

JULY MEETING

July 15, 2025

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

Roll Call: Roll call found the following members present: Supervisor(s) Steve Carrow, Randy Schoonover, Sandra Kramer, Richard McKee, Larry Engel, Alayne Hendricks, Gary Manning, Mark Gill, David Turk, Chad Cosgrove, Melvin “Bob” Frank, Kerry Severson, Steve Williamson, Marc Couey, and Robert Brookens. Supervisor(s) absent: Mary Miller, Ingrid Glasbrenner, and Daniel McGuire. Julie Fleming arrived at 7:02 PM.

A moment of reflection was observed in lieu of an Invocation.

Pledge Of Allegiance: County Clerk Kalish led the Pledge of Allegiance.

County Clerk Verification Of Open Meeting Laws Compliance: County Clerk Kalish confirmed the meeting had been properly noticed.

Approve Agenda: Motion by Cosgrove second by Schoonover to approve the agenda. Motion carried and agenda declared approved.

Approve Minutes Of The June 17, 2025 Meeting: Chair Turk asked if there were any amendments or changes to the minutes of the June 17, 2025 meeting. Supervisor Frank noted he was not opposed to the passing of Resolution No. 25-50 as noted in the minutes. Chair Turk declared the minutes of the June 17, 2025 meeting approved as amended.

Public Comment: Shirley Welte expressed concerns regarding the leadership of Emergency Services and proposed changes to agreements for emergency services between the county and municipalities. Brandon Fetterly thanked the Board for allowing the Ithaca School District to utilize items from the campus. Craig Woodhouse addressed the Board regarding his resignation as District #12 County Board Supervisor. Ashley Mott invited the members of the Board to take a tour of the AD German Warehouse.

Appointments To Various Boards, Committees, And Commissions: Motion by Manning second by Gill to appoint Supervisor Schoonover to the Executive & Finance Standing Committee and the Campus Reconfiguration Committee. Motion carried and appointments declared approved.

Appointment Of Emergency Services Director: Administrator Clements requested approval for Barbara Scott to be appointed Emergency Services Director for a three-month period. Motion by Couey second by Severson to approve appointment of Barabara Scott as Emergency Services Director for a three-month period. Motion carried and appointment declared approved.

Appointment Of Interim Emergency Management Director: Administrator Clements requested approval for John Heinen to be appointed Interim Emergency Management Director until December 31, 2025. Motion by Severson second by Cosgrove to approve appointment of John Heinen as Interim Emergency Management Director until December 31, 2025. Motion carried and appointment declared approved.

Ordinance Relating To Parcel 024-2823-3000: Ordinance No. 25-13 Amendment No. 624 to the Richland County Code of Ordinances Chapter 119 relating to parcel 024-2823-3000 was read by County Clerk Kalish. Motion by Manning second by Couey that Ordinance 25-13 be adopted. Motion carried and Ordinance No. 25-13 declared adopted.

ORDINANCE NO. 25 - 13

Amendment No. 624 To Richland County Code of Ordinance Chapter 119- Zoning Relating To Parcel 024-2823-3000.

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 Code of Ordinance Chapter 119- Zoning, 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 6.23-acre parcel in the Town of Richwood is hereby rezoned from Agricultural/Forestry (AF) to the Agricultural/Residential (AR) District:

The lands shown herein, being located in part of the Southwest Quarter of the Northwest Quarter of Section 28, Township 9 North, Range 2 West, Township of Richwood, Richland County, Wisconsin described as follows:

Beginning at the West Quarter corner of said Section 28;

Thence North 00°24'16" West, along the West line of said Northwest Quarter, 467.00 feet;

Thence South 89°38'14" East, 467.00 feet;

Thence South 00°24'16" East, 187.52 feet;

Thence South 41°39'32" East, 29.32 feet;

Thence North 89°37'38" East, 187.96 feet;

Thence South 00°04'29" East, 260.09 feet to a point on the South line of said Northwest Quarter;

Thence North 89°38'14" West, along said South line, 672.81 feet to the Point of Beginning.

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

DATED: JULY 15, 2025
PASSED: JULY 15, 2025
PUBLISHED: JULY 24, 2025

ORDINANCE OFFERED BY THE NATURAL
RESOURCES STANDING COMMITTEE
(30 JUNE 2025)

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

Ordinance Relating To Parcel 024-2941-0000: Ordinance No. 25-14 Amendment No. 625 to the Richland County Code of Ordinances Chapter 119 relating to parcel 024-2941-0000 was read by County Clerk Kalish. Motion by Schoonover second by Couey that Ordinance 25-14 be adopted. Motion carried and Ordinance No. 25-14 declared adopted.

ORDINANCE NO. 25 - 14

Amendment No. 625 To Richland County Code of Ordinance Chapter 119- Zoning Relating To Parcel 024-2941-0000.

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 Code of Ordinance Chapter 119- Zoning, 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 2.3633-acre parcel in the Town of Richwood is hereby rezoned from Agricultural/Forestry (AF) to the Residential (R) District:

The lands shown hereon, being located in part of the Northeast quarter of the Southeast Quarter of Section 29, Township 9 North, Range 2 West, Town of Richwood, Richland County, Wisconsin more particularly described as follows:

Commencing at the East Quarter corner of said Section 29;
Thence South 00°27'04" East, along the East line of said Southeast Quarter, 596.00 feet to the Point of Beginning of the lands hereinafter described;
Thence South 00°27'04" East, along said East line, 472.23 feet;
Thence North 89°29'26" West, 115.08 feet;
Thence North 32°53'27" West, 232.32 feet;
Thence North 00°04'13" East, 316.58 feet;
Thence South 66°58'48" East, 84.68 feet;
Thence South 87°21'14" East, 159.36 feet to the Point of Beginning.

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

DATED: JULY 15, 2025
PASSED: JULY 15, 2025
PUBLISHED: JULY 24, 2025

ORDINANCE OFFERED BY THE NATURAL
RESOURCES STANDING COMMITTEE
(30 JUNE 2025)

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

Ordinance Relating To Parcel 002-1922-2000: Ordinance No. 25-15 Amendment No. 626 to the Richland County Code of Ordinances Chapter 119 relating to parcel 002-1922-2000 was read by County Clerk Kalish. Motion by Manning second by Cosgrove that Ordinance 25-15 be adopted. Motion carried and Ordinance No. 25-15 declared adopted.

ORDINANCE NO. 25 - 15

Amendment No. 626 To Richland County Code of Ordinance Chapter 119- Zoning Relating To Parcel 002-1922-2000.

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:

- Adequate public facilities to serve the development are present or will be provided.
- Provision of these facilities will not be an unreasonable burden to local government.
- 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.
- 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 Code of Ordinance Chapter 119- Zoning, 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 6.9 acre parcel in the Town of Dayton is hereby rezoned from Agricultural/Forestry (AF) to the Agricultural/Residential (AR) District:

Commencing at ¾ inch diameter reinforcing bar at the Northwest corner of Section 19, Township 10 North, Range 2 West, Richland County, Wisconsin;

thence South 1299.45 feet;

thence East 238.31 feet to a point in the centerline of a town road and the point of beginning;

thence North 10° 07' 22" West, 361.17 feet to a point in said centerline;

thence North 4° 15' 58" West, 96.34 feet to a point in said centerline;

thence North 6° 02' 49" East, 106.28 feet to a point in said centerline;

thence North 22° 31' 23" East, 148.09 feet to a point in the centerline of Wisconsin State Trunk Highway "171";

thence South 50° 51' 01" East, 337.84 feet to a point in said centerline;

thence South 46° 25' 36" East, 631.07 feet to a point in said centerline;

thence South 31° 33' 43" West, 53.78 feet to a ¾ inch diameter reinforcing bar in an existing fenceline;

thence West 688.32 feet to a point of beginning.

The above described parcel of land being located in the Northwest Quarter (NW ¼) of the Northwest Quarter (NW ¼) of Section 19, Township 10 North, Range 2 West, Richland County, Wisconsin.

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

DATED: JULY 15, 2025
 PASSED: JULY 15, 2025
 PUBLISHED: JULY 24, 2025

ORDINANCE OFFERED BY THE NATURAL
 RESOURCES STANDING COMMITTEE
 (30 JUNE 2025)

		FOR	AGAINST
DAVID TURK, CHAIR	STEVE CARROW	X	
RICHLAND COUNTY BOARD OF SUPERVISORS	JULIE FLEMING	X	
	MARK GILL	X	
	RICHARD MCKEE	X	
	ROBERT BROOKENS	X	
	CRAIG WOODHOUSE		

Ordinance Relating To Parcel 030-2811-1100: Ordinance No. 25-16 Amendment No. 627 to the Richland County Code of Ordinances Chapter 119 relating to parcel 030-2811-1100 was read by County Clerk Kalish. Motion by McKee second by Kramer that Ordinance 25-16 be adopted. Motion carried and Ordinance No. 25-16 declared adopted.

ORDINANCE NO. 25 - 16

Amendment No. 627 To Richland County Code of Ordinance Chapter 119- Zoning Relating To Parcel 030-2811-1100.

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 Code of Ordinance Chapter 119- Zoning, 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 0.6 acre parcel in the Town of Westford is hereby rezoned from Residential 1 (R-1) to the Agricultural/Forestry (AF) District:

Beginning at an existing 2 inch diameter iron pipe at the northwest corner of the Northeast Quarter (NE ¼) of the Northeast Quarter (NE ¼) of Section 28, T12N, R2E, Richland County, Wisconsin;
thence North 87° 29' 12" East, 123.75 feet along the North line of said Section 28;
thence South, 123.75 feet to a ¾ inch diameter reinforcing bar;
thence South 87° 29' 12" West, 123.75 feet to a ¾ inch diameter reinforcing bar;
thence South 8.25 feet to a ¾ inch diameter reinforcing bar;
thence South 87° 29' 12" West, 82.50 feet to a ¾ inch diameter reinforcing bar;
thence North 132.00 feet to a point on the North line of said Section 28;
thence North 87° 29' 12" East, 82.50 feet along said north line to the point of beginning.

The above described parcel of land being located partly in the Northeast Quarter (NE ¼) of the Northeast Quarter (NE ¼) and partly in the Northwest Quarter (NW ¼) of the Northeast Quarter (NE ¼), all in Section 28, T12N, R2E, Richland County, Wisconsin.

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

DATED: JULY 15, 2025	ORDINANCE OFFERED BY THE NATURAL	
PASSED: JULY 15, 2025	RESOURCES STANDING COMMITTEE	
PUBLISHED: JULY 24, 2025	(30 JUNE 2025)	
	FOR	AGAINST
DAVID TURK, CHAIR	X	
RICHLAND COUNTY BOARD OF SUPERVISORS	X	
	X	
	X	
	X	
	X	
DEREK KALISH	X	
RICHLAND COUNTY CLERK		

Report On Petitions For Zoning Amendments Received Since The Last County Board Session:
Land Conservation and Zoning Director Cooper reported there would be 1-2 petitions reviewed at the next Natural Resources Standing Committee meeting.

Report On Zoning Petitions Recommended For Denial By The Natural Resources Standing Committee: Land Conservation and Zoning Director Cooper reported that were no petitions recommended for denial.

Resolution Approving The Town Of Ithaca’s Rezoning A Portion Of Parcel 016-3411-0000:
Resolution No. 25-51 approving the Town of Ithaca’s rezoning of a portion of parcel 016-3411-0000 was read by County Clerk Kalish. Motion by Severson second by Kramer to approve Resolution No. 25-51 approving the Town of Ithaca’s rezoning of a portion of parcel 016-3411-0000. Motion carried and Resolution No. 25-51 declared adopted.

RESOLUTION NO. 25 - 51

Resolution Approving The Town Of Ithaca’s Rezoning Of A Portion Of Parcel 016-3411-0000.

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 Zoning and Land Information Committee and requested that the County Board approve the Town’s rezoning of a portion of parcel 016-3411-0000 from the Farmland Preservation District to the Ag/Residential Zoning District in the Town of Ithaca’s Zoning Ordinance and the Zoning Land Information Committee has carefully consider 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 10.9 acre parcel from the Farmland Preservation District to the Ag/Residential Zoning District in accordance with the Town of Ithaca’s Zoning Ordinance:

A parcel of land being part of the NE and SE ¼’s of the NE ¼ of Section 34, Town 10 North, Range 2 East, Town of Ithaca, Richland County, Wisconsin, to wit:

Commencing at the N ¼ corner of said Section 34;
thence S 89°50'15” E, 2015.28’ along the north line of the NE 1/4;
thence S 0°00'00” E, 1153.97’ to the POINT OF BEGINNING;
thence S 63°23'54" E, 119.25’;
thence S 5°44'54” W, 110.49’;
thence N 85°48'42” W, 299.30’;
thence S 16°14'24" W, 757.72’;
thence N 88°57'20" W, 337.17’;
thence N 0°20'20" W, 463.22’; along the centerline of Munz Road;
thence N 0°33'18" W, 445.75’; along the centerline of Munz Road:
thence S 86°24'41" E, 766.86’ to the POINT OF BEGINNING;
containing 10.698 acres, more or less.
Parcel is subject to a public right of way for Munz Road.
Parcel is subject to any easements of record and/or usage.

BE IT FURTHER RESOLVED that the Director of Land Conservation and Zoning 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 RESOURCES STANDING COMMITTEE (30 JUNE 2025)	
AYES ____	NOES ____		
RESOLUTION ADOPTED		FOR	AGAINST
DEREK S. KALISH COUNTY CLERK		STEVE CARROW	X
		JULIE FLEMING	X
		MARK GILL	X
		ROBERT BROOKENS	X
DATED: JULY 15, 2025		ALAYNE HENDRICKS	X
		RICHARD MCKEE	X
		CRAIG WOODHOUSE	

Reports - County Administrator Update: Administrator Clements provided updates on the following items: 2026 budget progress, County Board technology survey results, Campus Reconfiguration Committee updates, office composition of Emergency Management and Emergency Services, upcoming Lou Everett training, use of gym on campus, Tyler Time and Attendance implementation, RFP process for Corporation Counsel services, items on campus and UW Redevelopment Grant, and the committee structure survey. Brief discussion followed regarding the timing of communication of significant events to County Board Supervisors.

Reports – Legislative Update: None.

Discussion & Possible Action: County Board Rules Related To Public Comment: Supervisor Engel noted his desire to amend the Rules of the County Board to include a second three-minute opportunity for public comment. Supervisor Gill noted concerns with the requirement that public comment be germane to an agenda item and was in favor of Supervisor Engel’s suggestion. Supervisor Schoonover noted that the commentor’s information is provided on the public comment form, suggested a three-minute moment of silence be observed to illustrate the time one is given for public comment, and stated that he felt three minutes is sufficient. Supervisor Engel noted that if three minutes is not enough, other options should be given. Supervisor Carrow stated he was fine with public comment not being germane to an agenda item. Supervisor Frank noted that a commentor’s contact is provided on the public comment form in the event follow up is desired. Corporation Counsel Windle noted that accommodations for those that wish to make a public comment can be arranged if desired and/or needed. Motion by Engel second by Couey to amend the Rules of the County Board to include a second three-minute opportunity to speak for public comment. Roll call vote taken – Yes: Carrow, Engel, Hendricks, Gill, Severson, and Couey; No: Schoonover, Kramer, McKee, Manning, Turk, Cosgrove, Frank, Williamson, Fleming, and Brookens. With 6 Ayes and 10 Nays, the motion was defeated. Discussion followed regarding the number of opportunities one should be given for public comment. Motion by Fleming second by Kramer to amend section 4.07(B)(3) of the Richland County Rules of the Board to include “or reasonably related to Richland County business”. Motion carried and amendment to the Richland County Rules of the Board declared approved.

Resolution Approving A New Pharmacy Provider For Pine Valley Community Village: Resolution No. 25-52 approving a new pharmacy provider was read by County Clerk Kalish. Motion by McKee second by Cosgrove to approve Resolution No. 25-52 approving a new pharmacy provider for Pine Valley Community Village. Motion carried and Resolution No. 25-52 declared adopted.

RESOLUTION NO. 25 - 52

Resolution Approving A New Pharmacy Provider For Pine Valley Community Village.

WHEREAS current pharmacy contract expires at the end of this year, and

WHEREAS current pharmacy provider longevity and sustainability is currently in question, and

WHEREAS Pine Valley Community Village is required to have a pharmacy provider and there will be financial impact to the budget as Pine Valley bills resident insurance for reimbursement, and

WHEREAS bids from other pharmacies were obtained, and

WHEREAS the Executive and Finance Standing Committee has reviewed all bids received, and

NOW THEREFORE BE IT RESOLVED by the Richland County Board Supervisors that approval is granted for Health Direct Pharmacy Services to provide pharmacy services to Pine Valley Community Village, and

BE IT FURTHER RESOLVED that this resolution be effective upon passage.

VOTE ON FOREGOING RESOLUTION		RESOLUTION OFFERED BY THE EXECUTIVE & FINANCE STANDING COMMITTEE (23 JUNE 2025)	
AYES_____	NOES_____		
RESOLUTION ADOPTED		FOR	AGAINST
DEREK S. KALISH COUNTY CLERK		STEVE CARROW	X
		STEVE WILLIAMSON	X
DATED: JULY 15, 2025		GARY MANNING	X
		MARK GILL	X
		INGRID GLASBRENNER	X
		DAVID TURK	X
		BOB FRANK	
		MARC COUEY	X
		CRAIG WOODHOUSE	X

Resolution Approving Changes To The Sick Leave, Vacation, And Wage Scale Sections Of The Handbook Of Personnel Policies And Work Rules Of Richland County: Resolution No. 25-53 approving changes to the sick leave, vacation, and wage scale sections of the Handbook of Personnel Policies and Work Rules of Richland County was read by County Clerk Kalish. Motion by Couey second by Williamson to approve Resolution No. 25-53 approving changes to the sick leave, vacation, and wage scale sections of the Handbook of Personnel Policies and Work Rules of Richland County. Motion carried and Resolution No. 25-53 declared adopted.

RESOLUTION NO. 25 - 53

Resolution Approving Changes To The Sick Leave, Vacation, And Wage Scale Sections Of The Handbook Of Personnel Policies And Work Rules Of Richland County.

WHEREAS updates have occurred to the way in which sick leave and vacation time are administered, and

WHEREAS consistency is desired in the way in which sick leave and vacation benefits are administered through all county departments, and

WHEREAS the Executive and Finance Standing Committee has carefully reviewed and considered the proposed changes to the Handbook of Personnel Polices and Work Rules of Richland County, and

WHEREAS the Executive and Finance Standing Committee is now presenting this Resolution to the County Board for its consideration, and

WHEREAS the proposed changes repeal and replace previous handbook and addendum language for Pine Valley Community Village, and

NOW THEREFORE BE IT RESOLVED that the Richland County Board of Supervisors approves the proposed changes to the sick leave, vacation, and wage scale sections of the Handbook of Personnel Policies and Work Rules of Richland County, and

BE IT FURTHER RESOLVED that this Resolution shall be effective April 21, 2025 for all departments excluding Pine Valley which will have an effective date of September 1, 2025.

VOTE ON FOREGOING RESOLUTION

RESOLUTION OFFERED BY THE EXECUTIVE &
FINANCE STANDING COMMITTEE
(08 JULY 2025)

AYES _____ NOES _____

RESOLUTION ADOPTED

FOR

AGAINST

DEREK S. KALISH
COUNTY CLERK

STEVE CARROW

X

CRAIG WOODHOUSE

X

GARY MANNING

X

DATED: JULY 15, 2025

MARK GILL

X

INGRID GLASBRENNER

DAVID TURK

X

BOB FRANK

X

STEVE WILLIAMSON

X

MARC COUEY

X

Resolution Approving The 2026 Capital Improvement Plan: Resolution No. 25-54 approving the 2026 Capital Improvement Plan was read by County Clerk Kalish. Motion by Manning second by McKee to approve Resolution No. 25-54 approving the 2026 Capital Improvement Plan. Motion carried and Resolution No. 25-54 declared adopted.

RESOLUTION NO. 25 - 54

Resolution Approving The 2026 Capital Improvement Plan.

WHEREAS the current practice of short-term borrowing has been utilized to complete various capital improvement projects within the county, and

WHEREAS the amount of proposed short-term borrowing for 2026 capital improvement projects is \$1,064,000 (excluding fees) allocated in the following manner:

COC & RIP	25,000
County MIS	80,000
Highway	500,000
Sheriff	209,000
Symons Center	250,000
TOTALS	1,064,000

WHEREAS the Executive and Finance Standing Committee has carefully reviewed the proposed 2026 Capital Improvement Plan, and

NOW THEREFORE BE IT RESOLVED by the Richland County Board of Supervisors that the 2026 Capital Improvement Plan is approved as presented, and

BE IT FURTHER RESOLVED that Administrator Clements is directed to initiate the required procedure(s) to utilize short-term borrowing, and

BE IT FURTHER RESOLVED that this resolution should be effective immediately upon passage.

VOTE ON FOREGOING RESOLUTION		RESOLUTION OFFERED BY THE EXECUTIVE & FINANCE STANDING COMMITTEE	
AYES _____ NOES _____		(08 JULY 2025)	
RESOLUTION ADOPTED		FOR	AGAINST
DEREK S. KALISH COUNTY CLERK	STEVE CARROW	X	
	CRAIG WOODHOUSE	X	
DATED: JULY 15, 2025	GARY MANNING	X	
	MARK GILL	X	
	INGRID GLASBRENNER		
	DAVID TURK	X	
	BOB FRANK	X	
	STEVE WILLIAMSON	X	
	MARC COUEY	X	

Resolution Confirming The Delegation Of Authority For Certain Matters: Resolution No. 25-55 confirming the delegation of authority for certain matters pursuant to Wis. Stat. § 48.09 was read by County Clerk Kalish. Motion by McKee second by Gill to approve Resolution No. 25-55 confirming the delegation of authority for certain matters pursuant to Wis. Stat. § 48.09. Motion carried and Resolution No. 25-55 declared adopted.

RESOLUTION NO. 25 - 55

A Resolution Confirming The Delegation Of Authority For Certain Matters Pursuant To Wis. Stat. § 48.09.

WHEREAS Richland County Board previously approved a job description for Corporation Counsel which specifically names “guardianships & protective placement; child protection services matters, including Termination of Parental Rights matters...,” and

WHEREAS the County is represented in such matters, enumerated in Wis. Stat. § 48.09, by the District Attorney unless authority over those matters is delegated to Corporation Counsel, and

WHEREAS the Board wishes to make clear its intent that Corporation Counsel represent the interests of the public in such matters,

NOW THEREFORE BE IT RESOLVED by the Richland County Board of Supervisors that Corporation Counsel shall appear represent the interests of the public in those matters enumerated under Wis. Stat. § 48.09, 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
(08 JULY 2025)

RESOLUTION ADOPTED

FOR

AGAINST

DEREK S. KALISH
COUNTY CLERK

MARK GILL
CRAIG WOODHOUSE
MARC COUEY
GARY MANNING
INGRID GLASBRENNER
DAVID TURK
STEVE WILLIAMSON
MELVIN FRANK
STEVE CARROW

X
X
X
X

X
X
X
X

DATED: JULY 15, 2025

Resolution Approving Implementation Of An Employee Assistance Program: Resolution No. 25-56 approving implementation of an Employee Assistance Program was read by County Clerk Kalish. Motion by Cosgrove second by Gill to approve Resolution No. 25-56 approving implementation of an Employee Assistance Program. Motion carried and Resolution No. 25-56 declared adopted.

RESOLUTION NO. 25 - 56

Resolution Approving Implementation Of An Employee Assistance Program.

WHEREAS an Employee Assistance Program (EAP) is a work-based intervention program designed to help employees resolve personal problems that may affect their work performance, and

WHEREAS Richland County has never had an EAP, and

WHEREAS due to the nature of the work that many county employees engage in (law enforcement, EMS, social workers, end of life care) this would bring a great benefit to all employees, and

WHEREAS this support will ensure that Richland County employees have access to services that will support their mental well-being and allow them to be available to do their job in the more effective and efficient way possible, and

WHEREAS the proposed implementation date is August 1, 2025 and

WHEREAS costs for the 2025 will be paid from Fund 93 and future years will be paid from Fund 10, and

WHEREAS the Executive and Finance Standing Committee carefully reviewed the recommendation, and

NOW THEREFORE BE IT RESOLVED by the Richland County Board of Supervisors that approval is hereby granted to implement the Employee Assistance Program effective August 1, 2025, and

BE IT FURTHER RESOLVED that this resolution shall be effective upon passage.

VOTE ON FOREGOING RESOLUTION

AYES_____ NOES_____

RESOLUTION OFFERED BY THE EXECUTIVE &
FINANCE STANDING COMMITTEE
(08 JULY 2025)

RESOLUTION ADOPTED		FOR	AGAINST
DEREK S. KALISH	STEVE CARROW	X	
COUNTY CLERK	CRAIG WOODHOUSE	X	
	GARY MANNING	X	
DATED: JULY 15, 2025	MARK GILL	X	
	INGRID GLASBRENNER		
	DAVID TURK	X	
	BOB FRANK	X	
	STEVE WILLIAMSON	X	
	MARC COUEY	X	

Resolution Approving The Sale Of Platinum From The Campus: Resolution No. 25-57 approving the sale of platinum from the campus was read by County Clerk Kalish. Motion by Kramer second by Manning to approve Resolution No. 25-57 approving the sale of platinum from the campus. Motion carried and Resolution No. 25-57 declared adopted.

RESOLUTION NO. 25 - 57

Resolution Approving The Sale Of Platinum From The Campus.

WHEREAS the platinum items from the campus are of no use to the county, and

WHEREAS the platinum items have been evaluated with an estimated value of \$1,347.52 as of June 17, 2025, and

WHEREAS the recommendation has been reviewed by the Campus Reconfiguration Committee, and

NOW THEREFORE BE IT RESOLVED by the Richland County Board of Supervisors that approval is hereby granted to sell the platinum items from the campus, and

BE IT FURTHER RESOLVED that the proceeds from the sale of the platinum items be deposited into Fund 32, and

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

VOTE ON FOREGOING RESOLUTION

AYES_____ NOES_____

RESOLUTION OFFERED BY THE CAMPUS
RECONFIGURATION COMMITTEE
(02 JULY 2025)

RESOLUTION ADOPTED		FOR	AGAINST
DEREK S. KALISH	STEVE CARROW	X	
COUNTY CLERK	GARY MANNING	X	
	INGRID GLASBRENNER	X	

DATED: JULY 15, 2025

DAVID TURK

X

BOB FRANK

X

STEVE WILLIAMSON

X

Approval Of Ordinance Entitled Payment With Coins Or Tainted Currency: Ordinance No. 25-17 entitled Payment With Coins Or Tainted Currency was read by County Clerk Kalish. Motion by Gill second by Carrow that Ordinance 25-17 be adopted. Motion carried and Ordinance No. 25-17 declared adopted.

ORDINANCE NO. 25 – 17

PAYMENT WITH COINS OR TAINTED CURRENCY.

(1) County employees or officers shall not be required to accept more than one (1) dollar in coins as payment of a fee or other financial obligation owed to the county.

(2) County employees or officers shall not be required to accept as payment of a fee or other obligation owed to or collected by the county any currency or coin which has been soiled, contaminated, tainted or polluted with any human or animal bodily secretions, or any other substance that may pose a risk to public safety or human health.

DATED: JULY 15, 2025

PASSED: JULY 15, 2025

PUBLISHED: JULY 24, 2025

ORDINANCE OFFERED BY THE EXECUTIVE &

FINANCE STANDING COMMITTEE

(08 JULY 2025)

		FOR	AGAINST
DAVID TURK, CHAIR	STEVE CARROW	X	
RICHLAND COUNTY BOARD OF SUPERVISORS	GARY MANNING	X	
	MARK GILL	X	
	INGRID GLASBRENNER		
	DAVID TURK	X	
	CRAIG WOODHOUSE	X	
DEREK KALISH	BOB FRANK	X	
RICHLAND COUNTY CLERK	STEVE WILLIAMSON	X	
	MARC COUEY	X	

Approval Of Ordinance Entitled Underpayments and Overpayments: Ordinance No. 25-18 entitled Underpayments and Overpayments was read by County Clerk Kalish. Motion by Williamson second by Couey that Ordinance 25-18 be adopted. Motion carried and Ordinance No. 25-18 declared adopted.

ORDINANCE NO. 25 – 18

UNDERPAYMENTS AND OVERPAYMENTS.

The purpose of this Ordinance shall be to establish a procedure for dealing with underpayments and overpayments per §59.54 (24)(b), Wis. Stats. Overpayment of Real Property Tax. Unless otherwise provided by law, the County may retain overpayments of real property tax when the overpayment is five dollars (\$5.00) or less, unless such refund is specifically requested in writing within sixty (60) days of the date of the original payment of the charge. The said overpayment of five dollars (\$5.00) or less shall be retained by the County Treasurer and remitted to the general fund. Underpayments of Real Property Tax. Unless otherwise provided by law, if a person makes a payment for real property tax which constitutes an underpayment of not more than 1.00 dollar (\$1.00) on the First Installment, the remainder will be added to Second Installment. If full amount is

not paid by the end of the collection cycle, underpayments of not more than one dollar (\$1.00) may be waived when the administrative cost of collection would exceed the amount of underpayment.

DATED: JULY 15, 2025
PASSED: JULY 15, 2025
PUBLISHED: JULY 24, 2025

ORDINANCE OFFERED BY THE EXECUTIVE &
FINANCE STANDING COMMITTEE
(08 JULY 2025)

		FOR	AGAINST
DAVID TURK, CHAIR	STEVE CARROW	X	
RICHLAND COUNTY BOARD OF SUPERVISORS	GARY MANNING	X	
	MARK GILL	X	
	INGRID GLASBRENNER		
	DAVID TURK	X	
	CRAIG WOODHOUSE	X	
DEREK KALISH	BOB FRANK	X	
RICHLAND COUNTY CLERK	STEVE WILLIAMSON	X	
	MARC COUEY	X	

Approval Of Ordinance Entitled Dishonored Checks: Ordinance No. 25-19 entitled Dishonored Checks was read by County Clerk Kalish. Motion by Manning second by Kramer that Ordinance 25-19 be adopted. Motion carried and Ordinance No. 25-19 declared adopted.

ORDINANCE NO. 25 – 19

DISHONORED CHECKS.

County departments accepting checks are hereby authorized to charge a fee of twenty-five dollars (\$25.00) for all checks returned due to insufficient funds or where a stop payment order has been issued. Departments are authorized to refuse to accept a check from any person who has an outstanding obligation to pay the fee assessed by this section. Departments may also apply any future payments from any person owing a fee to the fee first and then to the obligation intended to be paid; however, the person making the payment shall be notified that a balance remains due the County because of the application of the payment to the fee.

DATED: JULY 15, 2025
PASSED: JULY 15, 2025
PUBLISHED: JULY 24, 2025

ORDINANCE OFFERED BY THE EXECUTIVE &
FINANCE STANDING COMMITTEE
(08 JULY 2025)

		FOR	AGAINST
DAVID TURK, CHAIR	STEVE CARROW	X	
RICHLAND COUNTY BOARD OF SUPERVISORS	GARY MANNING	X	
	MARK GILL	X	
	INGRID GLASBRENNER		
	DAVID TURK	X	
	CRAIG WOODHOUSE	X	
DEREK KALISH	BOB FRANK	X	
RICHLAND COUNTY CLERK	STEVE WILLIAMSON	X	
	MARC COUEY	X	

Resolution Approving Free Admission To Richland County Fairground For The Annual County Fair: Resolution No. 25-58 approving free admission to the Richland Couty Fairgrounds for the annual County Fair was read by County Clerk Kalish. Motion by Kramer second by Cosgrove to approve Resolution No. 25-

58 approving free admission to the Richland County Fairgrounds for the annual County Fair. Motion carried and Resolution No. 25-58 declared adopted.

RESOLUTION NO. 25 - 58

Resolution Approving Free Admission To Richland County Fairgrounds For The Annual County Fair.

WHEREAS free admission to the Richland County Fairgrounds during the Richland County Fair is advantageous to Richland County residents and all of those involved, and

WHEREAS free admission may increase attendance at the Richland County Fair and the corresponding events and provide the community with an increased opportunity to attend, and

WHEREAS the lack of volunteer staff has made it difficult in recent years to collect the admission fee at the entry to the fairgrounds, and

WHEREAS admission will be charged for certain grandstand events within the fairgrounds during the annual County Fair, and

WHEREAS a possible reduction in revenues may occur because of no admission being charged, and

WHEREAS a possible increase in expenses may occur because of reduced revenues being collected, and

WHEREAS petty cash is still needed to fund general operations of the fair and will be returned to the General Fund in full after the fair is over, and

WHEREAS the Public Works Standing Committee has carefully reviewed this proposal, and

NOW THEREFORE BE IT RESOLVED by the Richland County Board of Supervisors that approval is granted for free admission to the Richland County Fairgrounds for the annual County Fair, and

BE IT FURTHER RESOLVED the resolution be effective upon passage.

VOTE ON FOREGOING RESOLUTION		RESOLUTION OFFERED BY THE PUBLIC WORKS STANDING COMMITTEE (10 JULY 2025)	
AYES_____	NOES_____		
RESOLUTION ADOPTED		FOR	AGAINST
DEREK S. KALISH COUNTY CLERK	STEVE CARROW	X	
	GARY MANNING	X	
DATED: JULY 15, 2025	CHAD COSGROVE	X	
	KERRY SEVERSON	X	
	STEVE WILLIAMSON	X	
	MARC COUEY	X	
	DANIEL MCGUIRE		

Resolution To Pay The Bills To The Richland County Snowmobile Alliance And The Hillsboro Trail Blazers From The 2024-25 Snowmobile Maintenance Grant: Resolution No. 25-59 to pay the bills to the Richland County Snowmobile Alliance and the Hillsboro Trail Blazers from the 2024-25 Snowmobile Maintenance Grant was read by County Clerk Kalish. Motion by Manning second by Severson to approve Resolution No. 25-59 to pay the bills to the Richland County Snowmobile Alliance and the Hillsboro Trail Blazers from the 2024-25 Snowmobile Maintenance Grant. Motion carried and Resolution No. 25-59 declared adopted.

RESOLUTION NO. 25 - 59

Resolution To Pay The Bills To The Richland County Snowmobile Alliance And The Hillsboro Trail Blazers From The 2024-25 Snowmobile Maintenance Grant.

WHEREAS State funds are available to counties in Wisconsin for the maintenance and grooming of state snowmobile trail under the County Snowmobile Trail Aids Program which is administered by the State Department of Natural Resources (DNR)and

WHEREAS the Richland County applied for and received the grant, and

WHEREAS the Richland County Snowmobile Alliance, Hillsboro Trail Blazers, grooming and non-grooming hours eligible for payment of \$14223.85, and

WHEREAS Rule 14 of the Rules of the Board provides that the County Board approval is required for any expenditures over \$10,000.

NOW, THEREFORE, BE IT RESOLVED by the Richland County Board of Supervisors that approval is hereby granted to pay the bills from the Richland County Snowmobile Alliance and Hillsboro Trail Blazers for grooming and non-grooming hours through the 2024-25 Snowmobile Maintenance grant, and

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

VOTE ON FOREGOING RESOLUTION

RESOLUTION OFFERED BY
THE PUBLIC WORKS STANDING
COMMITTEE
(10 JULY 2025)

AYES_____ NOES_____

RESOLUTION ADOPTED FOR AGAINST

DEREK S. KALISH
COUNTY CLERK

STEVE WILLIAMSON	X
KERRY SEVERSON	X
MARC COUEY	X
CHAD COSGROVE	X
GARY MANNING	X
STEVE CARROW	X
DAN MCGUIRE	

DATED: JULY 15, 2025

Correspondence: None.

Future agenda items: None.

Adjourn: Motion by Manning, second by Carrow to adjourn. Motion carried and the meeting adjourned at 8:19 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 15th day of July 2025.

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/>