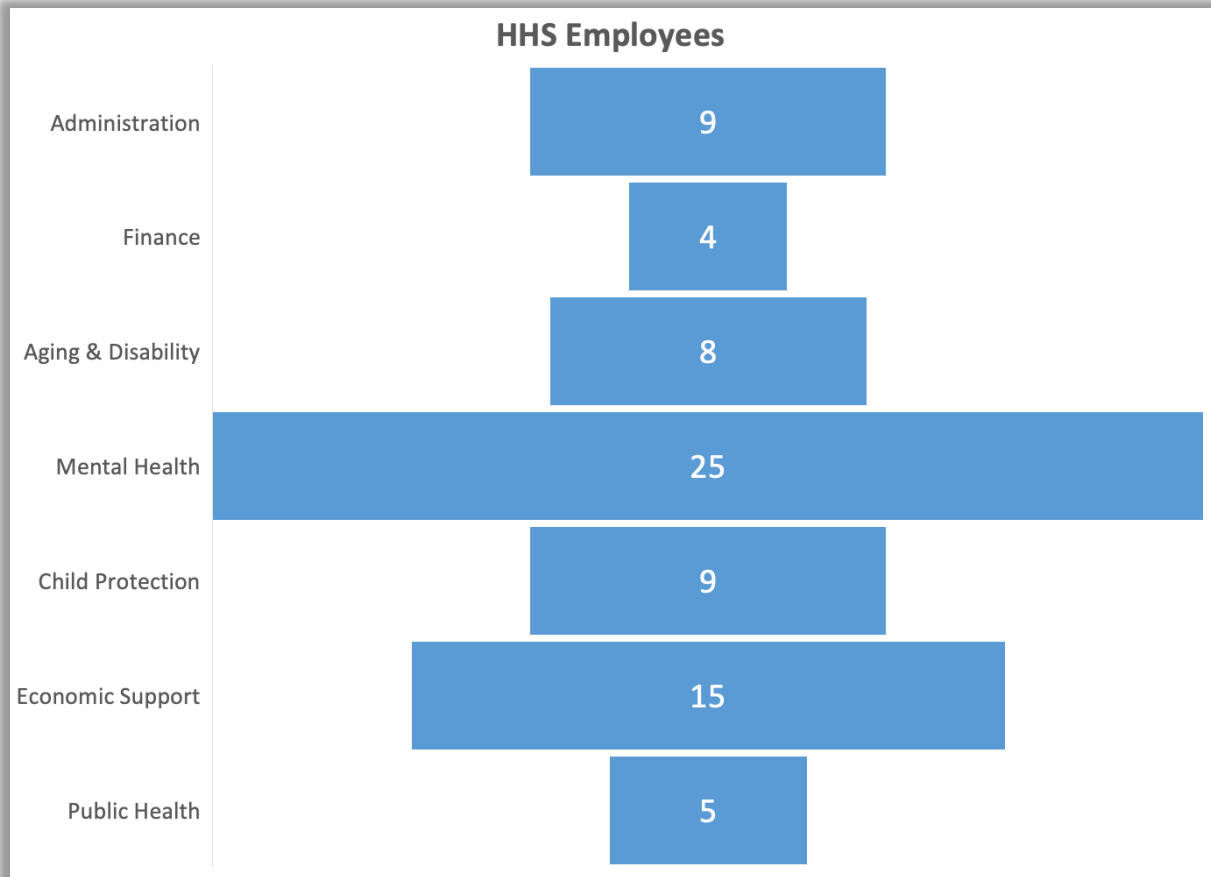
As shown in previous charts, the Health & Human Services (HHS) Department has the 2nd highest number of employees out of any department at the County. At the same time, this department uses less property tax revenue than the Sheriff's Department (\$2.4 million for HHS vs. \$3.5 million for Sheriff). Why is this?

It's because **HHS brings in a lot of revenue from the federal and state governments.**



If the County reduced its property tax revenue contribution to HHS, some of these federal and state revenues would be lost.

People also often think HHS is primarily a welfare agency. **While economic support is important, it's one of only 5 main areas of service to residents.** More employees are dedicated to mental health services than economic support, as shown in this chart:



Note: Over the coming months, the Referendum Ad Hoc Committee will be working with the Health & Human Services and Veterans Standing Committee to better understand how federal and state funding is tied to employee positions.

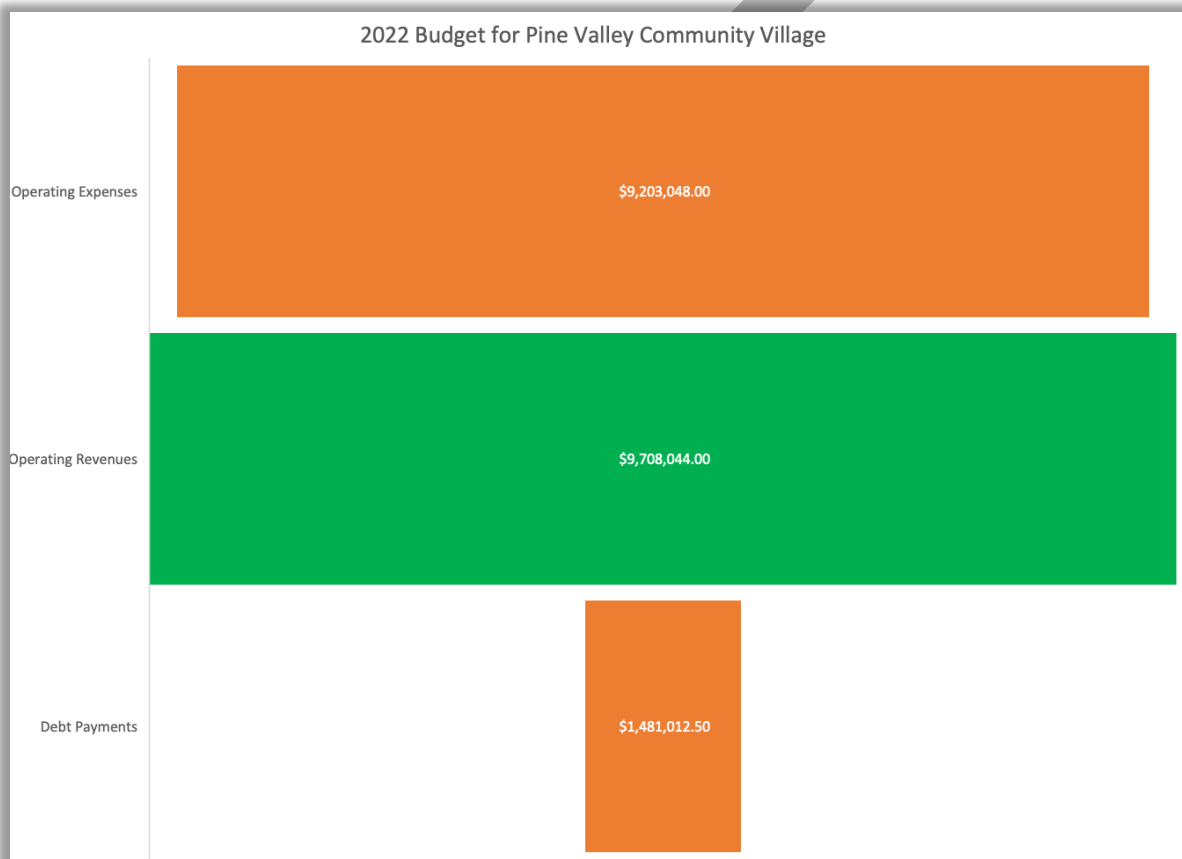
Category #2: Pine Valley Community Village

It is often said that Pine Valley Community Village:

1. Makes a profit for the County
2. Doesn't pay its debt

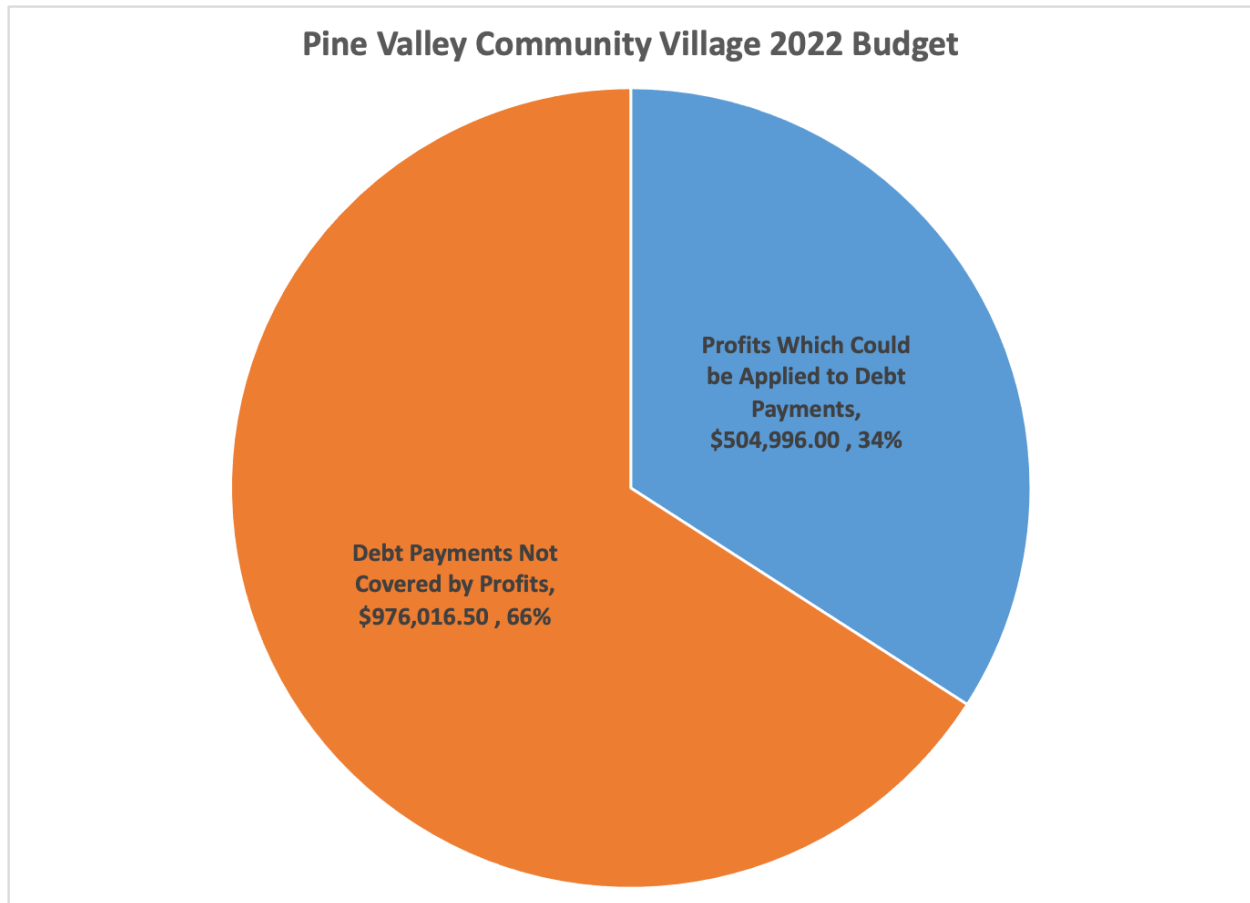
Which is true?

There is some truth to both statements, but neither is totally accurate. Because of the state laws referred to earlier, the County keeps track of Pine Valley's budget in two categories – operating and debt:



Statement #1 would be more accurate if it said, **“Pine Valley makes an operating profit for the County.”**

In recent years, the operating profit from Pine Valley has been applied to offset the operating expenses of other departments at the County. **If that operating profit was instead applied to debt payments, it would cover one-third of annual debt payments**, as shown in the following chart:



So, statement #2 would be more accurate if it said, **“Pine Valley’s operating profits could cover one-third of its debt payments, if those profits were not used to offset the operating expenses of other County departments.”**

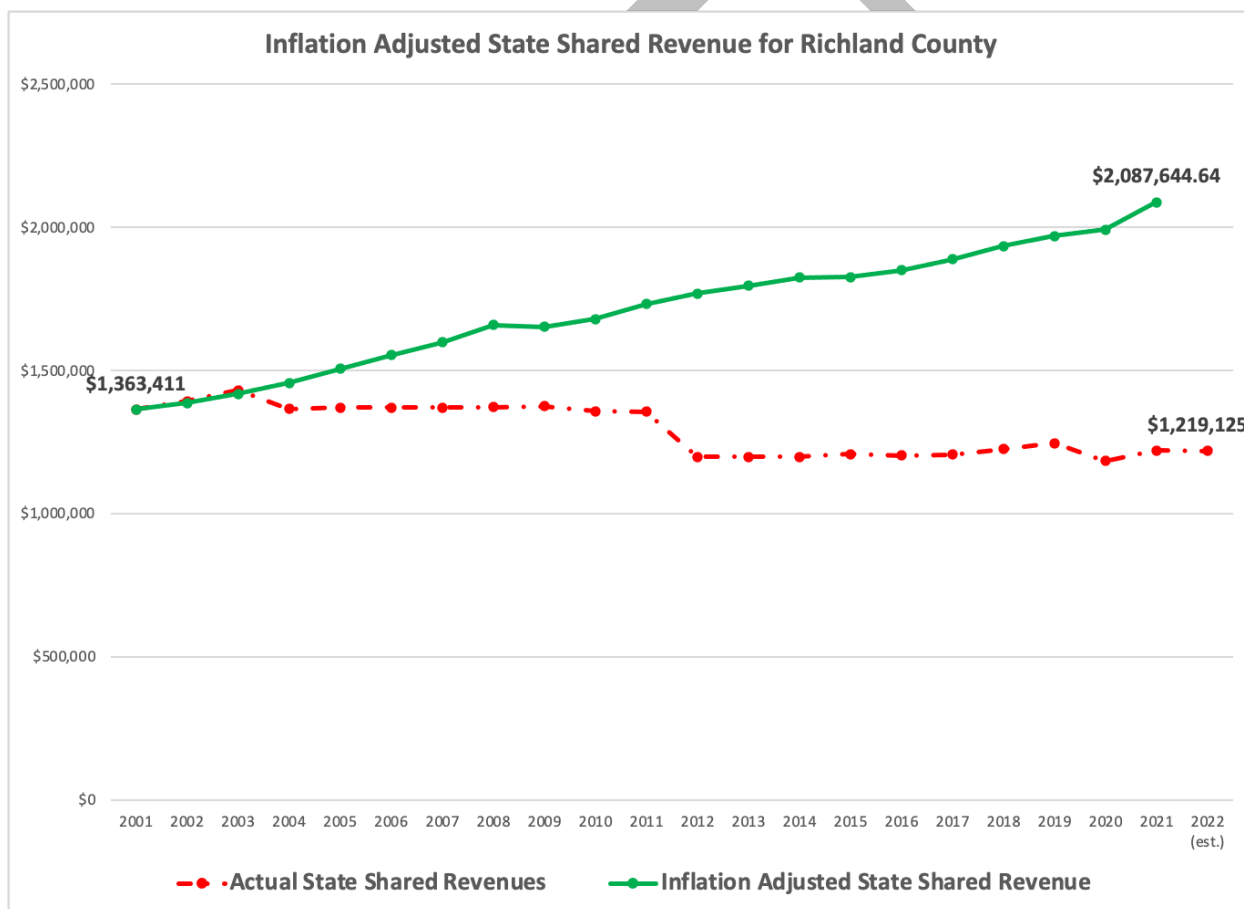
Note: Over the coming months, the Referendum Ad Hoc Committee will be working with the Pine Valley & Child Support Standing Committee to better understand if operating profits can be increased to cover 50% of its debt payments.

Category #3: State Shared Revenue

State shared revenue comes from the State of Wisconsin. **Every local government agency in Wisconsin receives this revenue.**

Shared revenue was originally put in place in the early 1900's to share state income tax revenue with local governments in exchange for a reduction in property that could be taxed². In the 1970's, shared revenues were begun to be used to level the playing field between communities with lower income tax revenues and wealthier parts of the state.³

In 2001, Richland County received \$1.36 million that could be spent on general government activities such as public safety, human services, and highways. **In 2021, the State shared \$1.22 million, a drop of 12%.** If the amount received in 2001 was adjusted for inflation⁴, the amount would be \$2.09 million.

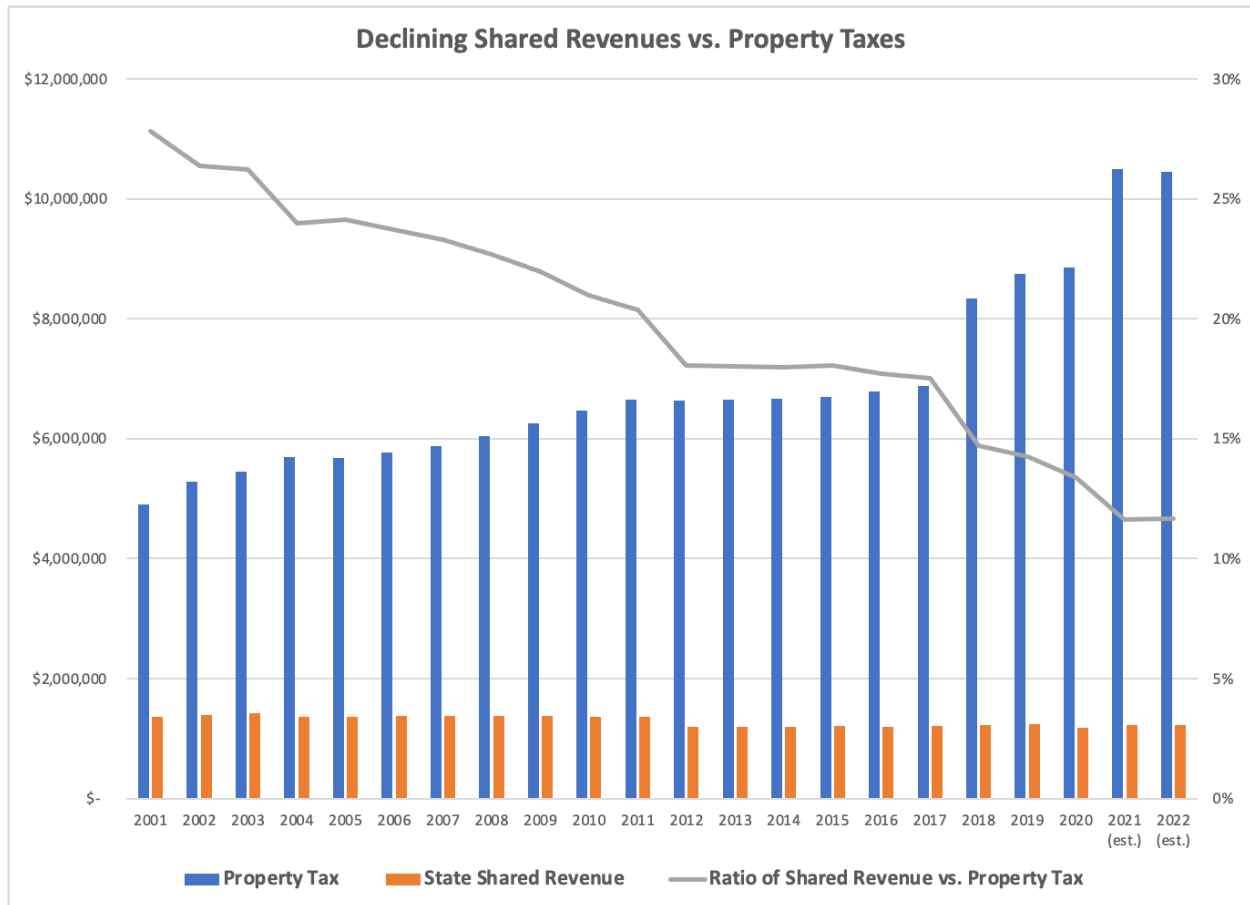


https://docs.legis.wisconsin.gov/misc/lfb/informational_papers/january_2017/0018_shared_revenue_program_informational_paper_18.pdf

³ <https://lwm-info.org/DocumentCenter/View/5904/8-22-The-Municipality-State-Local-Partnership>

⁴ <https://www.minneapolisfed.org/about-us/monetary-policy/inflation-calculator/consumer-price-index-1913->

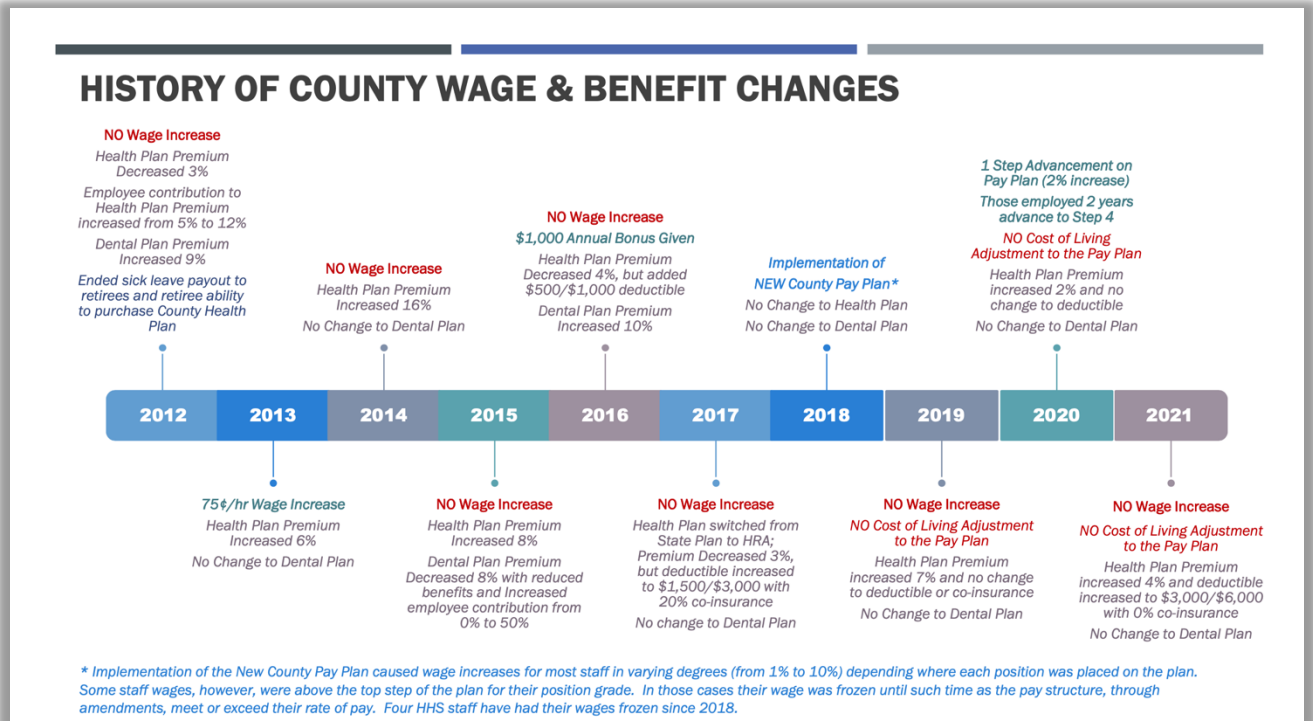
Since shared revenues from the State of Wisconsin are declining, this means **Richland County has had to rely more on property taxes to finance departments that need additional revenues**, as shown in the following chart:



Note: Over the coming months, the Referendum Ad Hoc Committee will be working with the Finance & Personnel Standing Committee to better understand the development of the State of Wisconsin budget, as it relates to state shared revenues.

Where Do We Go from Here?

Over the past decade, Richland County has been responding to the State of Wisconsin's policies by **skipping annual pay increases and reducing health insurance benefits**, as shown in the following graphic.

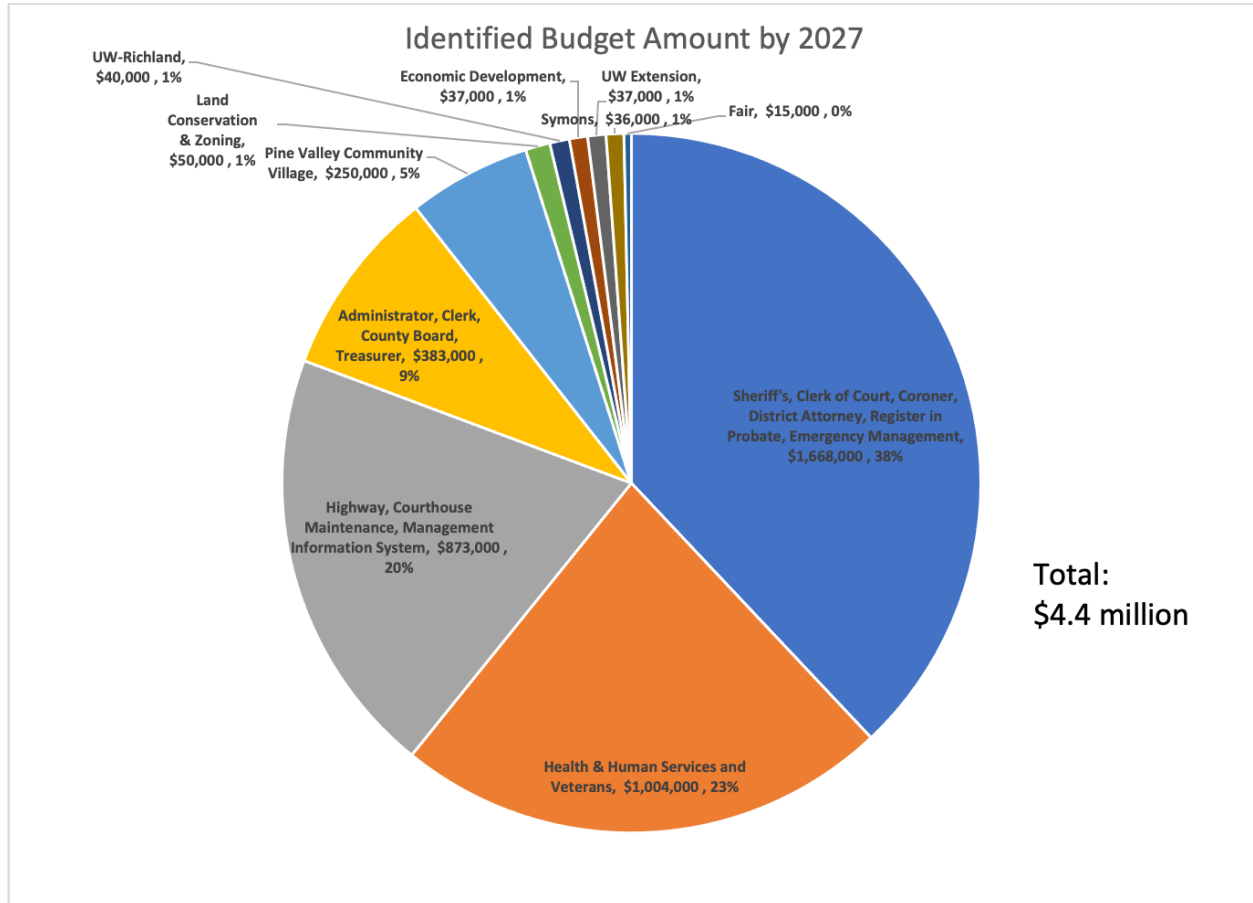


Earlier this year, Richland County adopted a Strategic Plan⁵ that determined that path is no longer sustainable, with a **commitment to annual pay increases for employees**.

The County Administrator has also created a 5-year (2023 – 2027) financial plan that **estimates the additional revenues that will be needed** to deliver those pay increases and fund other County priorities, such as finance, human resources, and maintenance positions.

⁵ <https://administrator.co.richland.wi.us/wp-content/uploads/2022/03/Richland-County-Strategic-Plan-Chapter-2-Operations.pdf>

The County Board also recently adopted a set of resolutions guiding committees and departments as to how to decrease their impact on the property tax levy. **Some of these decreases may be permanent, but some may be identified for a potential property tax operating levy referendum in 2023, to take effect in 2024** as shown in the following chart:



Next Steps

The Referendum Ad Hoc Committee has identified the following next steps:

1. Communicate directly with committees and departments heads affected by a potential referendum, so that expectations are clear
2. Research other operating levy referendums
3. Educate the public about the work of the committee
 - Radio
 - Newspaper
 - Video
4. Recommend action on the referendum, including:
 - Whether or not to develop a referendum question
 - The date, amount, and purpose of a potential operating levy referendum
 - Public education content and format for a potential operating levy referendum
 - The consequences/outcome of a failed operating levy referendum
5. Draft a report for submittal to the committee we report to (Finance & Personnel Standing Committee)

Richland County Public Works

Agenda Item Cover

Agenda Item Name: Discussion and Possible Action on Feedback on the Education Information Document from the Ad-Hoc Committee.

Department	MIS/Highway	Presented By:	Barbara Scott/Joshua Elder
Date of Meeting:	09/08/2022	Action Needed:	Approval
Disclosure:	Open Session	Authority:	
Date submitted:	09/06/2022	Referred by:	

Recommendation and/or action language:

Motion to ... Approve suggestions for cost savings suggestion to meet budgeting needs for MIS if no increase in tax levy can be made due to unsuccessful referendum.

Background: *(preferred one page or less with focus on options and decision points)*

All Richland County Department Heads have been instructed to respond to the Education Information Document from the Ad-Hoc Committee with effective realistic ways that we can cut costs to meet the budgetary constraints as possible directive action for 2024 budget.

While the MIS department is not a mandatory department and Highway is, the services that are provided by both are required for operations of mandatory services. Any business today requires IT support and service to function. The suggestions that are made here are carefully considered. It is with the utmost hesitation that we recommend cutting \$40,000.00 from MIS and \$238,000 from Highway for a combined savings of \$278,000. MIS uses \$40,000 for equipment that furnishes computers for departments within all of Richland County. Highway uses \$238,000 for purchase of asphalt. As this is compounded through 2027 the only way that computers will be replaced is through grants or other funding sources. Highway's funding potential loss could be replaced through alternatives such as short term borrowing. Slowing replacement of computers and roads will have negative impacts on the county up to including loss of productivity and impact to users of county services.

Attachments and References:

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Financial Review:

(please check one)

<input type="checkbox"/>	In adopted budget	Fund Number	
<input type="checkbox"/>	Apportionment needed	Requested Fund Number	
<input checked="" type="checkbox"/>	Other funding Source	Savings for Tax Levy	
<input type="checkbox"/>	No financial impact		

(summary of current and future impacts)

Approval: *Barbara J Scott*

Review: *Clinton Langreck*

Richland County Public Works

Agenda Item Cover

Department Head

Administrator, or Elected Office (if applicable)

Richland County Committee

Agenda Item Cover

Agenda Item Name: Discussion & Possible Action on Assets Tax Deed Property for Sale

Department	Treasurer	Presented By:	Treasurer
Date of Meeting:	September 8, 2022	Action Needed:	Vote to Approve
Disclosure:	Open Session	Authority:	
Date submitted:	September 8, 2022	Referred by:	

Recommendation and/or action language:

Review parcel in Buena Vista Township taken by tax deed and assess value for sale.

Background:

The County acquired ownership of a blighted parcel in Buena Vista Township through tax deed foreclosure. The buildings on the property are dilapidated and in a general state of disrepair. It is advisable that the County sell the property with contingencies that the buildings will be razed.

Attachments and References:

006-0634-4100 Information	

Financial Review:

(please check one)

<input type="checkbox"/>	In adopted budget	Fund Number	
<input type="checkbox"/>	Apportionment needed	Requested Fund Number	
<input checked="" type="checkbox"/>	No financial impact		

Approval:

Review:

Jeffrey Even _____

Department Head

Administrator, or Elected Office (if applicable)

Parcel #: 006-0634-4100

08/11/2022 08:30 AM

PAGE 1 OF 1

Alt. Parcel #: 5200606344100

006 - TOWN OF BUENA VISTA
RICHLAND COUNTY, WISCONSINCurrent ☒

Creation Date	Historical Date	Map #	Sales Area	Application #	Permit #	Permit Type	# of Units
		000	0				

Tax Address:
 UMS VENTURES LLC

 "TAX DEED"
 330 E 38TH ST APT 16G
 NEW YORK NY 10016

Owner(s): O = Current Owner, C = Current Co-Owner
 O - UMS VENTURES LLC

Property Address(es): * = Primary
 * 28299 US HWY 14

Districts: SC = School SP = Special

Type	Dist #	Description
SC	2660	ITHACA SCHOOL DISTRICT
SP	0300	SOUTHWEST WIS TECH COLL
SP	0011	RICHLAND FIRE DISTRICT

Notes:
Legal Description: **Acres:** 3.600
 SE 1/4 SW 1/4 PARCEL DESC IN VOL-PAGE
 INCL LAND TO CTRLN OF CREEK (NOT ON
 DEED) EX .01A FOR HWY DESC IN DOC 304952

Parcel History:

Date	Doc #	Vol/Page	Type
03/03/2014	304692	618/535	QCD
04/03/2009	286727	535/555	QCD
	244759	343/217	WD
	239103	322/52	WD.

 more...

Plat: * = Primary
 * N/A-N/A

Tract: (S-T-R 40% 160% GL) **Block/Condo Bldg:**
 06-09N-02E
2022 SUMMARY**Bill #:****Fair Market Value:**
0**Assessed with:****Valuations:****Last Changed:** 06/17/2010

Description	Class	Acres	Land	Improve	Total	State	Reason
RESIDENTIAL	G1	1.000	15,600	68,600	84,200	NO	
COMMERCIAL	G2	2.600	34,000	131,400	165,400	NO	

Totals for 2022:

General Property	3.600	49,600	200,000	249,600
Woodland	0.000	0		0

Totals for 2021:

General Property	3.600	49,600	200,000	249,600
Woodland	0.000	0		0

Lottery Credit:

Claim Count:	0	Certification Date:	Batch #: 20
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Specials:

User Special Code	Category	Amount
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Total	Special Assessments 0.00	Special Charges 0.00	Delinquent Charges 0.00
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certificate were not liable to taxation or because the taxes on the lands were paid prior to the inclusion in the tax certificate or because the lands have been redeemed according to law, the owner of, or any person interested in, the lands covered by the lien of the certificate may, at any time before final judgment is entered, deposit with the county clerk the amount for which the lands are delinquent, with interest from the date of the inclusion in the tax certificate to the date of the deposit and penalty as provided under s. 74.47, together with the legal charges on it.

(2) The clerk or treasurer shall retain such deposit until the final determination of the action, and if the certificate is vacated and set aside or if the issuing of the deed is permanently restrained, the money deposited shall, at the time of entry of judgment or at any later time, upon demand, be returned to the person depositing it. If final judgment is rendered in the action sustaining the validity of the inclusion of the land in a tax certificate, and of the tax certificate, the court shall compute the interest upon the certificate from the date of the deposit to the date of judgment and penalty as provided under s. 74.47 and add it to the costs and disbursements taxable in the action and to the amount of the deposit, and shall enter judgment against the plaintiff for the total amount, and no tax deed may be issued upon the certificate unless the plaintiff fails to pay to the clerk or treasurer, for the use of the owner of the certificate, the amount of the judgment within 20 days after its rendition, together with interest on it.

History: 1981 c. 167; 1987 a. 378.

75.67 Procedure in populous counties containing authorized city. (1) In counties having a population of 750,000 or more containing a city authorized to proceed under s. 74.87, whenever either such county or city acquires any property by tax deed or by quitclaim deed or by any other means, the issuance of other tax certificates and the redemption and cancellation thereof shall be as provided by this section.

(2) All tax certificates issued upon such property by such county or city on the same day or subsequent to the date of issuance of the certificate upon which such deed was acquired, and which certificates are owned by such county or city at the time of the acquisition of the property, shall be assigned to such county or city so owning such property. On any issuance of tax certificate subsequent to the acquisition of such property after the first Monday of August in any year, such county or city so owning such land shall be the exclusive recipient of the tax certificates. Any issuance of a tax certificate in violation of these provisions shall be null and void. It is the duty of the city and the county treasurer to give the other, as the case may be, written notice of the acquisition of such property within 24 hours, Sundays and holidays excluded, after such tax deed or other conveyance has been acquired; and upon receipt of such notice it is the duty of such treasurer, as the case may be, to make entry of such notice upon the treasurer's records.

(3) (a) Whenever such property has been so acquired, the city treasurer shall notify the county clerk and the county treasurer, or the county clerk shall notify the city treasurer, as the case may be, in writing thereof within 24 hours thereafter, Sundays and holidays excluded. The county treasurer or the city treasurer upon receipt of such notice shall forthwith charge the amount, without interest or penalties, of all city, county, state and metropolitan sewerage district current and delinquent taxes, all unpaid installments of special assessments and other assessments, charges and tax certificates which are liens upon the land, and which are held by or due to such county or city, as the case may be, and upon which the time limitations of s. 75.20 have not expired, to a "tax deed in force" account, and such taxes, assessments and certificates shall thereby be considered as paid or redeemed and such taxes shall be marked paid or redeemed on the tax roll, as the case may be; thereafter the amounts thereof owned by or due to such county shall be charged back against such city and such amounts thereof owned or held by or due to such city shall be credited to such city in the next tax levy upon such city by the county.

(b) On or before October 1 of each year, the city treasurer and the county treasurer shall respectively furnish the other with an itemized statement of the amounts so charged by the treasurer, as the case may be, to the city's or county's "tax deed in force" account as a result of tax deeds taken by the city or county. The county clerk shall include an itemized statement of such amounts in the apportionment filed by the clerk. If any such tax deed is set aside, the city treasurer and the county treasurer shall respectively credit the other with the amounts so charged with respect to the deed set aside, and the amounts and entries by either treasurer with reference thereto, comprising said amounts shall be as though no charge had been made to a "tax deed in force" account; and the city treasurer and the county treasurer, respectively, shall, on or before October 1 of each year, advise the other of such credits due.

(c) In the event that such property is so acquired by such city while the county tax roll is in the possession of its city treasurer, the latter shall consider such taxes as paid and mark the tax roll accordingly, and furnish the county treasurer with a statement thereof upon a form provided by the county. The city treasurer shall return such records to the county treasurer with the delinquent county tax roll, and shall receive credit therefor the same as for delinquent taxes. The amount for which such credit is given shall be included in the amount to be charged back to such city in succeeding apportionment of county taxes.

History: 1985 a. 135; 1987 a. 27, 378; 2017 a. 207 s. 5.

75.69 Sale of tax delinquent real estate. (1) Except as provided in sub. (1m), no tax delinquent real estate acquired by a county may be sold unless the sale and appraised value of such real estate has first been advertised by publication of a class 3 notice, under ch. 985. Any county may accept the bid most advantageous to it but, at the first attempt to sell the property, every bid less than the appraised value of the property shall be rejected. Any county is authorized to sell for any amount any land previously advertised for sale after advertising the sale of such land by publication of a class 1 notice, under ch. 985; except that no property may be sold for an amount that is less than the property's appraised value unless the county board or a committee designated by the county board has reviewed and approved such a sale and no property may be sold for an amount that is less than the amount of the highest bid unless the county board or a committee designated by the county board prepares a written statement, available for public inspection, that explains the reasons for accepting a bid that is less than the highest bid. In this subsection, "appraised value" means the value determined, at the discretion of the county board, by the county board, a committee designated by the county board, or a certified appraiser, as defined in s. 458.01 (7).

(1m) (a) Subsection (1) does not apply to counties with a population of 750,000 or more.

(b) Notwithstanding sub. (1), any county may advertise the sale of any or all of its real estate that has been tax delinquent for at least 4 years by publishing a class 3 notice under ch. 985, indicating in which municipality or municipalities and in which ward or wards the real estate is located and the place and date for filing written bids but without listing specific parcels or appraised values for the parcels, if the county makes readily available in the courthouse a list of the parcels and the appraised value of each parcel.

(2) This section shall not apply to exchange of property under s. 59.69 (8), to withdrawal and sale of county forest lands, nor to the sale or exchange of lands to or between municipalities or to the state.

(3) This section shall apply to all tax delinquent lands regardless of the date of acquisition by the county.

(4) No tax delinquent real estate may be sold by a county under this section unless notice of such sale is mailed to the clerk of the municipality in which the real estate is located at least 3 weeks prior to the time of the sale. Any county may sell tax delinquent real estate by open or closed bid.

History: 1983 a. 344; 1987 a. 378; 1995 a. 201; 2003 a. 123; 2017 a. 207 s. 5.



LORI WILLIAMSON & JEROME E LINSCHIED (LIFE ESTATE)

2.7

633-3

KELLI J KLITZKE & TAMI S MEYER AMY L DEMARS

5.1

634-6

JAMES L & JANICE L BARNHART

9.64

634-2

634-99

STATE OF WISCONSIN (DOT)

1.8

HAROLD R VICKERMAN

1.69

634-32

PHILIP D PROCHASKA

0.39

X

Buena Vista

0345

CATHLEEN K WITHINGTON

0.93

633-4

CORY C OLSON & BRENDA L (KAUL) OLSON

1.83

UMS VENTURES LLC

3.12

634-41

634-5

RUSSELL S & KAREN M GALT

2.34

JAMES L & JANICE L BARNHART

1.08

634-51

A

JAMES L & JANICE L BARNHART &

0.6

---DEED IN ERROR---

STATE OF WISCONSIN (DOT)

2.2

X

722-1

JAMES L & JANICE L BARNHART

31.68

721-1

JAMES L & JANICE L BARNHART

31.05

721-99

Buena Vista

The buildings on this property are found to be completely dilapidated. The floors of the motel building are sagging, partially collapsed, and in some rooms completely collapsed into the crawlspace below. Recommendation is to consult with Corp Counsel on paths forward regarding this property in the best interest of the County before assessing and advertising for sale.





Figure 1: Floor Collapse - Bottom Right



Figure 2: Additional Room Complete Floor Collapse



Figure 3: Floor Sagging - Failure Imminent



Figure 4: Floor Sagging - Failure Imminent







Richland County Public Works

Agenda Item Cover

Agenda Item Name: Discussion and Possible Action on the Reclassification of the Position for Network Administrator

Department	MIS	Presented By:	Barbara Scott
Date of Meeting:	09/08/2022	Action Needed:	Approval
Disclosure:	Open Session	Authority:	
Date submitted:	09/06/2022	Referred by:	

Recommendation and/or action language:

Motion to ... Approve reclassification for the MIS Administrator from a grade J in the County's pay structure to a Grade L.

Background: *(preferred one page or less with focus on options and decision points)*

With the increased responsibilities and demands that have been placed on MIS staff we requested Carlson Dettman to review the MIS Administrator position. This review came back and recommended an increase of two grades from a J (\$26.91) to a L (\$30.69).

The MIS Systems Administrator position continues to grow in complexity requiring rapidly developing continued education, experience and responsibility. This amount was partially considered in the 2023 budget and will be added to the MIS budget. Looking toward the retention of employees it is very important that we continue to be competitive with salaries. Much like nursing, employees in the Tech field are in high demand and filling those spots will be very difficult.

Attachments and References:

Email from Carlson Dettman	
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Financial Review:

(please check one)

<input checked="" type="checkbox"/>	In adopted budget	Fund Number	10.5182
<input type="checkbox"/>	Apportionment needed	Requested Fund Number	
<input type="checkbox"/>	Other funding Source		
<input type="checkbox"/>	No financial impact		

(summary of current and future impacts)

Cost for this would be an annual increase of \$8,424.00.

Approval: *Barbara J Scott*

Review: *Clinton Langreck*

Department Head

Administrator, or Elected Office (if applicable)



September 8, 2022

MEMORANDUM

TO: Clinton Langreck and Cheryl Dull
FR: Heather Barber, Consultant
RE: Job Classification Review – MIS Administrator

The County requested we evaluate job documentation provide for the above-mentioned position.

The MIS Administrator position has evolved in scope an complexity since its last evaluation. This is a supervisory level position requiring an advanced education and relevant experience.

The position was evaluated in a number of areas including Thinking Challenges, Decision-Making, Interactions and Communications, and Education and Experience. As a result of the evaluation, it is recommended that this position be moved from Grade J to Grade L to accurately reflect the current duties within the role.

Please feel free to contact us with any questions related to this evaluation.

RICHLAND COUNTY ALL-TERRAIN VEHICLE and UTILITY-TERRAIN ORDINANCE

ORDINANCE NO. 22-

Date Created and Approved:

AUTHORITY AND PURPOSE: The Richland County Board has considered the recreational and economic value of all-terrain vehicle (ATV) and utility-terrain vehicle (UTV) route and trail opportunities while also considering protecting the safety of all motorists and users of the roadway by maintaining the road edge, surface and integrity of the right-of-way, public safety, liability aspects, terrain involved, traffic density, and history of automobile traffic. The establishment of this Ordinance is for the recreational and economic value to the ATV/UTV public and Richland County makes no warranty expressed or implied that the routes, trails, or crossings are safe for the operation of these motorized vehicles. After due consideration, this Ordinance is being created pursuant to County Board authority under Wis. Stats. §§ 59.02, 23.33(8)(b) and 23.33(11) and it shall regulate all ATV and UTV Traffic on all legally designated ATV/UTV Routes or Trails under the jurisdiction of Richland County WI.

The Richland County Board of Supervisors does hereby ordain as follows:

Richland County adopts, by reference in this section, words and phrases used herein shall have the meaning as defined by Wis. Stat. § 23.33(1), unless otherwise defined herein. All-terrain vehicles (hereinafter referred to as ATVs) shall have the definition given in Wis. Stat. § 340.01(2g). Utility terrain vehicles (hereinafter referred to as UTVs) shall have the definition given in Wis. Stat. § 23.33(1)(ng). Any reference to a Wisconsin Statute Section or Administrative Code Regulation is a reference to that specific chapter, section, code, or its successor chapter, section, or code. Any future amendments, revisions, or modifications of the statutes or administrative code incorporated herein are intended to be made part of this Code in order to secure uniform statewide regulation of all-terrain vehicles.

Applicability and Enforcement.

An officer of the state traffic patrol under s. [110.07 \(1\)](#), inspector under s. [110.07 \(3\)](#), conservation warden appointed by the department under s. [23.10](#), county sheriff or municipal peace officer has authority and jurisdiction to enforce this section and ordinances enacted in accordance with this section.

- a) No operator of an all-terrain vehicle or utility terrain vehicle may refuse to stop after being requested or signaled to do so by a law enforcement officer or a commission warden, as defined in s. [939.22 \(5\)](#).

Regulation of ATVs/UTVs, Operators and Passengers

- a) Except as otherwise provided herein, the statutory provisions of Wis. Stat. § 23.33 and Wis. Admin. Code NR § 64, which creates, describes, and defines regulations with respect to ATVs and UTVs and their operators and passengers are adopted and, by reference, made a part of this Ordinance as if fully set forth herein. Operators who are from Out of State, as well as their ATVs/UTVs and equipment, are subject to the same.
- b) Operator and Rider Requirements –
Any person who operates, or is a passenger on, an ATV/UTV that is being operated in Richland County on a designated ATV/UTV Route pursuant to Wis. Stat. § 23.33(8)(b)1 or a designated ATV/UTV Trail pursuant to Wis. Stat. § 23.33(8)(c), must meet the following requirements:
 - i. Any operator or passenger shall comply with all federal, state, and local laws, orders, regulations, restrictions, and rules.

- ii. No person may operate an ATV or UTV without having attained the age of 16.
- iii. No person may operate an ATV or UTV without a valid driver's license.
- iv. All operators must carry proof of insurance coverage for any ATV or UTV being operated on an ATV/UTV route in Richland County.
- v. All operators born after January 1, 1988 must possess a valid ATV Safety certificate issued by the state or any other state or province. Operators must be in possession of this certificate while operating in areas open to the public and display it to a Law Enforcement Officer upon request. Those 16 years or older that are certified may transport other passengers. ATV Safety Institute (ASI) certificates are not valid in Wisconsin.

c) Rules of Operation -

- i. ATVs /UTVs being operated on designated Routes and Trails within Richland County must have current Wisconsin registration decals and rear registration plate if public use registration.
- ii. Operators on ATV/UTV routes shall observe a speed limit not to exceed 35 miles per hour or the posted speed limit on the roadway, whichever is less.
- iii. ATVs/UTVs shall be operated in single file.
- iv. All types of competitive events and contests are prohibited while operating on designated ATV/UTV Routes or Trails.
- v. ATV/UTV Operating Hours are daily from 4am-11pm and are year round. ATV/UTV operation on designated Routes and Trails outside of these hours is strictly prohibited.
- vi. All ATVs/UTVs must be operated with fully functional headlamps, tail lamps, and brake lights.
- vii. ATVs/UTVs operated on designated routes or trails cannot be operated with anything other than tires.
- viii. Every ATV/UTV shall be equipped, maintained, and operated to prevent excessive or unusual noise. No person shall operate an ATV/UTV on any Designated Route or Trail unless the vehicle is equipped with a muffler or other effective noise-suppressing system in good working order and in constant operation.

Designation of ATV/UTV Routes.

The Richland County Highway Commissioner and or his/her designee in conjunction with the Richland County Sheriff's Department and County Board may designate routes pursuant to Wis. Stat. § 23.33(8)(a)(b)(c)(d) and following due consideration of the recreational value to connect route opportunities and weighted against possible dangers, public health, liability aspects, terrain involved, traffic density, and history of automobile traffic on potential and existing routes when applicable.

- a) All County Trunk Highways within Richland County are designated as ATV/UTV Routes. In addition, that portion of any State Road for which the County has received approval from the Wisconsin Department of Transportation (DOT) as an ATV/UTV Route is also designated as a County ATV/UTV Route including any that traverse into a city, town or village is also designated as a County ATV/UTV Route. All Town and Village Roads and Streets used as ATV/UTV routes shall be designated, established and approved by the respective Town Board of Supervisors or the Village Board of Trustees.
 - i. Any modifications to a designated ATV and UTV route shall be presented by the Highway Commissioner or his/her designee and approved by the Richland County Board. A copy of those ATV and UTV routes, along with a map showing their location, shall be kept on file at the Richland County Highway Department along with copies filed at the Richland County Sheriff's Department, Fair & Parks Offices and Richland Tourism Office.
 - ii. The Richland County Highway Commissioner and or his/her designee, shall have the authority to suspend operation on any open routes for up to ninety (90) days due to hazard, construction, or emergency conditions in any highway segment that is an open route. This could be extended dependent on the situation.
- b) The Richland County Board recommends that the respective Town Board of Supervisors or the Village Board of Trustees adopt this ordinance in its entirety to ensure public safety.

- c) ATV/UTV routes on bridges shall be designated and approved by the Richland County Board of Supervisors following §§23.33(4)(d)3.b and 23.33(11)(am)3, Wis. Stats.
- d) The County Board of Supervisors may rescind or modify the designation of an ATV/UTV route by enactment of an ordinance rescinding or modifying the designation.
- e) Any crossings for approved routes established across any public roadways are required to be permitted by the governmental agency having jurisdiction over that roadway.
- f) Operation on County Property. No person shall operate any all-terrain vehicle on lands owned by the County except where the use is authorized.

Route Signs.

The placement of ATV/UTV route signs within Richland County are pursuant to Wis. Stat. § 23.33(8)(e)3

Penalties.

The State of Wisconsin All-Terrain Vehicle penalties as found in § 23.33 (13) (a) Wis. Stats., are adopted by reference.

- a) In addition to any forfeiture, a court may order restitution to repair any damage caused by violation of this chapter.

Severability.

The provisions of this ordinance shall be deemed severable. If any provision of this ordinance or the application to any person or circumstances is held invalid, the remainder of the ordinance and the application of such provisions to other person's circumstances shall not be deemed affected.

BE IT FURTHER ORDAINED that this ordinance will supersede all previous County Ordinances pertaining to ATV/UTV being effective upon publication in the county's newspaper of record.

Policy Cover	
Title: RC Highway Vegetation Clearance Policy	Effective Date:
	Adoption/Revision Date:
Custodian: Administrator	Approving Body: Richland County Board
	Sponsoring Committee, Board or Commission: Richland County Public Works Committee

1. Authority

- a. Wis. Stat. 66.1037, 83.01 and 86.03.
- b. The Highway Commissioner and/or their designee is the authority on interpretation of this policy and may exercise discretion within the scope of this policy. This policy has been adopted by the Richland County Board at the recommendation of Public Works Committee.
- c. Employees will report violations of this policy to their immediate supervisor. Supervisors will report up through the chain of command as appropriate to address the problem. Administration will investigate allegations, collaborate with other divisions or departments as appropriate, take corrective actions as necessary, and propose policy amendments if needed.
- d. The Public Works Committee has authority to amend this policy, but may defer to the Richland County Board on any issues it feels is appropriate to bring before the body.

2. References

- a. Adopting Resolution/Ordinance/Motion: Resolution 22-**

3. Purpose

- a. The purpose of this policy is to establish a set of rules and procedures to safely maintain the county highways.
- b. This policy is intended to serve as the balance between the interests of public safety and those of landowners who may be affected by highway vegetation maintenance.

4. Scope

- a. This policy applies to all employees and departments of the Richland County Highway Department (RC Highway), State employees who are employed at RC Highway, contracted employees, vendors, volunteers, and community partners.

5. Policy Overview

- a. This policy outlines the duties of patrolmen or other Highway employees in managing and maintaining highways and right of ways, which are as follows.
 - i. Patrolmen shall remove, cut, or trim and tree, shrubs, or other vegetation in or on a county highway or right of way to 33 feet from the center of the road.

- ii. Patrolmen shall move downed vegetation in the highway or right of way.
- iii. Patrolmen shall trim branches that are hanging less than 25 feet above an area that covers the road width.
- iv. Any wood that is cut will be left in appropriate lengths along the roadway for landowners to collect. If the wood is not picked up within 30 days, patrolmen may make other arrangements.

6. Policy Performance

- a. Performance indicator for this policy is one-hundred percent (100%) compliance for all persons covered in the scope of this policy.

Revision History		
Adoption/Revision Date	Overview of Adoption/Revision	Adoption/Revision Reference
	Original	