

County Clerk's Office Richland County, Wisconsin

Derek S. Kalish
County Clerk

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

Phone (608) 647-2197
derek.kalish@co.richland.wi.us

Dated Posted: August 15, 2025

Please be advised that the Richland County Board of Supervisors will convene at 7:00 p.m., Tuesday, August 19, 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/>

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 July 15, 2025 Meeting
8. Public Comment
9. Appointment Of County Board Supervisor District #11
10. Appointments To Various Boards, Committees, And Commissions
11. Ordinance Relating To Parcel 010-1242-4000
12. Report On Petitions For Zoning Amendments Received Since The Last County Board Session
13. Report On Rezoning Petitions Recommended For Denial By The Natural Resources Standing Committee
14. Reports
 - A. Southwest Wisconsin Regional Planning Commission Presentation
 - B. County Administrator Update
 - C. Legislative Update
15. Resolution Approving The ADRC, A Unit Within The Department Of Health And Human Services Applying For And Accepting A 2026 Section 5310 Operating Grant
16. Resolution Accepting Donations To Symons Recreation Complex
17. Resolution Approving Richland County Increasing The Fee For Minor Subdivision Review/Certified Survey Map
18. Resolution Approving Addition Of One Full-Time EMT Position
19. Resolution Approving The Creation And Filling Of The Ambulance Service Director Position And Job Description
20. Resolution Approving Changes To The Reimbursements Section Of The Handbook Of Personnel Policies And Work Rules Of Richland County
21. Resolution Adopting The Richland County Mission Statement
22. Resolution Designating The Future Planning Of County Facilities Duties To The Public Works Standing Committee
23. Correspondence
24. Future Agenda Items
25. Adjourn

PLEASE NOTE: That upon reasonable notice, a minimum of 24 hours in advance, efforts will be made to accommodate the needs of disabled individuals through appropriate aids and services. For additional information or to request this service contact Tricia Clements, County Administrator at 181 W. Seminary St., Richland Center, WI 53581 or call 608-647-2197.

JULY MEETING

July 15, 2025

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

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

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

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

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

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

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

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

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

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

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

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

ORDINANCE NO. 25 - 13

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

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

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

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

2. Richland County Code of Ordinance Chapter 119- Zoning, which was adopted by the Richland County Board of Supervisors on May 20, 2003, as amended to date, is hereby further amended as follows:

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

That the following described 6.23-acre parcel in the Town of Richwood is hereby rezoned from Agricultural/Forestry (AF) to the Agricultural/Residential (AR) District:

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

Beginning at the West Quarter corner of said Section 28;

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

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

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

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

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

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

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

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

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

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

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

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

ORDINANCE NO. 25 - 14

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

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

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

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

2. Richland County Code of Ordinance Chapter 119- Zoning, which was adopted by the Richland County Board of Supervisors on May 20, 2003, as amended to date, is hereby further amended as follows:

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

That the following described 2.3633-acre parcel in the Town of Richwood is hereby rezoned from Agricultural/Forestry (AF) to the Residential (R) District:

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

Commencing at the East Quarter corner of said Section 29;

Thence South 00°27'04" East, along the East line of said Southeast Quarter, 596.00 feet to the Point of Beginning of the lands hereinafter described;

Thence South 00°27'04" East, along said East line, 472.23 feet;

Thence North 89°29'26" West, 115.08 feet;

Thence North 32°53'27" West, 232.32 feet;

Thence North 00°04'13" East, 316.58 feet;

Thence South 66°58'48" East, 84.68 feet;

Thence South 87°21'14" East, 159.36 feet to the Point of Beginning.

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

DATED: JULY 15, 2025

PASSED: JULY 15, 2025

PUBLISHED: JULY 24, 2025

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

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

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

ORDINANCE NO. 25 - 15

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

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

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

- Adequate public facilities to serve the development are present or will be provided.
- Provision of these facilities will not be an unreasonable burden to local government.
- The land to be rezoned is suitable for development and development will not cause unreasonable water or air pollution, soil erosion or adverse effects on rare or irreplaceable natural areas.
- Non-farm development will be directed to non-agricultural soils or less productive soils.

- (e) Non-farm development will be directed to areas where it will cause minimum disruption of established farm operations or damage to environmentally sensitive areas.
- (f) Non-farm development will be encouraged to locate so as to leave a maximum amount of farmland in farmable size parcels.
- (g) Non-farm residential development will be directed to existing platted subdivisions and sanitary districts.

2. Richland County Code of Ordinance Chapter 119- Zoning, which was adopted by the Richland County Board of Supervisors on May 20, 2003, as amended to date, is hereby further amended as follows:

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

That the following described 6.9 acre parcel in the Town of Dayton is hereby rezoned from Agricultural/Forestry (AF) to the Agricultural/Residential (AR) District:

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

thence South 1299.45 feet;

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

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

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

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

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

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

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

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

thence West 688.32 feet to a point of beginning.

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

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

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

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

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

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

ORDINANCE NO. 25 - 16

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

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

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

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

2. Richland County Code of Ordinance Chapter 119- Zoning, which was adopted by the Richland County Board of Supervisors on May 20, 2003, as amended to date, is hereby further amended as follows:

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

That the following described 0.6 acre parcel in the Town of Westford is hereby rezoned from Residential 1 (R-1) to the Agricultural/Forestry (AF) District:

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

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

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

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

ORDINANCE OFFERED BY THE NATURAL
RESOURCES STANDING COMMITTEE
(30 JUNE 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	X	
DEREK KALISH RICHLAND COUNTY CLERK	CRAIG WOODHOUSE		
	ALAYNE HENDRICKS	X	

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

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

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

RESOLUTION NO. 25 - 51

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

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

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

WHEREAS representatives of the Town of Ithaca met recently with the Zoning and Land Information Committee and requested that the County Board approve the Town’s rezoning of a portion of parcel 016-3411-0000 from the Farmland Preservation District to the Ag/Residential Zoning District in the Town of Ithaca’s Zoning Ordinance and the Zoning Land Information Committee has carefully consider this matter and is now recommending that the County Board approve this rezoning.

NOW, THEREFORE, BE IT RESOLVED by the Richland County Board of Supervisors in accordance with Wisconsin Statutes, section 60.62(3), that approval is hereby granted for rezoning the following-described 10.9 acre parcel from the Farmland Preservation District to the Ag/Residential Zoning District in accordance with the Town of Ithaca’s Zoning Ordinance:

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

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

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

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

VOTE ON FOREGOING RESOLUTION

AYES ____ NOES ____

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

RESOLUTION ADOPTED	FOR	AGAINST
DEREK S. KALISH	STEVE CARROW	X
COUNTY CLERK	JULIE FLEMING	X
	MARK GILL	X
	ROBERT BROOKENS	X
DATED: JULY 15, 2025	ALAYNE HENDRICKS	X
	RICHARD MCKEE	X
	CRAIG WOODHOUSE	

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

Reports – Legislative Update: None.

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

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

RESOLUTION NO. 25 - 52

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

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

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

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

WHEREAS bids from other pharmacies were obtained, and

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

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

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

VOTE ON FOREGOING RESOLUTION

AYES _____ NOES _____

RESOLUTION OFFERED BY THE EXECUTIVE &
FINANCE STANDING COMMITTEE
(23 JUNE 2025)

RESOLUTION ADOPTED

FOR

AGAINST

DEREK S. KALISH
COUNTY CLERK

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

DATED: JULY 15, 2025

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

RESOLUTION NO. 25 - 53

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

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

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

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

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

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

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

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

VOTE ON FOREGOING RESOLUTION

AYES _____ NOES _____

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

RESOLUTION ADOPTED

FOR AGAINST

DEREK S. KALISH
COUNTY CLERK

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

DATED: JULY 15, 2025

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

RESOLUTION NO. 25 - 54

Resolution Approving The 2026 Capital Improvement Plan.

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

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

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

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

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

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

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

VOTE ON FOREGOING RESOLUTION

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

AYES _____ NOES _____

RESOLUTION ADOPTED

FOR AGAINST

DEREK S. KALISH
COUNTY CLERK

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

DATED: JULY 15, 2025

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

RESOLUTION NO. 25 - 55

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

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

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

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

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

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

VOTE ON FOREGOING RESOLUTION

AYES _____ NOES _____

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

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

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

RESOLUTION NO. 25 - 56

Resolution Approving Implementation Of An Employee Assistance Program.

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

WHEREAS Richland County has never had an EAP, and

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

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

WHEREAS the proposed implementation date is August 1, 2025 and

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

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

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

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

VOTE ON FOREGOING RESOLUTION

AYES_____ NOES_____

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

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

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

RESOLUTION NO. 25 - 57

Resolution Approving The Sale Of Platinum From The Campus.

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

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

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

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

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

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

VOTE ON FOREGOING RESOLUTION

AYES_____ NOES_____

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

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

DATED: JULY 15, 2025

DAVID TURK

X

BOB FRANK

X

STEVE WILLIAMSON

X

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

ORDINANCE NO. 25 – 17

PAYMENT WITH COINS OR TAINTED CURRENCY.

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

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

DATED: JULY 15, 2025

PASSED: JULY 15, 2025

PUBLISHED: JULY 24, 2025

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

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

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

ORDINANCE NO. 25 – 18

UNDERPAYMENTS AND OVERPAYMENTS.

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

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

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

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

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

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

ORDINANCE NO. 25 – 19

DISHONORED CHECKS.

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

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

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

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

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

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

RESOLUTION NO. 25 - 58

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

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

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

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

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

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

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

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

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

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

BE IT FURTHER RESOLVED the resolution be effective upon passage.

VOTE ON FOREGOING RESOLUTION

AYES_____ NOES_____

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

RESOLUTION ADOPTED	FOR	AGAINST
DEREK S. KALISH	STEVE CARROW	X
COUNTY CLERK	GARY MANNING	X
	CHAD COSGROVE	X
DATED: JULY 15, 2025	KERRY SEVERSON	X
	STEVE WILLIAMSON	X
	MARC COUEY	X
	DANIEL MCGUIRE	

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

RESOLUTION NO. 25 - 59

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

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

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

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

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

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

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

VOTE ON FOREGOING RESOLUTION

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

AYES_____ NOES_____

RESOLUTION ADOPTED FOR AGAINST

DEREK S. KALISH
COUNTY CLERK

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

DATED: JULY 15, 2025

Correspondence: None.

Future agenda items: None.

Adjourn: Motion by Manning, second by Carrow to adjourn. Motion carried and the meeting adjourned at 8:19 PM.

STATE OF WISCONSIN)
)SS
COUNTY OF RICHLAND)

I, Derek S. Kalish, County Clerk in and for the County of Richland, do hereby certify that the foregoing is a true copy of the proceedings of the County Board of Supervisors of Richland County for the meeting held on the 15th day of July 2025.

Derek S. Kalish
Richland County Clerk

*Note: Published minutes are unapproved until approved at next regularly scheduled County Board meeting.
Resolutions and meeting packet materials can be found by accessing the following link:*

<https://administrator.co.richland.wi.us/minutes/county-board/>

Derek S. Kalish

From: rod c perry
Sent: Wednesday, July 2, 2025 11:29 PM
To: Derek S. Kalish
Subject: RE: Application to serve the Vacancy, District 11

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Name: Rodney C. Perry (Rod)
445 East Haseltine Street
Richland Center, WI 53581

Registered City Voter, voting in nearly every election in the past 60+ years.

I was born in Richland Center, raised in Viola (Vernon County) and returned to Richland Center at the age of 18, where I have resided since. My wife Helen and I have lived in our Haseltine Street home since October, 1973. I served on the Richland Center City Council from 1978 to 1988, and as Council President for the last 5 years of my office. In 1980 I was elected by the Common Council to serve on the Richland Center Electric Utility Commission, on which I continued to serve until 2020, the final 20 years as Commission President. For several years since my retirement I have worked as a Photo Journalist for Ben Koelsch and Nova Video Productions recording City, County and School meetings which have been viewed on local Cable TV systems and, more recently, on YouTube. In so doing, I have probably attended more government meetings than anyone in the County.

Since District 11 has no representation at this time, I would accept an appointment to serve out the remainder of the ciurrent term if it is offered.

-Rod C. Perry-

ORDINANCE NO. 25 - 20

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

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

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

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

2. Richland County Code of Ordinance Chapter 119- Zoning, which was adopted by the Richland County Board of Supervisors on May 20, 2003, as amended to date, is hereby further amended as follows:

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

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

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

Thence South 33.80 feet along the West line of said Southeast Quarter (SE ¼) to the centerline of a right-of-way;
Thence South 58° 31’ East, 233.90 feet along said centerline;
Thence South 46° 30’ East, 131.90 feet along said centerline;
Thence South 04° 48’ East, 150.00 feet along said centerline;
Thence South 84° 26’ East, 297.90 feet along said centerline;
Thence South 84 14’ East, 245.80 feet along said centerline;
Thence North 05° 06’ East, 440.04 feet to the North Line of said Southeast Quarter (SE ¼);
Thence North 89° 15’ 25” West, 887.95 feet along said North Line to the point of beginning;

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

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

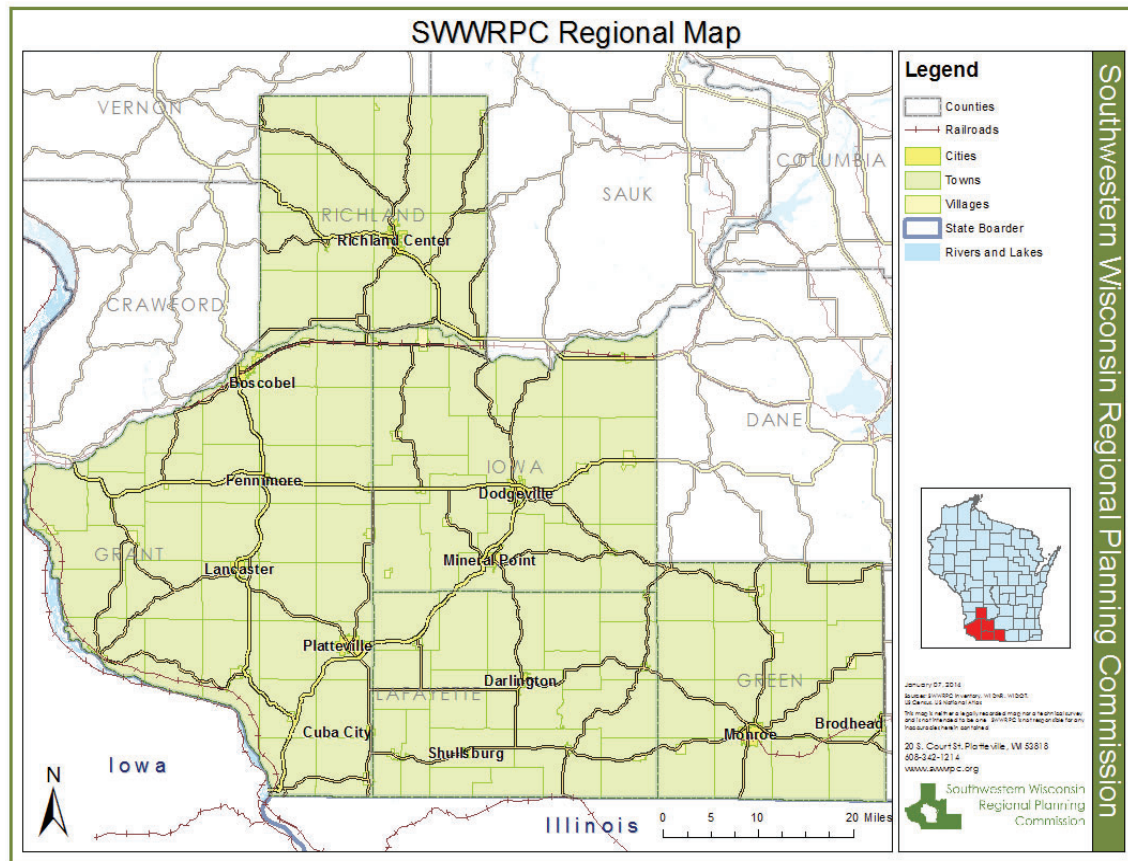
DATED: AUGUST 19, 2025 PASSED: AUGUST 19, 2025 PUBLISHED: AUGUST 28, 2025		ORDINANCE OFFERED BY THE NATURAL RESOURCE STANDING COMMITTEE (4 AUGUST 2025)	
		FOR	AGAINST
DAVID TURK, CHAIR RICHLAND COUNTY BOARD OF SUPERVISORS	STEVE CARROW	X	
	JULIE FLEMING	X	
	MARK GILL	X	
	RICHARD MCKEE	X	
	ALAYNE HENDRICKS	X	
DEREK KALISH RICHLAND COUNTY CLERK			

SWWRPC 2025 Update

Richland County Board of Supervisors

August 19, 2025



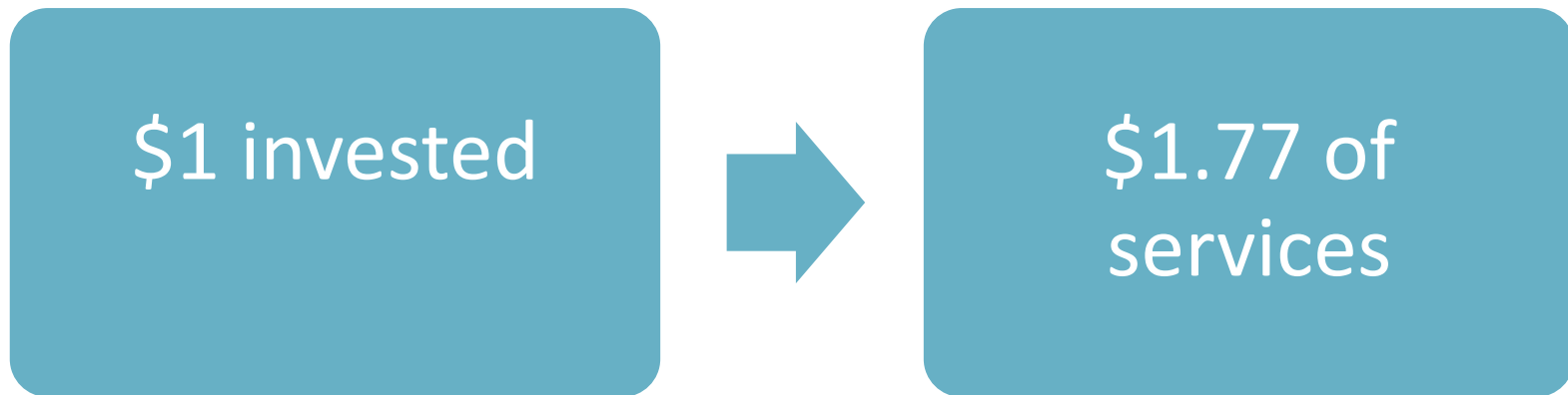


Founded: 1970

- Grant
- Green
- Iowa
- Lafayette
- Richland

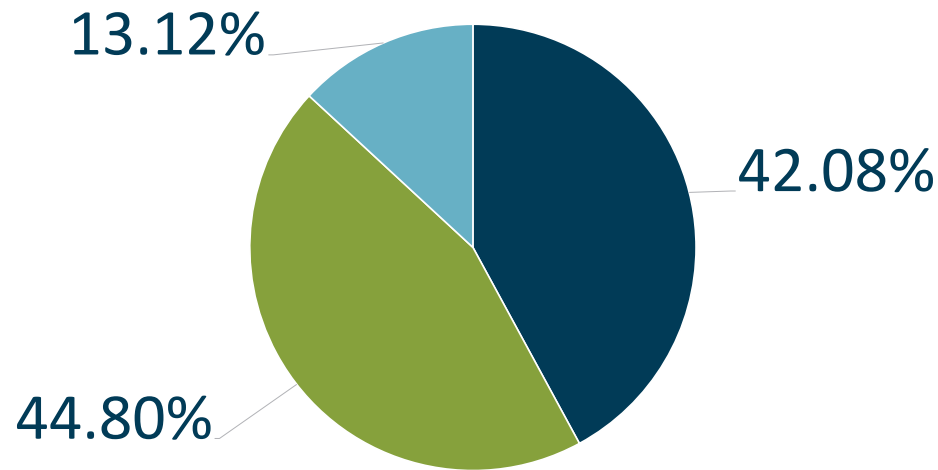
Annual Return on Investment

- Richland County Cost: \$1.07 per capita



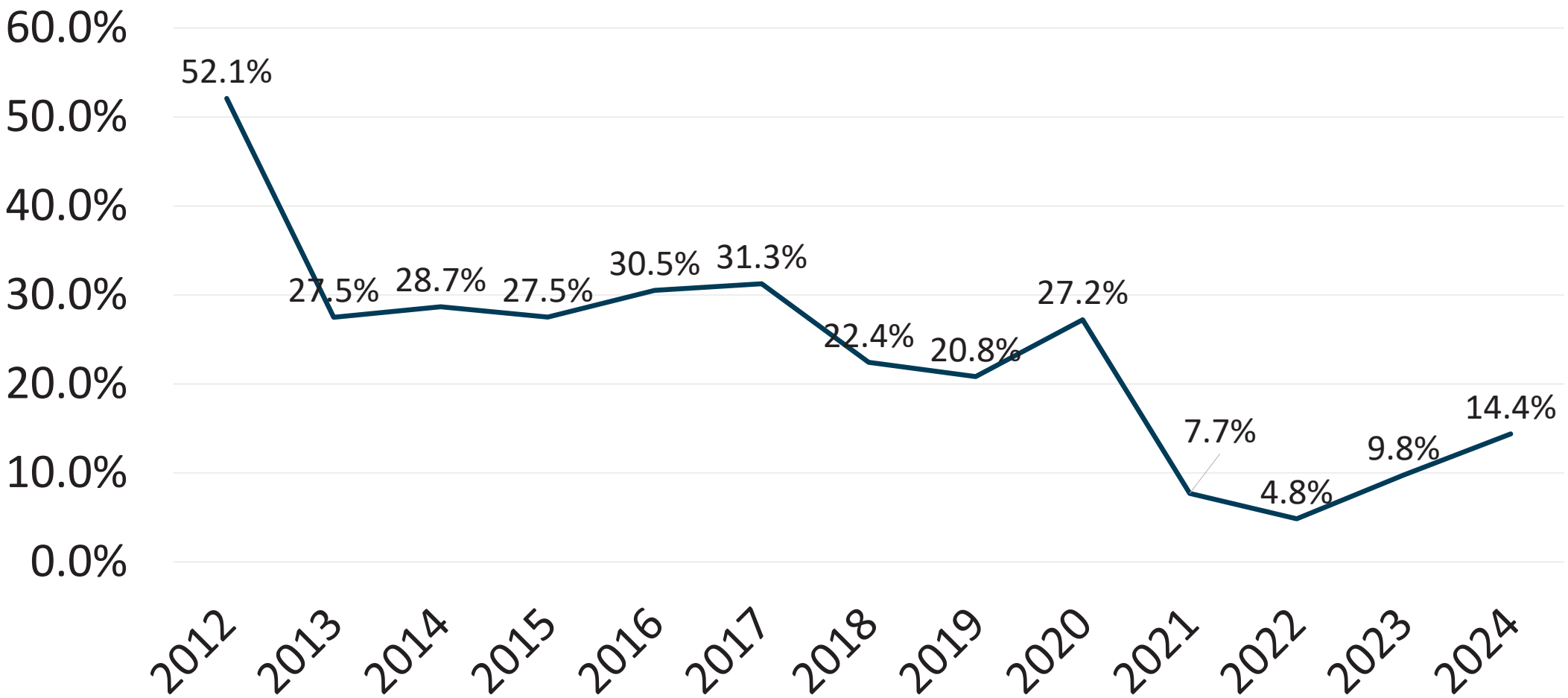
2025 Operating Budget: \$1,126,202

Funding Sources

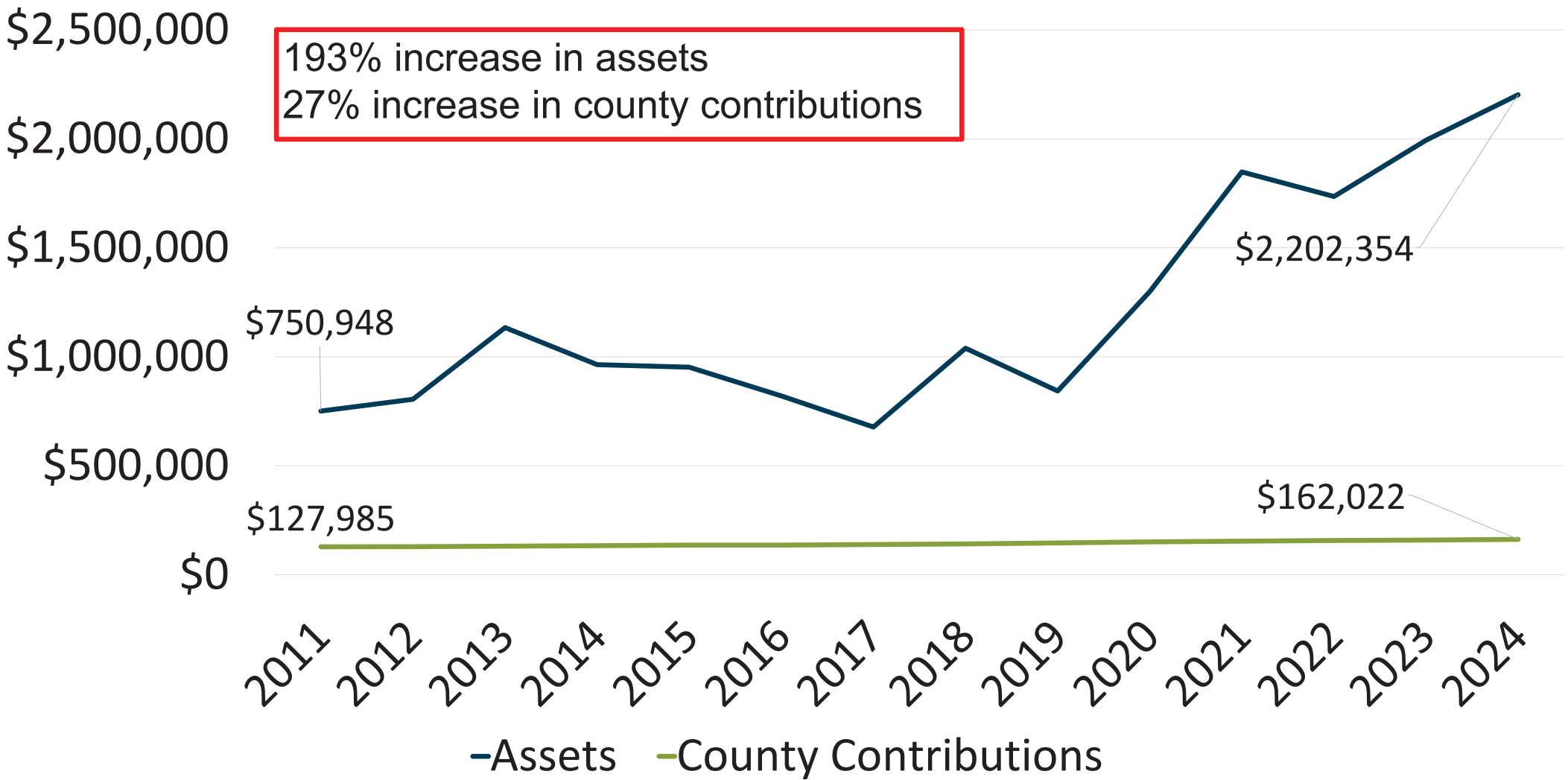


■ Grants ■ Contracts ■ Counties

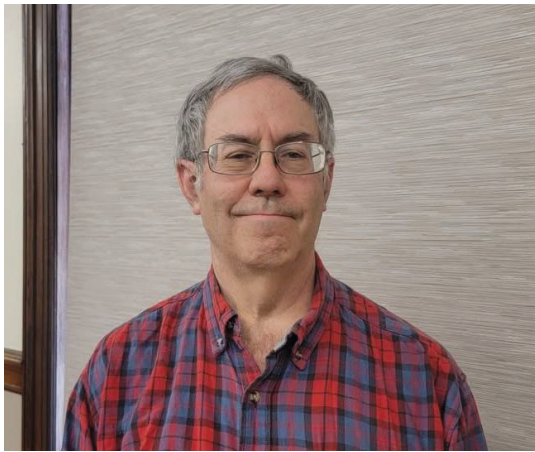
County Contributions as % of SWWRPC Revenue



SWWRPC Assets & County Funding: 2011-2024



County Commissioners



How we serve:

- Capacity Building
- Economic Development
- Planning

SBDC Consulting

Small Business Development Center



Goals:

1. Support local business start-up or expansion
2. Enhance capacity at SBDC with local staff

Small Business Consulting

Local partners

- Business relationship
- Applicant pipeline

SWWRPC Support

- Business plan development
- Cash-flow pro-forma
- Marketing support
- Access to capital

Local knowledge, statewide resources

Kate Koziol

- Experience in Richland County
- Access to SBDC, SWWRPC, WEDC capital
- Experienced entrepreneur





SWISH

Southwest Wisconsin Infill Solutions
to Housing



Goals:

1. Install modular homes on vacant, infill lots
2. Sale prices targeted at \$200-250k
3. Target household income: \$65-75k
(manufacturing employees, nurses, teachers,
law enforcement, etc.)

Workforce Housing

SWCAP

- Donate land
- Skyline dealer
- Finance housing

SWWRPC Support

- Constructability
- Community liaison
(permitting, infrastructure,
etc.)
- ROI and impact statement

Site Location

- 2.6-acre lot and Lancaster Senior Village owned by SWCAP
- Slope range: 15% to 25%
- Pigeon Creek Rd needs a redesign



Skyline Q110 Modular Home



Q110 Optional Exterior B



Regional RLF

Revolving Loan Fund

Goals:

1. Provide gap financing for business growth or start-up
2. Regionalize RLF administration
3. Augment local or county incentives with \$1.82 million in RLF funds

Business development

Local partners

- Business relationship
- Applicant pipeline

SWWRPC Support

- RLF capitalization
- Regional admin

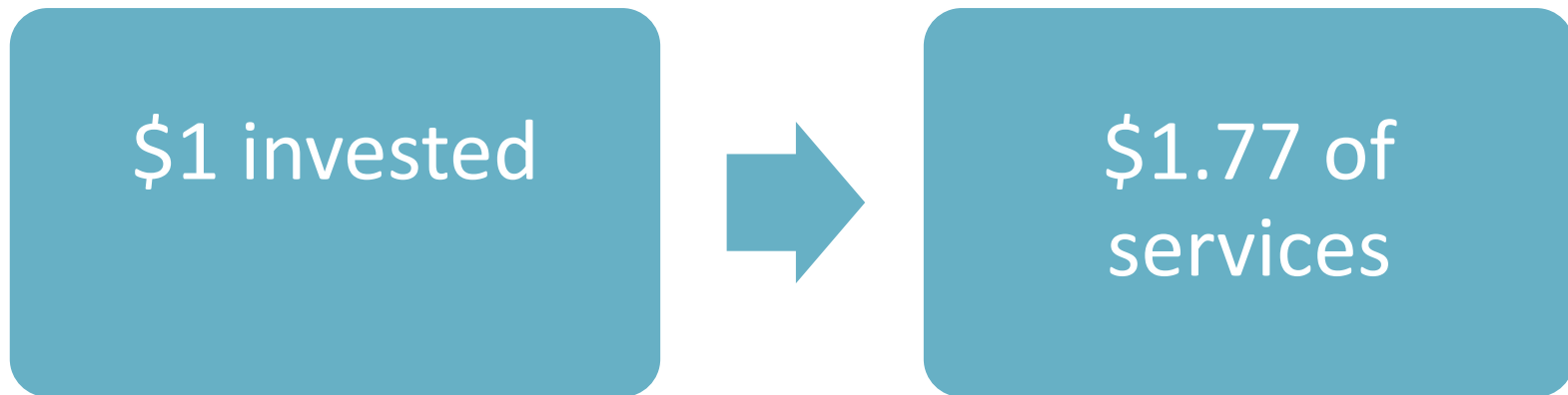
Richland County Impacts (July, 2025):

- 2 loans
- \$362,000 in RLF funding
- \$1,137,500 in leveraged private funds
- 28 jobs created or saved

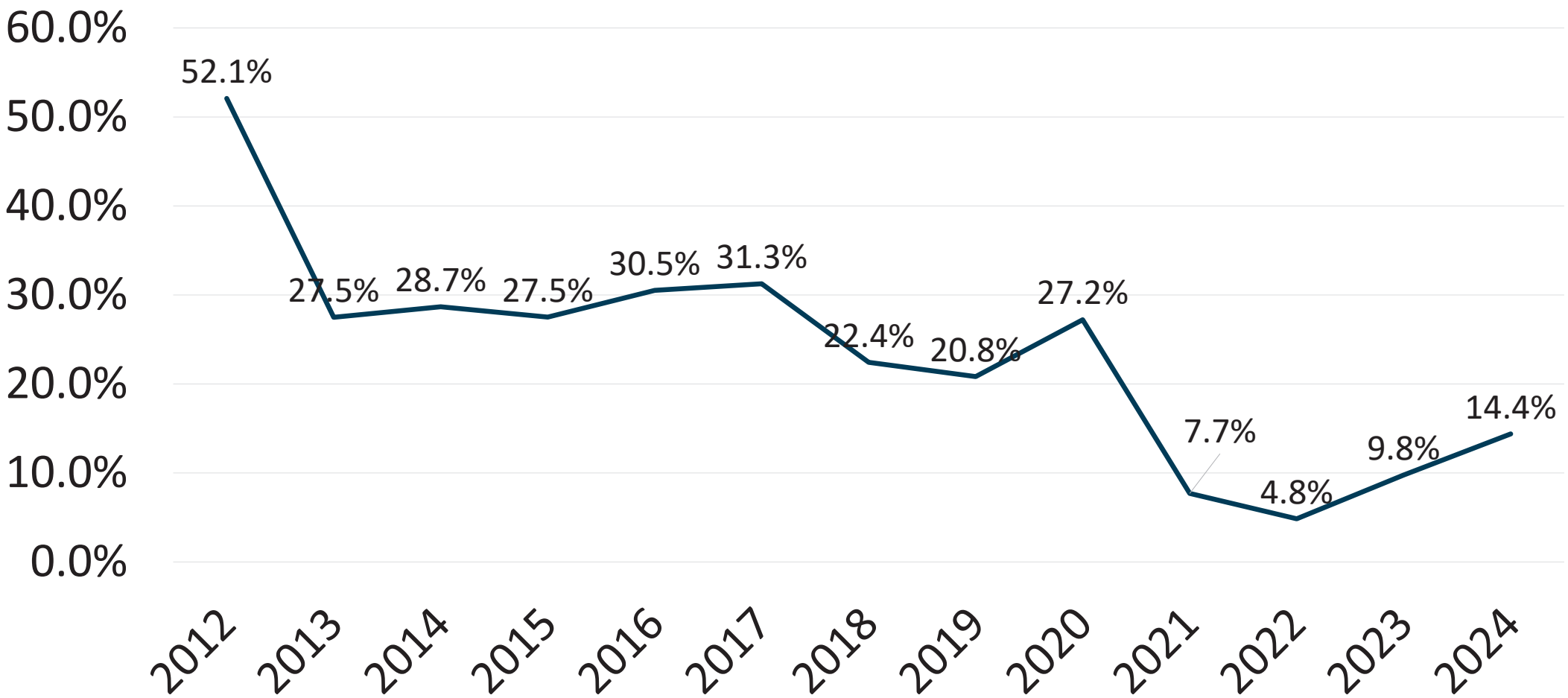
Our Goal

Annual Return on Investment

- Richland County Cost: \$1.07 per capita



County Contributions as % of SWWRPC Revenue



Troy Maggied
t.maggied@swwrpc.org
608-342-1636



20 S. Court St.
Platteville WI 53818
p: 608.342.1636 • f: 608.342.1220
e: info@swwrpc.org
www.swwrpc.org

August 19, 2025

Richland County Board of Supervisors
181 W. Seminary St.
Richland Center, WI 53581

Dear Supervisors,

Thank you for the on-going partnership that exists between Richland County and the Southwestern Wisconsin Regional Planning Commission (SWWRPC). This 55-year relationship began when you created us in 1970, and we continue to partner in delivering value to your residents.

Enclosed is a summary of benefits and financial return from our work in Richland County between 2021-2025. We've organized this information around our three unique service offerings

- **Capacity Building** to help off-set workforce and revenue constraints.
- **Economic Development** services that complement local efforts to create and retain jobs, and generate private investment.
- **Planning** services designed to help communities compete for residents and workers, and make strategic investments.

The SWWRPC Strategic Plan directs us to "*create resilient rural communities.*" We believe the continuation of our partnership will be a crucial asset as you serve the residents of Richland County, now and into the future.

Thank you for our 55-year partnership, and for considering us in your future plans.

Sincerely,

A handwritten signature in blue ink, appearing to read "T. Maggied".

Troy Maggied
Executive Director

County Benefits and Return on Investment

$$\begin{array}{ccc} \$1 & + & \$0.77 \Rightarrow \$1.77 \\ \text{County} & & \text{Return on initial} \\ \text{Investment} & & \text{investment} \\ & \text{Additional} & \\ & \text{Leveraged Funding} & \end{array}$$

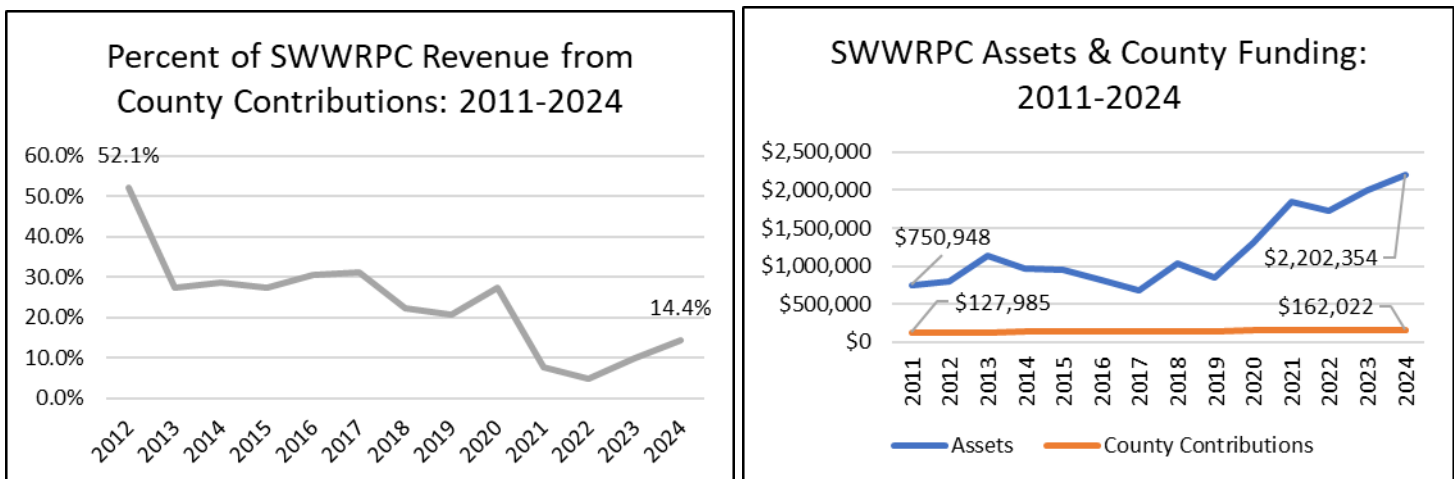
For every \$1 Richland County provides to SWWRPC, the county receives \$1.77 in annual capacity building, economic development, and other planning services. This figure is in addition to services provided via contracts and grants.

Richland County's 2025 investment of \$18,292 amounts to \$1.07 per county resident, and enables us to provide \$32,424 of services. This due to our ability to leverage your investment for an additional \$7,740 from the U.S. Economic Development Administration (EDA) and \$6,413 from the Wisconsin Department of Transportation (WisDOT).

Working with us also results in savings due to billable rates that are lower than those offered by private, for-profit consultants. On average, our services cost between \$60-\$90 per hour, compared to \$100-\$180 per hour from private firms performing similar work. This is due to our diverse revenue streams, a lean staffing model, strong relationships throughout the region, and a non-profit structure which is affordable for small communities.

Your investment, Your asset

SWWRPC Commissioners and staff believe that we are stewards of your investment. This is *your* organization, and we strive to grow your investment through investments of our own. We continue to leverage your county funding to fund our operations, and we make catalytic investments in new sources of business investment such as our Revolving Loan Fund. The result is both a reduction in county funding as a percent of our overall budget, and a significant growth in your assets. **County contributions have only increased 27% since 2011 while the organization's assets, inclusive of revolving loan funding for small businesses, has grown 193%.**



SWWRPC Scope of Services

CAPACITY BUILDING

- ADRC Transit Plan
- NR-135 Reclamation
- Data & GIS Maps
- Rail Transit
- University Design Projects
- Opioid Needs Assessment
- Technical Training
- County Best Practices
- Emergency Management Survey

ECONOMIC DEVELOPMENT

- EDA Investments
- Main Street Bounceback Program
- Revolving Loan Funds
- Prosperity Southwest Initiatives
- WEDC Funding
- Connect Communities Program

SWWRPC

PLANNING

- Housing Study
- Elected Official On-Boarding
- Strategic Planning
- Transit and Mobility Grants
- Climate Change Preparedness
- Outdoor Recreation Plans
- Data Insights
- Other Regional and State Plans

Capacity Building Projects

- **ADRC Transit Plan:** SWWRPC uses county and WisDOT funding to write the 5-year Locally Developed Coordinated Transit Plans required for grant funding to support vehicle purchases and operating expenses. In 2024, we provided Richland County over 200 hours valued at \$15,500 in public engagement, data analysis, meeting facilitation, and plan writing services. Due to our work on these plans, Richland County received \$482,845 between 2021 and 2025 (an average of \$96,569 per year) to fund vehicles, volunteer driver mileage, and department overhead in support of ADRC transit services. These plans also enable the Southwestern Wisconsin Community Action Program to secure operational and vehicle funding for transit services serving Richland County. Since 2021, SWCAP has been awarded \$3.4 million for services that support elderly and disabled residents.
- **GIS Mapping:** SWWRPC applies county and EDA funds for a variety of GIS maps used by partners throughout the region. All of these programs are cost-effective due to efficiencies created by our regional GIS platform, staff expertise, and processes.

- Richland Highway Department Infrastructure Map: SWWRPC staff worked with Highway Commissioner Josh Elder to develop an interactive GIS map of all highway infrastructure that will be used for capital improvements planning and management. This project was fully funded by our WisDOT grant funding with a total 2024 investment of \$3,545.
- Regional mapping tools: SWWRPC applies county and EDA funding to a variety of GIS maps used by local community and economic developers, including a regional Constructability Map, financial asset map, broadband asset map, and a Story Map of school performance data. From 2020-2023, 280 hours of staff time valued at \$18,200 were spent on the creation of these maps with an additional 202 hours (\$12,349 in labor) in 2024. We have also used our GIS tools to support businesses seeking to locate in the county.
- **UW-Platteville Design Support**: SWWRPC staff frequently connect communities with UW Platteville (UWP) Senior Design initiatives that apply student and professor knowledge to local issues. Each project is estimated to provide the equivalent of \$10,000 of professional services. We have engaged or partnered to engage UWP students to assess nutrient tradition options in Cazenovia (2021), conduct preliminary design on a new fire station for Yuba (2022), study flood reduction and water quality improvement impacts of re-meandering Fancy Creek in Rockbridge Township (2022), and analyze the long-term historic and projected solvency of municipal finances (2023). These projects resulted in \$40,000 of free technical assistance to the county.
- **Opioid Needs Assessment**: Richland County partnered on a regional Opioid Needs Assessment in 2022, providing \$3,000 for interviews, data analysis, and plan writing. We used your county contributions to cover the cost of interviewing state and national experts, and seek opportunities for coordination. The per-county fee for this work would be approximately \$10,000 if not for the efficiencies of a regional approach.
- **Technical Training**: SWWRPC staff serve as the liaison for regional technical assistance trainings offered by state partners. In 2021 and 2022, we partnered with the Wisconsin Department of Natural Resources (DNR) for sessions on Community Redevelopment Funding, and Managing Flood Damage to Roadways. Together, the coordination, marketing, and managing of this event was valued at \$1,500.
- **Regional Coordination**: Beginning in 2022, we facilitated regional meetings designed to foster cross-county collaboration and best-practice sharing. GIS Coordinator Jaclyn Essandoh facilitated two meetings of the region's GIS staff, continuing a practice we began in 2015. Executive Director Troy Maggied facilitated eight meetings of county broadband staff and continues to facilitate quarterly meetings of county board chairs and administrators. Our staff time was paid for by county contributions and equaled 165 hours valued at \$5,500.
- **Emergency Management Survey**: In late 2022, we helped county Emergency Management Directors (EMD) develop a survey for their Integrated Preparedness Planning Workshop. Each county is required to develop and deploy this survey, and we

facilitated a regional process to develop the survey, deliver it in an online format, collect responses, and analyze the results. Our additional capacity reduced each county's workload and provides a regional picture of natural hazard risks and vulnerability. This process took approximately 38 hours of staff time valued at \$2,850.

Economic Development Projects

- **EDA Investments:** SWWRPC is recognized as the EDA's Economic Development District (EDD) and serves as the broker for EDA grant funding. The historic benefits of this partnership are significant:
 - Since 1990, we have secured two Public Works grants for \$1.43 million to fund the development of 132 new industrial acres in Richland Center. These projects created \$6.78 million of property value and annually generate over \$150,000 in property taxes.
 - EDA planning grants fund the administration of our regional RLFs discussed below, providing 603 hours of staff time valued at \$42,236 in 2024.
 - During 2025, SWWRPC staff worked with regional economic development staff to update the 5-county Comprehensive Economic Development Strategy which now extends from 2024-2029. This effort included significant engagement with county and local economic and community development staff, and took 1,014 hours of SWWRPC staff time valued at \$70,772. The CEDS is the region's primary economic development strategy and necessary for local communities to become eligible for federal funding.
- **Main Street Bounceback Program:** From 2020-2022, SWWRPC administered the Main Street Bounceback Program which provided 27 businesses with \$10,000 grants to start or expand in three communities across Richland County. Administering this \$270,000 was paid for by the Wisconsin Economic Development Corporation (WEDC), but required hours of up-front set up, scoping, contracting, and administrative preparation which was funded by your county contributions and our EDA funding.
- **Revolving Loan Funds:** SWWRPC administers a \$1.8 million RLF portfolio. Currently, \$362,000 is lent to Richland County businesses who are leveraging this against an additional \$1,137,500 in private financing and resulting in the creation or retention of 28 jobs. We use our EDA funding and county contributions to cover the cost of RLF administration, marketing, and application processing. We also conduct follow-up meetings with borrowers to ensure they're successful and identify additional support they may need.
- **Community Branding:** During 2021 and 2022, SWWRPC secured EDA funding for branding and logo development in Richland County, Richland Center, and Boaz – a process which included multiple community and partner engagement meetings. This process, with SWWRPC staff time valued at \$5,600 and an additional \$15,000 in consulting time from Kristin Mitchell Designs, was provided and paid for through the 2020 EDA Flood Recovery and Economic Resiliency Grant.

- **Prosperity Southwest Wisconsin:** SWWRPC staff serve as the administrator for Prosperity Southwest Wisconsin (PSW), the six-county Regional Economic Development Organization. Working closely with county economic development partners, we assist with procurement of regional grants and projects that have a multi-county impact. These include the regional housing studies mentioned below, administration of a \$121,000 BEAD Broadband Planning grant, a regional workforce needs mapping project valued at \$50,000, and a Talent Marketing Grant valued at \$60,000. All of these projects were secured by our grant writing efforts. We are now working with PSW to pursue a \$50,000 grant to fund AI training for Economic Development professionals in the region.
- **Entrepreneurship Accelerator:** In 2021, SWWRPC partnered with UWP to create a local entrepreneur accelerator called the IDEA Hub, located in Platteville and serving southwest Wisconsin. This \$1.1 million project is funded in equal parts by the EDA and local partners. We were able to bring \$70,000 of cash match funds from PSW, and provide staffing support for the project.
- **Connect Communities:** In 2022, SWWRPC partnered with WEDC to serve as a regional Connect Communities administrator which provides free technical assistance to small communities participating in the program. Lone Rock currently participate in this program and have access to technical assistance, training, funding resources, and networking opportunities to help with community development efforts. Our work is funded by EDA planning grants and your county contributions. In 2024, SWWRPC secured a \$50,000 grant from WEDC to fund our staff work in these communities. This work includes basic goal-setting and strategic planning, as well as providing technical assistance on marketing and events.

Planning Projects

- **Housing Studies:** In 2025, SWWRPC updated our six-county housing study project, which was funded by a \$5,000 investment by Richland County. These plans are each valued at \$15,000 of staff time each, and plans are currently available for Boaz, Cazenovia, Lone Rock, Richland Center, and Viola.
- **Strategic Planning:** In 2020 and 2021 we lead a strategic planning process to help the county identify opportunities and challenges for the next 3-5 years. The total cost of this process is valued at \$8,000, but cost was able to be funded through the EDA grant at no additional cost to the county.
- **Comprehensive Planning:** The Boaz, Lone Rock, and Richland Center Comprehensive Plans were completed between 2020 and 2022, and focus on helping these communities leverage their greatest assets, including Richland County's natural beauty, available land for residential growth, quaint downtowns, access to unique recreation opportunities and events, and their strategic location along a state road leading to Madison. Each of these planning projects are valued at \$15,000 to \$25,000 depending

on community size, but were able to be funded through this EDA grant. We offer assistance with implementation using a plan-do-study-act continual improvement process to ensure they move forward with proposed initiatives.

- **Broadband Planning:** Due to SWWRPC's capacity and staffing flexibility, the region had staff available when the Wisconsin Public Service Corporation provided over \$121,000 in funding to Prosperity Southwest. PSW Contracted with SWWRPC to partner on several initiatives that will make the region more competitive for future Broadband funding. This included identifying public areas in the region that would benefit from free, public WIFI. These areas include community centers in Boaz, Cazenovia, and Yuba.
- **Climate Adaptation:** SWWRPC is currently developing a work plan to support counties and municipalities prepare for the pending impacts of climate change. Few consultants in the region are prepared to work on these issues or have access to funding and relationships to meet these future needs. Our primary areas of focus are economic resiliency, energy security, climate migration, and asset management. To support this work, SWWRPC spent 176 hours valued at \$10,729 to develop a map of climate scenarios and risks to industries in the region.
- **Watershed Planning:** Regional Planning Commissions are eligible for grants that municipalities, private businesses, and non-profits are not. In 2021 we served as the grant administrator and fiscal agent for a \$15,000 project studying stream and wetland restoration on Fancy Creek in Rockbridge Township. The project is designed to assist with flood reduction and water quality improvements, and is funded by a \$10,000 Department of Natural Resources grant, \$2,000 in cash contributions from SWWRPC, and \$3,000 from in-kind donations from the Wisconsin Wetlands Association.
- **Grant Opportunity Analysis:** In 2021, SWWRPC spent \$6,800 in labor and mileage funded by EDA and county contributions to assist the Village of Yuba determine eligibility for a CDBG Public Works grant to assist with constructing a new fire station. This work included conducting a survey of the Fire District to evaluate income levels, as well as follow-up door-to-door interviews with residents who did not initially respond to the survey.
- **Resiliency planning:** SWWRPC is currently working with former Richland County EMD Darin Gudgeon, County Board Supervisor Steve Carrow, and a diverse set of other county stakeholders to identify projects that will help the county withstand and bounce back from natural or economic disasters. This is the first initiative in a region-wide process to support counties and municipalities prepare for the pending impacts of climate change, economic downturns, and other future risks. Few consultants in the region are prepared to work on these issues or have access to funding and relationships to meet these future needs. Our primary areas of focus are economic resiliency, energy security, climate migration, and asset management.

- **Recreation Planning:** In 2022, SWWRPC staff assisted the county, Boaz, and Lone Rock develop Outdoor Recreation Plans required for them to be eligible for DNR recreation grants. This project cost each community \$3,000 and was leveraged to bring in an additional \$6,000 of EDA funding for each community, returning \$18,000 to an initial \$9,000 investment.
- **Data Insights:** One of our primary duties is to collect, analyze, and present findings on data. We do this both proactively and upon request. In the past two years, we have helped Boaz, Cazenovia, Lone Rock, Richland Center, Richland County, Richland Economic Development, and Viola by providing data insights used to address their needs and pursue grant funding. Collectively, these projects have taken over 140 hours valued at \$12,880.
- **Regional and Statewide Support:** In addition to local projects, we are also involved in regional and statewide planning efforts that ultimately benefit Richland County.
 - In 2024, SWWRPC staff led by Economic Development Specialist Kate Koziol coordinated the state's first-ever Connecting Entrepreneur's Conference in Platteville. SWWRPC spent nearly 100 hours valued at \$5,930.
 - In 2022, SWWRPC staff facilitated a statewide strategic planning process for the Badger State Sheriffs Association (BSSA) to help them identify ways to effectively train, fund, and support sheriffs throughout Wisconsin. This process was funded by BSSA and valued at \$5,000.
 - As a result of our dual role as an EDD and Administrator of PSW, our Executive Director Troy Maggied has been asked to participate in a statewide process to align state and federal funding programs. Our goal is to improve the development and acquisition of EDA and WEDC grants, and to increase communities' access to this funding. This process involved weekly meetings, two statewide events, and two national workshops taking approximately 296 hours valued at \$27,232. The outcome of this project is greater coordination between state and federal economic development agencies that has helped align funding for our communities.

RESOLUTION NO. 25 – 60

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

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

WHEREAS the Community and Health Services Committee and the Director of the Health and Human Services Department, Ms. Stephanie Ronnfeldt, are presenting this Resolution to the County Board for its consideration.

NOW THEREFORE BE IT RESOLVED by the Richland County Board of Supervisors that approval is hereby granted for the Aging and Disability Resource Center of the Department of Health and Human Services to apply for and accept a 2026 Section 5310 Operating Grant from the Wisconsin Department of Transportation in the amount of \$33,590.93, and

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

BE IT FURTHER RESOLVED that approval is hereby granted for the grant funds to be spent in accordance with the terms of the grant and the Director of the Health and Human Services Department. Ms. Stephanie Ronnfeldt, is authorized to sign on behalf of the County any documents necessary to carry out this Resolution, and

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

VOTE ON FOREGOING RESOLUTION

AYES_____ NOES_____

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

RESOLUTION _____

FOR

AGAINST

DEREK S. KALISH
COUNTY CLERK

MARY MILLER
SANDRA KRAMER

X

LARRY ENGEL

X

DATED: AUGUST 19, 2025

INGRID GLASBRENNER

X

DANIEL MCGUIRE

X

RESOLUTION NO. 25 - 61

Resolution Accepting Donations To Symons Recreation Complex.

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

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

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

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

- 1) 1 Matrix Treadmill (new).....\$5,700
 - 2) Miscellaneous Weight Room Equipment (new).....\$1,000
 - 3) 3 Portable Pickleball Net Systems (new).....\$510
- Total donation amount.....\$7,210, and

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

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

RESOLUTION NO. 25 - 62

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

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

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

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

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

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

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

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

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

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

VOTE ON FOREGOING RESOLUTION

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

AYES_____ NOES_____

RESOLUTION_____

FOR AGAINST

DEREK S. KALISH
COUNTY CLERK

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

DATED: AUGUST 19, 2025

Approved by Natural Resources Standing Committee on August 4, 2025

RESOLUTION NO. 25 - 63

Resolution Approving Addition Of One Full-Time EMT Position.

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

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

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

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

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

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

VOTE ON FOREGOING RESOLUTION

AYES_____ NOES_____

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

RESOLUTION_____

FOR AGAINST

DEREK S. KALISH
COUNTY CLERK

STEVE CARROW
MARC COUEY

X

GARY MANNING

X

MARK GILL

X

INGRID GLASBRENNER

DAVID TURK

X

BOB FRANK

X

STEVE WILLIAMSON

X

DATED: AUGUST 19, 2025

RESOLUTION NO. 25 - 64

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

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

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

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

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

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

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

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

VOTE ON FOREGOING RESOLUTION

AYES_____ NOES_____

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

RESOLUTION_____

FOR AGAINST

DEREK S. KALISH
COUNTY CLERK

STEVE CARROW
MARC COUEY

X

GARY MANNING

X

DATED: AUGUST 19, 2025

MARK GILL

X

INGRID GLASBRENNER

DAVID TURK

X

BOB FRANK

X

STEVE WILLIAMSON

X

Richland County

Position Description

Position Title: Ambulance Director

Department: Emergency Services

Reports to: County Administrator

Pay Grade: 17

Date: 06/29/2025

Hours per week: 40

Purpose of Position

Responsible to manage the operations and staff and to develop and implement comprehensive emergency services for Richland County in accordance with local, state, and federal laws, rules, regulations and plans.

Essential Duties and Responsibilities

The following duties are normal for this position. These are not to be construed as exclusive or all-inclusive. Other duties may be required and assigned.

- Establishes, maintains and directs Emergency Services functions ensuring compliance with local, state and federal requirements.
- Maintains knowledge of current laws and regulations. Ensures that current ordinances and resolutions support the legal basis for the programs, including Federal and State mandates.
- Prepares, recommends, and monitors annual budgets and capital improvement plans for the Departments.
- Develops, implements and monitors policies, practices and plans for the Departments.
- Ensures all local, state, and federal reports are processed in an accurate and timely manner.
- Oversees appropriate preparation and maintenance of documents and records.
- Functions as Facility Manager for Emergency Services Building.
- EMS DUTIES:
 - Ensures Service License and operational plan are maintained and submitted to the State and that EMS staff maintain necessary certifications.
 - Manages staff to ensure compliance with work rules and procedures.
 - Advises the County administrator on matters regarding EMS.
 - Functions as liaison between Service and Medical Director, Joint Ambulance Committee, and County Board.
 - Manages EMS Staff ensuring daily operational tasks are completed.
 - Ensures ambulance coverage as required per statute. Provides coverage when needed.
 - Meets frequently with hospital emergency room staff.
 - Responds to ambulance calls and provides patient care.
 - Completes monthly staff schedule.
 - Ensures the positions of Training Officer, QA/QI Designee, WARDS Designee, Infection Control Officer are filled and reported to the State.

- Updates medical protocols in coordination with Medical Director and Training Officer.
- Establishes and maintains quality assurance/improvement program.
- Coordinates staff training and recruitment including CPR training and ensures Service is utilizing industry best practices and meets state inspection standards.
- Supervises Medicare and Medical Assistance reporting and third-party billing and other office activities.
- Ensures OSHA 1910 regulations are met.
- Creates and maintains infectious disease plan.
- Functions in a command staff role during a multi-casualty incident.
- Assists Richland Center Hospital with policies in EMS.
- Creates, maintains and distributes policies and Standard Operating Procedures (SOPs) approved by the medical director.
- Assists fire departments, law enforcement and first responders in purchasing and maintenance of medical equipment and supplies for emergency response.
- Oversees acquisition and maintenance of department equipment, vehicles and supplies.
- Prepares a variety of reports, data, analysis and recommendations.
- Manages staff: Makes hiring, discipline and discharge decisions. Assigns and schedules work activities, trains, mentors, monitors and evaluates work. Performs succession planning.
- Attends and participates in meetings and seminars related to the Departments.
- Attends training as required to stay current in changes with EMS.
- Responsible for EMS for 24/7 on-call as necessary.
- Performs other duties as assigned or apparent.

Minimum Training and Experience Required to Perform Essential Job Functions

NEMT or Paramedic with three years relevant experience; or any combination of education and experience that provides equivalent knowledge, skills and abilities for this position. Current AEMT License, ICS 100,200,300,700, 800 and CPR Certification. Valid Driver's license. Management preferred.

Physical and Mental Abilities Required to Perform Essential Job Functions

Language Ability and Interpersonal Communications

- Ability to communicate effectively, orally and in writing, and have strong positive customer service skills.
- Ability to establish and maintain effective working relationships with others.

Skills, Knowledge and Abilities

- Knowledgeable in all areas of pre-hospital emergency care, emergency medical protocols and policies, and federal, state and local laws and regulations regarding pre-hospital emergency care and billing.
- Working knowledge of Wisconsin Administrative Codes and Wisconsin State Statutes related to EMS and Emergency Management.
- Knowledge of ICS training level 100, 200 & 300 and NIMS IS-700 & IS-800.

- Knowledge of Microsoft Word, Excel, Access and Outlook software.
- Ability to develop and implement goals and objectives; plan, coordinate, direct and evaluate the work of others; develop and implement policies and procedures; and to supervise personnel in a manner conducive to efficient performance and high morale.
- Ability to set policies and goals for the department with top management guidance.
- Ability to perform widely varied work involving complex and significant variables requiring analytical ability and inductive thinking.

Physical Requirements

- Ability to exert moderate physical effort in sedentary to light work, involving standing, walking, stooping, kneeling, and crouching. Ability to handle, finger, and feel. Ability to lift, carry, push, and pull up to 100 pounds.
- Ability to bend, lift and secure patients.

Working Conditions

- Work is performed in indoors and outdoors settings as well as emergency vehicle.
- Ability to work under potentially hazardous and uncomfortable conditions in environmental factors including but not limited to temperature variations, odors, toxic agents, violence, noise, vibrations, wetness, close quarters, disease and/or dust.
- This position may be occasionally exposed to mental effort and stress as well as angry, intoxicated or confused persons.
- This position frequently performs work under high attention to detail and deadlines.

Special Requirement

As a post-offer pre-employment condition, a criminal background check must be completed and passed. Richland County may disqualify an applicant if the position's responsibilities are substantially related to the applicant's criminal history. Wisconsin's Fair Employment Law, s.111.31-111.395, Wis. Stats., prohibits discrimination because of an arrest or conviction record. Management reserves the right to make employment contingent upon the successful completion of the background check. The cost of the background check will be covered by Richland County.

Richland County is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, the County will provide reasonable accommodations to qualified individuals with disabilities and encourage both prospective and current employees to discuss potential accommodations with the employer.

Employee's Signature

Supervisor's Signature

Date

Date

RESOLUTION NO. 25 - 65

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

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

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

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

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

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

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

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

All efforts should be made to use the assigned department purchase card in accordance with the Purchasing Card Policy. All reimbursements requests should be submitted for bi-weekly payroll **monthly**. **Prior year expenses will not be paid after February 28, of the following year.** ~~in the year the expenses were incurred.~~

Lodging:

Policy as to reimbursement for overnight lodging:

- a. **Overnight lodging may be needed to attend a conference, seminar, training, etc. When a Department Head determines the need for lodging, the following factors will be taken into consideration; distance needed to travel, number of individuals attending, mileage reimbursement cost, start and end times, and potential overtime costs.**
- b. Actual expenses for the standard room should not exceed the governmental rate. Department heads have the authority to approve lodging expenses for employee attendance at training and seminars if the standard room rate is the same as or does not exceed the government rate.
- c. Approval by the ~~Department Head~~ **County Administrator** is required where lodging expenses for employee attendance at training and seminars will exceed the governmental rate **by more than 15%.**
- d. All registration fees are to be paid in advance so as to take advantage of any available discounts. The department purchase card should be used whenever possible.
- e. All lodging reservations are to be made in advance and the proper paperwork be in place. County tax exempt certificates must be submitted when making reservations so as to eliminate sales and room tax charges on lodging.
- f. Sheriff's Department prisoner transports are exempt from the requirement to comply with the governmental rate for lodging.
- g. Employee attendance at training and seminars where lodging expenses are involved which are more than the governmental rate and where the County Administrator will not approve the costs exceeding the governmental rate may be attended by the employee if the employee agrees to pay the lodging costs which exceed the governmental rate.
- h. Receipts must be submitted in all cases with proof of payment.
- i. When more than one employee is in attendance, sharing rooms when appropriate is encouraged.
- j. When an ~~officer or~~ employee is accompanied by his or her spouse, the additional expense over that otherwise reimbursed shall be paid by the individual employee.
- k. ~~All reimbursements requests should be submitted for bi-weekly payroll in the year the expenses were incurred.~~

Meals:

Policy as to reimbursement for meals:

- a. **Actual expenses for meals shall be reimbursed in amounts not to exceed the following per meal amounts:**

Breakfast - \$10.00

Lunch - \$12.00

Dinner - \$23.00

~~\$25.00/day. If a convenience fee is charged for use of a debit/credit card, it will be reimbursed on top of the \$25.00/day costs.~~

- b. Alcoholic beverage is not a reimbursable expense.
- c. The above limitations shall not include applicable sales tax which shall be reimbursed, and gratuities which shall be reimbursed up to a maximum of 15% of the amount of the bill.
- d. Detailed, itemized receipts shall be required in all cases. (Lodging invoices indicating "room service" charges will not suffice.)
- e. Reimbursement of meals is only warranted when traveling out of the county, on county business. All employee meal reimbursements must be approved by the Department Head.

Mileage:

Policy as to reimbursement for mileage:

- a. Mileage for county related business will be reimbursed at the ~~State rate~~ **IRS rate** in effect when the miles were driven.
- b. Reimbursement for mileage will be based on miles driven by the most direct route between the county office building the employee works in and the destination.
- c. For trips that start or end at an employee's home, the mileage reimbursed will be the less of the actual miles driven between the home and the destination or the mileage between the county office building and their location.
- d. In situation where there is a question on the number of miles reported, Google Maps will determine the number of miles being reimbursed.
- e. Employees will not be reimbursed for personal stops made off the direct path.
- f. Employees are not to be reimbursed to travel to and from work.

Parking:

Parking charges for county related business must be submitted for reimbursement with receipts.

Registration Fees:

When registration fees for attendance at a duly authorized convention, seminar or meeting include the costs of meals and/or lodging, no other reimbursement shall be allowed.

Expense Vouchers:

Expense vouchers must be submitted to the County Clerk's Office within 90 days from the time that the expense is incurred. ~~except that the Audit team may grant an extension when that committee deems it appropriate.~~ Approved expenses shall be paid to the employee once a month upon receipt of the expense voucher. Employees are expected to use the standard expense reimbursement form.

~~Approved expenses shall be paid at the first payday after approval, by direct deposit to the employee's account in the same manner as salaries are paid. Approved expenses for reimbursement through payroll shall include only lodging, meals, mileage, parking and registration fees.~~

Cr. 1/17/12, Res. 12-1; Eff. 9/18/21, Res. 12-103, 6. amended; Eff. 1/21/14, Res. 14-18, changes to 3. and 7.; Eff. 8/18/15, Res. 15-106, 2. modified; Eff. 7/20/21, Res. 21-100, 2. Modified; Eff. 12/14/21, Res. 21-160, change authority, 1.g. reworded; Eff. 10/25/22, Res. 22-114, 1.a. & k. added, a.-i. relettered, b., d., & e. reworded, 2.a. Convenience fee added, 4. Retitled & reworded, 6. Reworded;

RESOLUTION NO. 25 - 66

Resolution Adopting The Richland County Mission Statement.

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

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

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

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

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

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

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

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

RESOLUTION NO. 25 - 67

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

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

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

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

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

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

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

VOTE ON FOREGOING RESOLUTION

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

AYES_____ NOES_____

RESOLUTION_____

FOR AGAINST

DEREK S. KALISH
COUNTY CLERK

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

X

X
X
X

X
X
X

DATED: AUGUST 19, 2025

MEL MILIVOJ MARIN

WORK EXPERIENCE

- 1988-2024 THE HAPPY TRUSTS San Diego, Utica
Trustee. Managing family real estate business, buying, fixing, renting properties (mostly digging holes). Graduate of the Patent Law Survey Course at the Law School of The University of Pennsylvania, 2024. Visiting student for the Chemical Metabolomics Survey Course at the Scripps Graduate Research Institute 2024. Robert F. Kennedy, Jr. Team 24 Campaign for President 2024.
- 1984-2005 U.S. ARMY U.S. and Overseas
Special Ops planning and executing of duty movements and operations. CDR of 12th Special Forces' (A) Operational Detachment Bravo (*The Green Berets*). Linguist (Chinese, French, Russian, Serbo, Spanish).
- 1989-1990 UNITED STATES DISTRICT COURT Fresno
Law clerk to the Honorable Edward Dean Price, Eastern District of California.
- 1980-1981 MERRILL LYNCH PIERCE FENNER & SMITH San Diego and New York
Stock, commodity broker. Real Estate Investment Trust (REIT) specialist, sharing with Merrill NY performance research of interest rate investments.

EDUCATION

- 1988-1989 DEFENSE INTELLIGENCE AGENCY Washington, D.C.
Post Graduate Intelligence Program representative for Department of the Army. Author of Balkans update for the *CIA FactBook* and *Nat'l Intelligence Estimate* warning of the coming civil war in Ukraine.
- 1985-1988 OXFORD UNIVERSITY LAW SCHOOL Oxford, England
M. Juris. (LLM). Cornell Law School courses in Real Estate, Mergers and Acquisitions. Completed digest on Status of Forces agreements for U.S.A.F. Europe while in law school. Law extern in the 9th Circuit for Judge Reinhardt, and for the Administrative Assistant to Chief Justice of the United States. Summer Associate for the LeBoeuf, Lamb, Leiby & MacRae Law Firm.
- 1981-1985 OXFORD UNIVERSITY Oxford, England
B. Juris. international law. Second Class Honours.
- 1979-1980 HARVARD UNIVERSITY Boston
Courses in economics and government. Teaching assistant for International Dispute Resolutions course. Background research and drafting excerpts for *Zoning and the American Dream*, by Professor Charles M. Haar. Additional course work in political science undertaken at the University of California. Intern in the Office of Senator Edward M. Kennedy (1976). White House Intern for Jimmy Carter, Office of Public Liaison and OMB (1977). Author of State Dept. Treatise, *Nonalignment*. Carpenter-Apprentice for family real estate business, part-time, during courses at Berkeley and San Diego 1976-1979.

HOBBIES

Media programs in Photoshop, Maya, Houdini, Final Cut, Logic-Pro. 8/13/25

To: Honorable Derek Kalish
Richland County Clerk
derek.kalish@co.richland.wi.us

August 13, 2025

From: Mel M. Marin

Re: **Proposal To Create An At-Large Supervisor Position Or
For Hiring Me As An Interim Agency Liaison Administrator**

Dear Sir,

I propose creating a new position for a project I would like to execute for the county as an At-Large Supervisor or for the Board to retain me to do the work as an Administrator, with the same pay that a supervisor is paid and for travel costs. My reading of statutes with the county counsel's corrections suggests a self-organized county can make up whatever it wants.

My resume is attached. Harvard lost my records. My military record has been sealed by the 3rd Circuit Court of Appeals. But my Oxford diploma is available.

I have never held public office before, but I am considering running for a seat in Congress or for Governor next year, and I would like to get my feet wet in county government before I drown in ignorance which county counsel kindly emphasized is possible.

In other words, I have no idea what to do, but I sense something must be done. My resume shows Washington internships. I learned a lot about the way things work. It is clear to me that the recent legislation of President and Congress was only testing the waters, and that cuts in Medicare and Social Security will follow. That, with a certainty will lead to deaths, and 120 million Americans who rely on them could die. Because I helped Senator Kennedy collect Republican support for his bills that made him the most successful senator in history, I learned how to find the middle road. I think I can stop the killing before an entire generation of children is lost from contaminated content in school books, or all the seniors die from sickness. This congressional district is the key to the nation. As this district goes, so goes the state. As Wisconsin goes, so goes the nation.

In the process, I think I may be able to free the county from years of waiting to fix things. I came across a February 2025 radio show in which two of the members of this Board lamented about the deterioration of county buildings and the threat to the

public of questionable courthouse security. The estimate was 25 years to solve these problems. I think I can do better. Like *Little Toot, the Happy Harbor Tug*, I think I can.

I can because in my White House days I learned how to connect the efforts of agencies to get the job done, and I was assigned to be the special projects officer in all of my military units. This county houses two engineering units that have the capacity to assess costs for all the improvements, and I speak their language. I prepared plans for special forces operations for senior command approval. I can do the same by touching base with those commanders, and their commanders in Milwaukee, and if I have a solid title, like At Large Supervisor, I believe the state Adjutant for the Guard will meet with me and help me put together a construction schedule. I also did fixer uppers for my father, the master carpenter, so I know what estimates should look like.

I suggest that the Democratic governor will be happy to back my proposal for improvements in this county and the others in this congressional district, to publicize that the Democrats are helping the cities here, and that the Republican Assembly will try to top that to show the Republicans are helping even more. The Republicans did so to help the homeless. This is the battleground. I intend to go to Washington to lobby for federal money to add to the pennies the state finally approves. And I can draft the press releases that show which party gave more. I did the same for Alice Rivlin in the White House Office of Management and Budget. I can do what no one else can do. I may fail. But if I do, Mr. Trump may jump in alone to help a campaigner on the Trump-Kennedy team, myself.

In the process, I may also find a stable place to live in the county and qualify to fill a normal supervisor position when I really know what I am doing. The at-large supervisory spot will also be my internship. I am really good with internships. But I would need some pay to cover rent, and trips to other National Guard units. This Board may only meet once a month. But I would have to go to a new guard unit every week. I need to be one of them, and they will come through for me and put this county back together again. In short, I dream of things that never were, and ask, why not.

Respectfully to the Board,

Mel M. Marin