

Richland County

Rules & Strategic Planning Standing Committee

June 2nd, 2022

The Rules and Strategic Planning Standing Committee met on Thursday, June 2nd, 2022, at 10:00 a.m. in the County Board Room at 181 W. Seminary Street via videoconference and teleconference.

Committee members present included: Committee Chair Shaun Murphy-Lopez, Marty Brewer, Ingrid Glasbrenner, Linda Gentes, Chad Cosgrove, Bob Frank, Danielle Rudersdorf and Julie Fleming.

Absent: Donald Seep.

Department heads, staff and public present were: County Administrator Clint Langreck, Administrative Assistant Cheryl Dull, Troy Maggid from Southwest Regional Planning with Gabe Schmitt from MIS running the teleconferencing. Those logged in by videoconference or teleconference: Chief Deputy Aaron Wallace, Accounting Supervisor Tammy Wheelock, Zoning Administrator Mike Bindl, County Clerk Derek Kalish, MIS Administrator Jason Marshall, Jo Ann Krulatz and WRCO.

1. **Call to Order** - Committee Chair Murphy-Lopez called the meeting to order at 10:02 a.m.
2. **Proof of Notification** - Chair Murphy-Lopez confirmed that the meeting had been properly noticed.
3. **Agenda Approval** - Moved by Supervisor Cosgrove to approve the agenda as presented, seconded by Supervisor Gentes. All voting aye, motion carried.
4. **Public comments** - Chair Murphy-Lopez invited any public to make comments. No public comments.
5. **Approval of minutes** – Passed as one consent item.
6. **Amendment to policy on “Authority of management, roles of members and chairs of committees, boards and commissions”** – Passed as one consent item.
7. **Amendment to policy on “Policy establishment”** – Supervisor Glasbrenner requested discussion. Chair Murphy-Lopez reviewed amendments. Administrator Langreck reviewed the amendments to the Policy on Policy. Discussion and questions followed on the extent of changes. Moved by Supervisor Frank to recommend resolution to the Richland County Board to amend the Policy Establishment to include added authorities to sponsoring committee, boards and commissions and added responsibilities to policy custodians, 2nd by Supervisor Rudersdorf. All voting aye, motion carried.
8. **Amendment to “Richland County Board Body Structure”: Court Security Committee and Fair, Recycling, and Parks Committee** – Supervisor Frank requested discussion. Chair Murphy-Lopez reviewed the amendments to the Structure document. He was contacted by Stacy Kleist that by Wisconsin Supreme Court Rule 65, the Court Security Committee is required. The committee structure document didn't include the Court Security Committee who will report to Public Safety Standing Committee. Letter C. was added to the Fair, Recycling and Parks Standing Committee. Moved by Supervisor Glasbrenner to approve the change, 2nd by Supervisor Rudersdorf. All voting aye, motion carried.
9. **Update to Civil Rights Compliance Plan** – Supervisor Glasbrenner requested discussion. Administrator Langreck stated that this is required every 3 years. The current plan has been posted. The due date was January so we are a little behind but getting the data slowed the process down. Administrative Assistant Dull has created spreadsheets to share with departments to track required information on an ongoing basis. Moved by Supervisor Frank to approve the Civil Right Compliance Plan and send to County Board for approval, 2nd by Supervisor Cosgrove. All voting aye, motion carried.
10. **Repeal and replacement of Ordinance No. 99-11 regarding disposal and destruction of county records**
– Passed as one consent item.

Discussion was called for 7, 8, 9 and 11.

Moved by Supervisor Brewer to approve 5, 6 10 without discussion, 2nd by Supervisor Glasbrenner. All voting aye, motion carried.

11. **Comprehensive plan scope and responsible committee's** – Supervisor Glasbrenner stated it was in the Strategic Plan to complete a Comprehensive Plan. She stated the last one was completed in 2007 and has not been updated since. Chair Murphy-Lopez has asked Supervisor Luck to discuss this with the Land and Zoning

Richland County

Rules & Strategic Planning Standing Committee

Standing Committee to decide who should handle that plan. Troy Maggid reviewed the information he handed out of what should be included by statutory requirements. Supervisor Brewer stated Mike Bindl will be attending an Economic Development Committee meeting as there has been comments concerning the Zoning Ordinance restricting growth.

Chair Murphy-Lopez questioned should the plan be moved to the Rules and Strategic Planning Standing Committee? Supervisor Gentes stated in the past there was a lot of work done with cluster housing and building but nothing was done to move forward. Supervisor Brewer felt the planning should be moved to this committee. Chair Murphy-Lopez asked that this committee wait for Land and Zoning Standing Committee feedback before we make a decision how to proceed. The next couple month discussion should be who will be in charge of oversight of the plan with completion to be by 2024.

Danielle left at 10:40 a.m.

Discussion was called for 7, 8, 9 and 11.

Moved by Supervisor Brewer to approve 5, 6 10 without discussion, 2nd by Supervisor Glasbrenner. All voting aye, motion carried.

12. Richland County Strategic Plan –

- a. **Work Plan** – Administrator Langreck presented 12.a. as a draft design and ask if this is how the committee would like to see it? Chair Murphy-Lopez felt on top of page 2 “*Coordinate community develop and land use decision-making in Richland Center among institutional partners such as Richland County, Richland Center, Richland Hospital, and Richland Local School District*”, assigned to Rules and Strategic Planning Committee should be moved to Richland Economic Development Committee. No one was opposed. Pg 3. Support business attraction and retention - “*Identify priority areas in the county for future industrial, commercial, or residential development*”, question was, should be Richland Economic Development Committee? Troy Maggid stated statute requires it be the Planning Commission. After discussion it was felt it should stay as is. Pg 4. “*Creation of a mentor program partnering tenured Supervisors with new Supervisors*” & “*Hold informal meetings with outgoing Supervisors and their successors to facilitate knowledge transfer*”, should be 2022 instead of 2024 for both and change Vice Chair to Rules and Strategic Planning Committee.

- b. **Service consideration matrix for committees** – Administrator Langreck presented the Service Consideration Matrix spreadsheet, how it is designed and the expectations to responses. The vision is to send out to oversight committees of non-mandated services to respond how these can be met without future funding. June 17th will be a presentation to the public on conditions of the County, leading to discussion on how some non-mandated departments or services will work and how to seek funding.

Moved by Supervisor Cosgrove to approve b., 2nd by Supervisor Frank. All voting aye, motion carried.

13. Supervisor attendance at WCA conference – Discussion followed concerning Rule 15.d. Rules of the Board. Supervisor Brewer stated training this spring was excellent. A lot of information can be obtained but we can't afford to send 21 people. A rotating scheduled should be looked at along with reimbursement, because of cost and budget. It was decided to look into the County Board budget because of the restructuring, to determine if there would be extra money and to look into other counties attendance to conferences.

14. Future agenda items - Murphy-Lopez - none; Brewer – none; Glasbrenner – discussion on comprehensive plan with a report from the Land and Zoning Standing Committee; Rudersdorf - none; Gentes - discuss of a plaque for Victor Vlasak; Cosgrove - none; Frank - none; Fleming - none.

15. Adjournment – Next meeting will be held Thursday July 7 @ 10:00 a.m. Moved by Supervisor Brewer to adjourn at 11:30 a.m., seconded by Supervisor Fleming. All voting aye, motion carried.

Minutes respectfully submitted by
Cheryl Dull
Assistant to the County Administrator