

Richland County Executive & Finance Standing Committee

May 14, 2024

The Richland County Executive & Finance Standing Committee convened on Tuesday, May 14, 2024 in person and virtually at 5 PM in the County Boardroom of the Richland County Courthouse.

Call To Order: Committee Chair Williamson called the meeting to order at 5 PM.

Roll Call: Clerk Kalish conducted roll call. Committee members present: Turk, Williamson, Carrow, Rynes, Manning, Gill, Glasbrenner, and Couey. Committee member(s) absent: Frank.

Verification Of Open Meetings Law Compliance: 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 Minutes From April 2, 2024 Meeting: Motion by Couey second by Turk to approve April 2, 2024 minutes. Motion carried and the April 2, 2024 minutes declared approved.

Public Comment: None.

Administrator's Report: Administrator Pesch provided updates on the following items: county staffing, CIP/budgeting process, Maintenance of Effort forms, review of exempt employee status, Venture Architects site work, upcoming meeting with La Valle Telephone Coop regarding broadband installation, county wage study, county board supervisor bios, and upcoming attendance at WCA COWS meeting.

Surplus Items At Pine Valley Update: Administrator Pesch noted that staff at PVCV identified a garage and shipping container on facilities that were filled with various items not currently being used. Administrator Pesch also noted that these items are being cleaned out and reviewed for future utilization.

Resolution Relating To Cancelling Stale County Checks: Treasurer Even provided brief overview of resolution. Motion by Rynes second by Carrow to approve resolution relating to the cancellation of stale county checks. Motion carried and resolution forwarded to County Board for approval.

Resolution Relating To Cancelling Stale Tax Certificates For The Tax Year 2011 And Making An Appropriation: Treasurer Even provided brief overview of resolution. Motion by Manning second by Glasbrenner to approve resolution relating to the cancellation of stale tax certificates for the tax year 2011 and making an appropriation. Motion carried and resolution forwarded to County Board for approval.

Resolution Approving Purchase Of Finance, Payroll, and Human Resources Software From Tyler Technologies: Administrator Pesch reviewed quote received from Tyler Technologies for finance, payroll, and human resources software. Administrator Pesch reviewed the cost of software currently in use and noted that the product from Tyler Technologies offers better usability and functionality than the software currently used. Discussion continued regarding current payroll practices and tracking of

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documentation. Motion by Rynes second by Glasbrenner to approve a three-year contract with Tyler Technologies at a cost not to exceed \$250,173. Motion carried forwarded to County Board for approval.

Discussion & Possible Action: Rental Of Office Space In Community Services Building – ADRC & Richland County Community Foundation: Administrator Pesch noted that the ADRC and Richland County Community Foundation are interested in renting office space within the Community Services Building. Consensus was reached by members of the Executive & Finance Standing Committee to have Attorney Windle draft rental agreement and bring back to Executive & Finance Standing Committee for review and approval.

Discussion & Possible Action: Relocation Of Extension Office - Updates Needed To Fair Office & Timeline: Administrator Pesch noted that UW will be returning keys to Richland County for the campus buildings on July 1st and it is no longer ideal to heat/cool an entire building for the small amount of county staff currently using it. Administrator Pesch also noted that the office at the fairgrounds is a permanent county owned space that could be utilized by Extension staff. Administrator Pesch stated that the fairgrounds office is accessible, landing pads could be created for traveling staff, and that some modifications to the office may be needed to accommodate the increase in staff using the facilities. Supervisor Rynes noted the fairgrounds office space is currently underutilized and Area Extension Director Hady stated the office was not large enough for Extension operations. Supervisor Gill questioned whether the move would be permanent or not and Administrator Pesch answered by stating it was unknown at this time. Supervisor Glasbrenner questioned if a relocation decision could be made after more data was received from the facilities assessment currently underway. Administrative Secretary Campbell and 4-H Educator Craddock both noted the space was not large enough for Extension operations. Consensus was reached by Executive & Finance Standing Committee to revisit possible relocation at a later date. No action was taken on this item.


Discussion & Possible Action: Grounds Maintenance At UW Campus – Lawn Care & General Maintenance: Administrator Pesch noted that temporary summer help may be hired to assist with the lawn care and general maintenance of the campus grounds. Couey questioned whether or not the staff at Symon's could assist with lawn care/general maintenance. Administrator Pesch responded by saying that it was a possibility and she would look into it. No action taken on this item.

Discussion & Possible Action – Setting Future Date(s) And Time(s): Consensus was reached to hold regularly scheduled meetings for the Executive & Finance Standing Committee meetings at 5 PM on the second Tuesday of each month.

Correspondence: None

Future Agenda Items: Relocation of Extension Office, review ARPA allocations, review Strategic Plan, and possible review of cost share revenue formula.

Adjourn: Motion by Manning second by Rynes to adjourn. Motion carried and meeting adjourned at 6:23 PM.


Derek S. Kalish
County Clerk