

# Richland County

## Rules & Strategic Planning Standing Committee

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**September 1st, 2022**

The Rules and Strategic Planning Standing Committee met on Thursday, September 1st, 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, Ingrid Glasbrenner, Linda Gentes, Chad Cosgrove, Bob Frank and Marty Brewer with Don Seep by WebEx.

Absent: Julie Fleming, Danielle Rudersdorf and Don Seep.

Department heads, staff and public present were: County Administrator Clint Langreck, Administrative Assistant Cheryl Dull, with Gabe Schmitt from MIS running the teleconferencing. Those logged in by videoconference or teleconference: Joanne Krulatz.

1. **Call to Order** - Committee Chair Murphy-Lopez called the meeting to order at 10:04 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 Frank. All voting aye, motion carried.
4. **Public comments** - Chair Murphy-Lopez invited any public to make comments. No public comments.
5. **Approval of minutes** – Moved by Supervisor Frank to approve as presented, 2<sup>nd</sup> by Supervisor Glasbrenner. All voting aye, motion carried.
6. **Capital improvement program** – Administrator Langreck reviewed the Capital Improvement plan and asked that it be accepted as presented and fund the capital projects in short term borrowing. Discussion followed on bathroom projects at parks and should Pier Park be moved to 2023 from 2024 because it has more frequently use. It was told to the committee that Pier Park bathrooms being in floodplain pose a challenge to repair or replacement. Supervisor Gentes will reach out to Supervisor Severson and Chair Murphy-Lopez will reach out to Cathy Cooper concerning the Pier Park bathroom. Moved by Supervisor Brewer to accept the Capital improvement plan, changing the priority of the Pier Park bathroom to 2023 and move the plan on to Finance and Personnel Standing Committee, 2<sup>nd</sup> by Supervisor Gentes. All voting aye, motion carried.
7. **Ethics review** – Chair Murphy-Lopez reviewed the documentation provided including his research from other Counties. Supervisor Glasbrenner liked the layout of Sauk and Crawford Counties Ordinance. Discussion followed on what to add:  
  
Closed Session section - Moved by Supervisor Frank to put the closed session policy language from Crawford and Iowa into the Ordinance, 2<sup>nd</sup> by Supervisor Cosgrove. All voting aye, motion carried.  
  
Contracting Policy section - Moved by Supervisor Glasbrenner to use the Crawford & Sauk County contracting language with some changes. *“An official or employee or a business in which an official or employee holds a 10% or greater interest may not enter into a contract with the County or the formation of a contract or contracts with the County or the receipts or disbursements of more than \$15,000 in any year.”*, 2<sup>nd</sup> by Supervisor Frank. All voting aye, motion carried.
8. **Per diems for County Board member attendance at partner committees, conferences, and trainings** – Chair Murphy-Lopez presented at the last meeting the committee agreed upon proposing language to add to the Board Rules. He reviewed from Item 08, languages in (b) and (d) that he proposed to strike or add. Moved by Supervisor Frank to postpone until a salary proposal has been researched and drafted, 2<sup>nd</sup> by Supervisor Cosgrove. Discussion followed concerning salaried pay if there is low meeting attendance, special meetings about normal, etc. Clerk Kalish will research salaries or per diems from other Counties. All voting aye, motion carried.
9. **Comprehensive plan review** – Chair Murphy-Lopez stated the committee needs to come up with a scope and a budget for the reviewing the plan. Before the next meeting the committee should review the current Comprehensive Plan and be prepared to discuss the Strengths, Weaknesses, Opportunities and Threats.
10. **County Board meeting date change** – Chair Murphy-Lopez reviewed the results from the survey. Supervisor Glasbrenner stated she did not take the survey but her answer would be yes to all choices. Results are, 13 say current time worked best with 4<sup>th</sup> Monday and Tuesday coming in 2<sup>nd</sup>. Supervisor Brewer stated

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we are doing this due to the City having conflicting meeting times. Moved by Supervisor Murphy-Lopez to forward a board rule change to County Board to meet on the 4<sup>th</sup> Monday at 7:00 pm of each month with the exception that are already in County Board rules staying in place, effective for the 2024 - 2025 term, 2<sup>nd</sup> by Supervisor Glasbrenner.

Moved by Supervisor Gentes to amend the motion that the in the exceptions, the annual meeting shall be held the last Monday of October. 2<sup>nd</sup> by Supervisor Glasbrenner. All voting aye on the amendment, motion carried.

Moved by Murphy-Lopez to amend the motion, to include language that says 'except for the organizational meeting which shall be held the 3<sup>rd</sup> Tuesday in April in even number years', 2<sup>nd</sup> by Cosgrove. All voting aye on the amendment, motion carried.

Roll call vote requested on the amended motion. All voting aye, motion carried.

11. **Future agenda items** – Glasbrenner – process for appointment of county board chair.
12. **Adjournment** – Next meeting will be held Thursday, October 6<sup>th</sup> @ 10:00 a.m. in the County Board room. Moved by Supervisor Frank to adjourn at 12:06 pm, seconded by Supervisor Glasbrenner. All voting aye, motion carried.

Minutes respectfully submitted by  
Cheryl Dull  
Assistant to the County Administrator