

# County Clerk's Office Richland County, Wisconsin

Derek S. Kalish  
County Clerk

Richland County Courthouse  
181 W Seminary Street  
Richland Center, Wisconsin 53581

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Dated Posted: February 17, 2025

Please be advised that the Richland County Board of Supervisors will convene at 7:00 p.m., Tuesday, February 18, 2025, in the County Board Room on the third floor of the Richland County Courthouse, located at 181 W Seminary Street, Richland Center, Wisconsin 53581.

Virtual access and documents for the meeting can be found by clicking on this link:  
<https://administrator.co.richland.wi.us/minutes/county-board/>

## Amended Agenda

1. Call To Order
2. Roll Call
3. Invocation
4. Pledge Of Allegiance
5. County Clerk Verification Of Open Meeting Laws Compliance
6. Approve Agenda
7. Approve Minutes Of The January 21, 2025 Meeting
8. Public Comment
9. Appointments To Various Boards, Committees, And Commissions
  - A. Transportation Coordinating Committee Member
  - B. 2025 Emergency Fire Wardens
  - C. MIS Director
10. Ordinance Relating To A Parcel Belonging To Jerel & Claudia Berres In The Town Of Dayton
11. Report On Petitions For Zoning Amendments Received Since The Last County Board Session
12. Report On Rezoning Petitions Recommended For Denial By The Natural Resources Standing Committee
13. Reports
  - A. County Administrator Update
  - B. Richland County Tourism Update
  - C. Richland Resiliency Project Report On Land Use
  - D. Campus Reconfiguration Committee Updates
14. Resolution Approving Amendments To Two 2024 Provider Contracts For The Health And Human Services Department
15. Resolution Urging Governor Evers And The Wisconsin Legislature To Support The County Courts
16. Resolution Approving A New Collective Bargaining Agreement With The Richland County Deputy Sheriff's Association, WPPA (The Union)
17. Correspondence
18. Future Agenda Items
19. Adjourn

## **JANUARY MEETING**

January 21, 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 via WebEx, Sandra Kramer, Richard McKee via WebEx, Larry Engel, Alayne Hendricks, Gary Manning, Mark Gill, Ingrid Glasbrenner, Michelle Harwick, David Turk, Chad Cosgrove, Steve Williamson, Marc Couey, Robert Brookens, and Daniel McGuire. Supervisor(s) absent: Craig Woodhouse, Melvin “Bob” Frank, Kerry Severson, and Julie Fleming. Julie Fleming joined the meeting at 7:11 PM. Melvin “Bob” Frank joined the meeting at 7:11 PM.

Chair Turk called for a moment of silence to be observed in memory of Marty Brewer.

**Invocation:** Leland Schmidt, of Grace Community Church, gave the invocation.

**Pledge of Allegiance:** Deputy County Clerk Hege led the Pledge of Allegiance.

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

**Approve Agenda:** Chair Turk struck item #17: Resolution Approving A New Collective Bargaining Agreement With The Richland County Deputy Sheriff Association, WPPA (The Union) from the agenda. Motion by Manning, second by Cosgrove to approve the agenda as amended. Motion carried and the agenda declared approved as amended.

**Approve Minutes Of The December 10, 2024 And January 7, 2025 Meetings:** Chair Turk asked if there were any corrections or amendments to the minutes of the December 10, 2024 and January 7, 2025 meetings. Hearing no corrections or amendments to the minutes of the December 10, 2024 and January 7, 2025 meetings, Chair Turk declared the minutes approved as published.

**Public Comment:** None

Resolution No. 25-5 of condolence to the family of Marty Brewer was read by Deputy County Clerk Hege. Motion by Kramer, second by Carrow that Resolution No. 25-4 be adopted. Motion carried and resolution declared adopted.

### **RESOLUTION NO. 25 – 5**

Resolution Of Condolence To The Family Of Marty Brewer.

WHEREAS Marty Brewer served Richland County as a County Board Supervisor from April 15, 2014 through April 19, 2020, County Board Chair from April 20, 2020 through April 16, 2024, and County Board Supervisor from April 16, 2024 until his death on January 16, 2025, and

WHEREAS the Richland County Board of Supervisors, desires to express its sympathy to the surviving family of Marty Brewer.

NOW, THEREFORE, BE IT RESOLVED by the Richland County Board of Supervisors that said Board of Supervisors does, as a body, hereby express its sincere sympathy regarding the death of Marty Brewer, to his surviving family, and

BE IT FURTHER RESOLVED that the County Clerk is hereby directed to send a copy of this Resolution to the family of Marty Brewer.

VOTE ON FOREGOING RESOLUTION

AYES \_\_\_\_\_ NOES \_\_\_\_\_

RESOLUTION ADOPTED

DEREK S. KALISH  
COUNTY CLERK

DATED: JANUARY 21, 2025

**Appointments To Various Boards, Committees, And Commissions:**

**A: CCS Coordination Committee:** Interim County Administrator Kalish presented the list of proposed appointments the CCS Coordination Committee. Motion by Gill, second by Couey to approve the appointments as listed. Motion carried and the appointments were made as listed.

Dawn Greeno, William Rezin, Isabela Candelaria, Jennifer Ward, and Kevin Schmidt to replace Anna Carlson, Nathan McBain, Jessica Brown, William Miles, and Connie Welte.

Julie Fleming joined the meeting at 7:11 PM.

Melvin “Bob” Frank joined the meeting at 7:11 PM.

**Election Of Committee on Committees Member:** Interim County Administrator Kalish gave a brief explanation of the need to fill a vacancy on the Committee on Committees Standing Committee. Ballots were distributed to the members of the board. Interim County Administrator Kalish and County Corporation Counsel Attorney Windle tallied the ballots and found that Steve Carrow received the highest number of votes (4). Supervisor Carrow accepted his election to the Committee on Committees Standing Committee.

Ordinance No. 25-1 adopting the Comprehensive Plan 2024-2034 for Richland County, Wisconsin was read by Deputy County Clerk Hege. Dan Hauck with the Southwestern Wisconsin Regional Planning Commission joined via WebEx and gave a brief explanation of the ordinance. Motion by Glasbrenner, second by Couey that Ordinance No. 25-1 be adopted. Brief discussion ensued. Motion carried and the ordinance declared adopted.

**ORDINANCE NO. 25 – 1**

**AN ORDINANCE ADOPTING THE COMPREHENSIVE PLAN 2024-2034 FOR RICHLAND COUNTY, WISCONSIN**

THE COUNTY BOARD OF RICHLAND COUNTY, WISCONSIN, DO ORDAIN AS FOLLOWS:

SECTION 1. Pursuant to Section(s) 62.23 of the Wisconsin Statutes, Richland County is authorized to prepare and adopt a comprehensive plan as defined in Sections 66.1001(1)(a) and 66.1001(2) of the Wisconsin Statutes.

SECTION 2. The County Board, by the enactment of an ordinance, formally adopted the document titled City of Darlington Comprehensive Plan as the city's comprehensive plan on January 18th, 2005.

SECTION 3. The Executive Committee, acting as the Planning Commission, by a majority vote of the entire Committee at a meeting held on January 14th, 2025, recommended to the County Board the adoption of the Richland County Comprehensive Plan 2024-2034 as an update to the County's comprehensive plan as required under Wis. Stat sec. 66.1001(2)(i).

SECTION 4. The County published a Class 1 public notice and held a public hearing regarding the Comprehensive Plan update.

SECTION 5. The County Board of Richland County, Wisconsin hereby adopts the proposed Richland County Comprehensive Plan 2024-2034.

SECTION 6. The County Clerk is directed to send a copy of this ordinance and the plan updates and amendments to the parties listed in Section 66.1001(4)(b) of the Wisconsin Statutes.

SECTION 7. This Ordinance shall take effect upon passage by a majority vote of the full membership of the County Board and publication as required by law.

Adopted and approved this 21st day of January, 2025.

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Derek S. Kalish, Interim County Administrator

Attest:

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Myranda H. Hege, Deputy County Clerk

Date Adopted: January 21, 2025  
Date Recorded: January 22, 2025  
Date Published: January 30, 2025  
Effective Date: January 30, 2025

Ordinance No. 25-2 Amendment No. 615 To Richland County Comprehensive Zoning Ordinance Relating To A Parcel Belonging To Royce Dieter In The Town of Dayton was read by Deputy County Clerk Hege. Supervisor Carrow gave a brief explanation of the ordinance. Motion by Manning, second by Gill that Ordinance No. 25-2 be adopted. Motion carried and the ordinance declared adopted.

## ORDINANCE NO. 25 - 2

Amendment No. 615 To The Richland County Zoning Ordinance Relating To A Parcel Belonging To Royce Dieter 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 27.66 acre parcel belonging to Royce Dieter in the Town of Dayton is hereby rezoned from Agricultural/Forestry (AF) to the Agricultural/Residential (AR) District:

That North Four Hundred (400) feet of the East half (E ½) of the Northeast Quarter (NE 1.4) of the Southwest Quarter (SW ¼), Section Eighteen (18) Township Ten (10) North, Range One (1) West, Town of Dayton, Richland County, Wisconsin.

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

DATED: JANUARY 21, 2025  
NATURAL  
PASSED: JANUARY 21, 2024  
PUBLISHED: JANUARY 30, 2025

ORDINANCE OFFERED BY THE  
RESOURCE STANDING COMMITTEE  
(6 JANUARY 2025)

	FOR	AGAINST
DAVID TURK, CHAIR	STEVE CARROW	X
RICHLAND COUNTY BOARD OF SUPERVISORS	JULIE FLEMING	X
	MARK GILL	X

DEREK KALISH  
RICHLAND COUNTY CLERK

RICHARD MCKEE	X
ROBERT BROOKENS	
CRAIG WOODHOUSE	X
ALAYNE HENDRICKS	X

Supervisor Carrow reported that there is a new Zoning Administrator and he had not heard if there were any petitions for zoning amendments received since the last county board session.

Supervisor Carrow reported that he had not heard of any rezoning petitions recommended for denial by the Natural Resources Standing Committee.

### Reports:

**A: County Administrator Update:** Interim County Administrator Kalish reported various topics including the upcoming training with The Lou Everett Group, continued recruitment for a county Administrator, continued recruitment for a county Finance Director. Brief discussion ensued. Interim County Administrator Kalish gave an update on the implementation of the wage study, the radio tower project, and the implementation of the new financial software. Brief discussion ensued. Attorney Windle reviewed a proposed contract with the City of Richland Center as part of the radio tower project. Discussion ensued. Administrator Kalish reminded the board of the upcoming Spring Primary and Spring Election. Supervisor Engel and Supervisor Gill both expressed concern on staffing levels in the Administrator's Office. Discussion ensued.

**B: 2023 Financial Audit Presentation By Johnson & Block:** Bill Moilien of Johnson Block & Company, Inc. Certified Public Accountants joined via WebEx and presented the audit of Richland County for the year ended December 31, 2023. Extensive discussion ensued.

Resolution No. 25-7 provider contracts for 2025 for the Health and Human Services Department was read by Deputy County Clerk Hege. Health and Human Services Director, Tricia Clements gave a brief explanation of the resolution. Motion by Couey, second by Frank that Resolution No. 25-7 be adopted. Motion carried and resolution declared adopted.

### RESOLUTION NO. 25 - 7

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 to the County Board for approval:

With **Diane's AFH** of Arena for \$135,000 to provide Adult Family Home services for Comprehensive Community Services consumers being served by the Behavioral Health Services Unit and

With **Hailey Schneider** of La Crosse for \$140,000 to provide medication management and individual outpatient services for consumers being served by the Behavioral Health Services Unit and

With **You Are Enough Counseling, LLC.** of Avoca for \$125,000 to provide psychotherapy, recovery planning, individual skills development, wellness management and AODA services to Comprehensive Community Services consumers being served by the Behavioral Health Services Unit and

With **Driftless Counseling LLC of Viroqua** for \$1,500,000 to provide psychotherapy, recovery planning, individual skills development, wellness management and AODA services to Comprehensive Community Services consumers being served by the Behavioral Health Services Unit.

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 listed 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  
(09 JANUARY 2025)

RESOLUTION ADOPTED

FOR

AGAINST

DEREK S. KALISH  
COUNTY CLERK

MARY MILLER

X

MARTY BREWER

SANDRA KRAMER

X

DATED: JANUARY 21, 2025

INGRID GLASBRENNER

X

MICHELLE HARWICK

DANIEL MCGUIRE

DAVID TURK

X

Resolution No. 25-8 awarding Opioid Settlement Fund Grants to applicant providing for the prevention, treatment, and/or recovery of opioid drug use was read by Deputy County Clerk Hege. Lt. Mike Czys with the Richland County Sheriff's Department gave a brief explanation of the resolution and his prevention work with area schools. Motion by Manning, second by Glasbrenner that Resolution No. 25-8 be adopted. Brief discussion ensued. Motion carried and resolution declared adopted

### **RESOLUTION NO. 25 - 8**

Resolution Awarding Opioid Settlement Fund Grants To Applicant 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 Richland County Departments may request funds throughout the year, 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 an application meeting the grant requirements have been reviewed by the Community Health Services Committee and is 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 Sheriff's Office in the amount of \$6,000 for prevention efforts, treatment and recovery efforts and to establish a D.A.R.E program; 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  
(09 JANUARY 2025)

RESOLUTION ADOPTED

FOR

AGAINST

DEREK S. KALISH  
COUNTY CLERK

MARY MILLER

X

MARTY BREWER

SANDRA KRAMER

X

DATED: JANUARY 21, 2025

INGRID GLASBRENNER

X

MICHELLE HARWICK

DANIEL MCGUIRE

DAVID TURK

X

Resolution No. 25-9 Approving two new job descriptions for the Health and Human Services Department was read by Deputy County Clerk Hege. Health and Human Services Director, Tricia Clements gave a brief explanation of the resolution. Motion by Glasbrenner, second by Couey that Resolution No. 25-9 be adopted. Motion carried and resolution declared adopted.

### **RESOLUTION NO. 25 - 9**

Resolution Approving Two New Job Descriptions For The Health And Human Services Department.

WHEREAS Richland County Health and Human Services has created two new positions in their budget, and

WHEREAS one position is in the Behavioral Health Unit and is for a Recovery Services Coordinator and would be tasked with providing services to those seeking recovery services for AODA issues, and



WHEREAS there is grant funding available that would fund the position and would only continue if grant funding is sustained, and

WHEREAS the Economic Support Unit of Health and Human Services has 12 Economic Support Specialists, and

WHEREAS there is a need for additional supervision of the unit beyond what the manager is able to do, and

WHEREAS with the elimination of a worker, the creation of the Economic Support Supervisor would fund the position and provide an additional level of support and supervision to the workers without the need for additional levy, and

WHEREAS the Community and Health Services Committee has reviewed this resolution, and

NOW THEREFORE BE IT RESOLVED by the Richland County Board of Supervisors that the job descriptions for an Economic Support Supervisor and a Recovery Services Coordinator be approved.

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

VOTE ON FOREGOING RESOLUTION

AYES\_\_\_\_\_ NOES\_\_\_\_\_

RESOLUTION OFFERED BY THE COUNTY BOARD  
MEMBERS OF THE COMMUNITY & HEALTH  
SERVICES STANDING COMMITTEE  
(09 JANUARY 2025)

RESOLUTION ADOPTED

FOR

AGAINST

DEREK S. KALISH  
COUNTY CLERK

MARY MILLER

X

MARTY BREWER

SANDRA KRAMER

X

DATED: JANUARY 21, 2025

INGRID GLASBRENNER

X

MICHELLE HARWICK

DANIEL MCGUIRE

DAVID TURK

X

Resolution No. 25-10 recognizing the retirement of an employee of the Health and Human Services Department was read by Deputy County Clerk Hege. Health and Human Services Business & Financial Services Manager, Stephanie Ronnfeldt, thanked the board on behalf of Ms. Kathy Dobbs and briefly spoke on Ms. Dobbs' many years of service to Richland County. Motion by Manning, second by Harwick that Resolution No. 25-10 be adopted. Motion carried and resolution declared adopted.

### **RESOLUTION NO. 25 - 10**

A Resolution Recognizing The Retirement Of An Employee Of The Health And Human Services Department.

WHEREAS, Ms. Kathy Dobbs was hired on August 25, 1978 and has held numerous positions in various Richland County departments since then, and

WHEREAS the Richland County Board wants to express its sincere appreciation to Ms. Kathy Dobbs for over 37 years of dedicated service to Richland County, and

NOW THEREFORE BE IT RESOLVED, by the Richland County Board of Supervisors that the County Board hereby expresses its sincere appreciation to Ms. Kathy Dobbs for 37 years of dedicated service to Richland County, and

BE IT FURTHER RESOLVED that the County Board wishes Ms. Kathy Dobbs a long and happy retirement, and

BE IT FURTHER RESOLVED, that the County Clerk shall send a copy of this Resolution to: Ms. Kathy Dobbs at her residence.

VOTE ON FOREGOING RESOLUTION

AYES\_\_\_\_\_ NOES\_\_\_\_\_

RESOLUTION OFFERED BY THE COUNTY BOARD  
MEMBERS OF THE COMMUNITY & HEALTH  
SERVICES STANDING COMMITTEE  
(09 JANUARY 2025)

RESOLUTION ADOPTED

FOR

AGAINST

DEREK S. KALISH  
COUNTY CLERK

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

DATED: JANUARY 21, 2025

Resolution No. 25-11 approving the contract for a water reservoir study with Delta 3 for Pine Valley Community Village was read by Deputy County Clerk Hege. Pine Valley Community Village Interim Director, Angela Wall gave an explanation of the resolution. Motion by Gill, second by Fleming that Resolution No. 25-11 be adopted. Extensive discussion ensued. Motion carried and resolution declared adopted.

#### **RESOLUTION NO. 25 - 11**

Resolution Approving The Contract For A Water Reservoir Study With Delta 3 For Pine Valley Community Village.

WHEREAS The DNR is requiring Pine Valley Community Village to repair the water reservoir, as there is rebar showing inside the tank, conduit needs repaired and isolation valves needs to be replaced, and

WHEREAS the cost for this Water Reservoir study is \$15,500.00 and it is in 2 phases will be paid from Fund 61.

NOW THEREFORE BE IT RESOLVED by the Richland County Board of Supervisors that approval is hereby granted for Pine Valley Community Village to enter a contract with Delta 3 for \$15,500.00 for the Water Reservoir Study.

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

VOTE ON FOREGOING RESOLUTION

RESOLUTION OFFERED BY THE EXECUTIVE &

FINANCE STANDING COMMITTEE  
(14 JANUARY 2024)

AYES\_\_\_\_\_ NOES\_\_\_\_\_

RESOLUTION ADOPTED	FOR	AGAINST
DEREK S. KALISH	STEVE CARROW	X
COUNTY CLERK	STEVE WILLIAMSON	X
	GARY MANNING	
DATED: JANUARY 21, 2025	MARK GILL	X
	INGRID GLASBRENNER	X
	DAVID TURK	X
	BOB FRANK	X
	MARC COUEY	X
	CRAIG WOODHOUSE	X

Resolution No. 25-12 approving fund transfers for the Symons Recreation Complex in the 2024 County Budget was read by Deputy County Clerk Hege. Symons Director, Mike Hardy joined via WebEx and gave a brief explanation of the resolution. Motion by Couey, second by Carrow that Resolution No. 25-12 be adopted. Brief discussion ensued. Motion carried and resolution declared adopted.

**RESOLUTION NO. 25 - 12**

Resolution Approving Fund Transfers For The Symons Recreation Complex In The 2024 County Budget.

WHEREAS Symons Recreation Complex receives regular donations to provide free and discounted swim lessons and pool passes which are deposited into the SRC Fund 37 donation account, and

WHEREAS the Natatorium Board has reviewed the report of free and discounted lessons and passes provided in 2024 and has recommended transfer of these funds from the Fund 37 donation account to the Fund 36 operating budget account, and

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

NOW THEREFORE BE IT RESOLVED by the Richland County Board of Supervisors that the following fund transfers from the Symons Projects Fund (Donations-Fund 37) to the Symons Operating Budget (Fund 36) are hereby approved:

- 1) 154 Free Pool Passes – Brewer Library & RC Parks and Rec. (x\$5 each) .....\$770
- 2) 61 Free Pool Passes - GRACE, Pumpkinfest and Tiny Farm events (x\$5 each) ....\$305
- 3) 13 Discounted Swim Lesson Fees – Every Child’s A Swimmer (x\$25 each) .....\$325

**Total.....\$1,400, and**

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

VOTE ON FOREGOING RESOLUTION

RESOLUTION OFFERED BY THE EXECUTIVE &  
FINANCE STANDING COMMITTEE

AYES\_\_\_\_\_

NOES\_\_\_\_\_

(14 JANUARY 2025)

RESOLUTION ADOPTED

FOR

AGAINST

DEREK S. KALISH  
COUNTY CLERK

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

X  
X  
  
X  
X  
X  
X  
X  
X

DATED: JANUARY 21, 2025

*Approved by Symons Natatorium Board on December 9, 2024*

Resolution No. 25-13 approving donations to Symons Recreation Complex was read by Deputy County Clerk Hege. Symons Director, Mike Hardy joined via WebEx and gave a brief explanation of the resolution. Motion by Gill, second by Glasbrenner that Resolution No. 25-13 be adopted. Brief discussion ensued. Motion carried and resolution declared adopted.

**RESOLUTION NO. 25 - 13**

Resolution Approving 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 December, 2024 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, and

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:

- 4) Two (2) 3-tier kettlebell racks.....\$700.00
- 5) Twenty (20) pool noodles.....\$59.99
- 6) Six (6) tables and twenty-four (24) chairs for the pool atrium.....\$8,634.00
- 7) Lifeguard certification for seven (7) new lifeguards.....\$322.00
- 8) Cordless backpack vacuum, batteries and attachments.....\$797.93
- 9) Two (2) shower seats.....\$502.00

**Total donation amount.....\$11,015.92, 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  
(14 JANUARY 2025)

RESOLUTION ADOPTED

FOR          AGAINST

DEREK S. KALISH  
COUNTY CLERK

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

DATED: JANUARY 21, 2025

*Approved by Symons Natatorium Board on December 9, 2024*

Resolution No. 25-14 approving the 2025 Educator Contract and MOU Between Richland County and UW- Madison Division Of Extension was read by Deputy County Clerk Hege. UW-Extension Area 13 Director, Adam Hady gave a brief explanation of the resolution. Motion by Cosgrove, second by Fleming that Resolution No. 25-14 be adopted. Brief discussion ensued. Motion carried and resolution declared adopted.

**RESOLUTION NO. 25 - 14**

Resolution Approving The 2025 Educator Contract And MOU Between Richland County And UW- Madison Division Of Extension.

WHEREAS, Extension is organized both around geography, as faculty and staff deliver programs in communities throughout the state, and around academic disciplines including Agriculture, Natural Resources, Community Development, Youth, Human Development & Relationships, and Health;

WHEREAS, Extension is committed to maintaining an office in every county willing to commit to continued funding and space for Extension staff. Extension recognizes the value in keeping a local presence in every county and keeping the shortest distance possible between the people of Wisconsin and the Extension staff delivering programming to them;

WHEREAS, Extension provides opportunities to additional resources such as statewide specialists and UW-System campus resources to address specific local issues in core areas of expertise;

WHEREAS, the County is a critical partner in developing and implementing key educational priorities for county residents. In collaboration with Extension leadership, counties will identify local services of priority to their communities. County will agree to co-fund Extension faculty and staff based upon annually established flat fees for positions; and

WHEREAS, this MOU outlines the partnership between Counties and Extension and supersedes the Division of Extension-County Partnership Guidance document dated August 2021; and,

WHEREAS, Extension and Counties have had a century-long partnership benefiting the

people of Wisconsin by extending the boundaries of the University of Wisconsin throughout the state to provide an array of educational programming and services to the people of Wisconsin where they live and work, bringing the research, knowledge and resources of the University of Wisconsin to the local community; and,

WHEREAS, Counties and Extension have contributed significant funding over the century-long relationship by co-funding Extension staff, providing local offices and support, and leveraging millions of state Extension and federal dollars annually to serve the people of Wisconsin; and,

WHEREAS, Section 59.56(3), Wis. Stats., generally provides the framework but has not evolved with the changing relationship; and,

WHEREAS, with over 100+ years of evolving partnership between Extension and Counties, there is a benefit of defining the roles and responsibilities of the partnership so the Parties can

NOW THEREFORE BE IT RESOLVED by the Richland County Board of Supervisors that the 2025 Educator Contract **and** MOU Between Richland County And UW- Madison Division of Extension be approved.

BE IT FURTHER RESOLVED the resolution shall be effective retroactively to January 1, 2025 upon passage.

VOTE ON FOREGOING RESOLUTION

RESOLUTION OFFERED BY THE EXECUTIVE &  
FINANCE STANDING COMMITTEE  
(14 JANUARY 2025)

AYES \_\_\_\_\_

NOES \_\_\_\_\_

RESOLUTION ADOPTED

FOR

AGAINST

DEREK S. KALISH  
COUNTY CLERK

STEVE CARROW

X

STEVE WILLIAMSON

X

GARY MANNING

MARK GILL

X

INGRID GLASBRENNER

X

DAVID TURK

X

BOB FRANK

X

MARC COUEY

X

CRAIG WOODHOUSE

X

DATED: JANUARY 21, 2025

Resolution No. 25-15 of formal endorsement to La Valle Telephone Cooperative Inc. to assist in obtaining the Wisconsin Public Service Commission's Broadband Equity, Access, & Development (BEAD) program was read by Deputy County Clerk Hege. Interim County Administrator Kalish gave a brief explanation of the resolution. Motion by Kramer, second by Williamson that Resolution No. 25-15 be adopted. Brief discussion ensued. Motion carried and resolution declared adopted.

### RESOLUTION NO. 25 - 15

Resolution Of Formal Endorsement To La Valle Telephone Cooperative Inc. To Assist In Obtaining The Wisconsin Public Service Commission's  
Broadband Equity, Access, & Development (BEAD) Program

TO THE RICHLAND COUNTY BOARD OF SUPERVISORS:

WHEREAS, it is the Richland County Board of Supervisors' understanding that La Valle Telephone Cooperative, Inc., is requesting the County's support for the Wisconsin Public Service Commission's Internet for All: Broadband Equity, Access, and Deployment (BEAD) program for broadband infrastructure for the underserved and unserved households and businesses within Richland County; and

WHEREAS, La Valle Telephone Cooperative has represented to the Richland County Board of Supervisors that La Valle Telephone Cooperative is headquartered in La Valle WI Sauk County and was founded on cooperative principles and values, and proposes to support technology needs by expanding broadband capability to reach unserved and underserved residents and businesses within Richland County where such service is currently unavailable or prohibitively expensive; and

WHEREAS, La Valle Telephone Cooperative Inc., has represented to the Richland County Board of Supervisors that La Valle Telephone Cooperative Inc., has been operating for over 68 years, that it has made significant capital contributions in updates to its existing network and fiber broadband expansion within surrounding counties to provide state of the art telecommunications and broadband infrastructure access that is affordable for unserved and underserved communities; and

WHEREAS, the Richland County Board of Supervisors has not investigated or confirmed the representations made by La Valle Telephone, but acknowledges that La Valle Telephone has delivered in previous transactions with Richland County in bringing enhanced connectivity and broadband services to the area; and

WHEREAS, it is the Richland County Board of Supervisors' understanding La Valle Telephone is seeking a formal endorsement to assist in the BEAD program deeming La Valle Telephone Cooperative as a Richland County collaborator in broadband construction and infrastructure; and

WHEREAS, it is the Richland County Board of Supervisors' understanding the PSC BEAD grant requests a Letter of Endorsement to support La Valle Telephone Cooperative Inc. application's to provide broadband infrastructure access to the Richland County in areas deemed unserved and underserved by the PSC's Broadband Map; and

WHEREAS, it is the Richland County Board of Supervisors' understanding fiber broadband connectivity and reliability is critical infrastructure for the health, safety, and quality of life for community residents, including access to telemedicine, expansive economic development and growth, and provides distance learning education opportunities for all; and

WHEREAS, this resolution was approved by the Executive Committee on January 14, 2025 on a vote of Steve Carrow, Steve Williamson, Mark Gill, Ingrid Glasbrenner, David Turk, Bob Frank, Marc Couey, and Craig Woodhouse voting in favor and 0 members voting against.

NOW, THEREFORE, BE IT RESOLVED, that the Richland County Board of Supervisors does, by the passage of this Resolution, endorse La Valle Telephone Cooperative Inc., as a BEAD program applicant and Richland County broadband provider and supports the construction of unserved and underserved communities in Richland County highlighted within the Wisconsin Public Service Commission Broadband Map as part of the BEAD program, as administered by the Wisconsin Public Service Commission.

BE IT FURTHER RESOLVED that publication of this resolution may occur through posting in accordance with Section 985.02 of the Wisconsin Statutes.

VOTE ON FOREGOING RESOLUTION

RESOLUTION OFFERED BY THE EXECUTIVE &  
FINANCE STANDING COMMITTEE

AYES\_\_\_\_\_

NOES\_\_\_\_\_

(14 JANUARY 2025)

RESOLUTION\_\_\_\_\_

FOR

AGAINST

DEREK S. KALISH  
COUNTY CLERK

STEVE CARROW  
STEVE WILLIAMSON  
GARY MANNING

X  
X

DATED: JANUARY 21, 2025

MARK GILL  
INGRID GLASBRENNER  
DAVID TURK  
BOB FRANK  
MARC COUEY  
CRAIG WOODHOUSE

X  
X  
X  
X  
X  
X

Resolution No. 25-16 of formal endorsement to Richland-Grant Telephone Cooperative Inc. to assist in obtaining the Wisconsin Public Service Commission's Broadband Equity, Access, & Development (BEAD) program was read by Deputy County Clerk Hege. Interim County Administrator Kalish gave a brief explanation of the resolution. Motion by Kramer, second by Manning that Resolution No. 25-16 be adopted. Motion carried and resolution declared adopted.

### **RESOLUTION NO. 25 - 16**

Resolution Of Formal Endorsement To Richland-Grant Telephone Cooperative Inc. To Assist In Obtaining The Wisconsin Public Service Commission's  
Broadband Equity, Access, & Development (BEAD) Program

TO THE RICHLAND COUNTY BOARD OF SUPERVISORS:

WHEREAS, it is the Richland County Board of Supervisors' understanding that Richland-Grant Telephone Cooperative, Inc., is requesting the County's support for the Wisconsin Public Service Commission's Internet for All: Broadband Equity, Access, and Deployment (BEAD) program for broadband infrastructure for the underserved and unserved households and businesses within Richland County; and

WHEREAS, Richland-Grant Telephone Cooperative has represented to the Richland County Board of Supervisors that Richland-Grant Telephone Cooperative is headquartered in Blue River WI Grant County and was founded on cooperative principles and values, and proposes to support technology needs by expanding broadband capability to reach unserved and underserved residents and businesses within Richland County where such service is currently unavailable or prohibitively expensive; and

WHEREAS, Richland-Grant Telephone Cooperative Inc., has represented to the Richland County Board of Supervisors that Richland-Grant Telephone Cooperative Inc., has been operating for over 68 years, that it has made significant capital contributions in updates to its existing network and fiber broadband expansion within surrounding counties to provide state of the art telecommunications and broadband infrastructure access that is affordable for unserved and underserved communities; and

WHEREAS, the Richland County Board of Supervisors has not investigated or confirmed the representations made by Richland-Grant Telephone, but acknowledges that Richland-Grant Telephone has delivered in previous transactions with Richland County in bringing enhanced connectivity and broadband services to the area; and

WHEREAS, it is the Richland County Board of Supervisors' understanding Richland-Grant Telephone is seeking a formal endorsement to assist in the BEAD program deeming Richland-Grant Telephone Cooperative as a Richland County collaborator in broadband construction and infrastructure; and



WHEREAS, it is the Richland County Board of Supervisors’ understanding the PSC BEAD grant requests a Letter of Endorsement to support Richland-Grant Telephone Cooperative Inc. application’s to provide broadband infrastructure access to the Richland County in areas deemed unserved and underserved by the PSC’s Broadband Map; and

WHEREAS, it is the Richland County Board of Supervisors’ understanding fiber broadband connectivity and reliability is critical infrastructure for the health, safety, and quality of life for community residents, including access to telemedicine, expansive economic development and growth, and provides distance learning education opportunities for all; and

WHEREAS, this resolution was approved by the Executive Committee on January 14, 2025 on a vote of Steve Carrow, Steve Williamson, Mark Gill, Ingrid Glasbrenner, David Turk, Bob Frank, Marc Couey, and Craig Woodhouse voting in favor and 0 members voting against.

NOW, THEREFORE, BE IT RESOLVED, that the Richland County Board of Supervisors does, by the passage of this Resolution, endorse Richland-Grant Telephone Cooperative Inc., as a BEAD program applicant and Richland County broadband provider and supports the construction of unserved and underserved communities in Richland County highlighted within the Wisconsin Public Service Commission Broadband Map as part of the BEAD program, as administered by the Wisconsin Public Service Commission.

BE IT FURTHER RESOLVED that publication of this resolution may occur through posting in accordance with Section 985.02 of the Wisconsin Statutes.

VOTE ON FOREGOING RESOLUTION

AYES \_\_\_\_\_ NOES \_\_\_\_\_

RESOLUTION OFFERED BY THE EXECUTIVE &  
FINANCE STANDING COMMITTEE  
(14 JANUARY 2025)

RESOLUTION ADOPTED

FOR                      AGAINST

DEREK S. KALISH  
COUNTY CLERK

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

X  
X  
  
X  
X  
X  
X  
X  
X

DATED: JANUARY 21, 2025

**Correspondence:** None

**Future agenda items:** Discretionary project funding for the County Administrator – Supervisor Engel

**Adjourn:** Motion by Manning, second by Fleming to adjourn. Motion carried and the meeting adjourned at 8:39 PM.

STATE OF WISCONSIN )  
  )SS  
COUNTY OF RICHLAND)

I, Miranda H. Hege, Deputy 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 21<sup>st</sup> day of January, 2025.

A handwritten signature in cursive script, reading "Miranda H. Hege".

Myranda H. Hege  
Richland County Deputy Clerk

DRAFT

Emergency Fire Wardens  
Richland County  
2025

Below is a list of businesses/individuals who we recommend to serve as Emergency Fire Wardens in Richland County.

Business Name	Street Address	City	State	Zip Code
Boaz Country Store	17190 US HWY 14	Richland Center	WI	53581
Natural Bridge Grocery	17520 HWY 80	Richland Center	WI	53581
Richland County Land Conservation	181 W. Seminary St	Richland Center	WI	53581
The Port	14750 St. Hwy 60	Blue River	WI	53518

By: Aaron Young  
Aaron Young, Area Forestry Leader

Date: 1/4/2025

By: \_\_\_\_\_  
Chairperson, Richland County Board

Date: \_\_\_\_\_

## Richland County Health and Human Services Board

### AGENDA ITEM SUMMARY

**Agenda Item Name:** Approve New Transportation Coordinating Committee Member

<b>Unit:</b>	ADRC	<b>Presented By:</b>	Roxanne Klubertanz-Gerber
<b>Date of Meeting:</b>	March 6, 2025	<b>Action Needed:</b>	Vote
<b>Disclosure:</b>	Open Session	<b>Authority:</b>	
<b>Date submitted:</b>	February 7, 2025	<b>Referred by:</b>	Transportation Coordinating Committee

**Recommendation and/or action language:** Appoint Eric Rynes to the Transportation Coordinating Committee (TCC), replacing Jeremy Walsh and forward the recommendation onto the County Administrator for review and submission to the County Board for approval. Mr. Walsh has resigned his position

**Background:** The Aging & Disability Resource Center coordinates both the Volunteer Driver Escort Program and a Public Transportation Program. The TCC is an advisory committee of the Richland County Transportation Program and is a part of regulating and developing transportation services in Richland County. The committee meets four times per year

The TCC consists of appointed county board members, community members, one HHS staff member and service organizations. Terms for this appointment are three years in length with a maximum of two terms/six years, not including partial terms. Eric Rynes has been approved by the TCC to fill the Transportation Providers Proprietary position replacing Jeremy Walsh.

**Attachments and References:**

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**Financial Review:** \$30/member plus mileage.

(please check one)

<input checked="" type="checkbox"/>	In adopted budget	Fund Number	
<input type="checkbox"/>	Apportionment needed	Requested Fund Number	
<input type="checkbox"/>	No financial impact		

**Approval:**

**Tricia Clements** Digitally signed by Tricia Clements  
Date: 2025.02.07 12:50:19 -06'00'

Department Head

**Review:**



Administrator, or Elected Office (if applicable)

**County Board**  
**Agenda Item Cover**

**Agenda Item Name:** Appointment of Jason Marshall as MIS Director effective March 4, 2025

<b>Department</b>		<b>Presented By:</b>	Derek S. Kalish
<b>Date of Meeting:</b>	February 18, 2025	<b>Action Needed:</b>	Appointment Confirmation From County Board
<b>Disclosure:</b>		<b>Authority:</b>	59.18 (2)(b) – Cty. Admin. Appointment Power
<b>Date submitted:</b>		<b>Referred by:</b>	
<b>Action needed by no later than (date)</b>		<b>Resolution</b>	

**Recommendation and/or action language:** Approve Interim County Administrator's appointment of Jason Marshall to the role of MIS Director effective March 4, 2025.

**Background:** Barbara Scott, current Richland County MIS Director, has announced her retirement effective March 3, 2025. Jason has extensive experience in working with Richland County and is heavily involved in many of the current projects underway. Appointing Jason to role of MIS Director will assist in efforts to ensure a continuity of operations within the department and for the county-wide MIS services as a whole.

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**Attachments and References:**

**Financial Review:**

(please check one)

<input type="checkbox"/>	In adopted budget (2025)	Fund Number	
<input type="checkbox"/>	Apportionment needed	Requested Fund Number	
<input type="checkbox"/>	Other funding Source		
<input type="checkbox"/>	No financial impact		

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Department Head

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Interim County Administrator, Derek S. Kalish

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ORDINANCE NO. 25 - 3

Amendment No. 616 To Richland County Code Of Ordinance Chapter 119- Zoning Relating To 2 Parcels Belonging To Jerel T And Claudia R Berres 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 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 54.07-acre parcels belonging to Jerel T & Claudia R Berres in the Town of Dayton is hereby rezoned from Agricultural/Residential (AR) to the Agricultural/Forestry (AF) District:

Fraction of the Northwest (NW ¼) of the Northeast Quarter (NE ¼) of Section Eight (8), Township Ten (10) North, Range One (1) West, Richland County, Wisconsin, North of the centerline of County Hwy A excluding lot 5 of Sienna Hills subdivision.

Fraction of the Northeast (NE ¼) of the Northeast (NE ¼ ) of Section Eight (8), Township Ten (10) North, Range One (1) West, Richland County, Wisconsin, North of the centerline of County Hwy A excluding lot 5 of Sienna Hills subdivision.

(Also known as lots One (1), Two (2), Three (3), Four (4), Six (6), Seven (7), Eight (8), Nine (9) and Ten (10), Sienna Hills Subdivision, Richland County, Wisconsin recorded July 2, 2007 at 3:00 p.m. in the Office of the Richland County Register of Deeds in pages 166A- 166B of Plats, as Document No. 279497

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

DATED: FEBRUARY 18, 2025  
PASSED: FEBRUARY 18, 2025  
PUBLISHED: FEBRUARY 27, 2025

ORDINANCE OFFERED BY THE NATURAL  
RESOURCE STANDING COMMITTEE  
(3 FEBRUARY 2025)

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



**TO: RICHLAND COUNTY BOARD MEMBERS AND EMPLOYEES**

**FROM: DR. TESSIA MELVIN, DDA MANAGEMENT CONSULTANT**

**DATE: FEBRUARY 7, 2025**

**SUBJECT: ONGOING MAINTENANCE UPDATE PART II**

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Thank everyone for their patience and time during the 2024 Classification and Compensation Study. I know it did not go as expected and we had a few hiccups during the process. I wanted to provide and update on the project, what 2025 will look like and hopefully provide some guidance on this project.

All 2024 work has been completed. All job description appeals have been filed with DDA and resolved. Let me answer some questions:

**Why did wages not change with Job Description Appeals?**

No job description appeals were significant that would warrant a classification change. Please remember that Department Heads met with DDA to review for internal equity. While I apologize the Job Description Appeal Process did not occur sooner, as it should have, none of the changes warranted a classification change.

Again remember, under the ongoing maintenance we will review each position to the market data annually. If a job is misclassified, we will identify it in our annual market review and address with employee and department head.

**Why do some job descriptions have spelling errors?**

In a typical process, I have a colleague complete proofing for myself, as I am too close to the job descriptions and have seen them multiple times. This did not occur under our timeline. Again, it is not a normal process, but we had to adjust. My apologies. I will have a colleague proof all job descriptions and put proper classifications on them.

**What did we achieve?**

The County has updated job descriptions which will be reviewed more frequently and avoid this much pain going forward. All employees received an increased wage range. The County Board is committed to ongoing maintenance to ensure that we do not have such wage gaps and outdated job descriptions in the future.

A big kudos to Administration for completing this project with many unanticipated hiccups and implementing a new pay grid.

## 2025 Work

As a result of the updated job descriptions not being sent to employees and supervisors, your HR Generalist will send back. All employees have until noon on January 31 to report any changes to the job description. Dr. Melvin will complete, and new job descriptions will be resent. If everything looks good, do nothing.

## Ongoing Maintenance Timeline

Process	Begin Process
DDA will randomly select jobs to be reviewed in 2025, 2026 and 2027.	This will be sent out to employees first part of March
Job descriptions to be reviewed by employees	Typically, 2 weeks  A Position Review form will be sent with updated job description. This form is a one pager.
Job descriptions to be reviewed by supervisors	One Week
Jobs to be reviewed by HR	Two Weeks and then sent to DDA
DDA to complete market analysis on all positions	Completed by end of April
Consultant to update job descriptions, if needed.  Review job classifications	Completed by May
Job description and classification review process by employees and supervisors	Month of May
Cost Implementation for 2026 <ul style="list-style-type: none"> <li>Any new positions</li> <li>Any updated job classifications</li> <li>COLA costs</li> <li>Step increase costs</li> </ul>	Month of May



## **Commonly Asked Questions regarding Ongoing Maintenance**

### **How are jobs selected?**

DDA will randomly select jobs to be annually reviewed.

### **What jobs are included in annual market analysis?**

All jobs are included in the annual market analysis, if a job is deviating from the market, DDA will flag the position for review that year. To be clear even if your position is not up for job description review, we will review the market wages on all positions. If a position is deviating, we will look to address sooner than scheduled.

### **How will we maintain our pay grid?**

DDA will review market analysis annually and include a proposed COLA increase to the grid. In an ongoing maintenance, it is designed to provide the employees and the grid an annual COLA. Employees will then receive a step if warranted.

# Greater Richland Tourism Marketing

Streaming Advertising with Gray Media

Select Print Advertising- Milwaukee Magazine,  
Inspire(d) Magazine

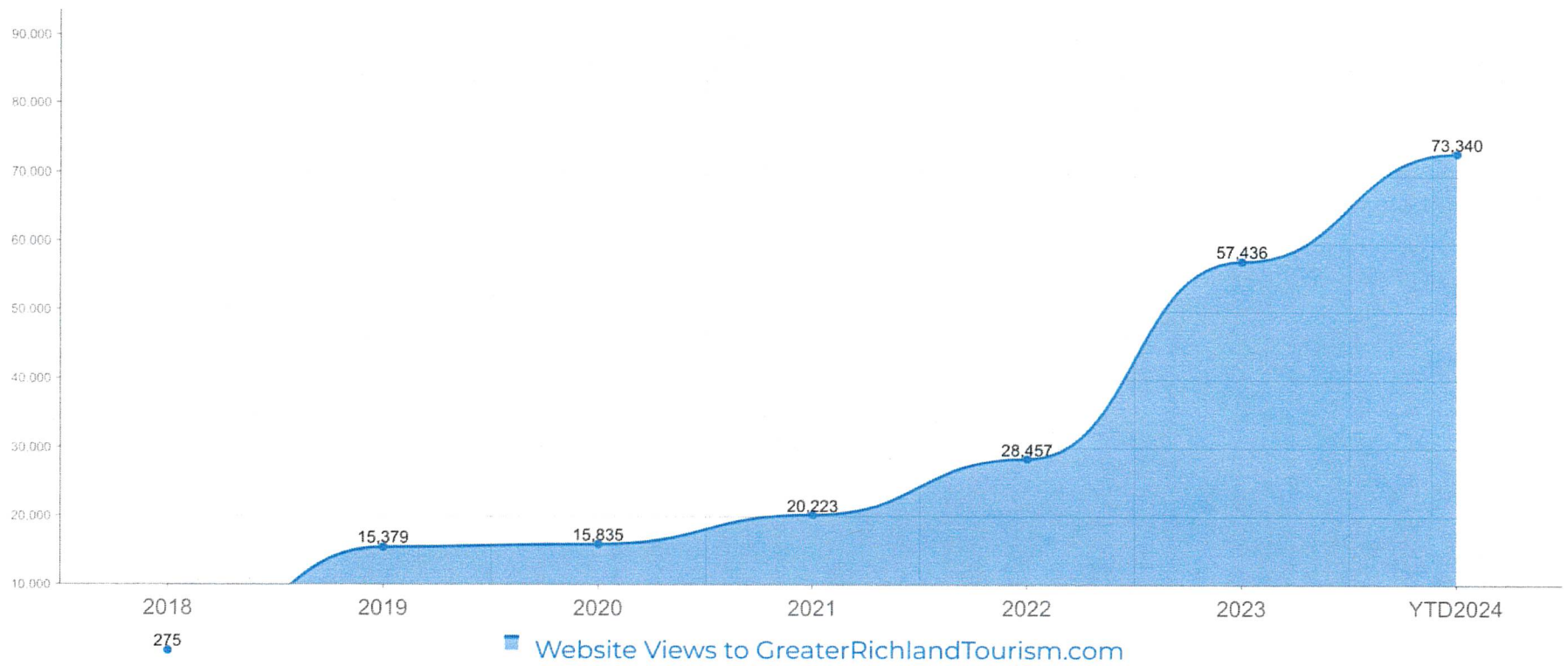
Social Media Marketing-YouTube, Instagram,  
Facebook







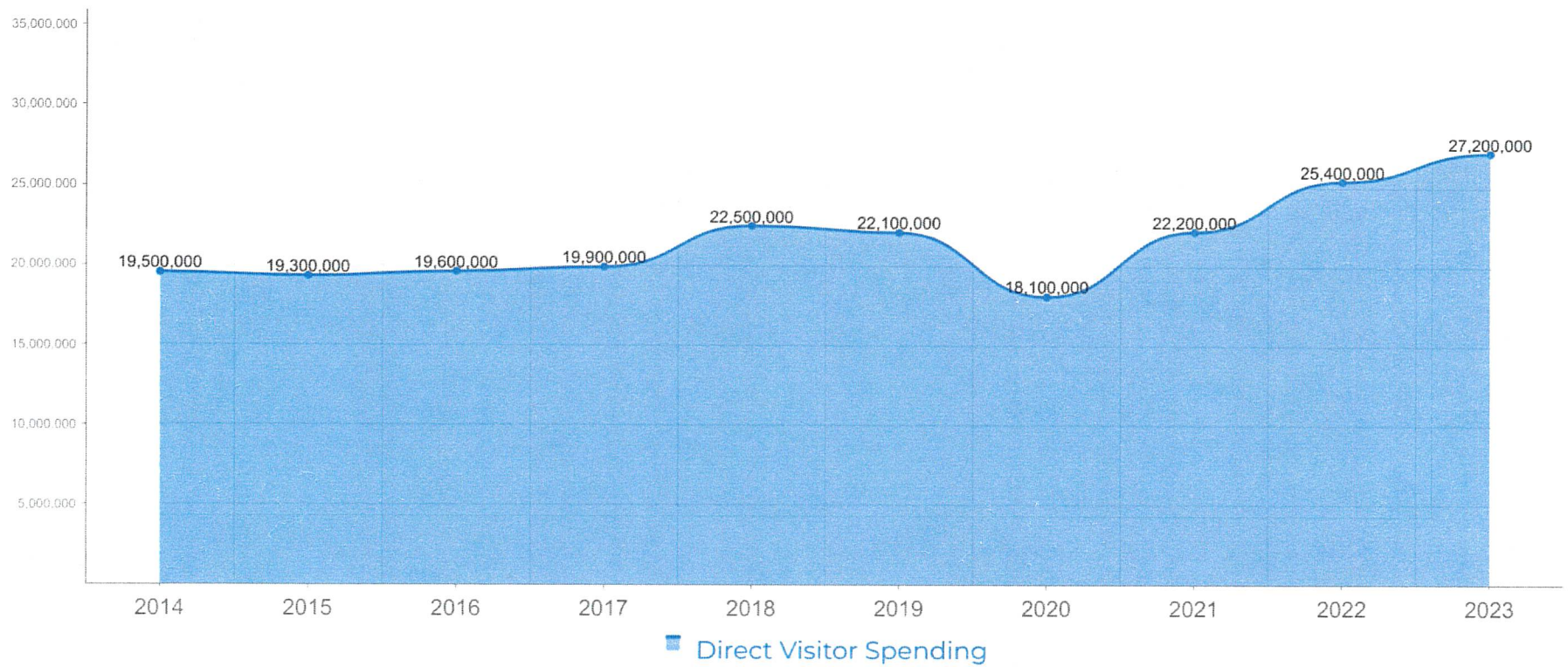
# Greater Richland Tourism Website Views





Annual Spending Report 2013-2023 as reported by the Wisconsin Department of Tourism

## Direct Visitor Spending in Richland County







## RICHLAND RESILIENCE GROUP

The Richland Resilience Group is a coalition of local leaders working on projects to build resilient people, infrastructure, businesses, and environment in Richland County.

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### The Resilient Land Use Workgroup recommends the following actions based on their 2024 project outcomes:

1. **Update and Fairly Administer the Zoning Code.** Richland County's Zoning Department has dealt with staff turnover and prior inconsistency in zoning code administration. With new leadership in the Zoning Department, the opportunity for fair and active administration is critical. The following actions are recommended:
  - a. Address existing noncompliant parcels.
  - b. Update the zoning code.
  - c. Ensure fair enforcement going forward.
2. **Implement the 2022 Richland County Land and Water Resource Management Plan.** A renewed effort is needed, with emphasis on the following points:
  - a. "Encourage producers to use **cover crops** after harvest and **reduce tillage** frequency or intensity." page 43
  - b. "Implement the NR 151 performance standards of farming all cropland to tolerable soil loss rates and having a NRCS 590 **nutrient management plan** on priority farms/cropland; collaborate with DNR, as necessary" page 44
  - c. "Assist landowners and producers in converting marginal crop fields to **rotational grazing**" page 44
  - d. "Conduct a follow up **drinking water well study**" page 46
  - e. "Update **manure storage ordinance**" page 48
3. **Activate Townships.** Townships need to work together to access resources and education for effective stewardship of land. This may include:
  - a. Resource sharing at the Richland County Towns Association, including about Agricultural Enterprise Areas, nature-based mitigation, and farmer-led watershed groups.
  - b. The Zoning and Land Conservation Department should establish relationships and provide education around zoning enforcement with county-zoned townships. Within townships, turnover and lack of expertise in zoning cause issues in consistency and compliance for regulating local land use.
4. **Grow County-Wide Resilient Land Use Initiatives.** Combining the Richland Resilience Group's advocacy with Richland County departments' leadership, the following practices should be implemented:
  - a. Zoning and Land Conservation Department:
    - i. Restore entrenched streams to their floodplains.
    - ii. Promote the installation of conservation practices that prevent water runoff, including vegetative buffer strips and tree planting.
    - iii. Incorporate natural flood mitigation strategies into new and existing infrastructure projects.



## RICHLAND RESILIENCE GROUP

The Richland Resilience Group is a coalition of local leaders working on projects to build resilient people, infrastructure, businesses, and environment in Richland County.

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- iv. Create “9 Key Element Plans” for all “impaired” watersheds.
    - v. Adopt a “cluster” development ordinance regulating the subdivision of land for residential purposes.
  - b. Individual Municipalities:
    - i. Create and update wellhead protection ordinances.
    - ii. Incorporate resilient infrastructure practices listed in 4.d.ii-ix below.
    - iii. Consider adopting Farmland Preservation Zoning for agricultural areas and/or Agricultural Enterprise Areas after consultation with producers.
  - c. County Board of Supervisors:
    - i. Undertake proactive planning for climate change impacts including increased rainfall, drought, storms, and severe heat events.
    - ii. Encourage continued exploration of land use vulnerabilities and opportunities, recognizing that “we don’t know what we don’t know.”
    - iii. Consider the creation and implementation of an ordinance regulating the use and installation of outdoor lighting to prevent/mitigate the harmful effects of light pollution.
    - iv. Explore opportunities to collaborate with other private and public entities to fund programs that promote climate resiliency.
  - d. Highway Department
    - i. Establish a plan for bicycle paths and lanes on county and local roads which connect places of residence, work, education, and leisure activities.
    - ii. Design and construct infrastructure anticipating impacts of climate change.
    - iii. Design and construct infrastructure to connect waterways, streams, wetlands, and wildlife corridors.
    - iv. Design and construct infrastructure to reduce the amount and velocity of storm water runoff.
    - v. Design and construct infrastructure to capture sediment and contaminants from runoff prior to discharge.
    - vi. Implement policies and practices that minimize the use of salt and other chemical treatments of highways.
    - vii. Implement policies and practices to control the growth and spread of non-native plant species along highway right-of -ways;
    - viii. Continue highway maintenance practices to remove vegetation in highway right-of- ways to improve safety and ease of maintenance, particularly after severe weather events.
    - ix. Utilize native plant species for cover crops in highway projects.
- 5. **Empower Farmers** to lead resilient land use practices in Richland County.
  - a. Provide education and opportunities for farmer-led watershed groups.
  - b. Ensure compliance with nutrient management plans



## **RICHLAND RESILIENCE GROUP**

The Richland Resilience Group is a coalition of local leaders working on projects to build resilient people, infrastructure, businesses, and environment in Richland County.

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- c. Offer educational opportunities for practices and cost-effectiveness of regenerative practices such as cover crops and no tilling.
- d. Promote the use of farming practices which reduce the amount and velocity of runoff, and promote soil health and water quality, such as retention areas and buffer strips that utilize native vegetation to remove sediment and contaminants prior to discharge or absorption.
- e. Pursue private and public funding for programs that pay producers to adopt resilient land use practices.

## RESOLUTION NO. 25 - 17

Resolution Approving Amendments To Two 2024 Provider Contracts For The Health And Human Services Department.

WHEREAS the Richland County Procurement Ordinance provides that any contract entered into by the Department of Health and Human Services involving the 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 **Diane's Adult Family Home** of Arena, with the original contract being for \$100,000, amended to \$125,000 due to an increased need to provide adult family home services to Richland County Health and Human Services clients; and

With **Fiscal Assistance, Inc.** of Madison, with the original contract being for \$40,000, amended to \$120,000 due to an increased need to provide financial management 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  
(06 FEBRUARY 2025)

RESOLUTION \_\_\_\_\_

FOR                  AGAINST

DEREK S. KALISH  
COUNTY CLERK

MARY MILLER

X

SANDRA KRAMER  
INGRID GLASBRENNER  
MICHELLE HARWICK  
DANIEL MCGUIRE

X

X

X

DATED: FEBRUARY 18, 2025



## RESOLUTION NO. 25 - 18

Resolution Urging Governor Evers And The Wisconsin Legislature To Support The County Courts.

WHEREAS, in 2023, the total cost to Wisconsin Counties for running all Circuit Courts was \$237 million. At the same time, the Court Support funding from the state to counties was \$28 million, 12 percent of the actual cost to run the local courts; and,

WHEREAS, the Circuit Court system is intended to be a state-county partnership; and

WHEREAS, the state's fiscal responsibilities include Judges, Court reporters, CCAP equipment, and the Circuit Court Cost Appropriation; and,

WHEREAS, the Counties are fiscally responsible for the majority of other functions of the court, including, but not limited to the following: bailiffs and court security officers, courthouse building maintenance, phones and utilities, Clerk of Court and Register in Probate, staff salaries and benefits, jury costs, psychological exams, guardians ad litem and court-appointed attorneys, expert witnesses, interpreters and translation fees, court commissioners, law libraries, corporation counsel, courtroom technology and audio visuals, copying machines and other non-CCAP office technology, office supplies, furniture, recruitment and training, financial collection efforts, mail fees, printing costs, exhibit and file storage, access to state data, insurance, service of court documents, judicial staff attorneys, and equipment repair; and,

WHEREAS, over the last 10 years, the increase in the county portion of the cost to run the courts is nearly six times higher than the increase in Circuit Court Cost Appropriations provided to cover these costs, and counties now pay almost \$150,000,000 more than the state in unbalanced Circuit Court costs.

NOW THEREFORE, BE IT RESOLVED by the Richland County Board of Supervisors that Richland County joins the Wisconsin Clerks of Circuit Court Association (WCCCA) and the Wisconsin Counties Association (WCA) in their efforts to increase the Circuit Court Cost Appropriation by \$70 million payable to Wisconsin Counties in the 2025/27 Wisconsin State Budget.

BE IT FURTHER RESOLVED that this Resolution shall be effective upon its passage and publication and a copy sent by the Richland County Clerk to Governor Evers and all Wisconsin State Legislators representing Richland County.

VOTE ON FOREGOING RESOLUTION

AYES\_\_\_\_\_ NOES\_\_\_\_\_

RESOLUTION OFFERED BY THE  
PUBLIC SAFETY STANDING COMMITTEE  
(07 FEBRUARY 2025)

RESOLUTION \_\_\_\_\_

FOR      AGAINST

DEREK S. KALISH  
COUNTY CLERK

BOB FRANK  
DAVID TURK  
GARY MANNING  
JULIE FLEMING  
CHAD COSGROVE  
KERRY SEVERSON  
CRAIG WOODHOUSE

X  
X  
X  
X  
X

DATED: FEBRUARY 18, 2025

**RESOLUTION NO. 25 - 19**

Resolution Approving A New Collective Bargaining Agreement With The Richland County Deputy Sheriff Association, WPPA (The Union).

WHEREAS the current collective bargaining agreement between Richland County and the Union representing the sworn employees of the Sheriff’s Department expired on December 31, 2024, and

WHEREAS the members of the Union have ratified a Collective Bargaining Agreement for 2025 - 2027, and

WHEREAS the Executive & Finance Standing Committee recommends that the Richland County Board of Supervisors approve the 2025 - 2027 agreement.

NOW THEREFORE BE IT RESOLVED that the Richland County Board of Supervisors hereby approves the three-year Collective Bargaining Agreement between the County and the Union and authorizes the County Administrator to sign said agreement on behalf of the County.

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

VOTE ON FOREGOING RESOLUTION		RESOLUTION OFFERED BY THE EXECUTIVE & FINANCE STANDING COMMITTEE (11 FEBRUARY 2025)	
AYES_____	NOES_____		
RESOLUTION _____		FOR	AGAINST
DEREK S. KALISH COUNTY CLERK		STEVE CARROW	X
		STEVE WILLIAMSON	X
DATED: FEBRUARY 18, 2025		GARY MANNING	X
		MARK GILL	X
		INGRID GLASBRENNER	X
		DAVID TURK	X
		BOB FRANK	X
		MARC COUEY	X
		CRAIG WOODHOUSE	X

AGREEMENT

between

RICHLAND COUNTY, WISCONSIN

and

RICHLAND COUNTY DEPUTY SHERIFF'S ASSOCIATION  
WISCONSIN PROFESSIONAL POLICE ASSOCIATION  
LEER DIVISION

2025-2027

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## ARTICLE I - AGREEMENT

1.01 This agreement is made and entered into this first day of January, 2025, at Richland Center, Wisconsin, pursuant to the provisions of Section 111.77, Wisconsin Statutes, by and between Richland County, Wisconsin, hereinafter referred to as the "Employer," and Richland County Deputy Sheriff's Association, WPPA, LEER, on behalf of the Richland County Sheriff Department Employees hereinafter referred to as the "Union."

## ARTICLE II - INTENT AND PURPOSE

2.01 It is the intent and purpose of the parties hereto that this agreement establishes negotiated terms for wages, hours, and conditions of employment for employees in the bargaining unit.

## ARTICLE III - UNION RECOGNITION, BARGAINING UNIT AND DUES

3.01 Recognition: Richland County recognizes Richland County Deputy Sheriff's Association, WPPA, LEER, as the exclusive bargaining representative for the public safety employees of the Richland County Sheriff Department, referenced in Schedule A, but excluding confidential employees, the sheriff, chief deputy sheriff, and lieutenants of Richland County, with respect to wages, hours, and working conditions.

### 3.02 Dues Deduction:

- (a) The Employer agrees to deduct monthly dues in the amount certified by the WPPA/LEER from the pay of employees who individually sign a dues deduction authorization form supplied by the WPPA/LEER. This deduction shall include any Local Association dues which the employee has authorized to be deducted in conjunction with the WPPA/LEER dues (the "combined dues"). Employees who enter the Union on the 1<sup>st</sup> through the 15<sup>th</sup> day of the month will have dues deducted from their first month's pay. Employees who enter the Union after the 15<sup>th</sup> will have dues deducted beginning on the first day of the next month following date of hire.
- (b) It shall be WPPA/LEER's responsibility to obtain dues authorization forms from new employees and provide them to employer no less than 30 days prior to the date in which dues deductions are to commence.
- (c) The Employer shall deduct the combined dues amount each month for each employee requesting such deduction, upon receipt of such form and shall remit the total of such deductions, with a list of employees from whom such sums have been deducted, to the WPPA/LEER or Local Association if applicable, in one lump sum not later than the end of the month in which the deduction is made.
- (d) Authorization of dues deduction by a voluntary member may be revoked upon notice in writing to the Employer, WPPA or to the Local Association.
- (e) The Association as the exclusive representative of all the employees in the bargaining unit, will represent all such employees fairly and equally. No employee shall be required to join the Association, but membership in the Association shall be made available to all employees who apply, consistent with

the union constitution and bylaws. No employee shall be denied Association membership because of race, creed, color, or sex.

3.03 Hold Harmless: The WPPA/LEER does hereby indemnify and shall hold the County of Richland harmless against any and all claims, demands, suits or other forms of liability, including court costs that shall arise out of or by reason of action taken or not taken by the County, which action or non-action is in compliance with the provisions of this article/section.

#### ARTICLE IV - MANAGEMENT RIGHTS

4.01 The Employer shall have the sole and exclusive right to determine the number of employees to be employed, the duties of each of these employees, the nature, hours and place of their work, and all other matters pertaining to the management and operation of Richland County and Richland County Sheriff Department, including the hiring and promotion of employees. The Employer shall have the right to demote, suspend, discharge or otherwise discipline employees for just cause.

The Employer has the exclusive right to assign and direct employees, to schedule work and to pass upon the efficiency and capabilities of the employees, and the Employer may establish and enforce reasonable work rules and regulations. Further to the extent that rights and prerogatives of the Employer are not explicitly granted to the Union or employees, such rights are retained by the Employer. However, the provisions of this article shall not be used for the use of undermining the Union or discriminating against any of its members.

#### ARTICLE V - GRIEVANCE PROCEDURE

5.01 Definition of Grievance: For the purpose of this agreement, the term "grievance" means any dispute between the Employer and an employee within the unit, or the Employer and the Union relating to the interpretation, application, breach or violation of the terms of this agreement and any matters related to safety and work rules relating to the interpretation, application, breach or violation of the terms of this agreement. No grievance shall be discussed during working hours without prior notice to the Richland County sheriff.

5.02 Steps in Procedure: Grievances shall be processed in the following manner (time limits set forth shall be exclusive of Saturdays, Sundays and holidays):

Step One: The employee and/or Union committee chairperson shall present any grievance in writing to the sheriff of Richland County or his/her designee within forty (40) days from the date the grievant first had knowledge of the occurrence of the event causing the grievance. The sheriff shall attempt to a mutually satisfactory adjustment and shall give a written answer to the grievant or the union committee chairperson within ten (10) days after the grievance was presented to him/her. If the sheriff does not submit a written answer, the grievance shall be deemed denied.

Step Two: The grievance shall be considered settled in Step One unless within ten (10) days from the date of denial in Step One, the grievance is presented in writing to the Richland County Administrator. The Richland County Administrator or its representative will meet with the employee, his/her representative and representatives of the Employer as the Richland County Administrator may elect and attempt to resolve the grievance. Such meeting will be held with the Richland County Administrator not later than 30 days of receipt of the written grievance. The Richland County Administrator or its representative, shall submit a written answer to the employee or his/her

representative within ten (10) days following the meeting. If the Richland County Administrator or its representative does not submit a written answer, the grievance shall be deemed denied. If the Committee denies the grievance, it shall be automatically forwarded to the Executive and Finance Standing Committee in Step 3.

Step Three: The Executive and Finance Standing Committee will meet with the employee, his/her representative and representatives of the Employer as the Executive and Finance Standing Committee may elect and attempt to resolve the grievance. Such meeting will be held by the Committee at its next regularly scheduled meeting, but not later than 45 days of receipt of the written grievance. The Executive and Finance Standing Committee shall submit a written answer to the employee or his/her representative within ten (10) days following the meeting. If the Executive and Finance Standing Committee or its representative does not submit a written answer, the grievance shall be deemed denied.

Step Four: If the employee's grievance is not settled at the third step, either party may take the matter to arbitration as hereinafter provided.

#### 5.03 Arbitration:

(a) The grievance shall be considered settled in Step Three above unless within ten (10) days after the last response is received or due, the dissatisfied party (either party) shall request in writing to the other that the dispute be submitted to arbitration.

(b) The parties shall attempt to mutually agree on the selection of the arbitrator to decide the dispute. If no agreement is reached within ten (10) days after notification of intent to arbitrate, either party may request the Wisconsin Employment Relations Commission to provide a panel of arbitrators from its staff from which the parties shall alternately strike until a single name remains.

(c) Time Limits: Time limits set forth above may be extended by mutual agreement in writing.

(d) Arbitration shall be limited to a determination of whether the Employer or the Union has violated the terms of the Agreement. The arbitrator shall not have authority to decide any dispute other than whether the Agreement has been violated, and he/she shall not add to, detract from or modify in any way, the terms of this Agreement.

(e) Costs: Both parties shall share equally the cost of the arbitrator. In the event the parties agree to a transcript of the proceedings, the parties shall each pay one-half of the cost of same.

5.04 The president, vice-president or steward of the Union or their designees shall meet with the sheriff from time to time to discuss Union/management problems, with a view toward the mutual settlement of problems without recourse to the grievance procedure.

### ARTICLE VI - SENIORITY

6.01 Definition: Seniority is defined as an employee's total length of continuous, full-time uninterrupted service within the bargaining unit except that for the purpose of calculating fringe benefits, an employee's seniority will be the employee's total length of continuous uninterrupted service with the Employer. Any break in such service shall result in the loss of bargaining unit seniority except if the chief deputy is appointed from within the bargaining unit, that employee will retain the employee's



accumulated seniority to the date of such appointment but will not accumulate additional seniority while serving as chief deputy. It will be the policy of the Employer to recognize seniority in case of layoff and recall as herein provided.

6.02 In the assignment of shifts and in job transfers, seniority shall prevail.

6.03 Vacancies: All vacancies shall be posted on the bulletin board. Such notice shall be posted for at least five (5) work days and shall state the job requirements and qualifications and rate of pay for the job. An employee desiring to fill such vacancy shall sign the posted notice within the five (5) day time period. If such vacancy constitutes a shift change or job transfer, it shall be awarded pursuant to Section 6.02. If such vacancy constitutes a job promotion, the successful applicant shall be chosen according to the following criteria:

1) A written test will be given to all applicants that is consistent with the job and is job related. The written test will be scored on a zero to forty point scale.

2) A written recommendation by the Employer shall be scored on a zero to twenty point scale. Such recommendation shall measure prior job performance.

3) Seniority shall be worth a maximum of forty points with the most senior applicant receiving the maximum, the next senior applicant to receive 35 points, and therein in a like manner.

The employee receiving the most total points shall be awarded the position and shall serve a twelve (12) month probationary period in the position to which they are promoted. If the employee does not complete the probationary period satisfactorily, he/she shall return to his/her former position with all rights unimpaired. However, they shall not be subject to discharge without the right of grievance. If the successful applicant does not satisfactorily complete said probation period, the employee with the next highest score shall serve therein in like manner.

6.04 Layoffs: In laying off employees because of a reduction in forces, the employees with the least seniority shall be laid off first, providing that those remaining are qualified to carry on the Employer's usual operation. In reemploying, those employees with the greatest length of service shall be called back first provided they are qualified to perform the required work. Employees laid off under this section shall retain all seniority while laid off for one year, provided that they respond to any call back made during that time.

6.05 Probation: All newly hired employees shall not be released from probation until twelve (12) months following their FTO period and Academy (if Academy is applicable). During said probationary period employees shall not obtain any seniority rights and shall be subject to dismissal without cause or prior notice or recourse to the grievance procedure. If still employed after such probationary period, their seniority shall date from the first day of hire. New employees shall receive insurance benefits as soon as permitted by the insurance carrier. A probationary employee receives holidays and sick time during the probationary period.

6.06 Upon completion of said probationary period, employees shall be granted seniority rights from the date of original hire. A seniority roster shall be available on a bulletin board designated by Employer and kept up to date by the Employer.

6.08 (omitted)

6.09 Promotions: When an employee is promoted to a position in a higher classification, the employee shall be placed in the new classification that provides the employee with a pay raise. . Any change in a position classification must be approved by the Employer.

#### ARTICLE VII - HOLIDAYS

7.01 Each regular full-time employee shall be granted the following holidays with pay: Martin Luther King, Jr. Day, Memorial Day, July 4th, Labor Day, Veterans' Day, Thanksgiving Day, the day before Christmas, Christmas Day, New Year's Eve Day (December 31<sup>st</sup>), and the employee's birthday. Holidays for employees who are not working shall be at straight time. The computation of the hourly rate of pay for holiday pay shall be as provided in the Memorandum of Understanding attached to this Agreement.

Any employee required to work on a holiday, the employee will be paid two and one-half times for the hours worked.. Anyone working outside their regular/normal hours on a holiday (called in early, extend beyond their shift or work extra time – whether ordered or voluntary) will be paid on the same basis as the regular holiday pay (two and one-half times) ) for these extra hours. If a holiday falls on an employee's scheduled day off, the employee will receive straight time pay for their normal workday for the holiday. To receive holiday pay, the employee must work the hours scheduled for the week during which the holiday falls, unless on paid sick leave or other leave with pay or excused for proper reasons beyond the employee's control. Holidays will be observed on the actual day of the holiday, except that those employees regularly scheduled to work Monday through Friday shall observe holidays pursuant to state policy.

#### ARTICLE VIII - VACATIONS

8.01 Each regular full-time employee on a 12 hour schedule shall earn vacation on the following schedule:

Employed Time	Vacation Accrued	Total Hours	Accrual Per Hour (p/h)
Date of Hire	1 week	60 hours	N/A
6 months	1 week	60 hours	0.055 p/h
Year 1-4	2 weeks	120 hours	0.055 p/h
Year 5-9	3 weeks	180 hours	0.082 p/h
Year 10-14	4 weeks	240 hours	0.11 p/h
Year 15 on	5 weeks	300 hours	0.137 p/h

Employees assigned to a position working a 5 on 2 off under an 8 hour schedule shall earn vacation at 6 day weeks (per past practice).

8 hour schedule:

Employed Time	Vacation Accrued	Total Hours	Accrual Per Hour
Date of Hire	1 Week	48 Hours	NA
6 months	1 Week	48 hours	.023 p/h
Year 1-4	2 Weeks	96 hours	.046 p/h
Year 5-9	3 Weeks	144 hours	.069 p/h
Year 10-14	4 Weeks	192 Hours	.094 p/h
Year 15 on	5 Weeks	240 Hours	.115 p/h

The number of employees on vacation within a given classification at any given period shall be determined by the sheriff. On November 1 of each calendar year there shall be posted a vacation schedule for the following calendar year. All employees shall sign the posting by November 30, selecting their vacation on the basis of seniority. If employees do not sign the vacation posting schedule by November 30 of any year, remaining vacations shall be scheduled on a first come, first serve basis. Requests will be addressed within eighteen (18) days by the Sheriff or his/her designee. Changes in vacation schedule may be made with fourteen (14) calendar days advance notice to the sheriff and with mutual agreement of the sheriff, provided no other employee's vacation schedule is affected. Vacation pay shall be based upon a normal work week, and shall be taken in unit periods of not less than one (1) week, except upon approval of the sheriff. All efforts will be made to schedule vacations for the employees covered by this agreement so that such employees receive a normal work week off for each week of vacation. Employees who work less than 80% of scheduled hours during the year preceding vacation, shall receive prorated vacations based upon time worked. Vacation must be used within 18 months following the employee's anniversary date. The Administrator is authorized to extend this deadline if the employee has been unable to take their accrued vacation within 18 months due to unforeseen circumstances. Vacation time not taken in accordance with this paragraph is forfeited. After Year 15, an employee may request to receive one (1) week of accrued vacation paid to them.

8.02 Employees who terminate their employment or who are laid off due to lack of work will be paid for vacation previously earned and not received for the current year up to and including the date of termination on a prorated basis. Employees who have not passed probation, will not receive a payout of vacation.

## ARTICLE IX - SICK LEAVE

9.01 Rate of Accumulation: Each permanent full-time employee shall be entitled to sick leave with full pay. Sick leave will be earned on an hourly basis at the rate of 0.067 per hour. (those working a 8 hour schedule earn at a rate of .046ph). .

Sick leave shall be accumulated for not more than one hundred twenty six (126) days and a doctor's certificate verifying the illness may be required by the Employer. The cap for those not working 12 hour days is 1071. (per old schedule.) Any unused sick leave accumulated by the employee to a maximum of sixty (60) days at the time of death or retirement shall be paid to the employee upon death or retirement, provided that upon retirement, the employee is eligible for retirement benefits under the Wisconsin Retirement Fund. In lieu of payment each such employee shall be offered the option of converting 90% of his/her eligible accumulated sick leave (up to 126 days) to payment towards health insurance premiums.

9.02 Eligibility: In order for an employee to be eligible for sick leave, the employee shall report his/her sick leave as defined in 9.05 prior to the start of his/her shift, unless circumstances prevent him/her from doing so.

9.03 Medical Leave of Absence: A medical leave of absence may be granted by the Employer at its discretion to an employee without loss of seniority for reasons of illness and recuperation therefrom, and for any other reasons deemed proper, except that if an employee exhausts his/her sick leave accumulation, he/she will be granted leave not to exceed twelve (12) months; except that the Employer may grant an extension under appropriate circumstances. Seniority shall accumulate during medical leave. The Employer may request periodic updates and may approve any such leave in 90 day intervals.

9.04 When an employee is scheduled to work on a holiday and the employee is absent due to illness under this article, the employee shall be paid only for the holiday at straight time.

9.05 Definition of Sick Leave: Sick leave is defined as: an employee's absence from duty because of illness, bodily injury, diagnostic treatment, dental procedures, opticians' services, exposure to a contagious disease, attendance upon members of the immediate family whose illness requires the care of such employees. In the event there is evidence that an employee is claiming sick leave for the purpose other than is defined, the employer may require that such employee verify the validity of his/her claim. Immediate family is defined as parent, child or spouse, including step and in-law in kind.

9.06 Occurrences: The parties agreed to the deletion of this Section in negotiation of the current collective bargaining agreement. The deletion of this Section means employees will no longer earn compensation time off under the Occurrences language but shall carry forward accrued but unused compensatory time earned under the Occurrences language in the prior labor contract.

9.08 Nothing in this article shall be understood to limit the sheriff's department management in its control of sick leave abuse.

## ARTICLE X - INSURANCE

10.01 Health Insurance: The County shall provide a health insurance plan for employees. The County shall have the right to make unilateral changes to the health insurance plan and plan design,

provided, however, that any such changes shall be made on a county-wide basis, and further provided that the employee share of the premium for the employee in this bargaining unit shall not exceed 12%.

Health insurance shall be prorated for part-time employees according to the following schedule:

<u>Hours Worked</u>	<u>Proration Percentage</u>
34 plus	88% (eff. 1/1/20 87%; eff. 7/1/20 86%)*
25 to 33.99	78% (eff. 1/1/20 77%; eff. 7/1/20 76%) *
17.5 to 24.99	68% (eff. 1/1/20 67%; eff. 7/1/20 66%)*

(\*changes to be implemented on same day as pay adjustments)

10.02 Dental Insurance: The Employer agrees to provide dental insurance to all bargaining unit employees. The Employer shall share the monthly premium for the dental insurance plan not to exceed \$52.39 family and \$18.31 single contributions for all employees. Beginning in 2014, the Employer shall have the right to change or eliminate dental insurance provided all County employees are treated the same.

10.03 Health Insurance While on Worker's Compensation: The Employer shall provide hospital and surgical insurance coverage for employees who are on Worker's Compensation or medical leave of absence for a period of twelve (12) months. The Employer shall pay its normal premium contribution.

The insurance may be continued by an employee on authorized leave of absence if permitted by the insurer, by the employee's payment of the total premium due for the employee at least two (2) weeks in advance of due date.

10.04 Worker's Compensation Supplement: In the event an employee suffers an injury or illness in the course of performing his/her duties, the employee may use accumulated benefit time to make up the difference between what the employee receives from Worker's Compensation payments and his/her regular pay.

10.05 Retirement Health Insurance: Any employee who retires with at least ten years of continuous service to the Richland County Sheriff's Department immediately prior to retirement and who is eligible for retirement under the Wisconsin Retirement System shall be eligible to participate in the Richland County group health insurance program from the time of retirement until the employee becomes eligible for Medicare provided the employee pays the cost of such participation directly to the County and in advance of the due date established by the County. Failure to pay the premium cost when due shall be cause for the County to discontinue the employee from this option. (This language is only effective under the conditions of the County returning to the Wisconsin State ETF Health Insurance coverage.)

10.06 Sec. 125 Plan: The Employer agrees to maintain a Section 125 Plan for the term of the Agreement.

#### ARTICLE XI - LIFE INSURANCE

11.01 Each employee is eligible to receive life insurance coverage, Wisconsin Group Life Insurance for Municipal Employees. The Employer and the employees shall pay their respective premium contributions pursuant to the plan.

## ARTICLE XII - WISCONSIN RETIREMENT FUND

12.01 The employer shall pay the employer share and the employees shall pay the full employee share.

## ARTICLE XIII - STRIKE OR LOCKOUT

13.01 During the term of this agreement, the parties agree that they shall not engage in, support, instigate, or authorize any strike by the Union, its agents or employees covered by the agreement, or lockout by the Employer. The parties recognize Wisconsin Statute Section 111.70 (4)(l), expressly prohibiting strikes by public employees. In the event any employee who is a member of the unit shall violate this section and shall not immediately return to work when directed by the Employer, such employee or employees may be summarily dismissed and such dismissal shall not be subject to the grievance procedure. Such action shall, in addition, not bar the Employer from any further action.

## ARTICLE XIV - HOURS OF WORK, WAGES AND CLASSIFICATION

14.01 Wage Schedule: Schedule A, Classification and Wages, attached hereto and made a part hereof, shall be in effect for the term of this agreement.

14.02 Work Schedules: Schedules of work shall be prepared in advance and posted by the sheriff or his/her representative. The schedule for those sworn employees assigned to Patrol classifications will consist of a 12-hour shift rotation of 2-on/2-off, 3-on/2-off, 2-on/3-off with an alternate 3-day weekend off.

The Investigator shall work eight (8) hour shifts on a 5-2 schedule

Day Shift: Start Between 4:00 AM and 8:00 AM

Night Shift: Start Between 2:00PM and 6:00 PM

Swing Shift: Works the shift of the person off.

Shift assignments will be awarded based on department seniority.

Employees bid for shift hours; however, management reserves the right to assign employees to stacks that fall within the hours bid. Employees will be allowed to use department seniority when another shift is vacated and reposted.

Compensation consists of 12-hours of regular pay for each 12-hour shift worked. Any hours worked in excess of 12-hours will be at the overtime rate. Employees may still take overtime pay or convert overtime to compensatory time off.

Employees working the night shift and both of the swing shifts shall earn \$60.00 per month in shift differential pay.

A vacation work week will be defined as 5 (12-hour) days.

Holidays are defined and paid as described in Article VII of the CBA.

One working day of sick leave equals twelve (12) hours.

Excluding exigent circumstances, deputies shall be off work for a minimum of eight (8) continuous hours in each 24-hour period

Except for part-time, start times for each officer on a shift shall be consistent from day to day, except by mutual agreement or in the case of a special assignment or a bona-fide emergency.

Shift assignment shall be subject to change upon one (1) week's notice, except in the case of bona-fide emergency. Upon determination by the sheriff that a change in the schedules and hours of work is necessary and after consultation with the employees and Union regarding said change, the sheriff shall have the prerogative to initiate modifications in schedules and the hours of work upon (30) days' notice to the employees and the Union as represented by the local union president. Shift assignments may be changed on less than one (1) week's notice if mutually agreed to by the sheriff and affected employees.

14.03 Overtime: Overtime opportunities which must be assigned to unit employees under and as limited by Section 14.10 will be split between full-time employees on the preceding and following shifts according to seniority. If said employees are unavailable or unwilling to work, then said work shall be offered to other full-time employees according to seniority. If said employees are also unavailable or unwilling to work, then the County may offer same to regular part-time employees on the same basis as was offered to full-time employees, subject to the provisions of Section 14.10. Overtime for the employees covered by this agreement shall be paid at the rate of one and one half the employee's straight time hourly rate. All compensable time shall count as time worked for computation of overtime. The sheriff must authorize all overtime, except in his/her absence, overtime shall be authorized by the chief deputy. Overtime will be paid for in the check following the pay period in which the overtime was earned.

Compensatory Time: An employee shall have the option to receive his/her overtime in the form of pay at time and one-half or compensatory time off at time and one-half. The employee may accumulate a maximum of sixty (60) hours compensatory time off.

Overtime beyond the accumulated compensatory time off shall automatically be paid in cash. An employee must give at least two weeks' notice to the Employer when the employee wishes to schedule his/her compensatory time off. Requests will be addressed within eighteen (18) days by the Sheriff or his/her designee. If the employee wishes to schedule his/her compensatory time with less than two weeks' notice, it must be by mutual agreement between the employee and the Employer. Compensatory time off must be taken in a block of at least one (1) hour. Compensatory time must be taken by the last pay period of the calendar year in which it was generated, or it will be paid out in the last pay period of the year.

14.04 Emergency Duty: Employees required by the sheriff to participate in emergency or riot duty outside of their normally scheduled work week shall receive overtime and will be paid overtime in accordance with Section 14.03 and at a rate not lower than the rate provided in this agreement.

14.05 Temporary Assignments: Temporary assignments on a shift other than the employee's regular shift shall not exceed one (1) week except in cases of relief for leaves of absence, including vacations and bona-fide emergencies.

14.06 Call-In Pay: Any employee called in to work at a time other than his/her regular schedule of hours, except where such hours are consecutively prior to or subsequent to the employee's regular schedule of hours, shall receive a minimum of two (2) hours pay at time and one-half of his regular rate of pay. Scheduled court appearances, unless canceled at least six (6) hours before the scheduled time, shall be paid for at a minimum of two (2) hours at time and one-half.

14.07 Order Ins: When staffing levels for the patrol and security division are below the number deemed necessary for any reason, including but not limited to: staffing shortages, immediate emergency shortages, special events, etc. and the needs are not met voluntarily, these division call in list will be utilized for order-in. Employees will be provided access to view the updated order-in list and dispatch will assist in making calls for overtime/order-in, any modifications to the lists will be made by supervisors. All employees are responsible for notifying their supervisor about credit for overtime worked.

Road Patrol - Order-in procedures will follow as:

- a. Each rotation will be an exclusive order-in list, (rotation A and rotation B)
- b. Order-ins for deputies will be rotating based on reverse seniority in their designation rotations.
- c. Deputies are subject to order-ins on their regular days off.
- d. Deputies can fulfill their "turn" in the order-in rotation by volunteering or being ordered to work a minimum of 2 hours in patrol function. This does not include volunteering for special details.
- e. Credit for volunteering does not accumulate and only serves to move the employee to the bottom of the ordering rotation.
- f. Deputies will get two "Passes" per calendar year.
- g. Phone calls will be made to each phone listed under employee's information and if no answer a message will be left.
- h. If the Sheriff's Office doesn't hear back within 30 minutes of original call, your pass will be utilized if you still have one available.
- i. If employees are unable to fulfill their required over time shift, they may be subject to disciplinary action.

14.08 Casual/Temporary Employees: The Employer and the Union agree that work normally performed by regular employees shall not be performed by casual or temporary employees, except as provided in this section.

The parties agree that there are circumstances where the use of regular part-time, casual or temporary employees is essential to provide for coverage of regular full-time and regular part-time employees in their absence, as well as to meet unusual demands on the department which cannot be handled by the regular employees alone.



14.09 Casual/Temporary Employees - Training and Rates of Pay: Employees designated as casual or temporary who are to assume the duties of regular employees shall receive sufficient training to carry out the necessary duties of the positions they are to assume so as not to jeopardize the safety of regular employees. Utilization of casual or temporary employees applies to all positions in the department.

14.10 Effective Date of Wage Rate Changes: When an employee's rate of pay is changed under any provision of the labor agreement and such a change falls in the first half of the pay period, the employee's new rate will commence the start of the pay period; if the rate change falls in the second half of the pay period, the employee's new rate will commence the start of the following pay period. This provision shall not apply to the negotiated general wage increase.

14.11 Pay Day: Employees shall be paid every other Friday by direct deposit. If the Friday payday is a holiday, paychecks will be deposited on the day prior to the holiday.

#### ARTICLE XV - LONGEVITY

15.01 1) Upon completion of three (3) years of service with the Employer, the employee shall be granted a longevity bonus of four hundred dollars (\$400.00);

2) Upon completion of five (5) years of service with the Employer, the employee shall be granted a longevity bonus of four hundred fifty dollars (\$450.00);

3) Upon completion of seven (7) years of service with the Employer, the employee shall be granted a longevity bonus of five hundred dollars (\$500.00);

4) Upon completion of ten (10) years of service with the Employer, the employee shall be granted a longevity bonus of five hundred fifty dollars (\$550.00);

5) Upon completion of fifteen (15) years of service with the Employer, the employee shall be granted a longevity bonus of six hundred dollars (\$600.00).

15.02 Longevity bonuses shall be annual and will be paid in the first payroll period of December of each year. Eligibility for the longevity bonus shall be based on the employee's anniversary date of hire. If an employee retires or resigns during the year and would be eligible for a bonus, the employee will receive a prorated eligibility bonus upon separation by retirement or resignation on good terms.

#### ARTICLE XVI - UNIFORM ALLOWANCE

16.01 The Employer shall maintain a voucher system for the purpose of uniform and equipment purchase and maintenance for each member of the bargaining unit. The Employer shall allocate \$700 to an account for each bargaining unit member. The Employer shall allocate an additional \$100 for members of the bargaining unit who are K-9, Drug Unit and Special Response Team (SRT) members. (Members shall only be able to claim membership in one of the above specialties for pay.) Funds in the account can only be used for the purchase of approved items. Funds not used in one calendar year may be carried forward into the next calendar year, but the amount in any employee's account may not exceed \$1,800 per

employee. This system shall be a reimbursement system except in cases where the Employer has established an account with a supplier.

16.02 New employees shall receive a clothing allowance of \$1,000 upon hire to purchase approved clothing items. If an employee severs his/her employment in less than one (1) year, he/she shall return all clothing and equipment purchased with said allowance.

#### ARTICLE XVII - UNION ACTIVITY

17.01 Bulletin Board: The County will allow the Union the use of a bulletin board for the purpose of posting notices and union activities.

17.02 No Loss of Pay: The Employer agrees that reasonable time spent during regular scheduled working hours in the investigation and presentation of grievances, or in the conduct of negotiations and proceedings concerning collective bargaining shall not be deducted from the pay of delegated employee representatives of the union.

#### ARTICLE XVIII - MISCELLANEOUS

18.01 Military Leave of Absence: Military leaves of absence shall be granted in accordance with the requirements of applicable state and federal law.

18.02 Lawsuits: Pursuant to Wisconsin Statutes, whenever any employee is proceeded against in his/her official capacity, or as an individual because of acts committed while carrying out his/her duties as an officer or employee, the County shall pay all attorneys' fees, costs of defending the action and any judgment which may accrue against the employee.

18.03 Personal Leaves: Upon written application, an employee may be granted a personal leave without pay for up to thirty (30) calendar days at the Employer's discretion based on the nature of the request in each instance. Leave requests may be approved by the Department Head or the County Administrator. Extensions may be granted at the option of the Employer. Longer leave periods shall be granted to an employee to run for public office, to fill appointment to public office, or to serve in an elected or appointed union position. No employee shall be allowed leave to seek other employment, except as stated in this section. There shall be no loss of seniority for leave under this section up to a period of three (3) months.

18.04 (omitted)

18.05 Ammunition: Each officer required to meet state certification shall receive one hundred (100) rounds of wadcutters each month. One box (50 rounds) of service ammunition shall be given to each deputy on January 1 of each year. The replaced service ammunition shall be used to provide for one (1) month's allocation of wadcutters.

18.06 Notice of Discipline: Notice of all discipline shall be in writing and a copy shall be provided the employee at the time the action is taken. Written notice of oral discipline shall be given to the employee as soon as possible after the action is taken.

18.07 Retirement: When an employee retires, any monies owed the employee shall be paid as soon as possible and in the same year provided the employee has given at least fourteen (14) calendar days advance notice of retirement. Employees wishing to retire at the end of a year and wishing any

payout monies to be paid within that same year, need to retire during or no later than the second to last pay period of the year.

18.08 Expense Reimbursement : The County will not reimburse for lodging expenses in excess of the rate approved by the State of Wisconsin (standard rate) unless approved or authorized in advance.

18.09 Health Club Membership: Members who join the Richland County Symon Center will be reimbursed the cost of a single monthly membership for each month that the member presents (1) a receipt showing membership payment for that month and (2) a printout obtained from the facility showing that the member attended the Center a minimum of seven (7) times a month. These monthly receipts and printout reports for the prior twelve-month period must be submitted to the County by October 15 for reimbursement annually in November . Members may purchase a family membership but will only be reimbursed for the cost of a single membership if they meet the participation requirement.

18.10 Random Drug Testing: The Association, on its own behalf and on behalf of the bargaining unit employees, and WPPA Members of the Richland County Sheriff's Department, consent to participation and adherence to the Richland County Sheriff's Office, Random Drug Testing Policy 1007

#### ARTICLE XIX - BEREAVEMENT LEAVE

19.01 In the event that a death in the immediate family of a regular full-time employee requires his/her absence from work, the employee may be absent three (3) days without loss of pay for the regular workdays for which he/she would have worked but for his/her absence. Immediate family shall include spouse, parent, child, sibling, grandchild and grandparent including step and in-law in-kind.

19.02 Notice and reason for intended absence due to death in the immediate family is to be given promptly to the Employer.

19.03 In the case of an employee's or spouse's aunt, uncle, niece, and nephew, the employee will be given paid funeral leave of one (1) day of the funeral only, provided the day of the funeral is the employee's scheduled workday and he/she attends the funeral. Funeral pay will not be given for employees on layoff, vacation, or any kind of leave of absence.

#### ARTICLE XX - LEGAL AGREEMENT

20.01 This agreement represents the entire agreement of the parties and shall supersede all previous agreements, written or oral. All subjects of collective bargaining are incorporated in this agreement.

20.02 Should any part of the agreement, or any provision contained herein, be declared invalid by operation of law, such invalidation of such part or provision shall not invalidate the remaining provisions hereof, which shall remain in full force and effect.

20.03 The terms and conditions of this agreement supersede any county or department resolutions, ordinances, or rules and regulations which may be in conflict with this agreement.

#### ARTICLE XXI - DURATION

21.01 The terms and conditions of this agreement shall be in full force and effect from January 1, 2025, to and including December 31, 2027. This agreement shall be automatically renewed

from year to year thereafter, unless either party hereto on or before sixty (60) days prior to December 31, 2027 gives notice to the other party in writing of a desire to change, alter or amend any provision of this agreement, or to terminate the entire agreement. Upon termination of this agreement, all obligations under this agreement are automatically canceled, except that the provisions of the grievance procedure shall continue in effect for such period of time as is necessary to complete the processing of any grievances presented prior to the termination of the agreement.

IN WITNESS WHEREOF, the parties have hereunto set their hands and seals by their duly authorized representatives, this \_\_\_\_\_ day of \_\_\_\_\_, 2025.

FOR THE COUNTY:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

FOR THE ASSOCIATION:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

FOR THE WPPA/LEER:

\_\_\_\_\_

## SCHEDULE A

1. **Wages, Rates and Classifications:** The following shall constitute the classification of jobs and minimum and maximum monthly rates thereof in effect as of the dates noted. Adjustments to wages shall be made at the beginning of a payroll period that includes the date(s) noted.

January 1, 2025*	Placement on Scale
October 1, 2025	Advancement on one (1) step on scale
January 1, 2026*	2.25 % plus one step on scale.
January 1, 2027*	2.25 % plus one step on scale.

\*Note: The negotiated wage adjustments are effective on the first day of the pay period that includes the effective date.

## 2025 SCHEDULE A

### 2025 Wage Scale

	Steps	1	2	3	4	5	6	7	8	9
Grade										
13		27.80	28.56	29.34	30.16	30.98	31.84	32.71	33.61	34.54
16		34.09	35.03	36.00	36.99	38.00	39.05	40.12	41.22	42.35

Grade 13 includes Road Patrol Deputies

Grade 16 includes Patrol Sergeant and Investigator

## 2026 SCHEDULE A

### 2026 Wage Scale (increase each step by 2.25% plus step on January 1)\*\*

	Steps	1	2	3	4	5	6	7	8	9
Grade										
13		28.43	29.20	30.00	30.84	31.68	32.56	33.45	34.37	35.32
16		34.86	35.82	36.81	37.82	38.86	39.93	41.02	42.15	43.30

Grade 13 includes Road Patrol Deputies

Grade 16 includes Patrol Sergeant and Investigator

## 2027 SCHEDULE A

### 2027 Wage Scale (increase each step by 2.25% plus step on January 1)\*\*

	Steps	1	2	3	4	5	6	7	8	9
Grade										
13		29.07	29.86	30.68	31.53	32.39	33.29	34.20	35.14	36.11
16		35.64	36.63	37.64	38.67	39.73	40.83	41.94	43.10	44.27

Grade 13 includes Road Patrol Deputies

Grade 16 includes Patrol Sergeant and Investigator

\*\* 2026 and 2027 schedules are built on a minimum 2.25% increase. These schedules are subject to a “me too” provision and will be adjusted upward to match the general adjustment for County Employees if said adjustment exceeds 2.25%.

