

Richland County

Finance & Personnel Standing Committee

June 23rd, 2023

The Richland County Finance and Personnel Standing Committee convened on Friday, June 23rd in person and by WebEx.

Committee members present included County Board Supervisors Marty Brewer, Steve Carrow, Melissa Luck, Marc Couey, Gary Manning, Tim Gottschall and Dave Turk.

Also present was Interim Administrator Jon Hochkammer, Attorney Michael Windle, several department heads, county employees, Committee Members and general public and Assistant to the Administrator Cheryl Dull taking minutes.

Not present: Steve Williamson and Shaun Murphy-Lopez

1. **Call to Order:** Committee Chair Brewer called the meeting to order at 2:30 p.m.
2. **Proof of Notification:** Chair Brewer verified that the meeting had been properly noticed. Copies of the agenda were sent by email to all Committee members, County Board members, WRCO, County department heads, Richland Observer, Valley Sentinel and a copy was posted on the Courthouse Bulletin Board.
3. **Agenda Approval:** Chair Brewer asked for approval of the agenda. Moved by Supervisor Couey to approve the agenda as posted, 2nd by Supervisor Manning. All voting aye, motion carried.
4. **Public Comment:** None
5. **Previous Minutes:** Hearing no objections, Chair Brewer moved to approve the minutes as presented.
9. **Approve accredited years of service for 2 MIS employees:** Director Scott presented to the Committee the information she had collected concerning 2 MIS employees that were contracted with the County because those positions did not exist until they were hired full-time. She would like her employees be given that same courtesy as new hires are given. Currently she has an employee out to use their vacation otherwise he would lose it. Had he been given the start date back to his contracted date, he would have been able to get it paid out. Tami stated that for the employees that we credit vacation, the start date had to be postdated. Interim Administrator Hochkammer felt that HR is the new Administrators specialty and possibly be postponed for her start to address. Moved by Supervisor Luck to make the employees that were contracted prior to employment, start date retroactive to their contract date. Moved by Luck to amend the motion to use the contracted date as the start date, 2nd by Supervisor Couey. All voting aye, motion carried.
7. **Discussion & possible action: Sheriff's Department transitioning to 12 Hr shifts:** Jeff Spencer, WPPA Representative, presented to the Committee that they have been in talks with the Sheriff about this change. Richland County is the only department in the region that is not on the 12 hour shifts. This would allow the deputies to have every other weekend off. It decrease overtime, sick time and brought down the budget. Sheriff Porter stated he is in favor and their scheduling software would handle the transition. He would like the same benefits used for Jailers/dispatch. Jailers/dispatch would start July 10th. Discussion followed on what the overage would cost and where those funds would come from. Moved by Supervisor Manning to approve the 12-hour work shift with MOU as written, 2nd by Supervisor Luck. All voting aye, motion carried. Attorney Windle asked for a modification in the contract before signing. Supervisor Luck recommended that the Jailer/dispatch request be taken to Public Safety.
8. **Elimination of 2 county positions in UW Food Service and the UW Food Service Department:** Interim Administrator Hochkammer presented to the Committee that he does not recommend that decision be taken today but it should be on the radar. He would like to recommend to the committee to authorized the Administrator to offer to them in writing that their last day would be July 15th with the County unless they find other employment with another department. That would allow them 1 full month of benefits and time to wrap stuff up at the Campus, contact vendors to cancel orders and shut down equipment. Moved by Supervisor Luck to authorize the administrator to given these 2 employees notice of termination effective July 15th, 2nd by Supervisor Manning. All voting aye, motion carried.
6. **Discussion & possible action: CIP Plan:** Interim Administrator Hochkammer presented to the committee that Clerk Kalish and Interim Administrator Hochkammer have been working on this for several weeks. He stated all the department heads are on board with this. Some items were either moved out to other years or removed completely. He strongly recommends that the County work with a HVAC contractor to evaluate the County

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equipment to make a plan on what can be repaired and what must be replaced. He will recommend a larger package borrowing in the future and discontinue short term borrowing yearly. The recommended borrowing for next year will be \$40,000 less than previous years. He reviewed what they are recommending for 2024 borrowing. He is also recommending the County create a committee to review the future potential of the Campus property. Moved by Supervisor Turk to approve the CIP as presented for 2024, 2nd by Supervisor Luck. All voting aye, motion carried.

- 10. Closed Session: The Chair may entertain a motion to enter Closed Session pursuant to Wis. Stat, Sec 19.85(1)(a) deliberating concerning a case which was the subject of any judicial or quasi-judicial trial or hearing before that governmental body - CHIPS:** Moved by Supervisor Manning to go into closed session at 3:48 p.m., 2nd by Supervisor Luck. Roll call vote requested. All voting aye, motion carried.
- 11. Return to Open Session:** Moved by Supervisor Manning to return to open session at 4:02 p.m., 2nd by Supervisor Luck. All voting aye, motion carried.
- 12. Discussion and possible action on items from closed session:** No action required.
- 13. Future agenda items:** Interim Administrator Hochkammer - Budget time line, packet, objective, and guidance. Luck – Departments billing each other. Carrow – Finance and procurement policy timeline.
- 14. Adjournment:** Next meeting to be Wednesday, July 5th @ 5:15 p.m. in the County Board Room. Moved by Supervisor Manning to adjourn at 4:09 p.m., seconded by Supervisor Luck. All voting aye, motion carried.

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