

Richland County

Finance & Personnel Committee

April 5th, 2022

The Richland County Finance and Personnel Committee convened on Tuesday, April 5th, 2022, in the County Board room at 181 W. Seminary Street, in person, via videoconference and teleconference.

Committee members present included County Board Supervisors Shaun Murphy-Lopez, Melissa Luck, Linda Gentes, David Turk, Marc Couey & Marty Brewer with Don Seep by Web Ex.

Department heads, staff and public present were Administrator Clinton Langreck, Randy Nelson, Carla Doudna, Jeff Even, Clay Porter, Tom Rislow and Cheryl Dull taking minutes with Barbara Scott, Melanie Walters, Mike Bindl, Josh Elder, Tammy Wheelock, Derek Kalish, Therese Deckert, Sue Curtis, Meghan Rohn, Darin Gudgeon, Aaron Wallace, Tracy Thorsen, Amber Muckler, and WRCO all logged in by WebEx. John Couey was present from MIS running the teleconferencing.

Not present:

1. **Call to Order:** Committee Chair Murphy-Lopez called the meeting to order at 1:00 p.m.
2. **Proof of Notification:** Chair Murphy-Lopez verified that the meeting had been properly noticed. Copies of the agenda were sent by email to all Committee members, WRCO, County department heads, Richland Observer, Valley Sentinel and a copy was posted on the Courthouse Bulletin Board.
3. **Agenda Approval:** Chair Murphy-Lopez stated there is a request to move #19 to #5, with that change he asked for approval of the agenda. Moved by Supervisor Brewer to approve the agenda with that change, second by Supervisor Luck. All voting aye, motion carried.
4. **Previous Meeting Minutes:** Chair Murphy-Lopez stated a correction needs to be made to the March 18th minute. They should be corrected to say Supervisor Couey moved to postpone the minute approval to the next meeting, 2nd by Murphy-Lopez. Moved by Supervisor Luck to approve the minutes of the March 1st & 18th meeting with that change, seconded by Supervisor Turk. All voting aye, motion carried.
19. **Resolution for unplanned use of Fund # 75 for a skid steer purchase — Fair:** Administrator Langreck presented the Fair & Recycling department is requesting to approve reallocation up to \$35,000 from Fund 75 for purchase of Skid Steer to share between the Fairgrounds and Building and Grounds Committee. Randy Nelson stated most new skid steers are 5" too wide for the areas they need it to fit in, limiting where they can get into. Supervisor Luck questioned what the original \$35,000 ear marked for. Carla Doudna explained it was earmarked for light and electrical work at the Fairgrounds. Most of that work has been completed and the remainder of the work to be completed will need additional funds so they decided to move that work back to a later date and use that money for a skid steer instead. Carla explained, they currently lease from Simpsons at \$1,000 from the fairgrounds budget yearly and \$1,200 from the courthouse budget. If they get a new skid steer, Randy will do the upkeep out of his budget. Supervisor Luck asked about purchasing the skid steer they have. Randy stated the current skid steer needs a lot of repairs and that the current concern is the lease price may not remain the same after the recent discussion over the lawn mower. Randy stated he has talked to dealers about leasing. One was \$5,000/yr. and another was \$10,000/ yr. Discussion followed about leasing and total costs over several years. The committee would like more information concerning leases. Chair Murphy-Lopez felt that in the future, if departments aren't using the fund 75 money they were originally allocated for a project, maybe those funds should be brought back to be considered for reallocation for other projects. Moved by Supervisor Luck to postpone the skid steer purchase for more information, second by Supervisor Brewer. All voting aye, motion carried.

Consent items are procedurally necessary and routine in nature. The committee may take action to approve consent items 5-8 in one motion if desired or any committee member may object to a consent vote and request individual items or all items removed from a consent vote.

Chair Murphy-Lopez reviewed 5-8 items separately.

5. **11-year write-off on unpaid taxes — Treasurer:** Treasurer Even is requesting a vote to approve cancelling of tax certificates that remain unpaid for 11 years. Those include: 26 002-2721-2100 41.18 Gander, Stacy; 69 006-0634-5300 2.12 Owner Unknown; 168 006-4041-0009 4.00 Owner Unknown; 169 006-4621-0000 4.00 Owner Unknown; 408 022-0934-2100 6.15 Owner Unknown; 499 028-1633-2100 2.57 Sylvan Creamery Co.; 550 030-2811-1100 612.21 Nash, Ronald; 571 032-2220-0810 96.05 Koechley,

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Robert; 572 032-2220-0830 47.00 Koechley, Robert; 573 032-2220-0880 28.61 Koechley, Robert; 706 276-2100-0420 4,630.80 Crook, Timothy.

- 6. Write-off stale checks — Treasurer:** The Treasurer is requesting to approve cancelling of stale checks that have been outstanding for more than one year as of January 1, 2022, i.e.: checks dated January 1, 2020 – December 31, 2020.

Moved by Supervisor Couey to approve items 5 & 6, seconded by Supervisor Luck. All voting aye, motion carried.

- 7. Resolution for planned use of Fund #92 for Sheriff's Dept new car purchase — Sheriff:** Supervisor Brewer questioned if this was a planned expense? Sheriff Porter stated yes it was a planned expense. Moved by Supervisor Brewer to approve the spending of up to \$127,000.00 to purchase and equip new sheriff's vehicles, second by Supervisor Gentes. All voting aye, motion carried.

- 8. Resolution for planned use of Fund #75 for Fairgrounds electrical and lighting — Fair:** Supervisor Seep questioned how this was related to the skid steer discussed earlier? Carla explained that when this part of the project is complete, there will be the \$35,000 left over. That portion would be used for the skid steer purchase. Moved by Supervisor Luck to approve allocation of funds from Fund 75 for continued upgrades and repairs for electrical and lights on the fairgrounds in the amount of \$14,585.79. If the Fairgrounds is awarded the \$4000 Compeer Grant, those funds will be used towards that balance only needing to use \$10,585.79 from the Fund 75 account, second by Supervisor Couey. All voting aye, motion carried.

Clint reviewed that the Administrator Section, # 9-18 in this case, is designed in an efforts to maximize use of committee meeting time, empower administration and provide desired oversight and transparency on County business, this Finance and Personnel Agenda has been composed to stream line actions and prioritize focus by presenting items three major sections: 1) consent items – seen as routine, procedurally necessary, and aligning with previous decisions and policy, 2) Administrative Reports – seen as a notification of actions that administration is taking, information that administration is taking, and future solutions that administration is developing for committee consideration, and 3) action items – items that need committee focus, discussion and decision.

- 9. Review 2022 employee benefits package and employee questionnaire:** Administrative Assistant Cheryl Dull reviewed the Power Point where she compiled the responses received as a result of the employee survey. Afterwards, Chair Murphy-Lopez ask for comments from the committee. Supervisor Gentes – thinks we need to take a look at the insurance. Supervisor Couey – finds it very disturbing hearing the management concerns. He feels we need to consider exit interviews. Supervisor Brewer – He feels we got a lot of positive results. Supervisor Luck – no comment. Supervisor Seep – There is a lot to cover and it warrants further discussions. But felt it was an excellent survey. Supervisor Turk – be cautious of how you interpret the slides. Chair Murphy-Lopez – found it interesting.

- 10. Review comparison data on conversion to Employee Trust Fund Health Insurance Program:** Administrator Langreck presented the proposal with Quartz vs. ETF and the spreadsheet of insurance costs. Tami Hendrickson reviewed Wallace, Cooper and Elliott premiums. The State plan we had prior was the P12 plan. She stated Richland County regularly overuses insurance, meaning they have paid out more than they have received in premiums. She reviewed costs of medical need for the last couple years vs. premiums paid in.

With the state plan you get a choice of insurance plans, dean being cheaper most of the time. If the employee wants to use anything different than Dean, the employee pays the difference. Administrator Langreck added there is a surcharge to buy back into the state plan. He has contacted the state to find out what that surcharge would be. Administrator Langreck also reviewed the list of what needs to be considered to enroll back into the state program. Tami added she felt Wallace, Cooper, and Elliot has provided a great amount of support that isn't offered by the State. Chair Murphy-Lopez requested comments from the Committee. Supervisor Luck – questioned the surcharge and would that eventually even out? Answer: We traditionally over use so it may not even out. Supervisor Seep – Sounds like a significant burden on administration. Tami stated the surcharge would be at least 3 years. We will have to do manual entry for everyone's enrollment if we go with the state program. Supervisor Turk – Any change will be an increase in cost. Maybe we should consider the county paying \$2,000 instead of \$1,000. Chair Murphy-Lopez – No

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comments. Supervisor Gentes – She questioned Doctor changes if we switch. Supervisor Brewer – The larger your group the better your premium. If we are grouped with Richland Center as a whole, he sees no benefit. Wallace, Cooper and Elliott have been very helpful. In talking to other counties, they had a stop gap insurance which limited their insurance increase. Why don't we have that? Sheriff Clay Porter – He stated there is no guarantee there will be a surcharge. He added the Sheriff department did their own survey. No shock, insurance was highest concern or dissatisfaction.

11. **Debt service and impacts with consideration of Radio and Tower Project:** Administrator Langreck updated the committee that the LEJC is approaching their decision point on a radio/tower project. The committee is anticipating to bring a recommendation on vendor and project design concept to the county board within the next few months. The five concept proposals on the table range from costs of \$5.03 million to \$10.97 million in construction and equipment, with a likely proposal for funding coming at a \$7.5 million to \$13 million range. In support of this initiative the Finance and Personnel Standing Committee will be asked to fund the project through bonding. Richland County will have to adopt the resolution by a 3/4th majority vote in order to undertake that borrowing and raise the debt service levy on Richland County properties. Administration will be working with MIS and Sheriff's office to ensure that future impacts associated with operational costs are included into the 5-year financial planning matrix.
12. **Status on Financial Planning:** Administrator Langreck is scheduling department meetings by Thursday to review proposed plans in the 5-year financial planning process. The preliminary plan is intended to be presented to the Finance and Personnel Committee in May.
13. **Status on Capital Planning:** Same as above in #12.
14. **Status on Purchasing Cards:** Administrator Langreck updated the committee that cards are here, locked in the vault until we can get training set up. A DRAFT copy of the policy is attached in the folder as Item 12 Purchasing Card Policy. Admin training is scheduled for Friday, April 8th. The Policy will be reviewed with departments at the April 14th department head meeting. The Policy will be brought back for consideration by the Finance and Personnel Committee at its next meeting.
15. **Administrative Guidance on mandatory password updates on county server and AS400:** Administrator Langreck is anticipating giving guidance to departments on requiring a minimum of biannual password changes on all county computers, systems, servers and the AS400 system. This item will be discussed in the next department head meeting and anticipating issuing guidance shortly thereafter.
16. **Report on Supreme Court Decision on Brown County vs. Brown County Tax Payers:** Administrator Langreck presented that the Brown County Taxpayers Association (the "BCTA") had challenged the County's imposition of the sales tax and use of the tax proceeds to fund capital projects as a violation of Wis. Stat. § 77.70, which provides a sales and use tax "may be imposed only for the purpose of directly reducing the property tax levy." According to the BCTA, Brown County's use of the sales tax proceeds to fund capital projects did not "directly" reduce the property tax levy according to the statute's requirement. Brown County argued the statute should be interpreted to provide flexibility to counties in the use of sales tax proceeds such that using, for example, a "pay as you go" method of funding projects, thereby saving over \$47 million in interest costs by avoiding borrowing, is a valid use of the sales tax proceeds. In a 5-2 decision, the Supreme Court agreed with Brown County and upheld the tax, together with the County's use of the proceeds.
17. **Status on Tax Deed Property (Status):** Administrator Langreck presented on Thursday, April 7th Administration will be recommending to the Richland County Property Committee to pursue economic development in collaboration with the City of Richland Center by offering the sale of Tax Deed property parcel #276-2100-0420 to the City for \$1 pursuant of Wis Stat. 75.69(2). The City of Richland Center has budgeted funds for the razing of this property which has been abandoned for years and presents a significant safety hazard to the public due to severe deterioration of the structure. Once razed the City and Economic Development will work towards redevelopment of the property that can potentially result a significant increase in the parcel improvement value and help provide the community with needed housing, as well as increased property tax value.

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- 18. Discussion and possible action on report items:** Supervisor Brewer – Has concerns of our indebtedness but, we do need the tower. He still hopes owners of towers in the county will allow us to use their towers. Supervisor Luck – All proposals include using existing towers. The questions are, is there room on the towers. She would like supervisors to attend the LEJC meetings as a lot of that stuff has been covered. Supervisor Seep – Hoping there may be external funds to help with the tower project. Supervisor Turk – This is a prime example of we waited too long and have now backed ourselves into a corner. Chair Murphy-Lopez – He has watching meeting to get caught up. Is the increase in property tax going to be reasonable? Maybe there are other funding sources we can look into. Supervisor Gentes – Maybe we could implement a sales tax with a sunset to help pay for the tower project. Concerning the Capital plan, committee structures should review them. Concerning emails, she thought they were supposed to be changing to .gov email, which hasn't happened yet. She feels the County attorney can do tax deeds faster than previously completed. Administrator Langreck stated there is petitions at the state level to allow counties more sales tax money for funding. Reference to capital projects, he is still working with dept. heads. Reference to Cyber security, he will defer to MIS to response to that. Jeff Even reviewed what is happening with tax deeds and the process. It is up to the attorney to pursue those and the previous Corp Council had very little interest in doing so. 1st step is a Title search. Several Title searches have recently come in but they are low priority with the title companies. Right now, there are several abandoned properties and the owners do not want to be found. Regardless, we still have to follow state statute, including certified letters to the owner. If owners can't be found, letters are returned. With that they get moved to the back burner. If owners can't be found, newspaper publication must be posted and we have to wait the required time frame to run out so that the attorney can take the property. Jeff started several of those processes after taking over as the treasurer, which mean the time frames will be coming up for those so we can proceed with the next step. Supervisor Couey – We can't continue pushing off repairs/maintenance. He feels we will be moving forward in the last few years.
- 20. Priorities and Goals for the Administrator — Committee Chair:** Chair Murphy-Lopez reviewed the goals and employment agreement. Recommended changes were reviewed in closed session and are now being brought forward to review. Moved by Supervisor Seep to approve the priorities and goals for the Administrator for his 3rd year, seconded by Supervisor Brewer. All voting aye, motion carried.
- 21. Future agenda items:** None are set due to committee changes.
- 22. Adjournment:** Next meeting will be indefinite due to board restructure. Chair Murphy-Lopez asked for the floor to speak to the committee. He thanked Supervisor Couey for his 'to the point style'. Supervisor Couey is the ying to Supervisor Seeps yang. He thanked Supervisor Turk for his well formulated opinions. He commended Supervisor Gentes for her good questions so we have to explain ourselves for everyone to understand. He commended Supervisor Luck for her courage. He thanked Supervisor Brewer for allowing him to be chair the committee. He commended Administrator Langreck for handling criticism with grace. He thanked MIS, they are very helpful and do an amazing job. He thanked Dept. heads for sitting through meetings and bringing items to the committee for attention. Supervisor Turk thanked Chair Murphy-Lopez for delving into items in detail and leading. Moved by Supervisor Murphy-Lopez to adjourn at 2:44 pm, seconded by Supervisor Luck. All voting aye, motion carried.

Minutes respectfully submitted by
Cheryl Dull
Richland County Assistant to the Administrator