

AUGUST MEETING

August 19, 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, Mary Miller, Randy Schoonover, Sandra Kramer, Richard McKee, Larry Engel, Alayne Hendricks, Gary Manning, Mark Gill, Ingrid Glasbrenner, David Turk, Melvin “Bob” Frank, Kerry Severson, Steve Williamson, and Marc Couey. Supervisor(s) absent: Chad Cosgrove, Julie Fleming, and Daniel McGuire.

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 Manning second by McKee to approve the agenda. Motion carried and agenda declared approved.

Approve Minutes Of The July 15, 2025 Meeting: Chair Turk asked if there were any amendments or changes to the minutes of the July 15, 2025 meeting. Hearing no amendments, Chair Turk declared the minutes of the July 15, 2025 meeting approved.

Public Comment: Supervisor Gill thanked the County Board for the opportunity to serve. Supervisor Miller praised the Richland Hospital and Yuba First Responders for providing quality service.

Appointment Of County Board Supervisor District #11: County Clerk Kalish reviewed the letter of interest received to fill the vacancy in District #11. Applicant Rodney C. Perry introduced himself to the Board. Motion by Severson second by Couey to appoint Rodney C. Perry to fill the current vacancy in District #11. Motion carried and appointment of Rodney C. Perry to fill the current vacancy in District #11 declared approved. Chair Turk called for a recess at 7:04 PM for County Clerk Kalish to administer the Oath of Office to Rodney C. Perry.

Chair Turk reconvened the meeting at 7:06 PM.

Appointments To Various Boards, Committees, And Commissions: None.

Ordinance Relating To Parcel 010-1242-4000: Ordinance No. 25-20 Amendment No. 628 to the Richland County Code of Ordinances Chapter 119 relating to parcel 010-1242-4000 was read by County Clerk Kalish. Motion by Kramer second by Schoonover that Ordinance 25-20 be adopted. Motion carried and Ordinance No. 25-20 declared adopted.

ORDINANCE NO. 25 - 20

Amendment No. 628 To Richland County Code of Ordinance Chapter 119- Zoning Relating To Parcel 010-1242-4000.

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 6.31-acre parcel in the Town of Eagle is hereby rezoned from Agricultural/Forestry (AF) to the Commercial (C) District:

Beginning at the Northwest corner of the Southeast Quarter (SE ¼) of Section Twelve (12), Township Nine (9) North, Range One (1) West, Richland County, Wisconsin;

Thence South 33.80 feet along the West line of said Southeast Quarter (SE ¼) to the centerline of a right-of-way;

Thence South 58° 31' East, 233.90 feet along said centerline;

Thence South 46° 30' East, 131.90 feet along said centerline;

Thence South 04° 48' East, 150.00 feet along said centerline;

Thence South 84° 26' East, 297.90 feet along said centerline;

Thence South 84 14' East, 245.80 feet along said centerline;

Thence North 05° 06' East, 440.04 feet to the North Line of said Southeast Quarter (SE ¼);

Thence North 89° 15' 25" West, 887.95 feet along said North Line to the point of beginning;

Said parcel of land being a part of the Northwest Quarter (NW ¼) of the Southwest Quarter (SE ¼) of Section Twelve (12), Township Nine (9), Range One (1) West, Richland County, Wisconsin.

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

DATED: AUGUST 19, 2025
PASSED: AUGUST 19, 2025
PUBLISHED: AUGUST 28, 2025

ORDINANCE OFFERED BY THE NATURAL
RESOURCE STANDING COMMITTEE
(4 AUGUST 2025)

FOR AGAINST

DAVID TURK, CHAIR
RICHLAND COUNTY BOARD OF SUPERVISORS

STEVE CARROW	X
JULIE FLEMING	X
MARK GILL	X
RICHARD MCKEE	X
ALAYNE HENDRICKS	X

DEREK KALISH
RICHLAND COUNTY CLERK

Report On Petitions For Zoning Amendments Received Since The Last County Board Session:
None reported.

Report On Zoning Petitions Recommended For Denial By The Natural Resources Standing Committee: None reported.

Reports – Southwestern Wisconsin Regional Planning Commission: Executive Director Troy Maggied provided 2025 program updates and reviewed the partnership between Richland County and Southwestern Wisconsin Regional Planning Commission.

Reports – County Administrator Update: Administrator Clements reported the following: a Finance Director was hired, the preliminary 2026 budget will be presented to Executive and Finance Standing Committee on 8/25/2025, payrolls have been merged and reduced to 3 cycles, the Tyler time and attendance module is in progress, provided brief update on radio tower project, reminded County Board Supervisors of WCA conference registration, and thanked the Ambulance service for their hard work due to recent staffing constraints.

Reports – Legislative Update: None.

Resolution Approving The ADRC, A Unit Within The Department Of Health And Human Services Applying For And Accepting A 2026 Section 5310 Operating Grant: Resolution No. 25-60 approving the ADRC, a unit within the Department of Health and Human Services applying for and accepting a 2026 Section 5310 Operating Grant was read by County Clerk Kalish. Motion by Glasbrenner second by Manning to approve Resolution No. 25-60. Motion carried and Resolution No. 25-60 declared adopted.

RESOLUTION NO. 25 – 60

Resolution Approving The ADRC, A Unit Within The Department Of Health And Human Services Applying For And Accepting A 2026 Section 5310 Operating Grant.

WHEREAS the Wisconsin Department of Transportation has indicated that the Aging and Disability Resource Center of the Department of Health and Human Services is eligible to apply and potentially receive a 2026 Section 5310 Operating Grant in the amount of up to \$33,550.93, with the grant funds to be used to provide bus transportation services, particularly for elderly and disabled residents living in rural parts of the County, and

WHEREAS the Community and Health Services Committee and the Director of the Health and Human Services Department, Ms. Stephanie Ronnfeldt, are 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 Aging and Disability Resource Center of the Department of Health and Human Services to apply for and accept a 2026 Section 5310 Operating Grant from the Wisconsin Department of Transportation in the amount of \$33,590.93, and

BE IT FURTHER RESOLVED that the grant requires a 50% minimum County match which can be either cash and/or in-kind funding which will be accomplished by Section 85.21 non-Federal transportation funds, program revenues, indirect costs supported by Health and Human Services Fund # 560, and

BE IT FURTHER RESOLVED that approval is hereby granted for the grant funds to be spent in accordance with the terms of the grant and the Director of the Health and Human Services Department. Ms. Stephanie Ronnfeldt, is authorized to sign on behalf of the County any documents necessary 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 COUNTY BOARD
MEMBERS OF THE COMMUNITY & HEALTH
SERVICES STANDING COMMITTEE
(07 AUGUST 2025)

RESOLUTION ADOPTED	FOR	AGAINST
DEREK S. KALISH		
COUNTY CLERK		
DATED: AUGUST 19, 2025		
MARY MILLER		
SANDRA KRAMER	X	
LARRY ENGEL	X	
INGRID GLASBRENNER	X	
DANIEL MCGUIRE	X	

Resolution Accepting Donations To Symons Recreation Complex: Resolution No. 25-61 accepting donations to Symons Recreation Complex was read by County Clerk Kalish. Motion by Couey second by Perry to approve Resolution No. 25-61. Motion carried and Resolution No. 25-61 declared adopted.

RESOLUTION NO. 25 - 61

Resolution Accepting Donations To Symons Recreation Complex.

WHEREAS Symons Recreation Complex receives regular donations from members and the Symons Recreation Complex Foundation to make facility improvements and equipment purchases, and

WHEREAS the Natatorium Board has reviewed August, 2025 donation offers to the Symons Recreation Complex by the SRC Foundation, and

WHEREAS the recommendation has been reviewed by the County Executive and Finance Committee.

NOW THEREFORE BE IT RESOLVED by the Richland County Board of Supervisors that the following donations from the Symons Recreation Complex Foundation to the Symons Recreation Complex are hereby accepted:

- 1) 1 Matrix Treadmill (new).....\$5,700
- 2) Miscellaneous Weight Room Equipment (new).....\$1,000
- 3) 3 Portable Pickleball Net Systems (new).....\$510

Total donation amount.....\$7,210, 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
(12 AUGUST 2025)

RESOLUTION ADOPTED		FOR	AGAINST
DEREK S. KALISH	STEVE CARROW	X	
COUNTY CLERK	MARC COUEY		
	GARY MANNING	X	
DATED: AUGUST 19, 2025	MARK GILL	X	
	INGRID GLASBRENNER		
	DAVID TURK	X	
	BOB FRANK	X	
	STEVE WILLIAMSON	X	
	RANDY SCHOONOVER	X	

Resolution Approving Richland County Increasing The Fee For Minor Subdivision

Review/Certified Survey Map: Resolution No. 25-62 approving Richland County increasing the fee for minor subdivision review/certified survey map was read by County Clerk Kalish. Motion by Manning second by Schoonover to approve Resolution No. 25-62. Motion carried and Resolution No. 25-62 declared adopted.

RESOLUTION NO. 25 - 62

Resolution Approving Richland County Increasing The Fee For Minor Subdivision Review/Certified Survey Map.

WHEREAS Richland County requires parcels of 10 acres or less to have a Certified Survey completed, and

WHEREAS the County Land Conservation and Zoning Department is to review the Certified Surveys and

WHEREAS because the Land Conservation and Zoning Department staff does not have the expertise in reviewing these surveys, and

WHEREAS the certified surveys have been submitted in the past to the state Plat Review section, and

WHEREAS the state Plat Review section is no longer going to be able to review Certified Surveys from now on, and

WHEREAS the Land Conservation and Zoning Department has contacted the County Surveyor, Todd Rummmler who will review the Certified Surveys for a fee of \$200 per survey, and

WHEREAS the Natural Resources Committee has reviewed and requested a change to the fee schedule for Minor Subdivision Review/Certified Survey map to \$300 plus \$20 per lot.

NOW THEREFORE BE IT RESOLVED by the Richland County Board of Supervisors that approval to change the fee schedule for Minor Subdivision Review/Certified Survey map to \$300 plus \$20 per lot.

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

VOTE ON FOREGOING RESOLUTION

RESOLUTION OFFERED BY THE EXECUTIVE &
FINANCE STANDING COMMITTEE
(12 AUGUST 2025)

AYES_____ NOES_____

RESOLUTION ADOPTED

FOR AGAINST

DEREK S. KALISH
COUNTY CLERK

STEVE CARROW

X

MARC COUEY

GARY MANNING

X

DATED: AUGUST 19, 2025

MARK GILL

X

INGRID GLASBRENNER

DAVID TURK

X

BOB FRANK

X

STEVE WILLIAMSON

X

RANDY SCHOONOVER

X

Resolution Approving Addition Of One Full-Time EMT Position: Resolution No. 25-63 approving addition of one full-time EMT position was read by County Clerk Kalish. Motion by McKee second by Gill to approve Resolution No. 25-63. Motion carried and Resolution No. 25-63 declared adopted.

RESOLUTION NO. 25 – 63

Resolution Approving Addition Of One Full-Time EMT Position.

WHEREAS EMS runs on a three-crew model and are required to run with a minimum of two people on a crew per Wisconsin Chapter DHS 110, and

WHEREAS currently there are 5 staff members and overtime is excessive, and

WHEREAS adding an additional full-time position will increase operational efficiency and be a more cost-effective solution, and

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

NOW THEREFORE BE IT RESOLVED that the Richland County Board of Supervisors approves the addition of one full-time EMT position, and

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

VOTE ON FOREGOING RESOLUTION		RESOLUTION OFFERED BY THE EXECUTIVE & FINANCE STANDING COMMITTEE (12 AUGUST 2025)	
AYES_____	NOES_____		
RESOLUTION ADOPTED		FOR	AGAINST
DEREK S. KALISH COUNTY CLERK		STEVE CARROW	X
		MARC COUEY	
DATED: AUGUST 19, 2025		GARY MANNING	X
		MARK GILL	X
		INGRID GLASBRENNER	
		DAVID TURK	X
		BOB FRANK	X
		STEVE WILLIAMSON	X
		RANDY SCHOONOVER	X

Resolution Approving The Creation And Filling Of The Ambulance Service Director Position And Job Description: Resolution No. 25-64 approving the creation and filling of the Ambulance Service Director position and job description was read by County Clerk Kalish. Motion by Kramer second by Miller to approve Resolution No. 25-64. Brief discussion occurred regarding the preferred and required qualifications the new incoming Ambulance Service Director must have. Motion carried and Resolution No. 25-64 declared adopted.

RESOLUTION NO. 25 - 64

Resolution Approving The Creation And Filling Of The Ambulance Service Director Position And Job Description.

WHEREAS since 2014 Emergency Management and Ambulance Services was overseen by the same Department Head, and

WHEREAS the purpose of separating the two positions is to have each responsibility given the attention it needs, and

WHEREAS the separation of these responsibilities into two different positions will lead to an increase in the Ambulance budget and a decrease in the Emergency Services budget, and

WHEREAS the Executive and Finance Standing Committee has carefully reviewed and considered this request, and

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

NOW THEREFORE BE IT RESOLVED that the Richland County Board of Supervisors approves the creation and filling of the Ambulance Service Director position and associated job description, and

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

VOTE ON FOREGOING RESOLUTION

RESOLUTION OFFERED BY THE EXECUTIVE &
FINANCE STANDING COMMITTEE
(12 AUGUST 2025)

AYES_____ NOES_____

RESOLUTION ADOPTED

FOR AGAINST

DEREK S. KALISH
COUNTY CLERK

STEVE CARROW
MARC COUEY

X

GARY MANNING

X

DATED: AUGUST 19, 2025

MARK GILL

X

INGRID GLASBRENNER

DAVID TURK

X

BOB FRANK

X

STEVE WILLIAMSON

X

RANDY SCHOONOVER

X

Resolution Approving Changes To The Reimbursements Section Of The Handbook Of Personnel Policies And Work Rules Of Richland County: Resolution No. 25-65 approving changes to the reimbursements section of the Handbook of Personnel Policies and Work Rules of Richland County was read by County Clerk Kalish. Motion by Frank second by McKee to approve Resolution No. 25-65. Motion carried and Resolution No. 25-65 declared adopted.

RESOLUTION NO. 25 - 65

Resolution Approving Changes To The Reimbursements Section Of The Handbook Of Personnel Policies And Work Rules Of Richland County.

WHEREAS a goal of Administration is to update the employee handbook to ensure consistent implementation across all county departments, and

WHEREAS the proposed include flexibility in the reimbursement rate for lodging, increase meal reimbursement to mirror the State reimbursement rate, increase mileage reimbursement to mirror the IRS rate, the processing of expense vouchers through Accounts Payable versus payroll, and require the use of a standard expense form, and

WHEREAS the Executive and Finance Standing Committee has carefully reviewed and considered the proposed changes to the reimbursements section of the Handbook of Personnel Policies 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

NOW THEREFORE BE IT RESOLVED that the Richland County Board of Supervisors approves the proposed changes to the reimbursements section of the Handbook of Personnel Policies and Work Rules of Richland County, and

BE IT FURTHER RESOLVED that this Resolution shall be effective January 1, 2026.

VOTE ON FOREGOING RESOLUTION

AYES_____ NOES_____

RESOLUTION OFFERED BY THE EXECUTIVE &
FINANCE STANDING COMMITTEE
(12 AUGUST 2025)

RESOLUTION ADOPTED		FOR	AGAINST
DEREK S. KALISH	STEVE CARROW	X	
COUNTY CLERK	MARC COUEY		
	GARY MANNING	X	
DATED: AUGUST 19, 2025	MARK GILL	X	
	INGRID GLASBRENNER		
	DAVID TURK	X	
	BOB FRANK	X	
	STEVE WILLIAMSON	X	
	RANDY SCHOONOVER	X	

Resolution Adopting The Richland County Mission Statement: Resolution No. 25-66 adopting the Richland County Mission Statement was read by County Clerk Kalish. Motion by Kramer second by Gill to approve Resolution No. 25-66. Motion carried and Resolution No. 25-66 declared adopted.

RESOLUTION NO. 25 - 66

Resolution Adopting The Richland County Mission Statement.

WHEREAS Department Heads and County Board members have attended trainings to build a unified, resilient, and positive workplace culture across the county, and

WHEREAS an objective of these trainings was to form a mission statement for Richland County, and

WHEREAS the preferred mission statement created is as follows: “Richland County is dedicated to fostering a thriving, inclusive community through transparent, accountable, and fiscally responsible services. We aim to promote growth, well-being, and prosperity while respecting our rural roots and empowering all residents to succeed.”

WHEREAS the Executive and Finance Standing Committee has carefully reviewed and considered the proposed mission statement for Richland County, and

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

NOW THEREFORE BE IT RESOLVED that the Richland County Board of Supervisors approves the mission statement as noted above, and

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

VOTE ON FOREGOING RESOLUTION

RESOLUTION OFFERED BY THE EXECUTIVE &
FINANCE STANDING COMMITTEE

AYES_____ NOES_____

(12 AUGUST 2025)

RESOLUTION ADOPTED		FOR	AGAINST
DEREK S. KALISH	STEVE CARROW	X	
COUNTY CLERK	MARC COUEY		
	GARY MANNING	X	
DATED: AUGUST 19, 2025	MARK GILL	X	
	INGRID GLASBRENNER		
	DAVID TURK	X	
	BOB FRANK	X	
	STEVE WILLIAMSON	X	
	RANDY SCHOONOVER	X	

Resolution Designating The Future Planning Of County Facilities Duties To The Public Works Standing Committee: Resolution No. 25-67 designating the future planning of county facilities duties to the Public Works Standing Committee was read by County Clerk Kalish. Motion by Manning second by Glasbrenner to approve Resolution No. 25-67. Brief discussion regarding the duties and bandwidth for the current Public Works Standing Committee to take on new oversight duties. Motion carried and Resolution No. 25-67 declared adopted.

RESOLUTION NO. 25 - 67

Resolution Designating The Future Planning Of County Facilities Duties To The Public Works Standing Committee.

WHEREAS discussions regarding the reconfiguration of the campus property continue at the same time discussions regarding the current/future utilization of county buildings are also occurring, and

WHEREAS the Public Works Standing Committee is the most relevant committee to address the future planning of county facilities due to the nature of items discussed within the committee's scope of duties, and

WHEREAS the Executive and Finance Standing Committee has carefully reviewed and considered the designation of the Public Works Standing Committee to perform the oversight duties of the future planning of county facilities, and

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

NOW THEREFORE BE IT RESOLVED that the Richland County Board of Supervisors designates the Public Works Standing Committee to perform the oversight duties of future planning of county facilities, and

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

VOTE ON FOREGOING RESOLUTION

RESOLUTION OFFERED BY THE EXECUTIVE &
FINANCE STANDING COMMITTEE

AYES_____ NOES_____

(12 AUGUST 2025)

RESOLUTION ADOPTED		FOR	AGAINST
DEREK S. KALISH	STEVE CARROW	X	

COUNTY CLERK

DATED: AUGUST 19, 2025

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

Correspondence: County Clerk Kalish noted correspondence was received from Mel M. Marin.

Future agenda items: Supervisor Glasbrenner informed the County Board that she will be resigning effective 8-20-2025, thanked the County Board for their continued support, and thanked county employees for their hard work and dedication.

Adjourn: Motion by Manning second by Gill to adjourn. Motion carried and the meeting adjourned at 8:02 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 19th day of August 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/>