

# Richland County

Finance & Personnel Standing Committee

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September 5, 2023

The Richland County Finance and Personnel Standing Committee convened on Tuesday, September 5, 2023 in person at 5:15 PM in the County Boardroom of the Richland County Courthouse.

**Call To Order:** Committee Chair Brewer called the meeting to order at 5:15 p.m.

**Roll Call:** Clerk Kalish conducted roll call. Committee members present included County Board Supervisors Steve Carrow, Marty Brewer, Melissa Luck, Gary Manning, Timothy Gottschall, David Turk, Steve Williamson, and Marc Couey.

**Proof Of Notification:** Clerk Kalish confirmed the meeting had been properly noticed.

**Approval Of Agenda:** Motion by Manning second by Couey to approve agenda. Motion carried and agenda declared approved.

**Approval Of August 2<sup>nd</sup> Minutes:** Hearing no additions or corrections, Chair Brewer declared the August 2, 2023 minutes approved as presented.

**Public Comment:** None present for Public Comment.

## Reports

**Southwest Wisconsin Regional Planning Commission:** SWWRPC Director Troy Maggied presented a summary of the benefits and financial returns Richland County has received during the past five years as a result of the work by his organization for the county.

## Financial

**Discussion & Possible Action – 2024 Preliminary Budget:** Administrator Pesch reviewed highlights from the 2024 preliminary budget. Pesch noted that increases to shared revenues from the state and an increase in earnings from investment income assisted in the alleviation of previous projected budget constraints. Pesch also noted that the preliminary budget included a 5% and one step pay increase for most employees within the county. Pesch stated that the preliminary budget is a work in progress and that the final version will be presented for adoption in October. No action needed or taken on this agenda item.

**Discussion & Possible Action – Initial Resolution Authorizing Not To Exceed \$1,010,000 General Obligation Promissory Notes For Capital Improvement Projects:** Carol Wirth from Wisconsin Public Finance Professionals reviewed the proposed capital improvement projects borrowing for 2024. Motion by Gottschall second by Turk to approve initial resolution and forward to County Board for full Board approval. Motion carried and resolution forwarded to County Board for full Board approval.

**Discussion & Possible Action – Approval Of A Municipal Advisory Agreement With Wisconsin Public Finance Professionals, LLC:** Carol Wirth from Wisconsin Public Finance Professionals reviewed the municipal advisory agreement and the scope of services included within the agreement. Motion by Carrow second by Couey to approve municipal advisory agreement with Wisconsin Public Finance Professionals, LLC in the amount of \$10,500.00 and to forward to County Board for full Board

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approval. Motion carried and resolution forwarded to County Board for full Board approval.

**Discussion & Possible Action – Approval Of A Fee Increase For Marriage Licenses And Waivers:** Clerk Kalish reviewed marriage license and waiver fees charged. Motion by Manning second by Couey to approve increase of marriage license fees from \$50.00 to \$75.00 and waiver fees from \$5.00 to \$15.00. Motion carried and resolution forwarded to County Board for full Board approval.

**Discussion & Possible Action – Review Bids & Possible Approval Of Sale Of Tax Deed Property – Orion Parcel 020-4212-4200:** Treasurer Even opened the two sealed bids received by stated deadline. Motion by Gottschall second by Williamson to approve sale of tax deed property 020-4212-4200 to Aaron Halverson in the amount of \$3,101.00. Motion carried and sale declared approved.

**Discussion & Possible Action – Review Bids & Possible Approval Of Sale Of Tax Deed Property – Viola Parcel 186-1833-1470:** Treasurer Even opened the two sealed bids received by stated deadline. Motion by Manning second by Carrow to approve sale of tax deed property 186-1833-1470 to Seth Voeltner in the amount of \$10,627.00. Motion carried and sale declared approved.

**Discussion & Possible Action – Recognition Of Board Members & County Employees:** Recognition of county employees and officials was reviewed. Discussion regarding how and when to recognize any county employee or official continued. Hochkammer noted that a review of the Rules of the Board may help clarify the recognition process and Chair Brewer questioned whether or not staff members should bring a resolution of recognition forward to the Board for action as needed. Chair Brewer noted that further discussion and exploration on this topic was needed. No action needed or taken on this agenda item.

**Discussion & Possible Action – Approval Of Finance Director Position & Job Description:** Administrator Pesch stressed the need for the position, reviewed the position description, and noted that it was rated at pay grade Q with a salary range of \$83,803.20 to \$95,222.40. Hochkammer noted there are needs that must be addressed by an individual in this role. Motion by Williamson second by Gottschall to approve creation and hire of Finance Director. Motion carried and item forwarded to County Board for full Board approval.

**Discussion & Possible Action – Approval Of Human Resources Generalist Position:** Administrator Pesch stated that the hire of a HR Director is no longer needed as she is capable of performing the higher level duties expected of a HR Director. Pesch noted that there is a greater need for a HR Generalist to assist in the general day-to-day human resources operations within the county. Motion by Carrow second by Couey to approve the creation of a Human Resources Generalist job description. Motion carried. Administrator Pesch will present completed HR Generalist to Finance and Personnel Standing Committee when finished.

## **Future Agenda Items:**

Carrow: Written update on radio tower project

Luck: Update of status of ordinance codification

**Adjournment:** Motion by Manning second by Carrow to adjourn. Motion carried and meeting adjourned at 6:58 p.m.

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Derek S. Kalish  
Richland County Clerk