

DECEMBER MEETING

December 10, 2024

Chair Turk called the meeting to order at 7:00 PM.

Roll Call: Roll call found the following members present: Supervisor(s) Steve Carrow, Marty Brewer, Sandra Kramer, Richard McKee, Larry Engel, Alayne Hendricks, Gary Manning, Mark Gill, Michelle Harwick, Craig Woodhouse, David Turk, Chad Cosgrove, Bob Frank, Kerry Severson, Steve Williamson, Julie Fleming, and Robert Brookens. Members absent: Mary Miller, Ingrid Glasbrenner, Marc Couey, and Daniel McGuire.

Pastor Diana Lucas of Ash Creek United Methodist Church gave the Invocation.

County Clerk Kalish led the Pledge of Allegiance.

County Clerk Kalish confirmed the meeting had been properly noticed.

Motion by Brewer second by Cosgrove to approve agenda. Motion carried and the agenda declared approved.

Chair Turk asked if any member desired the minutes of the November 19, 2024 meeting be read or amended. Hearing no motion to read or amend the minutes, Chair Turk declared the minutes of the November 19, 2024 meeting approved as published.

No one present for Public Comment.

Chair Turk presented the following committee appointments for approval:

Local Emergency Planning Committee: Larry Engel

Symons Natatorium Board: Larry Engel

Prosperity Southwest: Larry Engel

Southwestern Wisconsin Regional Planning Commission: Mark Gill

Campus Reconfiguration Committee: Gary Manning

Veterans Service Commission: Sandra Kramer

Public Works Standing Committee: Kerry Severson

Executive & Finance Standing Committee: Craig Woodhouse

Motion by Manning second by Fleming to approve appointments as presented. Motion carried appointments declared approved.

Motion by Cosgrove second by Fleming to approve appointment of Vicky McCauley to the Nutrition Advisory Council effective 11-01-2024. Motion carried and appointment declared approved.

Corporation Counsel Windle stated that Jeffrey Even submitted documentation stating his declination of office for County Treasurer for the upcoming 2025 term and provided background on the County Board's ability to appoint a replacement. Motion by Gill second by Manning to appoint Ashely Mott as the County Treasurer for the upcoming term beginning January 6, 2025. Motion carried and Mott declared County Treasurer for the upcoming term beginning January 6, 2025.

Ordinance No. 24-31 Amendment No. 613 to the Richland County Comprehensive Zoning Ordinance No. 5 relating to a parcel belonging to Eugene W. Hagenston, Jr. and Ila L. Hagenston in the Town of Dayton was read by County Clerk Kalish. Motion by Williamson second by Brewer that Ordinance No. 24-31 be adopted. Motion carried and Ordinance No. 24-31 declared adopted.

ORDINANCE NO. 24 - 31

Amendment No. 613 To Richland County Comprehensive Zoning Ordinance No. 5 Relating To A Parcel Belonging To Eugene W. Hagenston, Jr. and Ila L. Hagenston In The Town of Dayton.

The Richland County Board of Supervisors does hereby ordain as follows:

1. The County Board, having considered the following factors, hereby finds that the following rezoning is in the best interests of the citizens of Richland County:

- (a) Adequate public facilities to serve the development are present or will be provided.
- (b) Provision of these facilities will not be an unreasonable burden to local government.
- (c) The land to be rezoned is suitable for development and development will not cause unreasonable water or air pollution, soil erosion or adverse effects on rare or irreplaceable natural areas.
- (d) Non-farm development will be directed to non-agricultural soils or less productive soils.
- (e) Non-farm development will be directed to areas where it will cause minimum disruption of established farm operations or damage to environmentally sensitive areas.
- (f) Non-farm development will be encouraged to locate so as to leave a maximum amount of farmland in farmable size parcels.
- (g) Non-farm residential development will be directed to existing platted subdivisions and sanitary districts.

2. Richland County Comprehensive Zoning Ordinance No. 5, which was adopted by the Richland County Board of Supervisors on May 20, 2003, as amended to date, is hereby further amended as follows:

That the official maps designating district boundaries, as adopted by Richland County Ordinance 1985 No. 1 (also known as Amendment No. 1 to the Richland County Comprehensive Zoning Ordinance No. 3), which was adopted on March 19, 1985, are hereby amended as follows:

That the following described 21.05 acre parcel belonging to Eugene W. Hagenston, Jr. and Ila L. Hagenston in the Town of Dayton is hereby rezoned from Agricultural/Forestry (AF) to the Agricultural/Residential (AR) District:

That portion of the North half (n ½) of the Southwest Quarter (SW ¼) of Section Twenty-nine (29), Township Ten (10) North, Range One (1) West, Richland County, Wisconsin, lying Easterly of the centerline of Jackson Drive.

Excepting Therefrom:

All that part of the Northwest Quarter (NW ¼) of the Southwest (SW ¼) and that part of the Northeast Quarter (NE ¼) of the Southwest Quarter (NE ¼) of the Southwest Quarter (SW ¼) of Section Twenty-nine (29), Township Ten (10) North, Range One (1) West, Township of Dayton, Richland County, Wisconsin, bounded and described as follows:

Commencing at the South Quarter 1/4 corner of said Section Twenty-nine (29);

Thence N 01° 15' 52" E, 1328.36' along the East line of the Southwest Quarter (SW ¼) of Section Twenty-nine (29) to an iron pipe, the pint of beginning;

thence S 88° 47' 32" W, 1811.94 along the South line of the Northeast Quarter (NE ¼) of the Southwest Quarter (SW ¼) and the South one of the Northwest Quarter (NW ¼) of the Southwest Quarter (SW ¼) to a point in the centerline of Jackson Drive;
 thence N 11° 54' 15" W, 364.09' along said centerline;
 thence leaving said centerline, N 72° 09' 49" E, 1078.62' to an iron pipe;
 thence N 20° 21' 14" W, 94.35' to an iron pipe;
 thence N 73° 07' 38" E, 701.20' to an iron pipe;
 thence N 20° 42' 04" W, 404.53' to an iron pipe situated on the North line of the Southwest Quarter (SW ¼) of said Section Twenty-nine (29);
 thence N 88° 39' 49" E, 394.07' along said North line to a monument at the Center Quarter (C ¼) of said Section Twenty-nine (29);
 thence S 01° 15' 52" W, 1328.36' along the East line of the Northeast Quarter (NE ¼) of the Northwest Quarter (NW ¼) to the point of beginning.

Also Excepting Therefrom

All that part of the Northeast Quarter (NE ¼) of the Southwest Quarter (SW ¼) and that part of the Northwest Quarter (NW ¼) of the Southwest (SW ¼) of Section Twenty-nine (29), Township Ten (Ten) North, Range One (1) West, Town of Dayton, Richland County, Wisconsin, bounded and described as follows:

Commencing at the West Quarter (W ¼) corner of said Section Twenty-nine (9);
 thence N 88° 44' 27" E, 593.58' along the North line of the Southwest Quarter (SW ¼) of said Section Twnty-nine (29) to a railroad spike situated on the center of Jackson Drive, the point o f beginning;
 thence N 88° 44' 27" E, 1567.14' along the North line of the Southwest Quarter (SW ¼) of Section Twnty-nine (29), to an iron pipe;
 thence S 73° 48' 30" W, 1493.28' to the centerline of Jackson Drive;
 thence N 20° 02' 59" W, 123.62' along said centerline;
 thence N 20° 41' 16" W, 118.82' along said centerline;
 thence N 18° 50' 00" W, 71.82' along said centerline;
 thence N 16° 11' 37" W, 90.27' along said centerline to the point of beginning.

3. This Ordinance shall be effective on Passage and Publication.

DATED: DECEMBER 10, 2024
 PASSED: DECEMBER 10, 2024
 PUBLISHED: DECEMBER 19, 2024

ORDINANCE OFFERED BY THE NATURAL
 RESOURCE STANDING COMMITTEE
 (25 NOVEMBER 2024)

		FOR	AGAINST
DAVID TURK, CHAIR	STEVE CARROW	X	
RICHLAND COUNTY BOARD OF SUPERVISORS	JULIE FLEMING		
	MARK GILL	X	
	RICHARD MCGEE	X	
	ROBERT BROOKENS	X	
	CRAIG WOODHOUSE	X	
DEREK KALISH	ALAYNE HENDRICKS	X	
RICHLAND COUNTY CLERK			

Ordinance No. 24-32 Amendment No. 614 to the Richland County Comprehensive Zoning Ordinance No. 5 relating to a parcel belonging to Wild Hills Real Estate, LLC in the Town of Orion was read by County Clerk Kalish. Motion by Gill second by Brookens that Ordinance No. 24-32 be adopted. Motion carried and Ordinance No. 24-32 declared adopted.

ORDINANCE NO. 24 - 32

Amendment No. 614 To Richland County Comprehensive Zoning Ordinance No. 5 Relating To A Parcel Belonging To Wild Hills Real Estate, LLC In The Town of Orion.

The Richland County Board of Supervisors does hereby ordain as follows:

1. The County Board, having considered the following factors, hereby finds that the following rezoning is in the best interests of the citizens of Richland County:

- (a) Adequate public facilities to serve the development are present or will be provided.
- (b) Provision of these facilities will not be an unreasonable burden to local government.
- (c) The land to be rezoned is suitable for development and development will not cause unreasonable water or air pollution, soil erosion or adverse effects on rare or irreplaceable natural areas.
- (d) Non-farm development will be directed to non-agricultural soils or less productive soils.
- (e) Non-farm development will be directed to areas where it will cause minimum disruption of established farm operations or damage to environmentally sensitive areas.
- (f) Non-farm development will be encouraged to locate so as to leave a maximum amount of farmland in farmable size parcels.
- (g) Non-farm residential development will be directed to existing platted subdivisions and sanitary districts.

2. Richland County Comprehensive Zoning Ordinance No. 5, which was adopted by the Richland County Board of Supervisors on May 20, 2003, as amended to date, is hereby further amended as follows:

That the official maps designating district boundaries, as adopted by Richland County Ordinance 1985 No. 1 (also known as Amendment No. 1 to the Richland County Comprehensive Zoning Ordinance No. 3), which was adopted on March 19, 1985, are hereby amended as follows:

That the following described 83.08 acre parcels belonging to Wild Hills Real Estate, LLC in the Town of Orion is hereby rezoned from Agricultural/Forestry (AF) and Agricultural/Residential (AR) to the Commercial (C) District:

Parcel 1:

All that part of the Southwest Quarter (SW $\frac{1}{4}$) of the Southwest Quarter (SW $\frac{1}{4}$) of Section Seventeen (7), that part of the Northwest Quarter (NW $\frac{1}{4}$) of the Northwest Quarter (NW $\frac{1}{4}$) and all of the Southwest Quarter (SW $\frac{1}{4}$) of the Northwest Quarter (NW $\frac{1}{4}$) of Section Twenty (20), Township Nine (9) North, Range one (1) East, Town of Orion, Richland County, Wisconsin bounded and describe as follows:

Commencing at the Northwest Corner of said Section Twenty (20);

thence S 00° 25' 03" E, along the West line of the Northwest quarter (NW $\frac{1}{4}$), 372.50' to an iron pipe, the Point of Beginning;

thence continuing S 00° 25' 03" E, along the West line of the Northwest quarter (NW $\frac{1}{4}$), 2301.00' to the West $\frac{1}{4}$ corner of Section Twenty (2), a Richland County Cast Iron Monument;

thence S 88° 18' 25" E, along the South line of the Northwest quarter (NW $\frac{1}{4}$), 1328.88' to an iron pipe at the SE corner of the Southwest quarter Northwest quarter (SW $\frac{1}{4}$ -NW $\frac{1}{4}$) Section Twenty (20);

thence N 00° 15' 59" W, along the East line of the West one-half (W $\frac{1}{2}$) Northwest quarter (NW $\frac{1}{4}$) Section Twenty (20), 2460.04' to an iron pipe;

thence S 88° 31' 33" W, 208.94' to an iron pipe;

thence N 00° 15' 59" W, 208.53' to an iron pipe on the North line of the Northwest quarter (NW $\frac{1}{4}$);

thence N 88° 31' 33" E, along the North line of the Northwest quarter (NW ¼) 208.94' to an iron pipe at the SE Corner of the SW/SW Section Seventeen (17);
 thence N 00° 15' 59" W along the East line of the SW ¼ of the SW ¼ SE ¼ Section Seventeen (17), 446.64' to the centerline of Richland County Trunk Highway "O";
 thence S 64° 05' 01" W, 461.56' along said centerline;
 thence S 65° 29' 50" W, 13.98' along said centerline;
 thence leaving said centerlines S 33° 15' 53" E, 41.31' to an iron pipe;
 thence S 56° 44' 07" W, 365.16' to an iron pipe;
 thence S 78° 10' 58" W, 198.03' to an iron pipe;
 thence S 18° 08' 21" E, 184.89' to an iron pipe;
 thence S 41° 01' 16" W, 104.04' to an iron pipe;
 thence S 81° 13' 38" W, 152.34' to an iron pipe;
 thence S 56° 59' 07" W, 145.48' to an iron pipe;
 thence S 84° 27' 31" W, 143.73' to the Point of Beginning;

Parcel 2:

A non-exclusive perpetual easement for the ingress and egress for the benefit of Parcel 1, being Thirty-three (33) feet in width, as created by Land Contract dated May 11, 1992 and recorded on May 12, 1992 in Volume 227 of Records on page 486-489 as Document No. 204943, the centerline of which is described as follows:
 Commencing at the Northwest Corner of Section Twenty (20), Town Nine (9) North, Range One (1) East;
 thence North, 310.19';
 thence East, 853.21' to a point on the centerline of Richland County Trunk Highway "O" and the Point of Beginning of an Easement;
 thence S 39° 36' 52" W, 84.16';
 thence S 56° 46' 19" W, 204.56';
 thence S 70° 21' 05" W, 157.63';
 thence S 81° 49' 22" W, 47.11';
 thence S 08° 10' 38" E, 18.00 feet to the termination of said Easement;

Parcel 3:

One (1) acre in the Northeast (NE) corner of the Northwest Quarter (NW ¼) of the Northwest quarter (NW 1.4) of Section number Twenty (20), Township Nine (9) North, Range One (1) East, Richland County, Wisconsin.

3. This Ordinance shall be effective on Passage and Publication.

DATED: DECEMBER 10, 2024
 PASSED: DECEMBER 10, 2024
 PUBLISHED: DECEMBER 19, 2024

ORDINANCE OFFERED BY THE NATURAL
 RESOURCE STANDING COMMITTEE
 (25 NOVEMBER 2024)

		FOR	AGAINST
DAVID TURK, CHAIR	STEVE CARROW	X	
RICHLAND COUNTY BOARD OF SUPERVISORS	JULIE FLEMING		
	MARK GILL	X	
	RICHARD MCGEE	X	
	ROBERT BROOKENS	X	
	CRAIG WOODHOUSE	X	
DEREK KALISH	ALAYNE HENDRICKS	X	
RICHLAND COUNTY CLERK			

Resolution No. 24-94 approving the Town of Ithaca's rezoning of a parcel belonging to Benjamin and Arianne Leskos was read by County Clerk Kalish. Motion by Severson second by Fleming that Resolution No. 24-94 be adopted. Motion carried and Resolution No. 24-94 declared adopted.

RESOLUTION NO. 24 - 94

Resolution Approving The Town Of Ithaca's Rezoning Of A Parcel Belonging To Benjamin and Arianne Leskos.

WHEREAS the usual way that zoning is accomplished in the unincorporated areas of counties in Wisconsin is for the county to adopt county-wide zoning and for the town boards that wish to do so elect to be covered by that zoning, but there is an alternate, seldom-used method whereby towns, with the permission of the county board, can adopt their own zoning ordinances, and

WHEREAS the Town of Ithaca is one of two towns in Richland County that has elected to have town zoning and Wisconsin Statutes, section 60.62(3) provides that the County Board must not only approve the Town's initial zoning ordinance and zoning maps but the County Board must also approve any rezonings before they become effective, and

WHEREAS representatives of the Town of Ithaca met recently with the Natural Resource Committee and requested that the County Board approve the Town's rezoning of a parcel belonging to Benjamin and Arianne Leckos from the Farmland Preservation (FP) District to the Residential (A2) Zoning District in the Town of Ithaca's Zoning Ordinance and the Natural Resource Committee has carefully considered this matter and is now recommending that the County Board approve this rezoning.

NOW, THEREFORE, BE IT RESOLVED by the Richland County Board of Supervisors in accordance with Wisconsin Statutes, section 60.62(3), that approval is hereby granted for rezoning the following-described parcel from the Farmland Preservation (FP) District to the Residential (A2) in accordance with the Town of Ithaca's Zoning Ordinance:

A part of the NE ¼ of the NW ¼ and part of the NW ¼ of The NE ¼ of Section 7, T10N, R2E, Town of Ithaca, Richland County, Wisconsin, to wit:

Commencing at the N quarter corner of said Section 7;
thence S 00° 31' 27" W, along the W line of said NE ¼, 662.72';
thence S 89° 01' 38" W, 58.13' TO THE POINT OF BEGINNING of the lands hereinafter described;
thence N 89° 01' 38" E, 306.32';
thence S 00° 28' 57" W, 264.85';
thence N 89° 55' 22" W, 305.55';
thence N 23° 39' 04" W, 136.01';
thence N 22° 36' 25" E, 145.85 TO THE POINT OF BEGINNING.

BE IT FURTHER RESOLVED that the Zoning Administrator shall send a copy of this resolution to the known Clerk of the Town of Ithaca.

BE IT FURTHER RESOLVED that this Resolution shall be effective immediately upon its passage and publication.

VOTE ON FOREGOING RESOLUTION

AYES _____ NOES _____

RESOLUTION OFFERED BY THE NATURAL
RESOURCE STANDING COMMITTEE
(25 NOVEMBER 2024)

RESOLUTION ADOPTED

FOR

AGAINST

DEREK S. KALISH
COUNTY CLERK

STEVE CARROW
JULIE FLEMING

X

MARK GILL

X

DATED: DECEMBER 10, 2024

RICHARD MCGEE

X

ROBERT BROOKENS

X

CRAIG WOODHOUSE

X

ALAYNE HENDRICKS

X

Resolution No. 24-95 approving the Town of Ithaca's rezoning of a parcel belonging to the Richland County Highway Department was read by County Clerk Kalish. Motion by Williamson second by Gill that Resolution No. 24-95 be adopted. Motion carried and Resolution No. 24-95 declared adopted.

RESOLUTION NO. 24 - 95

Resolution Approving The Town Of Ithaca's Rezoning Of A Parcel Belonging To Richland County Highway Department.

WHEREAS the usual way that zoning is accomplished in the unincorporated areas of counties in Wisconsin is for the county to adopt county-wide zoning and for the town boards that wish to do so elect to be covered by that zoning, but there is an alternate, seldom-used method whereby towns, with the permission of the county board, can adopt their own zoning ordinances, and

WHEREAS the Town of Ithaca is one of two towns in Richland County that has elected to have town zoning and Wisconsin Statutes, section 60.62(3) provides that the County Board must not only approve the Town's initial zoning ordinance and zoning maps but the County Board must also approve any rezonings before they become effective, and

WHEREAS representatives of the Town of Ithaca met recently with the Natural Resource Committee and requested that the County Board approve the Town's rezoning of a parcel belonging to Richland County Highway Department from the Agricultural Residential Zoning (AR) District to the Residential (A2) Zoning District in the Town of Ithaca's Zoning Ordinance and the Natural Resource Committee has carefully considered this matter and is now recommending that the County Board approve this rezoning.

NOW, THEREFORE, BE IT RESOLVED by the Richland County Board of Supervisors in accordance with Wisconsin Statutes, section 60.62(3), that approval is hereby granted for rezoning the following-described parcel from the Agriculture Residential (AR) District to the Residential (A2) District in accordance with the Town of Ithaca's Zoning Ordinance:

A part of the NE ¼ of the SW ¼ and part of the NW ¼ of The SE ¼ of Section 14, T10N, R2E, Town of Ithaca, Richland County, Wisconsin, to wit:

Commencing at the S quarter corner of Section 14, T10N R2E;
thence N 00° 25' 48" W, on the W line of SE ¼ of section 14, 1702.40' to the Northwesterly corner of lot 1 of certified survey map number 785 and the point of beginning;

thence N 60° 45' 55" W, 137.23' to a point on the Southerly right-of-way of County Highway N;
 thence S 71° 41' 17" E on said right-of-way, 37.64';
 thence S 82° 41' 49" E, 281.42';
 thence N 84° 52' 21" E, 262.64' to a pint on the Westerly right-of-way of Keyesville Ridge Road and the last point on the Southerly right-of-way of County Highway N;
 thence S 31° 30' 00" E , on the Westerly right-of-way of Keyesville Ridge Road, 283.01';
 thence S 33° 17' 42" E, 62.82' a point on the Northerly line of lot 1 of Certified Survey Map number 785 and the last point on the Westerly right-of-way of Keyesville Ridge Road;
 thence N 69° 11' 32" W on said Northernly line of lot 1 of Certified Survey Map Number 785, 353.23';
 thence N 60° 48' 55" W on another Northernly line of lot 1 of Certified Survey Map number 785, 353.73' to the point of beginning.
 Parcel contains 2.00 acres (87,017 sq.ft.)

BE IT FURTHER RESOLVED that the Zoning Administrator shall send a copy of this resolution to the known Clerk of the Town of Ithaca.

BE IT FURTHER RESOLVED that this Resolution shall be effective immediately upon its passage and publication.

VOTE ON FOREGOING RESOLUTION		RESOLUTION OFFERED BY THE NATURAL RESOURCE STANDING COMMITTEE	
AYES_____ NOES_____		(25 NOVEMBER 2024)	
RESOLUTION ADOPTED		FOR	AGAINST
DEREK S. KALISH	STEVE CARROW	X	
COUNTY CLERK	JULIE FLEMING		
	MARK GILL	X	
DATED: DECEMBER 10, 2024	RICHARD MCGEE	X	
	ROBERT BROOKENS	X	
	CRAIG WOODHOUSE	X	
	ALAYNE HENDRICKS	X	

County Conservationist Cooper noted there was one, possibly two, petitions for zoning amendments received since the last County Board session.

County Conservationist Cooper stated there were no rezoning petitions recommended for denial by the Natural Resources Standing Committee.

Administrator Pesch reported the following items during her Administrator’s Report:

- *Tyler implementation is underway
- *Collective bargaining with Sheriff’s Union in progress
- *Her resignation as County Administrator will be effective January 8, 2025

Chair Turk and Administrator Pesch provided brief overview of action taken on the campus buildings. Chair Turk noted that services have been shut off for the Classroom and Library buildings and that heat will be maintained at a level to avoid the freezing of pipes. Administrator Pesch noted she is working with Richland School District on an MOU for use of the gym and that the county’s insurance company was consulted with regarding the potential arrangement. Administrator Pesch also noted that the locker rooms, weight room, and

garage will all be locked and that the bathrooms will remain open for use. Chair Turk provided brief background on winterization efforts performed on the campus buildings.

Resolution No. 24-101 approving the new Richland County wage scale and placement was read by County Clerk Kalish. Motion by Williamson second by Frank that Resolution No. 24-101 be adopted. Administrator Pesch noted that all part-time and full-time employees have been placed on the scale, there is now only one scale for the entire county, a 3% COLA was included in the placement on scale, and that all steps are evenly spaced at 2.75%. Discussions regarding placement on scale followed. Motion carried and Resolution No. 24-101 declared adopted.

RESOLUTION NO. 24 - 101

A Resolution Approving The New Richland County Wage Scale And Placement.

WHEREAS Richland County values its Board of Supervisors approved conducting a Compensation and Classification study conducted by David Drown Associates, and

WHEREAS all position descriptions have been re-written and a new wage scale has been developed, and

WHEREAS Richland County Board of Supervisors through the budget process set aside monies in the amount of \$804,064.98 and

WHEREAS DDA has recommended a 3% COLA and placement on the new grid to the step that gives all Part-time and Full-time employees an increase for a total cost of \$744,084,

WHEREAS the funds for these increases shall not exceed the monies budgeted of \$804,064.98,

NOW THEREFORE BE IT RESOLVED by the Richland County Board of Supervisors that approval of the new Richland County Wage Scale is granted

BE IT FURTHER RESOLVED that this resolution is effective upon the first payroll of 2025.

VOTE ON FOREGOING RESOLUTION		RESOLUTION OFFERED BY THE EXECUTIVE & FINANCE STANDING COMMITTEE (10 DECEMBER 2024)	
AYES_____	NOES_____		
RESOLUTION ADOPTED		FOR	AGAINST
DEREK S. KALISH COUNTY CLERK	STEVE CARROW	X	
	STEVE WILLIAMSON	X	
DATED: DECEMBER 10, 2024	GARY MANNING	X	
	MARK GILL	X	
	INGRID GLASBRENNER		
	DAVID TURK	X	
	BOB FRANK	X	
	MARC COUEY		

Ordinance No. 24-33 amending the Richland County Sheriff’s Office Ordinance No. 89-7 relating to department staffing and hiring practices was read by County Clerk Kalish. Motion by Manning second by

Cosgrove that Ordinance No. 24-33 be adopted. Discussion continued. Motion by Williamson second by Cosgrove to include additional language proposed by Corporation Counsel Windle. Motion to include additional language carried. Motion to approve amended Ordinance No. 24-33 carried and amended Ordinance No. 24-33 declared adopted.

RICHLAND COUNTY SHERIFF'S OFFICE ORDINANCE NO. 24 - 33

The County Board of Supervisors of Richland County, Wisconsin, do ordain as follows:

(1) CREATION AND DUTIES OF THE PUBLIC SAFETY COMMITTEE: DUTIES OF SHERIFF POSITIONS IN THE OFFICE.

(a) There is created a Public Safety Committee to consist of seven members of the Richland County Board appointed to this Committee in the manner of appointment of Supervisors to committees which is set forth in Richland County Board's RULES OF THE BOARD. Vacancies on the Public Safety Committee shall be filled in the same manner as any other vacancy on a standing committee of the Richland County Board.

(b) DUTIES OF THE PUBLIC SAFETY COMMITTEE.

The duties of the Public Safety Committee shall be:

1. To prepare or approve and publish rules and regulations relating to the Richland County Sheriff's Office, hereinafter referred to as the RCSO, in the manner set forth in this Ordinance;
2. To observe the Public Safety Program of the Richland County Board, and to make recommendations to the Sheriff and to the Richland County Board for its implementation and improvement;
3. To hold monthly meetings to conduct the business of the Sheriff's Office, and to review bills of the RCSO;
4. To review the budget of the RCSO;
5. To refer, from time to time as deemed necessary by the Public Safety Committee, or as otherwise required by law, matters pertaining to the RCSO to the County Board;
6. To perform such other acts as are specifically allocated to the Public Safety Committee elsewhere in the Ordinance.

(c) DUTIES OF THE SHERIFF. The duties of the Richland County Sheriff shall be set forth in Wisconsin Statutes. In addition to the statutory duties, the Sheriff's duties shall include the general management of the RCSO and the maintenance of law enforcement services to the citizens of Richland County, as well as any other duty assigned elsewhere in this Ordinance.

(d) TYPES OF POSITIONS IN THE RICHLAND COUNTY SHERIFF'S OFFICE. The positions in the RCSO, excluding the Sheriff shall be as follows:

1. Chief Deputy Sheriff, a management position, the holder of this position must be deputized by the Sheriff.
2. Road Patrol Lieutenant, a management position; the holder of this position must be deputized by the Sheriff.
3. Jail/Dispatch Administrator, a management position; the holder of this position must be deputized by the Sheriff.
4. Investigator, the holder of this position must be deputized by the sheriff.
5. Road Patrol Deputy Sheriff; the holder of this position must be deputized by the Sheriff.

6. Dispatcher-Jailer; the holder of this position may be deputized by the Sheriff.
7. RCSO Office Manager/Confidential Administrative Assistant; the holder of this position must be deputized by the Sheriff.
8. RCSO Clerk/Typist; the holder of this position may be deputized by the Sheriff.
9. The above positions are classified as follows:
 - a. Full-time.
 - b. Part-time, being those part-time employees who work a regular part-time basis.
 - c. Casual and temporary, being those persons who are called in to work in the Department on an irregular and unscheduled basis, as the Department's needs demand.

(e) Pursuant to Wis. Stat. sec. 59.26(8)(a), the BOS shall fix the number of positions by ordinance as needed from time to time.

- | | | |
|---|--|----|
| 1. | Full-time Chief Deputy | 1 |
| 2. | Full-time Road Patrol Lieutenant | 1 |
| 3. | Full-time Jail/Dispatch Lieutenant | 1 |
| (Administrator) | | |
| 4. | Full-time Road Patrol Deputy | 14 |
| Sheriff | | |
| 5. | Full-time Investigator | 1 |
| 6. | Full-time Dispatcher-Male | 6 |
| Section Jailer | | |
| 7. | Full-time Dispatcher-Female | 6 |
| Section Jailer | | |
| 8. | Full-time Dispatcher-Either Male | 2 |
| or Female Jailer | | |
| 9. | Full-time Office | 1 |
| Manager/Confidential Administrative Assistant | | |
| 10. | Full-time Administrative | 1 |
| Assistant | | |
| 11. | Casual and temporary employees may be called in by the Sheriff, Chief Deputy or Lieutenant to work, as the RCSO's needs demand and in accordance with the appropriate collective bargaining agreement. Clerical and administrative office staff may be called in for casual or "call in status". | |

TOTAL NUMBER OF FULL-TIME POSITIONS	34
TOTAL NUMBER OF PART-TIME POSITIONS	0

(f) SALARIES. The Richland County Board of Supervisors shall fix the salaries to be paid to the Sheriff and to the holders of all of the above positions by Resolution as needed from time to time.

(2) CONDUCT OF DEPARTMENT EMPLOYEES IN REGARD TO POLITICAL ACTIVITY.

(a) No employee of RCSO shall engage in any form of political activity calculated to favor or improve the chances of any political party or of any person seeking or attempting to seek political office, while on duty.

(b) Any employee of RCSO may seek any partisan or non-partisan office which he or she is legally able to hold without being required to take a leave of absence from the RCSO.

(3) PROVISION FOR CHIEF DEPUTY AND POWERS AND DUTIES OF CHIEF DEPUTY.

(a) There is continued the position of Chief Deputy Sheriff within the Richland County Sheriff's Office. The Chief Deputy Sheriff, hereinafter, referred to as Chief Deputy, shall be selected and appointed in the manner set out hereinafter.

(b) SELECTION OF CHIEF DEPUTY. The Sheriff of Richland County shall, within thirty (30) days after taking office as Sheriff, select a person to be Chief Deputy Sheriff, who shall serve in that position at the pleasure of the Sheriff.

(c) QUALIFICATIONS FOR THE OFFICE OF CHIEF DEPUTY. Any person who is a Patrol Deputy Sheriff, Investigator, Road Patrol Lieutenant, Dispatcher-Jailer or Jail Administrator Lieutenant in the RCSO at the time of his or her appointment as Chief Deputy may be selected as Chief Deputy, provided that such person shall at the time of his or her appointment as Chief Deputy be certified by the State of Wisconsin as a law enforcement officer in accordance with sec. 165.85, Wisconsin Statutes, and is on active duty with the RCSO at the time of his or her appointment. Alternatively, the Sheriff may appoint any person who is not on active duty with the RCSO at the time of his or her appointment, provided that such person shall be at the time of his or her appointment certified by the State of Wisconsin as a law enforcement officer in accordance with sec. 165.85, Wisconsin Statutes, or such person possessed such training and experience as a law enforcement officer that he or she can become so certified forthwith, without the necessity of completing a training course leading to such certification, and shall forthwith upon appointment become a resident of Richland County.

1. Upon the appointment of an employee on active duty with the RCSO as Chief Deputy, said employee shall be considered on leave of absence from his or her prior duties and shall not be responsible for any duty of his or her prior position except as incorporated in the office of the Chief Deputy or as otherwise directed by the Sheriff.
2. Upon the appointment of a new Chief Deputy, the incumbent Chief Deputy shall be returned to his or her former position with the RCSO, if such person was an employee of the RCSO at the time of his or her appointment as Chief Deputy, whether under this Ordinance or any former Richland County Sheriff's Office Ordinance.
3. Restoration to the former position within the RCSO of a Chief Deputy who was a former employee of the RCSO shall be with tenure time for the time spent in the position as Chief Deputy.
4. Nothing contained herein shall limit the right of a former Chief Deputy who was an employee of the RCSO on active duty with the RCSO at the time of his or her appointment as Chief Deputy, to advancements in rank upon his or her return to his or her former position with the RCSO.

(d) DUTIES OF CHIEF DEPUTY. The Chief Deputy shall be the highest-ranking officer of the RCSO under the Sheriff, and shall be the head administrative officer of the RCSO under the Sheriff. Chief Deputy is a management position, and it shall be the duty of the Chief Deputy to provide such management services in the RCSO as are expected of the head administrative officer, subject only to the limitations placed upon a Chief Deputy by the Sheriff under whom he or she serves. The Chief Deputy shall assume any duties related to the management and day to day operations of the RCSO specified by the Sheriff, whether orally or in writing, which duties shall continue for the period of time established by the Sheriff. Chief Deputy shall delegate responsibility to other employees of the RCSO, as warranted by the nature of the responsibilities and tasks so

delegated and the ability of the employee to carry out said tasks. The Chief Deputy shall assume the management of the RCSO during periods of time when the Sheriff is outside the boundaries of Richland County or is on a leave of absence. It is intended that all general policies of the RCSO and its operation shall come from the Sheriff, but that the Chief Deputy, with the authority herein delegated and as limited by the Sheriff, shall furnish the necessary leadership and administration skills so as to free the Sheriff and to assist the Sheriff in providing efficient operation of the RCSO and delivery of law enforcement services to the citizens of Richland County.

(e) Because of the nature of the Chief Deputy's position and duties in implementing the directions and philosophies of the Sheriff, the Sheriff may at any time, without demonstrating cause, remove a Chief Deputy from that office. In the event that there is a removal of a Chief Deputy from office, and said Chief Deputy was an employee on active duty with the RCSO at the time of his or her appointment as Chief Deputy, said person shall resume his or her former position with the RCSO as hereinbefore set forth. In the event that the Chief Deputy was not an employee of the RCSO on active duty at the time of his or her appointment, service as Chief Deputy shall not in any way be construed to grant such person any rights to continued employment with the RCSO, unless such person shall be thereafter hired pursuant to the provisions of paragraph (2) of this Ordinance.

(4) PROVISIONS AND DUTIES OF THE DEPUTY SHERIFF ROAD PATROL LIEUTENANT.

(a) There is created the position of Deputy Sheriff Road Patrol Lieutenant within the Richland County Sheriff's Office. The holder of this position must be deputized by the Sheriff. The Deputy Sheriff Road Patrol Lieutenant, herein after referred to as Road Patrol Lieutenant, shall be a "Third in Command" management position in the Richland County Sheriff's Office with administrative duties as well as all other Deputy Sheriff duties.

(b) SELECTION OF ROAD PATROL LIEUTENANT

When a vacancy occurs in the position of Road Patrol Lieutenant and the Public Safety Committee determines that the vacancy shall be filled, applicants who meet the following requirements set forth in this Ordinance shall be certified and the Road Patrol Lieutenant vacancy shall be filled in the following manner:

1. The vacancy detailing the duties and job description for the position of Road patrol Lieutenant shall be posted within the Richland County Sheriff's Office for ten (10) working days. Officers within the RCSO who meet the requirements set forth in paragraph (5)(c), as appropriate, shall sign the job posting vacancy and submit a resume to the Sheriff. The Sheriff or the Public Safety Committee shall screen out applicants whose written resume or experience does not meet minimum qualifications in paragraph (5)(c).
2. If no officer within the Richland County Sheriff's Office signs the job posting or meets the requirements detailed in paragraph (5)(c) or is not promoted at the end of the selection process, the position may be filled by individuals outside the RCSO provided they meet the qualifications detailed in paragraph (5)(c). If this position is to be filled by qualified applicants outside the RCSO, those applicants shall be screened in a similar manner as other new employees to the RCSO detailed in Section (2)(c) of this ordinance. Applicants must also successfully pass a psychological examination and a physical examination. In addition, they shall also follow the same process of selection detailed in (5)(b)(3) and (4).
3. The Public Safety Committee shall designate that either a "project" oriented competitive exam, an essay type competitive examination or a question/answer type examination shall be given by the Sheriff to all applicants whose written resume and experience meets the minimum qualifications in paragraph (5)(c). The exam shall be scored by or at the direction of supervisory Law Enforcement Personnel from other

Sheriff's or Police Departments or by the direction of the Public Safety Committee. The scorers of the exam shall not know the names of the candidates submitting their exams. The exams shall be scored and ranked. The minimum number of scorers shall be three (3) and the maximum number of scorers shall be five (5). The Sheriff shall designate scorers from the various law enforcement departments. A score of 70% or more shall be considered a passing grade. A failing grade being that the scorer feels that the applicant does not meet the minimum standards for a Road patrol Lieutenant position. All passing scores are to be then compiled and the top five (5) passing scores shall be invited for an oral interview detailed in (5)(b).

4. The Richland County Public Safety Committee and the Chief Deputy, (if not an applicant) shall then review applicant's resume and examination scores and interview no more than the top five (5) candidates from (5)(b)(3). The Public Safety Committee and the Chief Deputy combined shall then certify to the Sheriff the names of three (3) candidates who, in the opinion of the Public Safety Committee and Chief Deputy, are the most qualified to fill the position. The Sheriff may then fill the position from one of the candidates certified.

(c) **QUALIFICATIONS FOR THE POSITION OF ROAD PATROL LIEUTENANT.** Any person who is a Chief Deputy Sheriff, who is on leave of absence from his prior duties in the RCSO, Jail Administrator Lieutenant, a Road Patrol Deputy Sheriff, Investigator, or Dispatcher-Jailer in the Richland County Sheriff's Office with at least five (5) years' experience in the RCSO, is eligible to sign a job posting for Road Patrol Lieutenant provided that such person is at the time of his or her signing certified by the State of Wisconsin as a law enforcement officer in accordance with Sec. 165.85, Wisconsin Statute and is on active duty with the RCSO at the time of his or her signing the job posting. Candidates from outside the RCSO, should the need arise to fill the position from outside the department, per paragraph (5)(b)(2) shall also be required to have at least five (5) years of law enforcement experience and be certified by the State of Wisconsin as a law enforcement officer in accordance with Section 165.85 Wisconsin Statutes. Upon promotion of an employee on active duty with the Richland County Sheriff's Office as Road Patrol Lieutenant, said employee shall be considered on leave of absence from his or her prior duties and shall not be responsible for any duty of his or her prior position except as incorporated in the position of Road Patrol Lieutenant or as otherwise directed by the Sheriff or Chief Deputy. The employee shall serve a three (3) month probationary period.

1. Upon the resignation of, the vacancy of, or the elimination of the Road Patrol Lieutenant position, by the Richland County Board of Supervisors, the incumbent Road Patrol Lieutenant shall be returned to his or her former position within the RCSO, if such person was an employee of the RCSO at the time of his or her promotion to Road Patrol Lieutenant, whether under this Ordinance or any former Richland County Sheriff's Office Ordinance.
2. Restoration to the former position within the RCSO of a Road Patrol Lieutenant shall be with tenure time for the time spent in the position as Road Patrol Lieutenant.
3. Nothing contained herein shall limit the right of a former Road Patrol Lieutenant who returns to their former position from advancements in rank upon their return to their former position within the RCSO.

(d) **DUTIES OF ROAD PATROL LIEUTENANT.** The Road Patrol Lieutenant shall be the highest-ranking officer of the RCSO under the Sheriff and Chief Deputy. The Road Patrol Lieutenant shall assist the Sheriff and the Chief Deputy in managing the road patrol and investigative activities of the RCSO. The Road Patrol Lieutenant position is a combined Management and Deputy Sheriff position. It shall be the duty of the Road Patrol Lieutenant to provide such management and deputy sheriff services in the RCSO as are expected, subject only to the limitations placed upon the Road Patrol Lieutenant by the Sheriff, Chief Deputy or Public Safety Committee. The Road Patrol Lieutenant shall also assume any duties related to being a deputy Sheriff and a

manager of the day to day operations of the RCSO specified by the Sheriff or Chief Deputy, whether orally or in writing, which duties shall continue for the period of time established by the Sheriff or Chief Deputy. The Road Patrol Lieutenant shall delegate responsibility to other employees of the RCSO as warranted by the nature of the responsibilities and tasks so delegated and monitor and evaluate the ability of the employees to carry out said tasks. The Road Patrol Lieutenant shall assume management of the Road Patrol responsibilities during periods of time when the Sheriff and Chief Deputy are outside the boundaries of Richland County or are on a leave of absence. It is intended that all general policies of the RCSO and its operation shall come from the Sheriff, but the Road Patrol Lieutenant, with the authority herein delegated and as limited by the Sheriff, shall furnish the necessary leadership and administrative skills to assist the Sheriff or Chief Deputy in carrying out the responsibilities they have in administering the Richland County Sheriff's Office's law enforcement services to the citizens of Richland County.

Other duties are designated in the Road Patrol Lieutenant's job description. The Road Patrol Lieutenant shall assist the Sheriff and the Chief Deputy in evaluating personnel, maintaining discipline within the RCSO, and assisting with scheduling needs including authorizing overtime and changing or modifying existing work schedules or grievances.

(e) A ROAD PATROL LIEUTENANT may only be demoted or removed from the department for just cause as determined by Richland County's Personnel Policies applying to non-union employees and in the manner prescribed in those policies and as outlined in statute. In the event of a resignation or demotion of a Road Patrol Lieutenant or the elimination of said position and said Road Patrol Lieutenant was an employee on active duty with the RCSO at the time of his or her promotion as Road Patrol Lieutenant, said person shall resume his or her former position within the RCSO as herein set forth in this ordinance. In the event that the Road Patrol Lieutenant was not an employee of the Department on active duty at the time of his or her hiring, the Road Patrol Lieutenant shall not in any way be construed to grant such person any rights to continued employment with the RCSO unless such person shall be thereafter newly hired pursuant to the provisions of paragraph (2) of this Ordinance.

(5) PROVISIONS AND DUTIES OF THE DEPUTY SHERIFF JAIL ADMINISTRATOR LIEUTENANT LIEUTENANT.

(a) There is created the position of Deputy Sheriff Jail Administrator Lieutenant within the Richland County Sheriff's Office. The holder of this position must be deputized by the Sheriff. The Deputy Sheriff Jail Administrator Lieutenant, herein after referred to as Jail Administrator Lieutenant, shall be a "Fourth in Command" management position with direct oversight of jail/dispatch operations in the Richland County Sheriff's Office with administrative duties as well as all other Deputy Sheriff duties.

(b) SELECTION OF JAIL ADMINISTRATOR LIEUTENANT

When a vacancy occurs in the position of Jail Administrator Lieutenant and the Public Safety Committee determines that the vacancy shall be filled, applicants who meet the following requirements set forth in this Ordinance shall be certified and the Jail Administrator Lieutenant vacancy shall be filled in the following manner:

1. The vacancy detailing the duties and job description for the position of Jail Administrator Lieutenant shall be posted within the Richland County Sheriff's Office for ten (10) working days. Officers within the RCSO who meet the requirements set forth in paragraph (6)(c), as appropriate, shall sign the job posting vacancy and submit a resume to the Sheriff. The Sheriff or the Public Safety Committee shall screen out applicants whose written resume or experience does not meet minimum qualifications in paragraph (6)(c).
2. If no officer within the Richland County Sheriff's Office signs the job posting or meets the requirements

detailed in paragraph (6)(c) or is not promoted at the end of the selection process, the position may be filled by individuals outside the RCSO provided they meet the qualifications detailed in paragraph (6)(c). If this position is to be filled by qualified applicants outside the RCSO, those applicants shall be screened in a similar manner as other new employees to the RCSO detailed in Section (2)(c) of this ordinance. Applicants must also successfully pass a psychological examination and a physical examination. In addition, they shall also follow the same process of selection detailed in (6)(b)(3) and (4).

3. The Public Safety Committee shall designate that either a "project" oriented competitive exam, an essay type competitive examination or a question/answer type examination shall be given by the Sheriff to all applicants whose written resume and experience meets the minimum qualifications in paragraph (6)(c). The exam shall be scored by or at the direction of supervisory Law Enforcement Personnel from other Sheriff's or Police Departments or by the direction of the Public Safety Committee. The scorers of the exam shall not know the names of the candidates submitting their exams. The exams shall be scored and ranked. The minimum number of scorers shall be three (3) and the maximum number of scorers shall be five (5). The Sheriff shall designate scorers from the various law enforcement departments. A score of 70% or more shall be considered a passing grade. A failing grade being that the scorer feels that the applicant does not meet the minimum standards for a Road patrol Lieutenant position. All passing scores are to be then compiled and the top five (5) passing scores shall be invited for an oral interview detailed in (6)(b).
4. The Richland County Public Safety Committee and the Chief Deputy, (if not an applicant) shall then review applicant's resume and examination scores and interview no more than the top five (5) candidates from (6)(b)(3). The Public Safety Committee and the Chief Deputy combined shall then certify to the Sheriff the names of three (3) candidates who, in the opinion of the Public Safety Committee and Chief Deputy, are the most qualified to fill the position. The Sheriff may then fill the position from one of the candidates certified.

(c) QUALIFICATIONS FOR THE POSITION OF JAIL ADMINISTRATOR LIEUTENANT. Any person who is a Chief Deputy Sheriff, who is on leave of absence from his prior duties in the RCSO, a Road Patrol Lieutenant, a Road Patrol Deputy Sheriff, Investigator, or Dispatcher-Jailer in the Richland County Sheriff's Office with at least five (5) years' experience in the RCSO, is eligible to sign a job posting for Jail Administrator Lieutenant provided that such person is at the time of his or her signing certified by the State of Wisconsin as a law enforcement officer in accordance with Sec. 165.85, Wisconsin Statute and is on active duty with the RCSO at the time of his or her signing the job posting. Candidates from outside the RCSO, should the need arise to fill the position from outside the RCSO, per paragraph (6) (b)(2) shall also be required to have at least five (5) years of law enforcement experience and be certified by the State of Wisconsin as a law enforcement officer in accordance with Section 165.85 Wisconsin Statutes.

Upon promotion of an employee on active duty with the Richland County Sheriff's Office as Jail Administrator Lieutenant, said employee shall be considered on leave of absence from his or her prior duties and shall not be responsible for any duty of his or her prior position except as incorporated in the position of Jail Administrator Lieutenant or as otherwise directed by the Sheriff or Chief Deputy. The employee shall serve a three (3) month probationary period.

1. Upon the resignation of, the vacancy of or the elimination of the Jail Administrator Lieutenant position, by the Richland County Board of Supervisors, the incumbent Jail Administrator Lieutenant shall be returned to his or her former position within the RCSO, if such person was an employee of the RCSO at the time of his or her promotion to Jail Administrator Lieutenant, whether under this Ordinance or any

former Richland County Sheriff's Office Ordinance.

2. Restoration to the former position within the RCSO of a Jail Administrator Lieutenant shall be with tenure time for the time spent in the position as Jail Administrator Lieutenant.
3. Nothing contained herein shall limit the right of a former Jail Administrator Lieutenant who returns to their former position from advancements in rank upon their return to their former position within the RCSO.

(d) **DUTIES OF JAIL ADMINISTRATOR LIEUTENANT.** The Jail Administrator Lieutenant shall be the highest-ranking officer of the RCSO in the Jail/Dispatch Division but under the Sheriff, Chief Deputy and Road Patrol Lieutenant. The Jail Administrator Lieutenant shall assist the Sheriff and the Chief Deputy in managing the jail and dispatch operations. The Jail Administrator Lieutenant position is a combined Management and Deputy Sheriff position. It shall be the duty of the Jail Administrator Lieutenant to provide such management and deputy sheriff services in the Office as are expected, subject only to the limitations placed upon the Jail Administrator Lieutenant by the Sheriff, Chief Deputy or Public Safety Committee. The Jail Administrator Lieutenant shall also assume any duties related to being a deputy Sheriff and a manager of the day-to-day operations specified by the Sheriff or Chief Deputy, whether orally or in writing, which duties shall continue for the period of time established by the Sheriff or Chief Deputy. The Jail Administrator Lieutenant shall delegate responsibility to other employees of the RCSO as warranted by the nature of the responsibilities and tasks so delegated and monitor and evaluate the ability of the employees to carry out said tasks. The Jail Administrator Lieutenant shall assume management of the operations during periods of time when the Sheriff and Chief Deputy are outside the boundaries of Richland County or are on a leave of absence. It is intended that all general policies of the RCSO and its operation shall come from the Sheriff, but the Jail Administrator Lieutenant, with the authority herein delegated and as limited by the Sheriff, shall furnish the necessary leadership and administrative skills to assist the Sheriff or Chief Deputy in carrying out the responsibilities they have in administrating the Richland County Sheriff's Office's law enforcement services to the citizens of Richland County.

Other duties are designated in the Jail Administrator Lieutenant's job description. The Jail Administrator Lieutenant shall assist the Sheriff and the Chief Deputy in evaluating personnel, maintaining discipline within the RCSO, and assisting with scheduling needs including authorizing overtime and changing or modifying existing work schedules or grievances.

(e) A JAIL ADMINISTRATOR LIEUTENANT may only be demoted or removed from the RCSO for just cause as determined by Richland County's Personnel Policies applying to non-union employees and in the manner prescribed in those policies and as outlined in statute. In the event of a resignation or demotion of a Jail Administrator Lieutenant or the elimination of said position and said Jail Administrator Lieutenant was an employee on active duty with the RCSO at the time of his or her promotion as Jail Administrator Lieutenant, said person shall resume his or her former position within the RCSO as herein set forth in this ordinance. In the event that the Jail Administrator Lieutenant was not an employee of the RCSO on active duty at the time of his or her hiring, the Jail Administrator Lieutenant shall not in any way be construed to grant such person any rights to continued employment with the RCSO unless such person shall be thereafter newly hired pursuant to the provisions of paragraph (2) of this Ordinance.

(6) POWERS OF THE SHERIFF TO MAKE WORK RULES.

(a) There is hereby delegated to the Sheriff of Richland County the power to make work rules and to establish departmental policies and procedures to any or all the positions within the RCSO. Work Rules may be established in accordance with the procedure hereinafter set forth and subject to the approval of the Public Safety Committee as hereinafter set forth:

1. The Sheriff may prepare Work Rules which the Sheriff believes necessary and advisable for the efficient operation of the RCSO and provision of law enforcement services to Richland County.
2. The work rule proposed by the Sheriff shall be posted on a bulletin board within the office of the RCSO in such a location as to be readily observed by the employees. In addition, a copy of such proposed work rules shall be circulated to every employee of the RCSO and the Public Safety Committee Chair.
3. The Public Safety Committee shall have 45 days in which to disapprove, in whole or in part, any proposed work rule. The Committee may, in its sole discretion, conduct a formal or informal hearing or hearings upon said proposed work rule, or any portion thereof, but the Committee need not give notice of said hearings except as required by the "Wisconsin Open Meeting Law."
4. If the proposed work rule is not disapproved by the Public Safety Committee within 45 days after the posting, circulation and submission to the members of the Public Safety Committee of the proposed work rules, said work rule shall be deemed to be in full force and effect retroactive to the date of said circulation, posting and submission to the Public Safety Committee,
5. All work rules in effect at the time a Sheriff assumes office shall remain in full force and effect until and unless the said Sheriff shall modify or repeal the existing rule or rules, in whole or in part. Modification or repeal of any work rule, or part thereof, shall be accomplished by means of the identical procedure hereinabove set forth for the creation of new work rules.
6. Upon the effective date of any work rule, all employees of the RCSO shall conduct themselves in accordance with such rules and regulations.

(7) LEAVE OF ABSENCE FOR MILITARY SERVICE. All employees of the RCSO who enter the armed forces of the United States shall be considered on leave of absence for the period during which said employee is on active duty with said armed forces, and such employees shall retain all seniority rights and rank accumulated at the time of his or her induction into the armed forces, provided said employee receives an Honorable Discharge upon completion of military service and is physically and mentally capable of performing the duties of his or her employment upon discharge and returns to work within 60 days of the date of discharge.

(8) CARRYOVER OF ACCUMULATED SICK LEAVE UPON BECOMING SHERIFF. In the event that any employee of the RCSO shall take office as Sheriff, whether by election or by appointment, such employee shall retain all sick leave which he or she had accumulated as of the date of taking office as Sheriff provided such employee shall leave the office of Sheriff and return to his or her full-time employment within twenty-five (25) months of the date of originally taking office as Sheriff. In the event that such employee does not so leave the office of Sheriff and return to full-time employment within such twenty-five (25) months, then all such accumulated sick leave shall be lost and forfeited permanently by such employee, without compensation therefor.

(9) EFFECT OF LABOR CONTRACT. In the event that the Richland County Board shall, during the period of time that this Ordinance is in effect, enter into a labor contract with a recognized union representing the employees of the RCSO, then the provisions of such contract wherein conflict with the provisions of this Ordinance, shall supersede this Ordinance and such provisions of this Ordinance so superseded shall be of no force and effect during the continuance of such contract, or renewals or extensions thereof.

(10) SEVERABILITY. The provisions of this Ordinance are hereby declared severable. All provisions or sections which may hereinafter be declared to be illegal or unconstitutional shall be declared void, and the remaining portions of this Ordinance not so declared to be illegal or unconstitutional shall be and remain in full force and effect.

(11) WORDS AND PHRASES. In this Ordinance, “RCSO” and the words "Sheriff's Office" shall mean the Richland County Sheriff's Office. In this Ordinance the word "Committee" and the words "Public Safety Committee” shall mean the Public Safety Committee of the Richland County Board of Supervisors.

(12) REPEAL OF PREVIOUS ORDINANCES. All previous Richland County Sheriff’s Office ordinances that are contrary to this ordinance are hereby repealed.

(13) HUBER CHARGES FOR BOARD AND ROOM WHILE AN INMATE OF THE RICHLAND COUNTY JAIL. Every prisoner who is granted Huber privileges and who is gainfully employed or who receives unemployment compensation or employment training benefits shall, in accordance with section 56.08(4), Wisconsin Statutes, as amended, be charged for his or her maintenance and board while in the jail in accordance with Richland County Fee Schedule Policy. All charges shall be payable in a lump-sum payment for each week and such payment shall be made in advance by the prisoner; any refund due for unused days shall be refunded to the prisoner;

(14) CHARGE FOR HOUSING OF PRISONERS IN THE RICHLAND COUNTY JAIL. When either the Federal Government, State Government or other counties have excess prisoners whom they desire the Richland County Jail to house on their behalf, a daily fee per day shall be charged for the care and maintenance of one prisoner, in addition to any costs incurred by the Richland County Jail for medical treatment, hospitalization, or medication required on behalf of said prisoner, while said prisoner is being housed by Richland County. See Richland County Fee Schedule Policy for rates.

(15) EFFECTIVE DATE. This ordinance shall be in full force and effect upon its passage and publication.

DATED: DECEMBER 10, 2024
PASSED: DECEMBER 10, 2024
PUBLISHED: DECEMBER 19, 2024

ORDINANCE OFFERED BY THE PUBLIC
SAFETY STANDING COMMITTEE
(01 NOVEMBER 2024)

	FOR	AGAINST
DAVID TURK, CHAIR	X	
RICHLAND COUNTY	X	
BOARD OF SUPERVISORS	X	
	X	
	X	

DEREK KALISH
RICHLAND COUNTY CLERK

Resolution No. 24-96 approving Richland County applying for and accepting a Wisconsin Land Information Program Grant for 2025 was read by County Clerk Kalish. Motion by Gill second by Carrow that Resolution No. 24-96 be adopted. Motion carried and Resolution No. 24-96 declared adopted.

RESOLUTION NO. 24 - 96

Resolution Approving Richland County Applying For And Accepting A Wisconsin Land Information Program Grant For 2025.

WHEREAS each year the Wisconsin Land Information Program offers grants to counties to update and improve access to land information, and

WHEREAS the County Land Information Officers and Land Information Council have reviewed the status of the land information available and the current Land Information Plan to put together the 2025 grant, and

WHEREAS the Natural Resources Committee has approved the grant, and

WHEREAS \$1,000.00 of the grant is for training, \$20,000.00 is for the strategic initiative of maintaining parcel mapping and \$78,368.00 is for various projects listed in the County’s Land Information plan;

NOW THEREFORE BE IT RESOLVED by the Richland County Board of Supervisors that approval the County applying for and accepting the 2025 Wisconsin Land Information Program grant in the amount up to \$99,368.00, with no County match required for the grant, for the grant funds to be spent in accordance with the terms of the grant and the County Conservationist, Ms. Cathy Cooper is hereby authorized to sign on behalf of the County any documents needed to carry out this Resolution, and

BE IT FURTHER RESOLVED that this Resolution shall be effective immediately upon its passage and publication.

VOTE ON FOREGOING RESOLUTION

AYES_____ NOES_____

RESOLUTION OFFERED BY THE NATURAL
RESOURCE STANDING COMMITTEE
(25 NOVEMBER 2024)

RESOLUTION ADOPTED		FOR	AGAINST
DEREK S. KALISH	STEVE CARROW	X	
COUNTY CLERK	JULIE FLEMING		
	MARK GILL	X	
DATED: DECEMBER 10, 2024	RICHARD MCKEE	X	
	ROBERT BROOKENS	X	
	CRAIG WOODHOUSE	X	
	ALAYNE HENDRICKS	X	

Resolution No. 24-97 approving an amendment to a 2024 provider contract for the Health and Human Services Department was read by County Clerk Kalish. Motion by Kramer second by Brewer that Resolution No. 24-97 be adopted. Motion carried and Resolution No. 24-97 declared adopted.

RESOLUTION NO. 24 - 97

Resolution Approving An Amendment to a 2024 Provider Contract For The Health And Human Services Department.

WHEREAS The Richland County Procurement Ordinance adopted November 19, 2024 provides that any contract entered into by the Department of Health and Human Services involving an expenditure more than \$100,000 either at one time or within the course of one year must be approved by the County Board, and

WHEREAS the Community and Health Services Committee has carefully considered this matter and is now presenting this resolution to the County Board for its consideration.

NOW, THEREFORE, BE IT RESOLVED by the Richland County Board of Supervisors that approval is hereby granted for the following amendments to the following contract:

With **Mazo Catering** of Mazomanie, WI, with the original contract being for \$140,000, amended to \$155,000 due to an increase in the meals served through the Senior Nutrition Program by Richland County Health and Human Services; and

BE IT FURTHER RESOLVED that the Director of the Health and Human Services Department, Ms. Tricia Clements, is hereby authorized to sign the above contracts on behalf of Richland County in accordance with this Resolution, and

BE IT FURTHER RESOLVED that this resolution shall be effective immediately upon its passage and publication.

VOTE ON FOREGOING RESOLUTION
AYES_____ NOES_____

RESOLUTION OFFERED BY THE COUNTY BOARD
MEMBERS OF THE COMMUNITY & HEALTH
SERVICES STANDING COMMITTEE
(05 DECEMBER 2024)

RESOLUTION ADOPTED	FOR	AGAINST
DEREK S. KALISH		
COUNTY CLERK		
DATED: DECEMBER 10, 2024		
MARY MILLER		
MARTY BREWER		
SANDRA KRAMER	X	
INGRID GLASBRENNER	X	
MICHELLE HARWICK	X	
DANIEL MCGUIRE	X	

Resolution No. 24-98 approving provider contracts for 2025 for the Health and Human Services Department was read by County Clerk Kalish. Motion by Kramer second by Harwick that Resolution No. 24-98 be adopted. Motion carried and Resolution No. 24-98 declared adopted.

RESOLUTION NO. 24 - 98

Resolution Approving Provider Contracts For 2025 For The Health And Human Services Department.

WHEREAS The Richland County Procurement Ordinance adopted November 19, 2024 provides that any contract entered into by the Department of Health and Human Services involving an expenditure more than \$100,000 must be approved by the County Board, and

WHEREAS the Community and Health Services Standing Committee is now presenting the following provider contracts for 2025 which total \$5,485,000 to the County Board for approval.

Provider	Provider Description	County Tax Levy Funded	2025 Contract Amount
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Arneson Counseling	<i>Behavioral Health Services unit provider of services to Comprehensive Community Services clients.</i>	No	\$100,000
Children's Service Society of Wisconsin (Children's Wisconsin)	<i>Child & Youth Services Unit provider of treatment foster care and respite.</i>	Yes	\$175,000
Community Care Resources	<i>Child & Youth Services Unit provider of treatment foster care and respite.</i>	Yes	\$200,000
Driftless Counseling LLC. dba Trailhead Therapy and Mentoring	<i>Behavioral Health Services unit provider of services to Comprehensive Community Services clients.</i>	No	\$1,500,000
Forward Home For Boys	<i>Provider of treatment foster care and respite services for the Child & Youth Services Unit.</i>	Yes	\$300,000
Hailey Schneider	<i>Behavioral Health Services Unit Provider of medication management and individual outpatient services.</i>	No	\$100,000
Lucky Star 3 Corporation, dba Cornerstone Foundation	<i>Behavioral Health Services unit provider of Day services and CBRF services to Comprehensive Community Services clients.</i>	No	\$260,000
Mazo Catering	<i>Provides meals for the senior nutrition program through the ADRC.</i>	Partially	\$160,000
Northwest Counseling & Guidance Clinic	<i>Behavioral Health Services Provider of Crisis Intervention Services.</i>	Partially	\$105,000
Red Maple Consulting Services, LLC	<i>Behavioral Health Services unit provider of services to Comprehensive Community Services clients.</i>	No	\$150,000
Roots Residential AFH, LLC	<i>Behavioral Health Services Unit provider of Adult Family Home Services for Comprehensive Community Services clients.</i>	No	\$325,000
RTP (WI) S.C. dba Array Behavioral Care	<i>Behavioral Health Services unit provider of medication management and individual outpatient services.</i>	No	\$140,000
Southwest Workforce Development Board	<i>Provides contracted employee services to Richland County Health & Human Services</i>	Partially	\$200,000
Tellurian, Inc.	<i>Behavioral Health Services unit provider of medically monitored detoxification services and crisis.</i>	Yes	\$115,000
Tiffany K. Olson, LLC	<i>Behavioral Health Services unit provider of services to Comprehensive Community Services clients.</i>	No	\$275,000
Tracey Benton, LLC	<i>Behavioral Health Services unit provider of services to Comprehensive Community Services clients.</i>	No	\$285,000
Trempealeau County Health Care Center	<i>Behavioral Health Services Unit provider for Institute for Mental Disease (IMD), Adult Family Home, and Community Base Residential Facility services.</i>	Yes	\$280,000
Vista Care Wisconsin	<i>Behavioral Health Services Unit Provider for Adult Family Home services for Comprehensive Community Services clients.</i>	No	\$815,000

NOW, THEREFORE, BE IT RESOLVED by the Richland County Board of Supervisors that approval is hereby granted for the Community and Health Services Standing Committee to enter into the following provider contracts for 2025;

BE IT FURTHER RESOLVED that the Director of Health and Human Services Department, Ms. Tricia

Clements, is hereby authorized to sign the above contracts on behalf of Richland County in accordance with this Resolution, and

BE IT FURTHER RESOLVED that this Resolution shall be effective immediately upon its passage and publication.

VOTE ON FOREGOING RESOLUTION

AYES_____NOES_____

RESOLUTION OFFERED BY THE COUNTY BOARD
MEMBERS OF THE COMMUNITY & HEALTH
SERVICES STANDING COMMITTEE
(05 DECEMBER 2024)

RESOLUTION ADOPTED

DEREK S. KALISH
COUNTY CLERK

DATED: DECEMBER 10, 2024

MARY MILLER
MARTY BREWER
SANDRA KRAMER
INGRID GLASBRENNER
MICHELLE HARWICK
DANIEL MCGUIRE

FORAGAINST

X
X
X
X
X

Resolution No. 24-99 awarding Opioid Settlement Fund Grants to applicants providing for the prevention, treatment, and/or recovery of opioid drug use was read by County Clerk Kalish. Motion by Brookens second by Manning that Resolution No. 24-99 be adopted. Discussion continued. Supervisor Brewer noted his concerns and explained his reasons for voting against approval of resolution. HHS Director Clements provided brief background of funding request. Supervisor Kramer agreed with Supervisor Brewer. Supervisor Hawick noted concerns about the amount and use of funding, questioned if training was available locally and the content of training, and questioned whom would be completing work in staff’s absence. Supervisor Engel questioned the most compelling reason for the training to be attended and Supervisor Harwick suggested that one individual attend the training and report back to the group as a whole. Brief discussion followed. Roll Call vote taken to approve resolution produced the following - Ayes: McKee, Engel, Hendricks, Woodhouse, and Brookens; Nays: Carrow, Brewer, Kramer, Manning, Gill, Harwick, Turk, Cosgrove, Frank, Severson, Williamson, and Fleming. With 12 Nays and 5 Ayes, the motion is defeated and Resolution No. 24-99 is not adopted.

RESOLUTION NO. 24 - 99

A Resolution Awarding Opioid Settlement Fund Grants To Applicants Providing For The Prevention, Treatment, And/Or Recovery Of Opioid Drug Use.

WHEREAS Richland County non-profit organizations and those that serve Richland County Residents may submit applications for Opioid Settlement Fund Grants twice a year to be reviewed by the Opioid Settlement Committee, with recommendations to be presented to the Community and Health Services Committee and full County Board for approval, and

WHEREAS awards will generally be between \$1,000 and \$25,000 and projects can be renewed annually if funding allows and reporting requirements have been met, and

WHEREAS two applications meeting the grant requirements have been reviewed by the Opioid Settlement Committee and Community Health Services Committee and are being presented to the County Board for approval.

NOW THEREFORE. BE IT RESOLVED by the Richland County Board of Supervisors that the Richland County Department of Health and Human Services is hereby authorized to award Opioid Settlement Fund Grants to the following:

Richland County Treatment Court in the amount of \$15,000 for members of the Treatment Court Team to attend the All Rise25 Conference; and

BE IT FURTHER RESOLVED that this Resolution shall be effective immediately upon its passage and publication

VOTE ON FOREGOING RESOLUTION

AYES_____NOES_____

RESOLUTION OFFERED BY THE COUNTY BOARD
MEMBERS OF THE COMMUNITY & HEALTH
SERVICES STANDING COMMITTEE
(05 DECEMBER 2024)

RESOLUTION NOT ADOPTED	FOR	AGAINST
DEREK S. KALISH		
COUNTY CLERK		
DATED: DECEMBER 10, 2024		
	MARY MILLER	
	MARTY BREWER	X
	SANDRA KRAMER	X
	INGRID GLASBRENNER	X
	MICHELLE HARWICK	X
	DANIEL MCGUIRE	

Resolution No. 24-100 establishing a policy for the expenditure of remaining funds from American Rescue Plan Act funds was read by County Clerk Kalish. Motion by Gill second by Carrow that Resolution No. 24-100 be adopted. Motion carried and Resolution No. 24-100 declared adopted.

RESOLUTION NO. 24 - 100

A Resolution Establishing A Policy For The Expenditure Of Remaining Funds From American Rescue Plan Act Funds.

WHEREAS, The Richland County Finance and Personnel Committee initially adopted appropriations of the ARPA Funds into 10% Public Health Response, 10% Negative Economic Impacts, 10% Premium Pay for Essential Workers, 20% Water Sewer Broadband Infrastructure and 50% for Lost Revenues; and

WHEREAS the Finance and Personnel Standing Committee and County Administrator Candace Pesch propose that the Richland County Board to adopt a Policy on Expenditure of Remaining America Rescue Plan Act. That all remaining balance shall be obligated to the County Highway O road construction project to extent of the county’s obligation of \$800,000.00.

NOW THEREFORE BE IT RESOLVED by the Richland County Board of Supervisors the “Coronavirus Local Fiscal Recovery Fund” (established under the American Rescue Plan Act, and referred to as “ARPA Funds” Policy is hereby adopted, and

BE IT FURTHER RESOLVED that a copy of the policy shall be made available in the Richland County Administrator's Office and on the Richland County website; and

BE IT FURTHER RESOLVED that expenditures regarding equipment purchase and contract expenditures are approved by adoption of this policy. As long as the expenditure is used on the desired purpose by resolution and within the apportioned amount authorized by the policy, or amended by the Finance and Personnel Committee, additional resolution is not required by the County Board; and

BE IT FURTHER RESOLVED that this Resolution shall be effective immediately upon its passage and publication.

VOTE ON FOREGOING RESOLUTION

AYES _____ NOES _____

RESOLUTION OFFERED BY THE EXECUTIVE &
FINANCE STANDING COMMITTEE
(06 DECEMBER 2024)

RESOLUTION ADOPTED

FOR AGAINST

DEREK S. KALISH
COUNTY CLERK

STEVE CARROW	X
STEVE WILLIAMSON	X
GARY MANNING	X
MARK GILL	X
INGRID GLASBRENNER	X
DAVID TURK	X
BOB FRANK	X
MARC COUEY	X

DATED: DECEMBER 10, 2024

No correspondences were reported. County Clerk Kalish reminded all County Board Supervisors present of deadline to submit 2024 per diem payment requests. Finance Director Erbs and Administrator Pesch were recognized for their contributions to the county while in their positions.

Future agenda items: Committee on Committee appointment.

Motion by Manning second by Fleming to adjourn. Motion carried and meeting adjourned at 8:06 PM.

STATE OF WISCONSIN)
)SS
COUNTY OF RICHLAND)

I, Derek S. Kalish, County Clerk in and for the County of Richland, do hereby certify that the foregoing is a true copy of the proceedings of the County Board of Supervisors of Richland County for the meeting held on the 10th day of December, 2024.



Derek S. Kalish
Richland County Clerk

*Note: Published minutes are unapproved until approved at next regularly scheduled County Board meeting.
Resolutions and meeting packet materials can be found by accessing the following link:
<https://administrator.co.richland.wi.us/minutes/county-board/>*