

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
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Dated Posted: October 16, 2025

Please be advised that the Richland County Board of Supervisors will convene at 7:00 p.m., Monday, October 20, 2025, in the County Boardroom 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 September 16, 2025 Meeting
8. Public Comment
9. Resolution Of Condolence To The Family Of Linda Gentes
10. Appointment Of District #9 County Board Supervisor
11. Appointments To Various Boards, Committees, And Commissions
12. Public Hearing On Proposed 2026 Richland County Budget
13. Resolution Awarding The Sale Of \$1,085,000 General Obligation Promissory Notes
14. Resolution Adopting The Richland County Budget For The Fiscal Year January 1, 2026 – December 31, 2026 And Establishing A Tax Levy For Said Fiscal Year
15. Resolution Approving The Town Of Ithaca's Rezoning Of A Portion Of Parcel 016-1411-0000
16. Resolution Approving The Town Of Ithaca's Rezoning Of A Portion Of Parcel 016-2331-1000
17. Ordinance Relating To Parcel 030-2531-1000
18. Report On Petitions For Zoning Amendments Received Since The Last County Board Session
19. Report On Rezoning Petitions Recommended For Denial By The Natural Resources Standing Committee
20. Reports
 - A. County Administrator Update
 - B. Legislative Update
21. Discussion & Possible Action: Approval Of Interim Memorandum Of Agreement For Ambulance Services
22. Resolution To Approve EMS Training Reimbursement Agreement
23. Resolution Approving EMS Handbook Addendum Changes
24. Resolution Approving A Provider Contract Amendment For 2025 For The Health And Human Services Department
25. Resolution Approving Richland County's Participation In A State Program Providing Specialized Transportation Assistance
26. Resolution Urging The State Of Wisconsin To Provide Funding To Offset The County Fiscal Impact Caused By The Enacted Federal SNAP Changes, And To Work With Counties To Ensure Adequate Resources For The Administration Of Foodshare And Related Programs
27. Resolution Authorizing Payment Of CMS Fines For Pine Valley Community Village
28. Resolution Amending The Sheriff's Addendum To The Handbook Of Personnel Policies And Work Rules
29. Resolution Approving The Sheriff's Office To Enter Into A Contract with ELIOR/Summit Correctional Services To Provide Meal Services To The Richland County Jail
30. Resolution Approving A Proclamation Recognizing Crash Responder Safety Week
31. Resolution Approving A Timekeeping Policy And Associated Handbook Update
32. Resolution Approving Updates To The Richland County Procurement Policy
33. Resolution Approving Amendments To The County-Wide Wage Scale
34. Discussion & Possible Action: Amending County Board Meeting Time And Associated Rules Of The County Board
35. Discussion & Possible Action: Demolition Of Campus Buildings And Associated Costs
36. Closed Session: The Chair May Entertain A Motion To Enter Closed Session Pursuant To Wis. Stat, Sec 19.85(E): Deliberating Or Negotiating The Purchasing Of Public Properties, The Investing Of Public Funds, Or Conducting Other Specified Public Business, Whenever Competitive Or Bargaining Reasons Require A Closed Session: Sale Of Certain Campus Buildings To The Richland School District
37. Return To Open Session
38. Discussion & Possible Action On Items From Closed Session
39. Correspondence
40. Future Agenda Items
41. 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.

SEPTEMBER MEETING

September 16, 2025

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

Roll Call: Roll call found the following members present: Supervisor(s) Steve Carrow, Mary Miller, Randy Schoonover, Sandra Kramer, Richard McKee, Larry Engel, Alayne Hendricks, Gary Manning, Rod Perry, David Turk, Chad Cosgrove, Kerry Severson, Steve Williamson, Marc Couey, Julie Fleming, and Daniel McGuire. Supervisor(s) absent: Melvin “Bob” Frank.

Invocation: Pastor Randy Sanders gave the 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 Kramer to approve the agenda with item #33 removed. Motion carried and amended agenda declared approved.

Approve Minutes Of The August 19, 2025 Meeting: Chair Turk asked if there were any amendments or changes to the minutes of the August 19, 2025 meeting. Hearing no amendments, Chair Turk declared the minutes of the August 19, 2025 meeting approved.

Public Comment: Supervisor Carrow shared information regarding water quality and free well testing. Supervisor Engel asked if a resolution for previous County Board Supervisor Linda Gentes would be presented at a future meeting. Supervisor Hendricks expressed concerns over the Committee on Committees’s selection process.

Election Of Committee On Committees At-Large Member: Chair Turk and County Clerk Kalish briefly reviewed balloting process. County Clerk Kalish distributed ballots and collected once cast. County Clerk Kalish and Corporation Counsel Windle tallied the votes. Tabulated results were as follows: Perry-7 votes, Kramer-4 votes, Cosgrove-3 votes, McKee-1 vote, and 1 undervote. With 7 votes, Supervisor Perry was declared winner and appointed to the Committee on Committees.

Appointments To Various Boards, Committees, And Commissions: Administrator Clements reviewed proposed committee appointments. Motion by Cosgrove second by Kramer to approve committee appointments as presented. Discussion continued. Motion by Hendricks second by Engel to amend proposed appointments to Pine Valley Committee by replacing Supervisor Schoonover with Supervisor Hendricks. Roll call vote taken: Yes-Kramer, McKee, Engel, Hendricks, Perry, Severson, Couey, and McGuire, No-Carrow, Schoonover, Manning, Turk, Cosgrove, Williamson, and Fleming, Abstained-Miller. With 8 Yes votes, the motion to replace appointment of Supervisor Schoonover with Supervisor Hendricks to the Pine Valley Committee carries. Motion to approve amended list of committee appointments carried with Manning opposed and amended list of committee appointments declared approved.

Ordinance Relating To Parcel 012-2044-3000: Ordinance No. 25-21 Amendment No. 629 to the Richland County Code of Ordinances Chapter 119 relating to parcel 012-2044-3000 was read by County Clerk Kalish. Motion by Manning second by Carrow that Ordinance 25-21 be adopted. Motion carried and Ordinance No. 25-21 declared adopted.

ORDINANCE NO. 25 - 21

Amendment No. 629 To Richland County Code Of Ordinance Chapter 119- Zoning Relating To Parcel 012-2044-3000.

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 2.0-acre parcel in the Town of Forest is hereby rezoned from Industrial (I) to the Residential (R) District:

Part of the Northeast quarter of the Northeast quarter of Section 29, Town 12 North, Range 2 West, Town of Forest, Richland County, Wisconsin, being more fully described as follows:

Commencing at the Northeast corner of Section 29, T12N, R2W;

Thence S 01°32'28" E on the West line of the Northeast quarter, 720.45 feet;

Thence continuing S 01°32'28" E, 82.64 feet;

Thence N 78°55'10" E, 389.44 feet to the point of beginning;

Thence continuing N 78°55'10" W, 605.86 to the Easterly right-of-way of County Highway G;

Thence Northwesterly on said right-of-way, 239.13 feet on the arc of a 559.30 foot radius curve to the left, making a central angle of 24°29'51" and a long chord of 237.32 feet that bears N 14°34'07" W; thence N 26°49'02" W, 66.95 feet to the last point on the Easterly right-of-way of County Highway G;

Thence S 79°53'21" E, 23.35 feet;

Thence S 49°52'01" E, 297.00 feet;

Thence S 72°53'10" E, 87.00 feet;

Thence N 77°28'58" E, 40.56 feet;

Thence S 72°53'10" E, 345.00 feet;

Thence S 11°06'19" W, 93.76 feet to the point of beginning;

Parcel contains 2.00 Acres (87,140 Sq.Ft.), More or Less.

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

DATED: SEPTEMBER 16, 2025
PASSED: SEPTEMBER 16, 2025
PUBLISHED: SEPTEMBER 25, 2025

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

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

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

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

Reports – County Administrator Update: Administrator Clements noted the Administrator’s update is available for viewing in the meeting packet.

Reports – 2026 Preliminary Budget: Administrator Clements and County Clerk Kalish reviewed the proposed 2026 preliminary budget.

Reports – Legislative Update: Administrator Clements noted she met with Representative Kurtz and reviewed the County Highway O project and status of former UW campus.

Initial Resolution Authorizing Not To Exceed \$1,085,000 General Obligation Promissory Notes For Capital Improvement Projects: Carol Wirth of Wisconsin Public Finance Professionals briefly reviewed the short-term borrowing process. Initial Resolution No. 25-68 authorizing not to exceed \$1,085,000 General Obligation Promissory Notes for Capital Improvement Projects was read by County Clerk Kalish. Motion by Manning second by Schoonover to approve Resolution No. 25-68. Motion carried unanimously and Initial Resolution No. 25-68 declared adopted.

RESOLUTION NO. 25 - 68

INITIAL RESOLUTION AUTHORIZING NOT TO EXCEED \$1,085,000 GENERAL OBLIGATION PROMISSORY NOTES FOR CAPITAL IMPROVEMENT PROJECTS

BE IT RESOLVED by the County Board of Supervisors of Richland County, Wisconsin, that there shall be issued, pursuant to Chapter 67, Wisconsin Statutes, general obligation promissory notes in an amount not to exceed \$1,085,000 for the public purpose of paying the cost of 2026 capital improvement projects.

WHEREAS, it is desirable to authorize the issuance of general obligation promissory notes for such purposes pursuant to Chapter 67 of the Wisconsin Statutes; and

NOW, THEREFORE, BE IT RESOLVED by the Richland County Board of Supervisors that the County borrow an amount not to exceed \$1,085,000 by issuing its general obligation promissory notes for the public purpose of financing 2026 capital improvement projects. There be and there hereby is levied on all the taxable property in the County a direct, annual tax in such years and in such amounts as are sufficient to pay when due the principal and interest on such notes.

Adopted, approved and recorded September 16, 2025.

Resolution Approving A Municipal Advisory Agreement With Wisconsin Public Finance Professionals, LLC: Resolution No. 25-69 approving a Municipal Advisory Agreement with Wisconsin Public Finance Professionals, LLC was read by County Clerk Kalish. Motion by Perry second by McKee to approve Resolution No. 25-69. Motion carried and Resolution No. 25-69 declared adopted.

RESOLUTION NO. 25 - 69

Resolution Approving A Municipal Advisory Agreement With Wisconsin Public Finance Professionals, LLC.

WHEREAS the Executive & Finance Standing Committee and the County Administrator, Tricia Clements, have recommended that the County Board approve the County issuing not to exceed \$1,085,000 tax-exempt general obligation promissory notes for capital improvement projects, and

WHEREAS, in order to facilitate the issuance of these promissory notes, it is necessary for the County to employ public finance professionals and the Executive & Finance Standing Committee is recommending that the County Board approve a Municipal Advisory Agreement with Wisconsin Public Finance Professionals, LLC for this purpose, and

WHEREAS the Executive & Finance Standing Committee has carefully reviewed the agreement and is now presenting this Resolution to the County Board for its consideration.

NOW THEREFORE BE IT RESOLVED by the Richland County Board of Supervisors that approval is hereby granted for the Municipal Advisory Agreement with Wisconsin Public Finance Professionals, LLC, a copy of which is on file in the County Clerk’s office, and which is accessible on the County’s website, and

BE IT FURTHER RESOLVED that the County Administrator, Tricia Clements, and County Clerk, Derek S. Kalish, are hereby authorized to sign the Municipal Advisory Agreement on behalf of the County, and

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

VOTE ON FOREGOING RESOLUTION		RESOLUTION OFFERED BY THE EXECUTIVE & FINANCE STANDING COMMITTEE (25 AUGUST 2025)	
AYES_____	NOES_____		
RESOLUTION ADOPTED		FOR	AGAINST
DEREK S. KALISH	STEVE CARROW	X	
COUNTY CLERK	MARC COUEY	X	
	GARY MANNING	X	

DATED: SEPTEMBER 16, 2025

DAVID TURK	X
BOB FRANK	X
STEVE WILLIAMSON	X
RANDY SCHOONOVER	X

Resolution Approving Scope Of Engagement With Quarles & Brady LLP For Issuance Of \$1,085,000 General Obligation Promissory Notes: Resolution No. 25-70 approving Scope of Engagement with Quarles & Brady LLP for issuance of \$1,085,000 General Obligation Promissory Notes was read by County Clerk Kalish. Motion by McKee second by Kramer to approve Resolution No. 25-70. Motion carried and Resolution No. 25-70 declared adopted.

RESOLUTION NO. 25 - 70

Resolution Approving Scope Of Engagement With Quarles & Brady LLP For Issuance Of \$1,085,000 General Obligation Promissory Notes.

WHEREAS the Executive & Finance Standing Committee and the County Administrator, Tricia Clements, have recommended that the County Board approve the County issuing not to exceed \$1,085,000 tax-exempt general obligation promissory notes for capital improvement projects, and

WHEREAS, in order to facilitate the issuance of these promissory notes, it is necessary for the County to employ public finance professionals and the Executive & Finance Standing Committee is recommending that the County Board approve the scope engagement provided by Quarles & Brady LLP for this purpose, and

WHEREAS the Executive & Finance Standing Committee has carefully reviewed the scope of engagement and is now presenting this Resolution to the County Board for its consideration.

NOW THEREFORE BE IT RESOLVED by the Richland County Board of Supervisors that scope of engagement as outlined by Quarles & Brady LLP, a copy of which is on file in the County Clerk's office and which is accessible on the County's website, is approved, and

BE IT FURTHER RESOLVED that the County Administrator, Tricia Clements, is hereby authorized to sign to accept the scope of engagement on behalf of the County, and

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

VOTE ON FOREGOING RESOLUTION

AYES_____ NOES_____

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

RESOLUTION ADOPTED

FOR AGAINST

DEREK S. KALISH
COUNTY CLERK

STEVE CARROW	X
MARC COUEY	X
GARY MANNING	X
DAVID TURK	X
BOB FRANK	X
STEVE WILLIAMSON	X
RANDY SCHOONOVER	X

DATED: SEPTEMBER 16, 2025

Resolution Approving A Change Order For The Radio Tower Project: Resolution No. 25-71 approving a change order for the Radio Tower Project was read by County Clerk Kalish. Motion by Manning second by McKee to approve Resolution No. 25-71. Motion carried and Resolution No. 25-71 declared adopted.

RESOLUTION NO. 25 – 71

Resolution Approving A Change Order For The Radio Tower Project.

WHEREAS the Yuba tower site changed from where it was originally planned to be built, and

WHEREAS added expenses to complete the civil work on site have been incurred as a result, and

WHEREAS a change order in the amount of \$251,701 is being presented for payment,

WHEREAS the Executive & Finance Standing Committee has carefully reviewed the change order and is presenting this Resolution to the County Board for its consideration.

NOW THEREFORE BE IT RESOLVED that the Richland County Board of Supervisors approves the payment of change order #02 in the amount of \$251,701 from Fund 94.

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

VOTE ON FOREGOING RESOLUTION

AYES _____ NOES _____

RESOLUTION OFFERED BY THE EXECUTIVE &
FINANCE STANDING COMMITTEE
(09 SEPTEMBER 2025)

RESOLUTION ADOPTED

FOR AGAINST

DEREK S. KALISH
COUNTY CLERK

STEVE CARROW	X
MARC COUEY	X
GARY MANNING	X
DAVID TURK	X
BOB FRANK	X
STEVE WILLIAMSON	X
RANDY SCHOONOVER	X

DATED: SEPTEMBER 16, 2025

Resolution Making Changes In How Ambulance Service Is Provided By The County: Resolution No. 25-72 making changes in how Ambulance Service is provided by the county was read by County Clerk Kalish. Motion by Manning second by McKee to approve Resolution No. 25-72. Administrator Clements provided brief background on Ambulance Service operations and brief discussion followed. Supervisor Engel questioned the process and Supervisor Turk noted costs to operate the service are always increasing. Supervisor Hendricks asked if the Joint Ambulance Committee would continue to exist, and Administrator Clements replied by stating it would exist in an advisory capacity only. Attorney Windle noted that an agreement may not be the best document to govern current ambulance service operations. Administrator Clements proposed the following in MOU under section #2: remove “person or persons picked up by ambulance” and change to “when request of ambulance was made and the ambulance was dispatched.” Motion by McKee second by Perry to include Administrator Clement’s proposed language in resolution. Motion carried and amendment approved. Discussion regarding the use of a contract or MOU continued. Motion by Couey second by Williamson to

authorize creation of a contract in place of a MOU and amend proposed resolution to reference contractual language. Motion to amend carried. Motion to approve amended resolution carried and amended Resolution No. 25-72 declared adopted.

RESOLUTION NO. 25 - 72

Resolution Making Changes In How Ambulance Service Is Provided By The County.

WHEREAS Richland County currently provides ambulance services to 10 towns, 2 villages and the City of Richland Center; and,

WHEREAS Resolution 14 – 149, which established the current structure of oversight and administration of the Ambulance Service, including the creation of a Joint Ambulance Committee (“JAC”), was always intended to be a temporary measure and was passed prior to the County’s adoption of the Administrator form of government; and,

WHEREAS the adoption of the Administrator form of government has delegated many of the responsibilities formerly held by the JAC to the Administrator, rendering the JAC in its current form obsolete; and,

WHEREAS the County remains committed to continuing to provide ambulance services for the foreseeable future,

NOW THEREFORE BE IT RESOLVED by the Richland County Board of Supervisors that Richland County will offer a contract for Ambulance Services to municipalities that desire the provision of Ambulance Services; and,

BE IT FURTHER RESOLVED that each participating entity will pay \$225 per call when a request for an ambulance was made and the ambulance was dispatched within the municipality; and

BE IT FURTHER RESOLVED any entity signing the contract must pay the per call rate \$225 or \$2,500 whichever is greater; and,

BE IT FURTHER RESOLVED that the entity must sign the contract no later than November 1st of every year for the upcoming year to receive services; and,

BE IT FURTHER RESOLVED that Resolution 14 – 149 is repealed in its entirety; and,

BE IT FURTHER RESOLVED that the Richland County Ambulance Service shall be considered a department of the County, subject to the same policies and authorities as any other department except as otherwise provided for by law or the Board; 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
(09 SEPTEMBER 2025)

AYES_____ NOES_____

RESOLUTION_____

FOR AGAINST

DEREK S. KALISH
COUNTY CLERK

DATED: SEPTEMBER 16, 2025

STEVE CARROW	X
MARC COUEY	X
GARY MANNING	X
DAVID TURK	X
BOB FRANK	X
STEVE WILLIAMSON	X
RANDY SCHOONOVER	X

Resolution Approving The Symons Intergovernmental Agreement: Resolution No. 25-73 approving the Symons Intergovernmental Agreement was read by County Clerk Kalish. Motion by Couey second by Schoonover to approve Resolution No. 25-73. Motion carried and Resolution No. 25-73 declared adopted.

RESOLUTION NO. 25 - 73

Resolution Approving The Symons Intergovernmental Agreement.

WHEREAS the City of Richland Center and Richland County have co-operated the Symons Recreation Complex with same agreement in place since the facility was developed, and

WHEREAS upon request of the Symon's Natatorium Board the agreement was updated, and

WHEREAS the Executive & Finance Standing Committee has carefully reviewed the updated agreement is now presenting this Resolution to the County Board for its consideration.

NOW THEREFORE BE IT RESOLVED by the Richland County Board of Supervisors the updated Symons Intergovernmental Agreement is approved, and

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

VOTE ON FOREGOING RESOLUTION

AYES_____ NOES_____

RESOLUTION OFFERED BY THE EXECUTIVE &
FINANCE STANDING COMMITTEE
(09 SEPTEMBER 2025)

RESOLUTION ADOPTED

FOR AGAINST

DEREK S. KALISH
COUNTY CLERK

DATED: SEPTEMBER 16, 2025

STEVE CARROW	X
MARC COUEY	X
GARY MANNING	X
DAVID TURK	X
BOB FRANK	X
STEVE WILLIAMSON	X
RANDY SCHOONOVER	X

Resolution Approving Amendments To Appendix A – Committees And Other Boards And Commissions: Resolution No. 25-74 approving amendments to Appendix A – Committees and Other Boards and Commissions was read by County Clerk Kalish. Motion by McKee second by Kramer to approve Resolution No. 25-74. Motion carried and Resolution No. 25-74 declared adopted.

RESOLUTION NO. 25 - 74

Resolution Approving Amendments To Appendix A – Committees And Other Boards And Commissions.

WHEREAS amendments to the document referred to as Appendix A – Committees and other Boards and Commission are needed, and

WHEREAS the amendments include the alphabetization of the committee listing, updates to committee composition and duties, inclusion of statutory notation and committees not previously listed, and

WHEREAS the Committee on Committees has carefully reviewed the amendments and is now presenting this Resolution to the County Board for its consideration.

NOW THEREFORE BE IT RESOLVED by the Richland County Board of Supervisors that the proposed amendments to Appendix A – Committees and other Boards and Commissions are approved, and

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

VOTE ON FOREGOING RESOLUTION

AYES_____ NOES_____

RESOLUTION OFFERED BY THE
COMMITTEE ON COMMITTEES
(25 AUGUST 2025)

RESOLUTION ADOPTED

FOR

AGAINST

DEREK S. KALISH
COUNTY CLERK

STEVE CARROW
ALAYNE HENDRICKS
STEVE WILLIAMSON
DAVID TURK
BOB FRANK
KERRY SEVERSON

X
X
X
X
X
X

DATED: SEPTEMBER 16, 2025

Resolution Approving Changes To The Holiday Section Of The Handbook Of Personnel Policies And Work Rules Of Richland County: Resolution No. 25-75 approving changes to the holiday section of The Handbook of Personnel Policies and Work Rules of Richland County was read by County Clerk Kalish. Motion by McKee second by Williamson to approve Resolution No. 25-75. Motion carried and Resolution No. 25-75 declared adopted.

RESOLUTION NO. 25 - 75

Resolution Approving Changes To The Holiday 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 in reviewing the handbook and the Union Contracts for the Sheriff's Office, it was found that the number of holidays employees earn is different, and

WHEREAS two additional holidays will be provided to employees in place of a COLA increase, 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

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

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

VOTE ON FOREGOING RESOLUTION

AYES _____ NOES _____

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

RESOLUTION ADOPTED

FOR AGAINST

DEREK S. KALISH
COUNTY CLERK

STEVE CARROW	X
MARC COUEY	X
GARY MANNING	X
DAVID TURK	X
BOB FRANK	X
STEVE WILLIAMSON	X
RANDY SCHOONOVER	X

DATED: SEPTEMBER 16, 2025

Resolution Approving Provider Contract Amendments For 2025 For The Health And Human Services Department: Resolution No. 25-76 approving provider contract amendments for 2025 for the Health and Human Services Department was read by County Clerk Kalish. Motion by Kramer second by Manning to approve Resolution No. 25-76. Motion carried and Resolution No. 25-76 declared adopted.

RESOLUTION NO. 25 - 76

Resolution Approving Provider Contract Amendments For 2025 For The Health And Human Services Department.

WHEREAS The Richland County Procurement Ordinance adopted November 19, 2024 provides that any contract entered into by the Department of Health and Human Services involving an expenditure more than \$100,000 must be approved by the County Board, and

WHEREAS the Community and Health Services Standing Committee is now presenting the following provider contract amendments to the County Board for approval.

Provider	Provider Description	Original Contract Amount	2025 Amended Amount
Wisconsin Community Services – Bakari Center RCC	Child & Youth Services unit provider of residential services.	\$95,000	\$125,000
Roots Residential AFH, LLC	Behavioral Health Services provider of adult family home services To Comprehensive Community Services clients.	\$350,000	\$750,000

NOW, THEREFORE, BE IT RESOLVED by the Richland County Board of Supervisors that approval is hereby granted to amend the mentioned contracts for 2025;

BE IT FURTHER RESOLVED that the Director of Health and Human Services Department, Ms. Stephanie Ronnfeldt, is hereby authorized to sign the above contracts on behalf of Richland County in accordance with this Resolution, and

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

VOTE ON FOREGOING RESOLUTION

AYES_____ NOES_____

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

RESOLUTION ADOPTED

FOR AGAINST

DEREK S. KALISH
COUNTY CLERK

SANDRA KRAMER
DANIEL MCGUIRE
LARRY ENGEL
MARY MILLER

X
X

X

DATED: SEPTEMBER 16, 2025

Resolution Approving A Provider Contract For 2025 For The Health And Human Services

Department: Resolution No. 25-77 approving a provider contract for 2025 for the Health and Human Services Department was read by County Clerk Kalish. Motion by McKee second by Schoonover to approve Resolution No. 25-77. Motion carried and Resolution No. 25-77 declared adopted.

RESOLUTION NO. 25-77

Resolution Approving A Provider Contract For 2025 For The Health And Human Services Department.

WHEREAS The Richland County Procurement Ordinance adopted November 19, 2024 provides that any contract entered into by the Department of Health and Human Services involving an expenditure more than \$100,000 must be approved by the County Board, and

WHEREAS the Community and Health Services Standing Committee is now presenting the following provider contract for 2025 to the County Board for approval:

With Resting Residential LLC of Madison for \$260,000 to provide Adult Family Home services for consumers being served by the Behavioral Health Services Unit.

NOW, THEREFORE, BE IT RESOLVED by the Richland County Board of Supervisors that approval is hereby granted for the Community and Health Services Department to enter into the listed provider contract for 2025;

BE IT FURTHER RESOLVED that the Director of Health and Human Services Department, Ms. Stephanie Ronnfeldt, is hereby authorized to sign the above contract on behalf of Richland County in accordance with this Resolution, and

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

VOTE ON FOREGOING RESOLUTION

AYES_____ NOES_____

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

RESOLUTION ADOPTED

FOR AGAINST

DEREK S. KALISH
COUNTY CLERK

SANDRA KRAMER
DANIEL MCGUIRE
LARRY ENGEL
MARY MILLER

X
X

X

DATED: SEPTEMBER 16, 2025

Resolution Approving The Department Of Health And Human Services Applying For And Accepting A Treatment Alternatives And Diversion (TAD) Grant: Resolution No. 25-78 approving the Department of Health and Human Services applying for and accepting a Treatment Alternatives and Diversion (TAD) grant was read by County Clerk Kalish. Motion by Manning second by Couey to approve Resolution No. 25-78. Motion carried and Resolution No. 25-78 declared adopted.

RESOLUTION NO. 25 – 78

Resolution Approving The Department Of Health And Human Services Applying For And Accepting A Treatment Alternatives And Diversion (TAD) Grant.

WHEREAS, the Treatment Alternatives and Diversion (TAD) Grant totally up to \$173,333 is being administer through the Wisconsin Department of Justice, Department of Corrections, and Department of Health Services, and funds would be used to serve individuals in need of drug and alcohol treatment court services in Richland County, and

WHEREAS, the Community and Health Services Standing Committee and the Director of the Health and Humans 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 Health and Human Services to apply and accept a Treatment Alternatives and Diversion (TAD) Grant administered by the Wisconsin Department of Justice, Department of Corrections, and Department of Health Services in the amount of \$177,333, and

BE IT FURTHER RESOLVED, that the grant requires a \$43,333 County match, up to \$36,351.57 of which will be cash match, and

BE IT FUTHER RESOVED, 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 and/or the Honorable Judge McDougal is authorized to sign on behalf of the County and 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
(04 SEPTEMBER 2025)

RESOLUTION ADOPTED		FOR	AGAINST
DEREK S. KALISH COUNTY CLERK	SANDRA KRAMER DANIEL MCGUIRE LARRY ENGEL	X X X	
DATED: SEPTEMBER 16, 2025	MARY MILLER	X	

Resolution Approving Changes To The Pine Valley Community Village Addendum: Resolution No. 25-79 approving changes to the Pine Valley Community Village Addendum was read by County Clerk Kalish. Motion by Manning second by Perry to approve Resolution No. 25-79. Motion carried and Resolution No. 25-79 declared adopted.

RESOLUTION NO. 25 - 79

Resolution Approving Changes To The Pine Valley Community Village Addendum.

WHEREAS Pine Valley Community Village, maintains policies, procedures, and agreements with its staff to ensure compliance with applicable laws, regulations, and professional standards, and

WHEREAS Administration has determined that revisions and/or addendums to staff policies are necessary to address current operational needs, regulatory requirements, and workforce best practices, and

WHEREAS the proposed staff addendum changes include, but are not limited to:

- Updates to employee handbook policies;
- Revisions to attendance, scheduling, or call-in procedures;
- Adjustments to benefit and leave provisions;
- Clarifications of expectations, rights, and responsibilities of staff; and

NOW THEREFORE BE IT RESOLVED by the Richland County Board Supervisors that approval is granted that the Addendum hereby approves and adopts the staff addendum changes as presented, effective September 16, 2025,

BE IT FURTHER RESOLVED that the Administrator and/or Human Resources designee is authorized to implement, distribute, and communicate the approved addendum(s) to all affected staff members, and to secure acknowledgment of receipt as required.

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

VOTE ON FOREGOING RESOLUTION

AYES _____ NOES _____

RESOLUTION OFFERED BY THE EXECUTIVE &
FINANCE STANDING COMMITTEE
(09 SEPTEMBER 2025)

RESOLUTION ADOPTED		FOR	AGAINST
DEREK S. KALISH COUNTY CLERK	STEVE CARROW MARC COUEY GARY MANNING	X X X	
DATED: SEPTEMBER 16, 2025	DAVID TURK	X	

BOB FRANK	X
STEVE WILLIAMSON	X
RANDY SCHOONOVER	X

Resolution Approving New Private Pay Rates For Pine Valley Community Village: Resolution No. 25-80 approving new private pay rates for Pine Valley Community Village was read by County Clerk Kalish. Motion by Couey second by Williamson to approve Resolution No. 25-80. Motion carried and Resolution No. 25-80 declared adopted.

RESOLUTION NO. 25 - 80

Resolution Approving New Private Pay Rates For Pine Valley Community Village.

WHEREAS Pine Valley Community Village is committed to providing high-quality nursing and supportive care to its residents, and

WHEREAS The costs of staffing, benefits, food service, medical supplies, utilities, insurance, and facility maintenance have significantly increased due to inflation and regulatory requirements, and

WHEREAS Government reimbursement rates (Medicare and Medicaid) often do not fully cover the cost of care, requiring private pay rates to reflect true operating expenses, and

WHEREAS To maintain financial stability, retain qualified staff, invest in safety and quality improvements, and ensure continued access to care, an adjustment to private pay rates is necessary.

NOW THEREFORE BE IT RESOLVED by the Richland County Board Supervisors that approval is granted for the proposed new rates to Pine Valley Community Village, private pay daily and/or monthly room and board rates shall be increased by \$96 per month in the Assisted living and \$10 per day in the Nursing Home Facility, as outlined in the attached rate schedule.

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
(09 SEPTEMBER 2025)

RESOLUTION ADOPTED

FOR AGAINST

DEREK S. KALISH
COUNTY CLERK

STEVE CARROW	X
MARC COUEY	X
GARY MANNING	X
DAVID TURK	X
BOB FRANK	X
STEVE WILLIAMSON	X
RANDY SCHOONOVER	X

DATED: SEPTEMBER 16, 2025

Resolution Authorizing The Revenue From The Sale Of Sheriff Vehicles To Be Placed In Fund 170 - New Sheriff's Car Fund: Resolution No. 25-81 authorizing the revenue from the sale of Sheriff vehicles to be placed in Fund 170 - New Sheriff's Car Fund was read by County Clerk Kalish. Motion by Manning second by Perry to approve Resolution No. 25-81. Discussion continued. Motion by Couey second by Carrow

to amend resolution to include language specifying that vehicles no longer needed at the department level are to be sold with the proceeds from the sale of the vehicle to be deposited into Fund 170. Motion to amend carried. Motion to approve amended resolution carried and amended Resolution No. 25-81 declared adopted.

RESOLUTION NO. 25 - 81

Resolution Authorizing The Revenue From The Sale Of Sheriff Vehicles To Be Placed In Fund 170 - New Sheriff's Car Fund.

WHEREAS the Sheriff's office rotates their vehicles to ensure they have safe vehicles to use, and

WHEREAS the value of vehicles continues to go up, and

WHEREAS the revenue from vehicles can offset the cost of new vehicles, and

WHEREAS the Public Safety and Executive and Finance Committees have reviewed the proposal and is now presenting this Resolution to the County Board for its consideration.

NOW THEREFORE BE IT RESOLVED by the Richland County Board of Supervisors that vehicles no longer needed at the department level are to be sold with the proceeds from the sale of the vehicle to be deposited into Fund 170.

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

VOTE ON FOREGOING RESOLUTION

RESOLUTION OFFERED BY THE EXECUTIVE &
FINANCE STANDING COMMITTEE
(09 SEPTEMBER 2025)

AYES _____ NOES _____

RESOLUTION ADOPTED

FOR

AGAINST

DEREK S. KALISH
COUNTY CLERK

STEVE CARROW
MARC COUEY
GARY MANNING

X
X
X

DATED: SEPTEMBER 16, 2025

DAVID TURK
BOB FRANK
STEVE WILLIAMSON
RANDY SCHOONOVER

X
X
X
X

Approved at Public Safety Standing Committee on September 5, 2025

Resolution Approving The Transfer Of Funds From Fund 980 to 320: Resolution No. 25-82 approving the transfer of funds from Fund 980 to 320 was read by County Clerk Kalish. Motion by Kramer second by McKee to approve Resolution No. 25-82. Motion carried and Resolution No. 25-82 declared adopted.

RESOLUTION NO. 25 – 82

Resolution Approving The Transfer Of Funds From Fund 980 To 320.

WHEREAS the proceeds from the sale of East Hall were deposited into Fund 980 and set aside for payment of expenses associated with the reconfiguration of the campus property, and

WHEREAS Fund 320 currently has a deficit of approximately \$69,500, an

WHEREAS the monies transferred into Fund 320 will be used to eliminate the current deficit, the relocation of UW-Extension from Melvill Hall, and pay for the ongoing general operating expenses of the campus buildings, and

WHEREAS the Executive & Finance Standing Committee has carefully reviewed the funds transfer and is now presenting this Resolution to the County Board for its consideration.

NOW THEREFORE BE IT RESOLVED that the Richland County Board of Supervisors approves the transfer of funds in the amount of \$148,556.70 from Fund 980 to Fund 320.

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

VOTE ON FOREGOING RESOLUTION

AYES_____ NOES_____

RESOLUTION OFFERED BY THE EXECUTIVE &
FINANCE STANDING COMMITTEE
(09 SEPTEMBER 2025)

RESOLUTION ADOPTED

FOR AGAINST

DEREK S. KALISH
COUNTY CLERK

STEVE CARROW	X
MARC COUEY	X
GARY MANNING	X
DAVID TURK	X
BOB FRANK	X
STEVE WILLIAMSON	X
RANDY SCHOONOVER	X

DATED: SEPTEMBER 16, 2025

Resolution Approving The Richland County Pregnant Workers Fairness Act Policy: Resolution No. 25-83 approving the Richland County Pregnant Workers Fairness Act Policy was read by County Clerk Kalish. Motion by Kramer second by McKee to approve Resolution No. 25-83. Motion carried and Resolution No. 25-83 declared adopted.

RESOLUTION NO. 25 - 83

Resolution Approving The Richland County Pregnant Workers Fairness Act Policy.

WHEREAS in June of 2023, the federal Pregnant Workers Fairness Act (PWFA) was enacted into law, and

WHEREAS the PWFA provides reasonable accommodation to employees or applicants with known limitations related to pregnancy, childbirth or related medical conditions, and

WHEREAS adoption of this policy will summarize the PWFA and outline how employees request reasonable accommodations, and

WHEREAS the Executive & Finance Standing Committee has carefully reviewed the Richland County Pregnant Workers Fairness Act Policy and is now presenting this Resolution to the County Board for its consideration.

NOW THEREFORE BE IT RESOLVED by the Richland County Board of Supervisors that the Richland County Pregnant Workers Fairness Act Policy is approved, and

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

VOTE ON FOREGOING RESOLUTION

AYES_____ NOES_____

RESOLUTION OFFERED BY THE EXECUTIVE &
FINANCE STANDING COMMITTEE
(09 SEPTEMBER 2025)

RESOLUTION ADOPTED

FOR AGAINST

DEREK S. KALISH
COUNTY CLERK

STEVE CARROW
MARC COUEY
GARY MANNING

X
X
X

DATED: SEPTEMBER 16, 2025

DAVID TURK
BOB FRANK
STEVE WILLIAMSON
RANDY SCHOONOVER

X
X
X
X

Resolution Designating The County Clerk To Serve As Backup County Administrator As Needed:

Resolution No. 25-84 designating the County Clerk to serve as backup County Administrator as needed was read by County Clerk Kalish. Motion by Manning second by Perry to approve Resolution No. 25-84. Motion carried and Resolution No. 25-84 declared adopted.

RESOLUTION NO. 25 - 84

Resolution Designating The County Clerk To Serve As Backup County Administrator As Needed.

WHEREAS there are times in which the County Administrator is unable to perform their duties during the normal business hours of county operations, and

WHEREAS the designation of a backup County Administrator to serve in the absence of the County Administrator ensures the continuity of vital county operations, and

WHEREAS the County Administrator and County Clerk will, when possible, collaborate to determine what tasks need to be completed in the absence of the County Administrator, and

WHEREAS the Executive & Finance Standing Committee has carefully considered the designation of the County Clerk to serve as the backup County Administrator as needed and is 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 designation of the County Clerk to serve as the backup County Administrator as needed.

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

VOTE ON FOREGOING RESOLUTION

AYES_____ NOES_____

RESOLUTION OFFERED BY THE EXECUTIVE &
FINANCE STANDING COMMITTEE
(09 SEPTEMBER 2025)

RESOLUTION ADOPTED		FOR	AGAINST
DEREK S. KALISH	STEVE CARROW	X	
COUNTY CLERK	MARC COUEY	X	
	GARY MANNING	X	
DATED: SEPTEMBER 16, 2025	DAVID TURK	X	
	BOB FRANK	X	
	STEVE WILLIAMSON	X	
	RANDY SCHOONOVER	X	

Resolution Approving Acceptance Of A Bid From Universal Truck Equipment Inc. For Plow Truck Body Build: Resolution No. 25-85 approving the purchase of one plow truck body build by the Highway Department was read by County Clerk Kalish. Motion by Couey second by Carrow to approve Resolution No. 25-85. Motion carried and Resolution No. 25-85 declared adopted.

RESOLUTION NO. 25 – 85

Resolution Approving The Purchase Of One Plow Truck Body Build By The Highway Department.

WHEREAS the Public Works Committee and the County Highway Commissioner, Joshua Elder; have recommended that the Department be authorized to purchase four complete body build for one tandem axle truck with the funds already available in the 2025 budget.

WHEREAS the Highway Department is seeking approval for the following purchases:

1. One County Spec Tandem build totaling \$198,856 from Universal Truck Equipment

WHEREAS the Public Works Standing Committee has carefully considered acceptance of bid and purchase and associated purchase and is 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 bid from Universal Truck Equipment totaling \$198,856 and the associated purchases.

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

VOTE ON FOREGOING RESOLUTION

AYES_____ NOES_____

RESOLUTION OFFERED BY THE PUBLIC
WORKS STANDING COMMITTEE
(11 SEPTEMBER 2025)

RESOLUTION ADOPTED		FOR	AGAINST
DEREK S. KALISH	DANIEL MCGUIRE	X	
COUNTY CLERK	MARC COUEY	X	
	GARY MANNING		
DATED: SEPTEMBER 16, 2025	CHAD COSGROVE		
	STEVE CARROW	X	
	STEVE WILLIAMSON	X	
	KERRY SEVERSON	X	

Discussion & Possible Action: Reduction In The Number Of County Board Supervisors: Removed from agenda.

Closed Session: The Chair May Entertain A Motion To Enter Closed Session Pursuant To Wis. Stat, Sec 19.85(E): Deliberating Or Negotiating The Purchasing Of Public Properties, The Investing Of Public Funds, Or Conducting Other Specified Public Business, Whenever Competitive Or Bargaining Reasons Require A Closed Session: Potential Future Uses Of Campus Buildings: Motion by Manning second by Kramer to convene into Closed Session pursuant to Wis. Stat, Sec 19.85 (E). Motion did not carry unanimously with McGuire opposed so roll call vote taken: Yes- Carrow, Miller, Schoonover, Kramer, McKee, Engel, Manning, Perry, Turk, Cosgrove, Williamson, Couey, and Fleming; No-Hendricks, Severson, and McGuire. With 13 Yes votes, the motion to convene into Closed Session pursuant to Wis. Stat, Sec 19.85 (E) carried at 9:12 PM.

CLOSED SESSION

Return To Open Session: Reconvened into Open Session at 10:02 PM.

Possible Action On Items From Closed Session: Motion by Manning second by Cosgrove to approve continued negotiations with the other party, contingent on approval of public disclosure of said negotiations. Motion carried.

Correspondence: None.

Future agenda items: Resolution of condolence for Linda Gentes and discussion and possible action on earlier County Board meeting times.

Adjourn: Motion by Manning second by Hendricks to adjourn. Motion carried and the meeting adjourned at 10:09 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 16th day of September 2025.

Derek S. Kalish
Richland County Clerk

RESOLUTION NO. 25 – 86

Resolution Of Condolence To The Family Of Linda Gentes.

WHEREAS Linda Gentes served Richland County as a County Board Supervisor from April 15, 2014 to April 15, 2024; and

WHEREAS Linda Gentes was a contributing member to various county committees and multiple community organizations; and

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

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

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

VOTE ON FOREGOING RESOLUTION		RESOLUTION OFFERED BY THE EXECUTIVE & FINANCE STANDING COMMITTEE (14 OCTOBER 2025)	
AYES_____	NOES_____		
RESOLUTION_____		FOR	AGAINST
DEREK S. KALISH COUNTY CLERK		STEVE CARROW	X
		MARC COUEY	
DATED: OCTOBER 20, 2025		GARY MANNING	X
		DAVID TURK	X
		BOB FRANK	X
		STEVE WILLIAMSON	X
		RANDY SCHOONOVER	X
		KERRY SEVERSON	
		SANDRA KRAMER	X

Derek S. Kalish

Sent: Friday, September 5, 2025 2:06 PM
To: Derek S. Kalish
Subject: County board applicant district 9

RECEIVED
SEP 05 2025
DEREK S. KALISH
RICHLAND COUNTY CLERK

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.

Tiffany Thompson
23391 McDougal Lane
Richland Center, WI 53581

To the County Board,

My name is Tiffany Thompson and I have been working in Richland Center as a certified dental assistant for 31 years. I serve on the Richland Township Board, the Richland School District Board of Education and the National Dental Assistants Board. I consider myself knowledgeable and a valuable applicant to serve on the Richland County Board with all of my board experience. The Richland County Board has always been something I have been interested in. To have the ability to join the board would be wonderful. I have always appreciated and taken pride in our County. To serve on the Richland County Board would be a way of giving back and helping a community that I value.

Thank you.

Sincerely,

Tiffany Thompson CDA, CDIPC

Yahoo Mail: Search, Organize, Conquer

Community and Health Services Committee
Agenda Item Cover

Agenda Item Name: Approve New Richland County Criminal Justice Coordinating Comm

Department:	Richland County Health and	Presented By:	Stephanie Ronnfeldt
Date of Meeting:		Action Needed:	
Date submitted:	10/15/2025	Referred by:	Savanah Huber

Recommendation and/or action language:

Approve the appointment of Rachel Boe, replacing Bruce Green, to the Richland County CJCC as the Treatment Court Representative.

Background:

The Richland County CJCC brings stakeholders in the criminal justice system and members of the public together on a regular basis to discuss issues affecting the criminal justice system, resolve problems, and plan for the future. It acts in an advisory capacity to the County Board on issues affecting the criminal justice system. The CJCC purpose is to enhance public safety, make suggestions to provide better outcomes for justice system users, their families, and the public at large. As well as increase communication, eliminate duplication, provide coordination across departments and budget areas, and provide ongoing oversight for new or alternative programs including but not limited to Richland County Treatment Court.

Attachments and References:

Financial Review:

(please check one)

☐	In adopted budget	Fund Number	
☐	Apportionment needed	Requested Fund Number	
☐	Other funding Source		
☒	No financial impact		

Stephanie
Ronfeldt

Digitally signed by Stephanie
Ronfeldt
Date: 2025.10.15 13:38:12 -05'00'



Department Head

Administrator, Tricia Clements



WISCONSIN

Public Finance Professionals, LLC

155 South Executive Drive, Suite 211 | Brookfield, WI 53005
414-434-9644 | Fax 414-226-2014 | wipublicfinance.com

RICHLAND COUNTY

SUMMARY OF FINAL SALE RESULTS

\$1,085,000 GENERAL OBLIGATION PROMISSORY NOTES

OCTOBER 20, 2025

PRESENTED BY: CAROL ANN WIRTH, PRESIDENT

Background

The short-term Notes will finance 2026 capital improvement projects (HVAC system replacement, sheriff vehicles, highway equipment and technology equipment). The County is limited to spending the funds on projects that meet this description.

The capital improvement projects were removed from the 2026 operating budget to create room inside the levy limit for operating expenses. Upon adoption of the 2026 Budget, the total amount of the principal and interest on the Notes will be levied to pay off the Notes on March 1, 2026. The levy for the Notes is calculated outside the levy limits, along with all other County general obligation debt.

On September 16, 2025, the County Board approved an Initial Resolution by at least a $\frac{3}{4}$ vote of the members-elect providing the County Board with “authority” to proceed with the borrowing. Information presented in my September 9th report to the Executive and Finance Committee projected an interest rate (coupon) of 4.25% less excess premium received for a true interest rate of 4.11%. A bond rating was not applied for on the Notes due to the short-term maturity. The County does have an underlying Moody’s bond rating of “A1.”

County Prepared for Market Access

Wisconsin Public Finance Professionals, LLC (“WPFP”) as Municipal Advisor to the County:

- Coordinated Preparation of Legal Documents with Quarles & Brady LLP, Bond Counsel
- Prepared and Distributed Official Statement (SEC Required Disclosure Document)
- Prepared and Distributed Notice of Sale for Underwriters to Submit Bids

October 20, 2025 – 10:30 A.M.- Bids received and verified

Final Sale Results – Four Bids Received

Winning bid – Piper Sandler & Co. – True Interest Rate 4.572208%

<u>Bidder</u>	<u>Net Interest Cost</u>	<u>True Interest Rate</u>
Piper Sandler & Co. New York, NY	\$13,994.39	4.572208%
Northland Securities, Inc. Minneapolis, MN	\$15,110.43	4.940247%
Bernardi Securities, Inc. Northfield, IL	\$15,359.98	5.023435%
Oppenheimer & Co., Inc. Philadelphia, PA	\$16,063.43	5.254469%

Note: The net interest cost difference between the projected and final true interest rate is \$1,395.73.

\$1,085,000 General Obligation Promissory Notes 2025 Final Sources & Uses

Dated 11/19/2025 | Delivered 11/19/2025

Sources Of Funds

Par Amount of Notes 2025	\$1,085,000.00
Reoffering Premium	5,631.15
Est. Investment Earnings at 4%	10,000.00

Total Sources	\$1,100,631.15
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Uses Of Funds

Total Underwriter's Discount (0.463%)	5,023.55
Costs of Issuance Paid by County	22,750.00
Deposit to Project Construction Fund	1,072,250.00
Excess Premium Deposited to Debt Service	607.60

Total Uses	\$1,100,631.15
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\$1,085,000 General Obligation Promissory Notes 2025 Final Debt Service Schedule

Date	Principal	Coupon	Interest	Total P+I	Fiscal Total
11/19/2025	-	-	-	-	-
03/01/2026	1,085,000.00	4.750%	14,602.29	1,099,602.29	1,099,602.29
Total	\$1,085,000.00	-	\$14,602.29	\$1,099,602.29	-

Calculation: \$1,099,602.29 divided by 2025 Equalized Value (\$2,132,762,600) = \$0.51/\$1,000 Tax Rate (\$51 on \$100,000 of Property Value).

\$1,085,000 General Obligation Promissory Notes 2025 Final Pricing Summary

Maturity	Type of Bond	Coupon	Yield	Maturity Value	Price	Dollar Price
03/01/2026	Serial Note	4.750%	2.900%	1,085,000.00	100.519%	1,090,631.15
Total	-	-	-	\$1,085,000.00	-	\$1,090,631.15

Bid Information

Par Amount of Notes	\$1,085,000.00
Reoffering Premium or (Discount)	5,631.15
Gross Production	\$1,090,631.15
Total Underwriter's Discount (0.463%)	\$(5,023.55)
Total Purchase Price	\$1,085,607.60
True Interest Cost (TIC)	4.5722077%

County Board Action (Requires Majority Vote of Members Present) - \$1,085,000 Final Award Resolution No. 25 – 87 Attached

Locks in final interest rate and tax levy; awards the Notes to Piper Sandler & Co.

Delivery of Funds (Closing) – November 19, 2025

The County will receive a total of \$1,085,607.60 and will deposit \$1,085,000.00 into the project account and \$607.60 of the premium received from the underwriter into the debt service account. The County will pay \$22,750 of issuance expenses out of the proceeds of the Notes deposited in the project account. The County may invest the borrowed funds during the time capital expenditures are being paid at any yield the investments are able to achieve. The Notes are issued as “tax-exempt municipal securities,” and Federal arbitrage rules require the County to spend all of the borrowed funds, and any investment income, within three years (November 19, 2028).

RESOLUTION NO. 25-87

RESOLUTION AWARDING THE SALE OF \$1,085,000
GENERAL OBLIGATION PROMISSORY NOTES

WHEREAS, on September 16, 2025, the County Board of Supervisors of Richland County, Wisconsin (the "County") by a vote of at least 3/4 of the members-elect adopted an initial resolution (the "Initial Resolution") authorizing the issuance of general obligation promissory notes in an amount not to exceed \$1,085,000 for the public purpose of paying the cost of 2026 capital improvement projects (collectively, the "Project");

WHEREAS, the County Board of Supervisors hereby finds and determines that the Project is within the County's power to undertake and therefore serves a "public purpose" as that term is defined in Section 67.04(1)(b), Wisconsin Statutes;

WHEREAS, the County is authorized by the provisions of Section 67.12(12), Wisconsin Statutes, to borrow money and issue general obligation promissory notes for such public purposes;

WHEREAS, the County has directed Wisconsin Public Finance Professionals, LLC ("WPFP") to take the steps necessary to sell general obligation promissory notes (the "Notes") to pay the cost of the Project;

WHEREAS, none of the proceeds of the Notes shall be used to fund the operating expenses of the general fund of the County or to fund the operating expenses of any special revenue fund of the County that is supported by property taxes;

WHEREAS, WPFP, in consultation with the officials of the County, prepared an Official Notice of Sale (a copy of which is attached hereto as Exhibit A and incorporated herein by this reference) setting forth the details of and the bid requirements for the Notes and indicating that the Notes would be offered for public sale on October 20, 2025;

WHEREAS, the County Clerk (in consultation with WPFP) caused a form of notice of the sale to be published and/or announced and caused the Official Notice of Sale to be distributed to potential bidders offering the Notes for public sale on October 20, 2025;

WHEREAS, the County has duly received bids for the Notes as described on the Bid Tabulation attached hereto as Exhibit B and incorporated herein by this reference (the "Bid Tabulation"); and

WHEREAS, it has been determined that the bid proposal (the "Proposal") submitted by the financial institution listed first on the Bid Tabulation fully complies with the bid requirements set forth in the Official Notice of Sale and is deemed to be the most advantageous to the County. WPFP has recommended that the County accept the Proposal. A copy of said Proposal submitted by such institution (the "Purchaser") is attached hereto as Exhibit C and incorporated herein by this reference.

NOW, THEREFORE, BE IT RESOLVED by the County Board of Supervisors of the County that:

Section 1. Ratification of the Official Notice of Sale and Offering Materials. The County Board of Supervisors hereby ratifies and approves the details of the Notes set forth in Exhibit A attached hereto as and for the details of the Notes. The Official Notice of Sale and any other offering materials prepared and circulated by WFPF are hereby ratified and approved in all respects. All actions taken by officers of the County and WFPF in connection with the preparation and distribution of the Official Notice of Sale, and any other offering materials are hereby ratified and approved in all respects.

Section 1A. Authorization and Award of the Notes. For the purpose of paying the cost of the Project, there shall be borrowed pursuant to Section 67.12(12), Wisconsin Statutes and the Initial Resolution, the principal sum of ONE MILLION EIGHTY-FIVE THOUSAND DOLLARS (\$1,085,000) from the Purchaser in accordance with the terms and conditions of the Proposal. The Proposal of the Purchaser offering to purchase the Notes for the sum set forth on the Proposal, plus accrued interest to the date of delivery, resulting in a true interest cost as set forth on the Proposal, is hereby accepted. The Chairperson and County Clerk or other appropriate officers of the County are authorized and directed to execute an acceptance of the Proposal on behalf of the County. The good faith deposit of the Purchaser shall be applied in accordance with the Official Notice of Sale, and any good faith deposits submitted by unsuccessful bidders shall be promptly returned. The Notes shall bear interest at the rate set forth on the Proposal.

Section 2. Terms of the Notes. The Notes shall be designated "General Obligation Promissory Notes"; shall be issued in the aggregate principal amount of \$1,085,000; shall be dated November 19, 2025; shall be in the denomination of \$5,000 or any integral multiple thereof; shall be initially numbered R-1; shall bear interest at the rate per annum set forth on the Pricing Summary attached hereto as Exhibit D-1 and incorporated herein by this reference and mature on March 1, 2026. Interest shall be payable at maturity. Interest shall be computed upon the basis of a 360-day year of twelve 30-day months and will be rounded pursuant to the rules of the Municipal Securities Rulemaking Board. The schedule of principal and interest payments due on the Notes is set forth on the Debt Service Schedule attached hereto as Exhibit D-2 and incorporated herein by this reference (the "Schedule").

Section 3. Redemption Provisions. The Notes are not subject to redemption prior to maturity.

Section 4. Form of the Notes. The Notes shall be issued in registered form and shall be executed and delivered in substantially the form attached hereto as Exhibit E and incorporated herein by this reference.

Section 5. Tax Provisions.

(A) Direct Annual Irrepealable Tax Levy. For the purpose of paying the principal of and interest on the Notes as the same becomes due, the full faith, credit and resources of the County are hereby irrevocably pledged, and there is hereby levied upon all of the taxable property of the County a direct annual irrepealable tax in the year 2025 for the payments due in the year 2026 in the amount set forth on the Schedule.

(B) Tax Collection. So long as any part of the principal of or interest on the Notes remains unpaid, the County shall be and continue without power to repeal such levy or obstruct the collection of said tax until all such payments have been made or provided for. After the issuance of the Notes, said tax shall be, from year to year, carried onto the tax roll of the County and collected in addition to all other taxes and in the same manner and at the same time

as other taxes of the County for said years are collected, except that the amount of tax carried onto the tax roll may be reduced in any year by the amount of any surplus money in the Debt Service Fund Account created below.

(C) Additional Funds. If at any time there shall be on hand insufficient funds from the aforesaid tax levy to meet principal and/or interest payments on said Notes when due, the requisite amounts shall be paid from other funds of the County then available, which sums shall be replaced upon the collection of the taxes herein levied.

Section 6. Segregated Debt Service Fund Account.

(A) Creation and Deposits. There shall be and there hereby is established in the treasury of the County, if one has not already been created, a debt service fund, separate and distinct from every other fund, which shall be maintained in accordance with generally accepted accounting principles. Debt service or sinking funds established for obligations previously issued by the County may be considered as separate and distinct accounts within the debt service fund.

Within the debt service fund, there hereby is established a separate and distinct account designated as the "Debt Service Fund Account for General Obligation Promissory Notes, dated November 19, 2025" (the "Debt Service Fund Account") and such account shall be maintained until the indebtedness evidenced by the Notes is fully paid or otherwise extinguished. There shall be deposited into the Debt Service Fund Account (i) all accrued interest received by the County at the time of delivery of and payment for the Notes; (ii) any premium which may be received by the County above the par value of the Notes and accrued interest thereon; (iii) all money raised by the taxes herein levied and any amounts appropriated for the specific purpose of meeting principal of and interest on the Notes when due; (iv) such other sums as may be necessary at any time to pay principal of and interest on the Notes when due; (v) surplus monies in the Borrowed Money Fund as specified below; and (vi) such further deposits as may be required by Section 67.11, Wisconsin Statutes.

(B) Use and Investment. No money shall be withdrawn from the Debt Service Fund Account and appropriated for any purpose other than the payment of principal of and interest on the Notes until all such principal and interest has been paid in full and the Notes canceled; provided (i) the funds to provide for each payment of principal of and interest on the Notes prior to the scheduled receipt of taxes from the next succeeding tax collection may be invested in direct obligations of the United States of America maturing in time to make such payments when they are due or in other investments permitted by law; and (ii) any funds over and above the amount of such principal and interest payments on the Notes may be used to reduce the next succeeding tax levy, or may, at the option of the County, be invested by purchasing the Notes as permitted by and subject to Section 67.11(2)(a), Wisconsin Statutes, or in permitted municipal investments under the pertinent provisions of the Wisconsin Statutes ("Permitted Investments"), which investments shall continue to be a part of the Debt Service Fund Account. Any investment of the Debt Service Fund Account shall at all times conform with the provisions of the Internal Revenue Code of 1986, as amended (the "Code") and any applicable Treasury Regulations (the "Regulations").

(C) Remaining Monies. When all of the Notes have been paid in full and canceled, and all Permitted Investments disposed of, any money remaining in the Debt Service Fund Account shall be transferred and deposited in the general fund of the County, unless the County Board of Supervisors directs otherwise.

Section 7. Proceeds of the Notes; Segregated Borrowed Money Fund. The proceeds of the Notes (the "Note Proceeds") (other than any premium and accrued interest which must be paid at the time of the delivery of the Notes into the Debt Service Fund Account created above) shall be deposited into a special fund (the "Borrowed Money Fund") separate and distinct from all other funds of the County and disbursed solely for the purpose or purposes for which borrowed. In no event shall monies in the Borrowed Money Fund be used to fund operating expenses of the general fund of the County or of any special revenue fund of the County that is supported by property taxes. Monies in the Borrowed Money Fund may be temporarily invested in Permitted Investments. Any monies, including any income from Permitted Investments, remaining in the Borrowed Money Fund after the purpose or purposes for which the Notes have been issued have been accomplished, and, at any time, any monies as are not needed and which obviously thereafter cannot be needed for such purpose(s) shall be deposited in the Debt Service Fund Account.

Section 8. No Arbitrage. All investments made pursuant to this Resolution shall be Permitted Investments, but no such investment shall be made in such a manner as would cause the Notes to be "arbitrage bonds" within the meaning of Section 148 of the Code or the Regulations and an officer of the County, charged with the responsibility for issuing the Notes, shall certify as to facts, estimates, circumstances and reasonable expectations in existence on the date of delivery of the Notes to the Purchaser which will permit the conclusion that the Notes are not "arbitrage bonds," within the meaning of the Code or Regulations.

Section 9. Compliance with Federal Tax Laws. (a) The County represents and covenants that the projects financed by the Notes and the ownership, management and use of the projects will not cause the Notes to be "private activity bonds" within the meaning of Section 141 of the Code. The County further covenants that it shall comply with the provisions of the Code to the extent necessary to maintain the tax-exempt status of the interest on the Notes including, if applicable, the rebate requirements of Section 148(f) of the Code. The County further covenants that it will not take any action, omit to take any action or permit the taking or omission of any action within its control (including, without limitation, making or permitting any use of the proceeds of the Notes) if taking, permitting or omitting to take such action would cause any of the Notes to be an arbitrage bond or a private activity bond within the meaning of the Code or would otherwise cause interest on the Notes to be included in the gross income of the recipients thereof for federal income tax purposes. The County Clerk or other officer of the County charged with the responsibility of issuing the Notes shall provide an appropriate certificate of the County certifying that the County can and covenanting that it will comply with the provisions of the Code and Regulations.

(b) The County also covenants to use its best efforts to meet the requirements and restrictions of any different or additional federal legislation which may be made applicable to the Notes provided that in meeting such requirements the County will do so only to the extent consistent with the proceedings authorizing the Notes and the laws of the State of Wisconsin and to the extent that there is a reasonable period of time in which to comply.

Section 10. Designation as Qualified Tax-Exempt Obligations. The Notes are hereby designated as "qualified tax-exempt obligations" for purposes of Section 265 of the Code, relating to the ability of financial institutions to deduct from income for federal income tax purposes, interest expense that is allocable to carrying and acquiring tax-exempt obligations.

Section 11. Execution of the Notes; Closing; Professional Services. The Notes shall be issued in printed form, executed on behalf of the County by the manual or facsimile signatures of the Chairperson and County Clerk, authenticated, if required, by the Fiscal Agent (defined below), sealed with its official or corporate seal, if any, or a facsimile thereof, and delivered to the Purchaser upon payment to the County of the purchase price thereof, plus accrued interest to the date of delivery (the "Closing"). The facsimile signature of either of the officers executing the Notes may be imprinted on the Notes in lieu of the manual signature of the officer but, unless the County has contracted with a fiscal agent to authenticate the Notes, at least one of the signatures appearing on each Note shall be a manual signature. In the event that either of the officers whose signatures appear on the Notes shall cease to be such officers before the Closing, such signatures shall, nevertheless, be valid and sufficient for all purposes to the same extent as if they had remained in office until the Closing. The aforesaid officers are hereby authorized and directed to do all acts and execute and deliver the Notes and all such documents, certificates and acknowledgements as may be necessary and convenient to effectuate the Closing. The County hereby authorizes the officers and agents of the County to enter into, on its behalf, agreements and contracts in conjunction with the Notes, including but not limited to agreements and contracts for legal, trust, fiscal agency, disclosure and continuing disclosure, and rebate calculation services. Any such contract heretofore entered into in conjunction with the issuance of the Notes is hereby ratified and approved in all respects.

Section 12. Payment of the Notes; Fiscal Agent. The principal of and interest on the Notes shall be paid by the County Clerk or County Treasurer (the "Fiscal Agent").

Section 13. Persons Treated as Owners; Transfer of Notes. The County shall cause books for the registration and for the transfer of the Notes to be kept by the Fiscal Agent. The person in whose name any Note shall be registered shall be deemed and regarded as the absolute owner thereof for all purposes and payment of either principal or interest on any Note shall be made only to the registered owner thereof. All such payments shall be valid and effectual to satisfy and discharge the liability upon such Note to the extent of the sum or sums so paid.

Any Note may be transferred by the registered owner thereof by surrender of the Note at the office of the Fiscal Agent, duly endorsed for the transfer or accompanied by an assignment duly executed by the registered owner or his attorney duly authorized in writing. Upon such transfer, the Chairperson and County Clerk shall execute and deliver in the name of the transferee or transferees a new Note or Notes of a like aggregate principal amount, series and maturity and the Fiscal Agent shall record the name of each transferee in the registration book. No registration shall be made to bearer. The Fiscal Agent shall cancel any Note surrendered for transfer.

The County shall cooperate in any such transfer, and the Chairperson and County Clerk are authorized to execute any new Note or Notes necessary to effect any such transfer.

Section 14. Record Date. The 15th day of the calendar month next preceding the interest payment date shall be the record date for the Notes (the "Record Date"). Payment of interest on the Notes on any interest payment date shall be made to the registered owners of the Notes as they appear on the registration book of the County at the close of business on the Record Date.

Section 15. Utilization of The Depository Trust Company Book-Entry-Only System. In order to make the Notes eligible for the services provided by The Depository Trust Company, New York, New York ("DTC"), the County agrees to the applicable provisions set forth in the Blanket Issuer Letter of Representations, which the County Clerk or other authorized representative of the County is authorized and directed to execute and deliver to DTC on behalf

of the County to the extent an effective Blanket Issuer Letter of Representations is not presently on file in the County Clerk's office.

Section 16. Official Statement. The County Board of Supervisors hereby approves the Preliminary Official Statement with respect to the Notes and deems the Preliminary Official Statement as "final" as of its date for purposes of SEC Rule 15c2-12 promulgated by the Securities and Exchange Commission pursuant to the Securities and Exchange Act of 1934 (the "Rule"). All actions taken by officers of the County in connection with the preparation of such Preliminary Official Statement and any addenda to it or final Official Statement are hereby ratified and approved. In connection with the Closing, the appropriate County official shall certify the Preliminary Official Statement and any addenda or final Official Statement. The County Clerk shall cause copies of the Preliminary Official Statement and any addenda or final Official Statement to be distributed to the Purchaser.

Section 17. Undertaking to Provide Continuing Disclosure. The County hereby covenants and agrees, for the benefit of the owners of the Notes, to enter into a written undertaking (the "Undertaking") to provide timely notices of the occurrence of certain events. The Undertaking shall be enforceable by the owners of the Notes or by the Purchaser on behalf of such owners (provided that the rights of the owners and the Purchaser to enforce the Undertaking shall be limited to a right to obtain specific performance of the obligations thereunder and any failure by the County to comply with the provisions of the Undertaking shall not be an event of default with respect to the Notes).

The Chairperson and County Clerk, or other officer of the County charged with the responsibility for issuing the Notes, shall provide a Continuing Disclosure Certificate for inclusion in the transcript of proceedings, setting forth the details and terms of the County's Undertaking.

Section 18. Record Book. The County Clerk shall provide and keep the transcript of proceedings as a separate record book (the "Record Book") and shall record a full and correct statement of every step or proceeding had or taken in the course of authorizing and issuing the Notes in the Record Book.

Section 19. Bond Insurance. If the Purchaser determines to obtain municipal bond insurance with respect to the Notes, the officers of the County are authorized to take all actions necessary to obtain such municipal bond insurance. The Chairperson and County Clerk are authorized to agree to such additional provisions as the bond insurer may reasonably request and which are acceptable to the Chairperson and County Clerk including provisions regarding restrictions on investment of Note proceeds, the payment procedure under the municipal bond insurance policy, the rights of the bond insurer in the event of default and payment of the Notes by the bond insurer and notices to be given to the bond insurer. In addition, any reference required by the bond insurer to the municipal bond insurance policy shall be made in the form of Note provided herein.

Section 20. Conflicting Resolutions; Severability; Effective Date. All prior resolutions, rules or other actions of the County Board of Supervisors or any parts thereof in conflict with the provisions hereof shall be, and the same are, hereby rescinded insofar as the same may so conflict. In the event that any one or more provisions hereof shall for any reason be held to be illegal or invalid, such illegality or invalidity shall not affect any other provisions hereof. The foregoing shall take effect immediately upon adoption and approval in the manner provided by law.

Adopted, approved and recorded October 20, 2025.

David Turk
Chairperson

ATTEST:

Derek S. Kalish
County Clerk

(SEAL)

EXHIBIT A

Official Notice of Sale

To be provided by Wisconsin Public Finance Professionals, LLC and incorporated into the Resolution.

(See Attached)

OFFICIAL NOTICE OF SALE

RICHLAND COUNTY, WISCONSIN

**\$1,085,000 GENERAL OBLIGATION PROMISSORY NOTES ("NOTES")
(BANK QUALIFIED)**

Date and Time BIDS will be received in the office of the County's Municipal Advisor, Wisconsin Public Finance Professionals, LLC, ("WPFP"), 155 South Executive Drive, Suite 211, Brookfield, Wisconsin 53005 until

10:30 A.M. (Central Time) on October 20, 2025

The bids should be directed to the County Administrator and plainly marked "Bid for Notes". Bids may be delivered to WPFP, at the address set forth above; telephoned to WPFP at (414) 434-9644; faxed to WPFP at (414) 226-2014; emailed to cawirth@wipublicfinance.com; or submitted electronically via PARITY. Bids must be submitted via one of these methods described herein and received prior to the time established for bid opening. The time as maintained by PARITY shall constitute the official time. Neither the County nor WPFP shall be responsible for any failure to receive a facsimile or email submission. **A meeting of the County Board will be held on Monday, October 20, 2025, commencing at 7:00 P.M. C.T., for the purpose of taking action on such bids as may be received.** Unless all bids are rejected, the award will be made to the bidder offering the lowest true interest cost ("TIC") to the County.

Terms The Notes will be dated November 19, 2025, issued as fully registered notes in denominations of \$5,000 each, or any integral multiple thereof, and will mature as follows:

<u>March 1</u>	<u>Principal Amount</u>
2026	\$1,085,000

Interest on the Notes will be payable at maturity on March 1, 2026. Interest on the Notes will be computed on the basis of a 30-day month and 360-day year.

The Notes are not subject to redemption prior to maturity.

Undertaking to Provide Continuing Disclosure In order to assist bidders in complying with S.E.C. Rule 15c2-12(b)(5), the County will undertake, pursuant to the Award Resolution and a Continuing Disclosure Certificate, to provide notices of occurrence of certain events. A description of this undertaking is set forth in the Preliminary Official Statement and will also be set forth in the Final Official Statement. See the section entitled "Continuing Disclosure" in the Preliminary Official Statement for a description of the County's compliance with any undertaking previously entered into by it pursuant to the Rule.

Registration The Notes will be issued as fully-registered notes without coupons and, when issued, will be registered only in the name of Cede & Co. as nominee for The Depository Trust Company, New York, New York ("DTC"). DTC will act as securities depository of the Notes. A single note certificate for each maturity will be issued to DTC and immobilized in its custody. Individual purchases may be made in book-entry form only pursuant to the rules and procedures established between DTC and its participants, in the principal amount of \$5,000 and integral multiples thereof. Individual purchasers will not receive certificates evidencing their ownership of the Notes purchased. The successful bidder shall be required to deposit the note certificates with DTC as a condition to

delivery of the Notes. The County will make payments of principal and interest on the Notes on the dates set forth above, to DTC or its nominee as registered owner of the Notes in same-day funds. Transfer of said payments to participants of DTC will be the responsibility of DTC; transfer of said payments to Beneficial Owners by DTC participants will be the responsibility of such participants and other nominees of Beneficial Owners all as required by DTC rules and procedures. No assurance can be given by the County that DTC, its participants and other nominees of Beneficial Owners will make prompt transfer of the payments as required by DTC rules and procedures. The County assumes no liability for failures of DTC, its participants or other nominees to promptly transfer said payments to Beneficial Owners of the Notes.

In the event that the securities depository relationship with DTC for the Notes is terminated and the County Board does not appoint a successor depository, the County Board will prepare, authenticate and deliver, at its expense, fully-registered certificate Notes in the denomination of \$5,000 or any integral multiple thereof in the aggregate principal amount of Notes of the same interest rate or rates then outstanding to the Beneficial Owners of the Notes.

Security and Purpose The Notes are general obligations of the County. The full faith, credit and taxing powers are pledged to the payment of the principal and interest on the Notes as the same becomes due. Under current law, taxes may be levied without limitation as to rate or amount. Proceeds of the Notes will be used for the public purpose of paying the cost of 2026 capital improvement projects.

Tax Exemption In the opinion of Quarles & Brady LLP, Milwaukee, Wisconsin, Bond Counsel, interest on the Notes is excludible from gross income for federal income tax purposes; however, interest on the Notes is taken into account in determining "adjusted financial statement income" for purposes of computing the federal alternative minimum tax imposed on Applicable Corporations (as defined in Section 59(k) of the Code). Interest on the Notes is not exempt from present Wisconsin income or franchise taxes.

"Qualified Tax-Exempt" Status The Notes shall be designated "qualified tax-exempt obligations" pursuant to the provisions of Section 265(b)(3) of the Internal Revenue Code of 1986, as amended. The County Clerk or other officer of the County charged with the responsibility for issuing the Notes shall provide an appropriate certificate of the County as of the date of delivery and payment for the Notes confirming the "qualified" status.

Rating The Notes are being issued as NON-RATED. The County's outstanding general obligation debt is rated "A1" by Moody's Investors Service.

Bidding Specifications Bids will be received on an interest rate basis in integral multiples of One-Twentieth (1/20) or One-Eighth (1/8) of One Percent (1%). No bid for less than \$1,085,000 nor more than \$1,090,425 at a particular interest rate plus accrued interest to the date of delivery will be considered. The Notes shall be awarded to a responsible bidder whose proposal results in the lowest true interest cost to the County (the "successful bidder").

The successful bidder shall be responsible for paying expenses for printing and assignment of CUSIP numbers.

Any prospective bidder that intends to submit an electronic bid must submit its electronic bid through the facilities of PARITY. An electronic bid made through the facilities of PARITY shall be deemed an irrevocable offer to purchase the Notes on the terms provided in the Official Notice of Sale, and shall be binding upon the bidder as if made by a signed, sealed bid delivered to the County. The County shall not be responsible for any malfunction or mistake made by, or as a result of the use of the facilities of PARITY, the use of such facilities being the sole risk of the prospective bidder.

If any provisions of the Official Notice of Sale shall conflict with information provided by PARITY as the approved provider of electronic bidding services, this Official Notice of Sale shall control. Further information about PARITY, including any fee charged, may be obtained from i-Deal, 440 West 33 Street, New York, New York 10001; (212) 849-5021.

For purposes of both the written sealed bid process and the electronic bidding process, the time as maintained by PARITY shall constitute the official time. For information purposes only, bidders are requested to state in their electronic bids the true interest cost to the County, as described herein. All electronic bids shall be deemed to incorporate the provisions of this Official Notice of Sale and the Bid Form.

Good Faith Deposit A good faith deposit in the amount of TWENTY-ONE THOUSAND SEVEN HUNDRED DOLLARS (\$21,700), the ("Deposit") must be submitted in the following way:

Successful bidder shall submit a wire transfer to the County no later than 2 p.m. (Central Time) on the sale date. The County reserves the right to award the Notes to a successful bidder whose wire transfer is initiated, but not received by such time, provided that the federal wire reference number has been received by such time. In the event the Deposit is not received as provided herein, the County may award the Notes to the bidder submitting the next best bid provided such bidder agrees to such award.

The Deposit will be retained, and may be invested, by the County, pending delivery of the Notes, and will be applied to the purchase price of the Notes. No interest on the Deposit will accrue to the successful bidder. If the successful bidder fails to take up and pay for the Notes when tendered, the Deposit will be retained by the County as liquidated damages.

Paying Agent The County will act as Paying Agent for the Notes. The County Clerk is the contact person for paying agent matters.

Delivery/Legality/CUSIP The Notes shall be delivered in typewritten form, one bond per maturity, to the Depository Trust Company, securities depository of the Notes for the establishment of book-entry accounts at the direction of the successful bidder, which is expected to occur on or about November 19, 2025. Payment at the time of delivery must be made in federal or other immediately available funds. In the event delivery is not made within forty-five (45) days after the date of the sale of the Notes, the successful bidder may, prior to tender of the Notes, at its option, be relieved of its obligation under the contract to purchase the Notes and its Good Faith Deposit shall be returned, but no interest shall be allowed thereon.

The successful bidder will be furnished the unqualified approving legal opinion of Quarles & Brady LLP, Milwaukee, Wisconsin, Bond Counsel. A transcript of the proceedings relative to the issuance of the Notes (including a No-litigation Certificate and a Continuing Disclosure Certificate) shall be furnished to the successful bidder. CUSIP numbers will appear on the typewritten Notes. **The successful bidder will be responsible for the cost of obtaining CUSIP numbers.** Neither the failure to print such numbers on any Notes or any error with respect thereto will constitute cause for failure or refusal by the original purchaser to accept delivery of the Notes.

Establishment of Issue Price

(a) The winning bidder shall assist the County in establishing the issue price of the Notes and shall execute and deliver to the County at Closing an Underwriter's Certificate setting forth the reasonably expected initial offering price to the public or the sales price or prices of the Notes, together with the supporting pricing wires or equivalent communications, substantially in the form attached hereto as Exhibit A, with such modifications as may be appropriate or necessary, in the reasonable judgment of the winning bidder, the County and Bond Counsel. All actions to be taken by

the County under this Official Notice of Sale to establish the issue price of the Notes may be taken on behalf of the County by the County's municipal advisor identified herein and any notice or report to be provided to the County may be provided to the County's municipal advisor.

(b) The County intends that the provisions of Treasury Regulation Section 1.148-1(f)(3)(i) (defining "competitive sale" for purposes of establishing the issue price of the Notes) will apply to the initial sale of the Notes (the "competitive sale requirements") because:

- (1) the County shall disseminate this Official Notice of Sale to potential underwriters in a manner that is reasonably designed to reach potential underwriters
- (2) all bidders shall have an equal opportunity to bid;
- (3) the County may receive bids from at least three underwriters of municipal bonds who have established industry reputations for underwriting new issuances of municipal bonds; and
- (4) the County anticipates awarding the sale of the Notes to the bidder who submits a firm offer to purchase the Notes at the highest price (or lowest interest cost), as set forth in this Official Notice of Sale.

Any bid submitted pursuant to this Official Notice of Sale shall be considered a firm offer for the purchase of the Notes, as specified in the bid.

(c) If all of the requirements of a "competitive sale" are not satisfied, the County shall advise the winning bidder of such fact prior to the time of award of the sale of the Notes to the underwriter. In such event, any proposal submitted will not be subject to cancellation or withdrawal and the County agrees to use the rule selected by the underwriter on its bid form to determine the issue price for the Notes. On its bid form, each underwriter must select one of the following two rules for determining the issue price of the Notes: (1) the first price at which 10% of a maturity of the Notes (the "10% test") is sold to the public as the issue price of that maturity, or (2) the initial offering price to the public as of the sale date as the issue price of each maturity of the Notes (the "hold-the-offering-price rule"). Appropriate changes will be made to the Underwriter's Certificate to reflect that the requirements of the rule selected by the Underwriter have been met.

(d) If all of the requirements of a "competitive sale" are not satisfied and the underwriter selects the hold-the-offering-price rule, the, winning bidder shall (i) confirm that the underwriter has offered or will offer the Notes to the public on or before the date of award at the offering price or prices (the "initial offering price"), or at the corresponding yield or yields, set forth in the bid submitted by the winning bidder and (ii) agree, on behalf of the underwriter participating in the purchase of the Notes, that the underwriter will neither offer nor sell unsold Notes of any maturity to which the hold-the-offering-price rule shall apply to any person at a price that is higher than the initial offering price to the public during the period starting on the sale date and ending on the earlier of the following:

- (1) the close of the fifth (5th) business day after the sale date; or
- (2) the date on which the underwriter has sold at least 10% of that maturity of the Notes to the public at a price that is no higher than the initial offering price to the public.

The winning bidder will advise the County promptly after the close of the fifth (5th) business day after the sale date whether it has sold 10% of that maturity of the Notes to the public at a price that is no higher than the initial offering price to the public.

The County acknowledges that, in making the representation set forth above, the winning bidder will rely on (i) the agreement of each underwriter to comply with the requirements for establishing issue

price of the Notes, including, but not limited to, its agreement to comply with the hold-the-offering-price rule, if applicable to the Notes, as set forth in an agreement among underwriters and the related pricing wires, (ii) in the event a selling group has been created in connection with the initial sale of the Notes to the public, the agreement of each dealer who is a member of the selling group to comply with the requirements for establishing issue price of the Notes, including, but not limited to, its agreement to comply with the hold-the-offering-price rule, if applicable to the Notes, as set forth in a selling group agreement and the related pricing wires, and (iii) in the event that an underwriter or dealer is a member of the selling group is a party to a third-party distribution agreement that was employed in connection with the initial sale of the Notes to the public, the agreement of each broker-dealer that is a party to such agreement to comply with the requirements for establishing issue price of the Notes, including, but not limited to, its agreement to comply with the hold-the-offering-price rule, if applicable to the Notes, as set forth in the third-party distribution agreement and the related pricing wires. The County further acknowledges that each underwriter shall be solely liable for its failure to comply with its agreement regarding the requirements for establishing issue price of the Notes, including, but not limited to, its agreement to comply with the hold-the-offering-price rule, if applicable to the Notes, and that no underwriter shall be liable for the failure of any other underwriter, or of any dealer who is a member of a selling group, or of any broker-dealer that is a party to a third-party distribution agreement to comply with its corresponding agreement to comply with the requirements for establishing issue price of the Notes, including, but not limited to, its agreement to comply with the hold-the-offering-price rule if applicable to the Notes.

(e) If all of the requirements of a "competitive sale" are not satisfied and the underwriter selects the 10% test, the underwriter agrees to promptly report to the County, Bond Counsel and WFPF, the prices at which the Notes have been sold to the public. That reporting obligation shall continue, whether or not the closing date has occurred, until either (i) all Notes of that maturity have been sold, or (ii) the 10% test has been satisfied as to the Notes of that maturity, provided that the winning bidder's reporting obligation after the closing date may be at reasonable periodic intervals or otherwise upon request of the County or Bond Counsel.

(f) By submitting a bid, each bidder confirms that:

(i) any agreement among underwriters, any selling group agreement and each third-party distribution agreement (to which the bidder is a party) relating to the initial sale of the Notes to the public, together with the related pricing wires, contains or will contain language obligating each underwriter, each dealer who is a member of the selling group, and each broker-dealer that is a party to such third-party distribution agreement, as applicable:

(A) (i) to report the prices at which it sells to the public the unsold Notes of each maturity allotted to, whether or not the closing date has occurred, until either all Notes of that maturity allocated to it have been sold or it is notified by the winning bidder that the 10% test has been satisfied as to the Notes of that maturity provided that, the reporting obligation after the closing date may be at reasonable periodic intervals or otherwise upon request of the winning bidder; and (ii) to comply with the hold-the-offering-price rule, if applicable, if and for so long as directed by the winning bidder and as set forth in the related pricing wires,

(B) to promptly notify the winning bidder of any sales of Notes, that, to its knowledge, are made to a purchaser who is a related party to an underwriter participating in the initial sale of the Notes to the public (each such term being used as defined below), and

(C) to acknowledge that, unless otherwise advised by the underwriter, dealer or broker-dealer, the winning bidder shall assume that each order submitted by the underwriter, dealer or broker-dealer is a sale to the public.

(ii) any agreement among underwriters or selling group agreement relating to the initial sale of the Notes to the public, together with the related pricing wires, contains or will contain language obligating each underwriter or dealer that is a party to a third-party distribution agreement to be employed in connection with the initial sale of the Notes to the public to require each broker-dealer that is a party to such third-party distribution agreement to (A) report the prices at which it sells to the public the unsold Notes of each maturity allotted to it, whether or not the closing date has occurred, until either all Notes of that maturity allocated to it have been sold or it is notified by the winning bidder or such underwriter that the 10% test has been satisfied as to the Notes of that maturity, provided that, the reporting obligation after the closing date may be at reasonable periodic intervals or otherwise upon request of the winning bidder or such underwriter, and (B) comply with the hold-the-offering-price rule, if applicable, if and for so long as directed by the winning bidder or such underwriter and as set forth in the related pricing wires.

(g) Sales of any Notes to any person that is a related party to an underwriter participating in the initial sale of the Notes to the public (each such term being used as defined below) shall not constitute sales to the public for purposes of this Official Notice of Sale. Further, for purposes of this Official Notice of Sale:

(i) “public” means any person other than an underwriter or a related party,

(ii) “underwriter” means (A) any person that agrees pursuant to a written contract with the County (or with the lead underwriter to form an underwriting syndicate) to participate in the initial sale of the Notes to the public and (B) any person that agrees pursuant to a written contract directly or indirectly with a person described in clause (A) to participate in the initial sale of the Notes to the public (including a member of a selling group or a party to a third-party distribution agreement participating in the initial sale of the Notes to the public),

(iii) a purchaser of any of the Notes is a “related party” to an underwriter if the underwriter and the purchaser are subject, directly or indirectly, to (A) more than 50% common ownership of the voting power or the total value of their stock, if both entities are corporations (including direct ownership by one corporation of another), (B) more than 50% common ownership of their capital interests or profits interests, if both entities are partnerships (including direct ownership by one partnership of another), or (C) more than 50% common ownership of the value of the outstanding stock of the corporation or the capital interests or profit interests of the partnership, as applicable, if one entity is a corporation and the other entity is a partnership (including direct ownership of the applicable stock or interests by one entity of the other), and

(iv) “sale date” means the date that the Notes are awarded by the County to the winning bidder.

Official Statement Upon the sale of the Notes, the County will publish a Final Official Statement in substantially the same form as the Preliminary Official Statement prepared within the meaning of Rule 15c2-12 of the Securities and Exchange Commission. Promptly after the sale date, but in no event later than seven business days after such date, the County will provide the successful bidder (i.e., the sole underwriter or the senior managing underwriter of the syndicate to which the Notes are awarded) an electronic copy of the Final Official Statement in PDF format.

The County shall designate the successful bidder as its agent for purposes of distributing copies of the Final Official Statement to each participating underwriter, if any. Each underwriter executing and delivering an Official Bid Form with respect to the Notes agrees thereby that if its bid is accepted by

the County (i) it shall accept such designation and (ii) it shall enter into a contractual relationship with all participating underwriters of the Notes, if any, for purposes of assuring the receipt by each such participating underwriter of the Final Official Statement.

The successful bidder agrees to supply to the County all necessary pricing information and any participating underwriter identification necessary to complete the Final Official Statement within 24 hours after the award of Notes.

Irregularities The County Board reserves the right to reject any and all bids and to waive any and all irregularities.

Information Copies of the Preliminary Official Statement and additional information may be obtained by addressing inquiries to the County's Municipal Advisor: Wisconsin Public Finance Professionals, LLC, 155 South Executive Drive, Suite 211, Brookfield, Wisconsin 53005; Attention: Carol A. Wirth, President, (414) 434-9644, FAX (414) 226-2014, email cawirth@wipublicfinance.com, or the undersigned.

Tricia Clements, County Administrator
Richland County
181 West Seminary Street
Richland Center, Wisconsin 53581
608/649-3001
tricia.clements@co.richland.wi.us

Richland County, Wisconsin ("County")
\$1,085,000
General Obligation Promissory Notes,
dated November 19, 2025

UNDERWRITER'S CERTIFICATE

The undersigned, on behalf of _____
("_____"), hereby certifies as set forth below with respect
to the sale of the above-captioned obligations (the "Notes").

1. ***Reasonably Expected Initial Offering Price.***

(a) As of the Sale Date, the reasonably expected initial offering prices of the Notes to the Public by _____ are the prices listed in Schedule A (the "Expected Offering Prices"). The Expected Offering Prices are the prices for the Maturity of the Notes used by _____ in formulating its bid to purchase the Notes. Attached as Schedule B is a true and correct copy of the bid provided by _____ to purchase the Notes.

(b) _____ was not given the opportunity to review other bids prior to submitting its bid.

(c) The bid submitted by _____ constituted a firm offer to purchase the Notes.

2. ***[Bond Insurance***

(a) The Municipal Bond Insurance Policy (the "Bond Insurance Policy") issued by _____ (the "Bond Insurer") was essential in marketing the Notes at the rates and prices at which they were marketed and the absence of the Bond Insurance Policy would have had a material adverse effect on the interest rates at which the Notes were sold.

(b) We are paying a premium of \$ _____ (the "Bond Insurance Premium") to the Bond Insurer for its Bond Insurance Policy.

(c) In our opinion, the Bond Insurance Premium paid to the Bond Insurer for its Bond Insurance Policy is a reasonable arm's-length charge for the transfer of credit risk which the Bond Insurance Policy represents.

(d) In our opinion, the present value of the Bond Insurance Premium is less than the present value of the interest on the Notes reasonably expected to be saved as a result of the Bond Insurance Policy. In making this determination present values were computed by using the yield on the Notes (determined with regard to the Bond Insurance Premium) as the discount rate.]

3. ***Defined Terms.***

(a) "Maturity" means Notes with the same credit and payment terms. Notes with different maturity dates, or Notes with the same maturity date but different stated interest rates, are treated as separate Maturities.

(b) "Public" means any person (including an individual, trust, estate, partnership, association, company, or corporation) other than an Underwriter or a related party to an Underwriter. The term "related party" for purposes of this certificate generally means any two or more persons who have greater than 50 percent common ownership, directly or indirectly.

(c) "Sale Date" means the first day on which there is a binding contract in writing for the sale of a Maturity of the Notes. The Sale Date of the Notes is October 20, 2025.

(d) "Underwriter" means (i) any person that agrees pursuant to a written contract with the County (or with the lead underwriter to form an underwriting syndicate) to participate in the initial sale of the Notes to the Public, and (ii) any person that agrees pursuant to a written contract directly or indirectly with a person described in clause (i) of this paragraph to participate in the initial sale of the Notes to the Public (including a member of a selling group or a party to a retail distribution agreement participating in the initial sale of the Notes to the Public).

The representations set forth in this certificate are limited to factual matters only. Nothing in this certificate represents

_____ interpretation of any laws, including specifically Sections 103 and 148 of the Internal Revenue Code of 1986, as amended, and the Treasury Regulations thereunder. _____ understands that the foregoing information will be relied upon by the County with respect to certain of the representations set forth in the Tax Exemption Certificate and compliance with the federal income tax rules affecting the Notes, and by Quarles & Brady LLP, Bond Counsel, in connection with rendering its opinion that the interest on the Notes is excluded from gross income for federal income tax purposes, the preparation of the Internal Revenue Service Form 8038-G and other federal income tax advice that it may give to the County from time to time relating to the Notes.

By: _____

Name: _____

Dated: November 19, 2025

SCHEDULE A
TO
UNDERWRITER'S CERTIFICATE

EXPECTED OFFERING PRICES

(See Attached)

SCHEDULE B
TO
UNDERWRITER'S CERTIFICATE

COPY OF UNDERWRITER'S BID

(See Attached)

BID FORM

Richland County Board of Supervisors
Attn: Tricia Clements, County Administrator
c/o Wisconsin Public Finance Professionals, LLC, Municipal Advisor
155 South Executive Drive, Suite 211
Brookfield, WI 53005
(414) 434-9644 – Office (414) 226-2014 – Fax
Email: cawirth@wipublicfinance.com

October 20, 2025

Re: \$1,085,000 General Obligation Promissory Notes ("Notes")
Dated November 19, 2025

For all or none of the above Notes, in accordance with the Official Notice of Sale, we will pay you \$_____ (no less than \$1,085,000 nor more than \$1,090,425 plus accrued interest to date of delivery, for Notes bearing the interest rate and maturing as follows:

<u>Maturity</u>	<u>Principal</u>	<u>Interest Rate</u>
March 1, 2026	\$1,085,000	_____ %

The Notes are not subject to redemption prior to maturity.

This bid is a firm offer for the purchase of the Notes identified in the Official Notice of Sale, on the terms as set forth in this bid form and the Official Notice of Sale, and is not subject to any conditions, except as permitted by the Official Notice of Sale. **By submitting this bid, we confirm that we have an established industry reputation for underwriting new issuances of municipal bonds.** *(If the bidder cannot confirm an established industry reputation for underwriting new issuances of municipal bonds, the preceding sentence should be crossed out.)*

If the competitive sale requirements are not met, to determine the issue price of the Notes, we elect to use the:

(select one) **10% test** _____ / **hold-the offering-price rule** _____

The successful bidder will be responsible for the cost of obtaining CUSIP numbers.

Per the Official Notice of Sale, the successful bidder shall submit a wire transfer to the County in the amount of **\$21,700** no later than 2 p.m. (Central Time) on the sale date.

The Notes are to be accompanied by the unqualified approving legal opinion of Quarles & Brady LLP, Milwaukee, Wisconsin, Bond Counsel, and a certificate evidencing that no litigation is pending against the County, which will affect the validity or security of these Notes.

Respectively submitted,

Underwriter (Account Manager)

By _____

We, the duly authorized officials of Richland County, do hereby accept and award the Notes pursuant to the foregoing offer, in legal meeting this 20th day of October, 2025 at _____ p.m. central time.

County Board Chairperson

County Clerk

NOT A PART OF BID			
Our calculation of total net interest cost using the above rates are:			
<u>Gross Interest Cost</u>	<u>Less Premium</u>	<u>Net Interest Cost</u>	<u>True Interest Rate</u>
\$ _____	\$ _____	\$ _____	_____ %

Account Members:

EXHIBIT B

Bid Tabulation

To be provided by Wisconsin Public Finance Professionals, LLC and incorporated into the Resolution.

(See Attached)

SALE RESULTS - BID TABULATION

RICHLAND COUNTY, WISCONSIN

\$1,085,000 GENERAL OBLIGATION PROMISSORY NOTES

Sale Date: October 20, 2025

Delivery Date: November 19, 2025

<u>Bidder</u>	<u>Net Interest Cost</u>	<u>True Interest Rate</u>
Piper Sandler & Co. New York, NY	\$13,994.39	4.572208%
Northland Securities, Inc. Minneapolis, MN	\$15,110.43	4.940247%
Bernardi Securities, Inc. Northfield, IL	\$15,359.98	5.023435%
Oppenheimer & Co., Inc. Philadelphia, PA	\$16,063.43	5.254469%

EXHIBIT C

Winning Bid

To be provided by Wisconsin Public Finance Professionals, LLC and incorporated into the Resolution.

(See Attached)

BID FORM

Richland County Board of Supervisors
Attn: Tricia Clements, County Administrator
c/o Wisconsin Public Finance Professionals, LLC, Municipal Advisor
155 South Executive Drive, Suite 211
Brookfield, WI 53005
(414) 434-9644 – Office (414) 226-2014 – Fax
Email: cawirth@wipublicfinance.com

October 20, 2025

Re: \$1,085,000 General Obligation Promissory Notes ("Notes")
Dated November 19, 2025

For all or none of the above Notes, in accordance with the Official Notice of Sale, we will pay you \$1,085,607.60 (no less than \$1,085,000 nor more than \$1,090,425 plus accrued interest to date of delivery, for Notes bearing the interest rate and maturing as follows:

<u>Maturity</u>	<u>Principal</u>	<u>Interest Rate</u>
March 1, 2026	\$1,085,000	4.75%

The Notes are not subject to redemption prior to maturity.

This bid is a firm offer for the purchase of the Notes identified in the Official Notice of Sale, on the terms as set forth in this bid form and the Official Notice of Sale, and is not subject to any conditions, except as permitted by the Official Notice of Sale. **By submitting this bid, we confirm that we have an established industry reputation for underwriting new issuances of municipal bonds.** *(If the bidder cannot confirm an established industry reputation for underwriting new issuances of municipal bonds, the preceding sentence should be crossed out.)*

If the competitive sale requirements are not met, to determine the issue price of the Notes, we elect to use the:

(select one) **10% test** _____ / **hold-the offering-price rule** _____

The successful bidder will be responsible for the cost of obtaining CUSIP numbers.

Per the Official Notice of Sale, the successful bidder shall submit a wire transfer to the County in the amount of **\$21,700** no later than 2 p.m. (Central Time) on the sale date.

The Notes are to be accompanied by the unqualified approving legal opinion of Quarles & Brady LLP, Milwaukee, Wisconsin, Bond Counsel, and a certificate evidencing that no litigation is pending against the County, which will affect the validity or security of these Notes.

Respectively submitted,

Christopher DiCerbo

Underwriter (Account Manager)

By _____

We, the duly authorized officials of Richland County, do hereby accept and award the Notes pursuant to the foregoing offer, in legal meeting this 20th day of October, 2025 at _____ p.m. central time.

County Board Chairperson

County Clerk

NOT A PART OF BID

Our calculation of total net interest cost using the above rates are:

<u>Gross Interest Cost</u>	<u>Less Premium</u>	<u>Net Interest Cost</u>	<u>True Interest Rate</u>
<u>\$14,602.29</u>	<u>\$(607.60)</u>	<u>\$13,994.69</u>	<u>4.572208%</u>

Account Members:

EXHIBIT D-1

Pricing Summary

To be provided by Wisconsin Public Finance Professionals, LLC and incorporated into the Resolution.

(See Attached)

Richland County

\$1,085,000 General Obligation Promissory Notes - 2025

Final Sale Results

\$1,085,000 General Obligation Promissory Notes 2025 Final Pricing Summary

Maturity	Type of Bond	Coupon	Yield	Maturity Value	Price	Dollar Price
03/01/2026	Serial Note	4.750%	2.900%	1,085,000.00	100.519%	1,090,631.15
Total	-	-	-	\$1,085,000.00	-	\$1,090,631.15

Bid Information

Par Amount of Notes	\$1,085,000.00
Reoffering Premium or (Discount)	5,631.15
Gross Production	\$1,090,631.15
Total Underwriter's Discount (0.463%)	\$(5,023.55)
Bid (100.056%)	1,085,607.60
Total Purchase Price	\$1,085,607.60
Bond Year Dollars	\$307.42
Average Life	0.283 Years
Average Coupon	4.7499995%
Net Interest Cost (NIC)	4.5523524%
True Interest Cost (TIC)	4.5722077%

EXHIBIT D-2

Debt Service Schedule and Irrepealable Tax Levies

To be provided by Wisconsin Public Finance Professionals, LLC and incorporated into the Resolution.

(See Attached)

Richland County

\$1,085,000 General Obligation Promissory Notes - 2025

Final Sale Results

\$1,085,000 General Obligation Promissory Notes 2025 Final Debt Service Schedule

Date	Principal	Coupon	Interest	Total P+I	Fiscal Total
11/19/2025	-	-	-	-	-
03/01/2026	1,085,000.00	4.750%	14,602.29	1,099,602.29	1,099,602.29
Total	\$1,085,000.00	-	\$14,602.29	\$1,099,602.29	-

Yield Statistics

Bond Year Dollars	\$307.42
Average Life	0.283 Years
Average Coupon	4.7499995%
Net Interest Cost (NIC)	4.5523524%
True Interest Cost (TIC)	4.5722077%
Bond Yield for Arbitrage Purposes	2.9122922%
All Inclusive Cost (AIC)	12.3625985%

IRS Form 8038

Net Interest Cost	2.9031673%
Weighted Average Maturity	0.283 Years

EXHIBIT E

(Form of Note)

REGISTERED
NO. R-1

UNITED STATES OF AMERICA
STATE OF WISCONSIN
RICHLAND COUNTY
GENERAL OBLIGATION PROMISSORY NOTE

DOLLARS
\$ _____

MATURITY DATE: ORIGINAL DATE OF ISSUE: INTEREST RATE: CUSIP:

March 1, 2026

November 19, 2025

_____%

DEPOSITORY OR ITS NOMINEE NAME: CEDE & CO.

PRINCIPAL AMOUNT:

(\$ _____)

THOUSAND DOLLARS

FOR VALUE RECEIVED, Richland County, Wisconsin (the "County"), hereby acknowledges itself to owe and promises to pay to the Depository or its Nominee Name (the "Depository") identified above (or to registered assigns), on the maturity date identified above, the principal amount identified above, and to pay interest thereon at the rate of interest per annum identified above, all subject to the provisions set forth herein regarding redemption prior to maturity. Interest is payable at maturity. Both the principal of and interest on this Note are payable to the registered owner in lawful money of the United States. Interest payable on any interest payment date shall be paid by wire transfer to the Depository in whose name this Note is registered on the Bond Register maintained by the County Clerk or the County Treasurer (the "Fiscal Agent") or any successor thereto at the close of business on the 15th day of the calendar month next preceding the interest payment date (the "Record Date"). This Note is payable as to principal upon presentation and surrender hereof at the office of the Fiscal Agent.

For the prompt payment of this Note together with interest hereon as aforesaid and for the levy of taxes sufficient for that purpose, the full faith, credit and resources of the County are hereby irrevocably pledged.

This Note is one of an issue of Notes aggregating the principal amount of \$1,085,000, all of which are of like tenor, except as to denomination, issued by the County pursuant to the provisions of Section 67.12(12), Wisconsin Statutes, for the public purpose of paying the cost of 2026 capital improvement projects, as authorized by resolutions adopted on September 16, 2025 and October 20, 2025. Said resolutions are recorded in the official minutes of the County Board of Supervisors for said dates.

This Note is not subject to redemption prior to maturity.

It is hereby certified and recited that all conditions, things and acts required by law to exist or to be done prior to and in connection with the issuance of this Note have been done, have existed and have been performed in due form and time; that the aggregate indebtedness of the County, including this Note and others issued simultaneously herewith, does not exceed any limitation imposed by law or the Constitution of the State of Wisconsin; and that a direct annual

irrepealable tax has been levied sufficient to pay this Note, together with the interest thereon, when and as payable.

This Note has been designated by the County Board of Supervisors as a "qualified tax-exempt obligation" pursuant to the provisions of Section 265(b)(3) of the Internal Revenue Code of 1986, as amended.

This Note is transferable only upon the books of the County kept for that purpose at the office of the Fiscal Agent, only in the event that the Depository does not continue to act as depository for the Notes, and the County appoints another depository, upon surrender of the Note to the Fiscal Agent, by the registered owner in person or his duly authorized attorney, together with a written instrument of transfer (which may be endorsed hereon) satisfactory to the Fiscal Agent duly executed by the registered owner or his duly authorized attorney. Thereupon a new fully registered Note in the same aggregate principal amount shall be issued to the new depository in exchange therefor and upon the payment of a charge sufficient to reimburse the County for any tax, fee or other governmental charge required to be paid with respect to such registration. The Fiscal Agent shall not be obliged to make any transfer of the Notes after the Record Date. The Fiscal Agent and County may treat and consider the Depository in whose name this Note is registered as the absolute owner hereof for the purpose of receiving payment of, or on account of, the principal or redemption price hereof and interest due hereon and for all other purposes whatsoever. The Notes are issuable solely as negotiable, fully-registered Notes without coupons in the denomination of \$5,000 or any integral multiple thereof.

No delay or omission on the part of the owner hereof to exercise any right hereunder shall impair such right or be considered as a waiver thereof or as a waiver of or acquiescence in any default hereunder.

IN WITNESS WHEREOF, Richland County, Wisconsin, by its governing body, has caused this Note to be executed for it and in its name by the manual or facsimile signatures of its duly qualified Chairperson and County Clerk; and to be sealed with its official or corporate seal, if any, all as of the original date of issue specified above.

RICHLAND COUNTY, WISCONSIN

By: _____
David Turk
Chairperson

(SEAL)

By: _____
Derek S. Kalish
County Clerk

COPY

ASSIGNMENT

FOR VALUE RECEIVED, the undersigned sells, assigns and transfers unto

(Name and Address of Assignee)

(Social Security or other Identifying Number of Assignee)

the within Note and all rights thereunder and hereby irrevocably constitutes and appoints _____, Legal Representative, to transfer said Note on the books kept for registration thereof, with full power of substitution in the premises.

Dated: _____

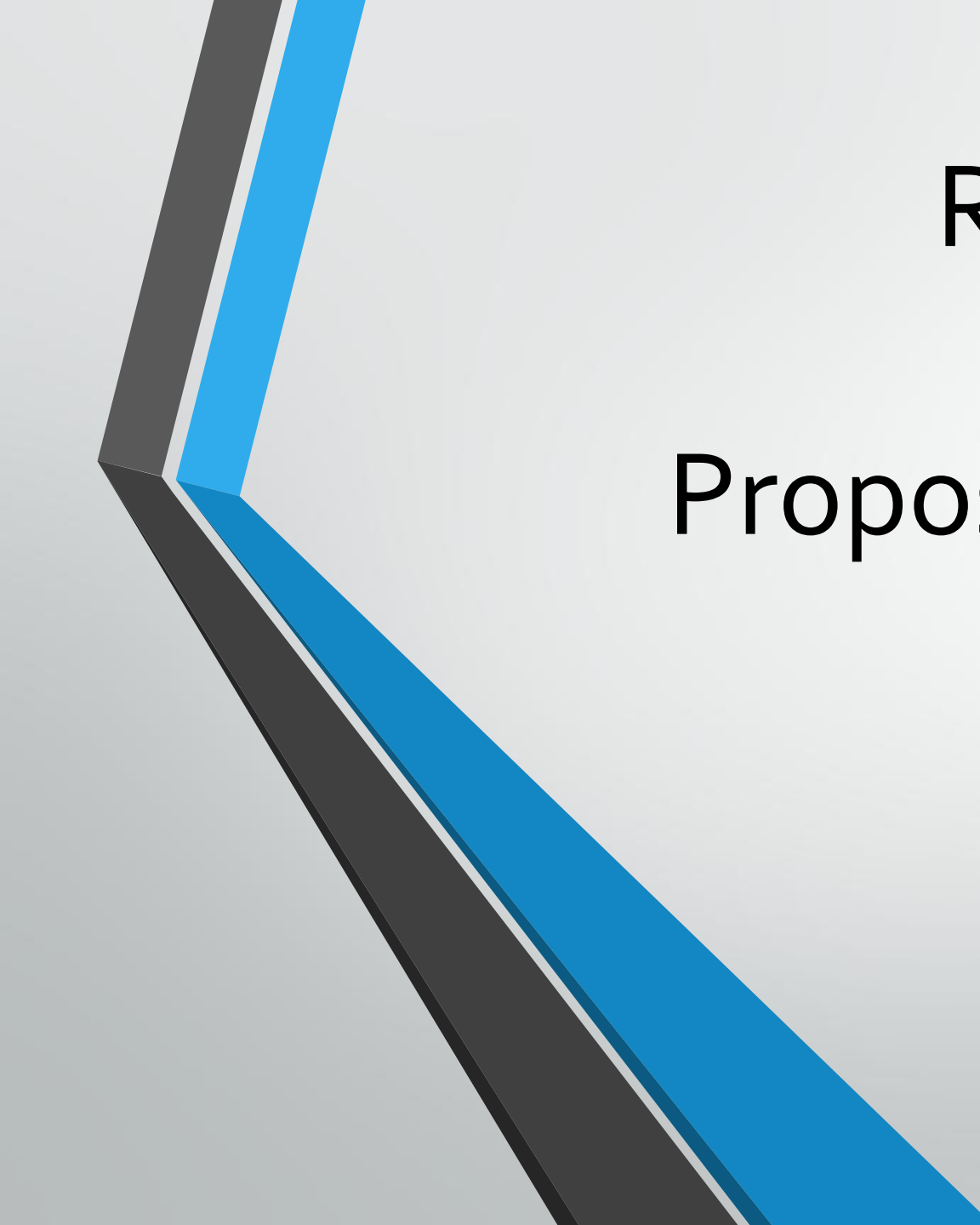
Signature Guaranteed:

(e.g. Bank, Trust Company
or Securities Firm)

(Depository or Nominee Name)

NOTICE: This signature must correspond with the name of the Depository or Nominee Name as it appears upon the face of the within Note in every particular, without alteration or enlargement or any change whatever.

(Authorized Officer)



Richland County

Proposed Budget Summary

2026



2026 Proposed Budget Highlights

- Advancement of one step on wage scale for all full-time employees.
- Addition of Radio Tower Technician & Radio Tower operations funding.
- Restructuring of Administration, Symons, Emergency Services, and HHS staff.
- Focus on maintaining and enhancing cyber security.

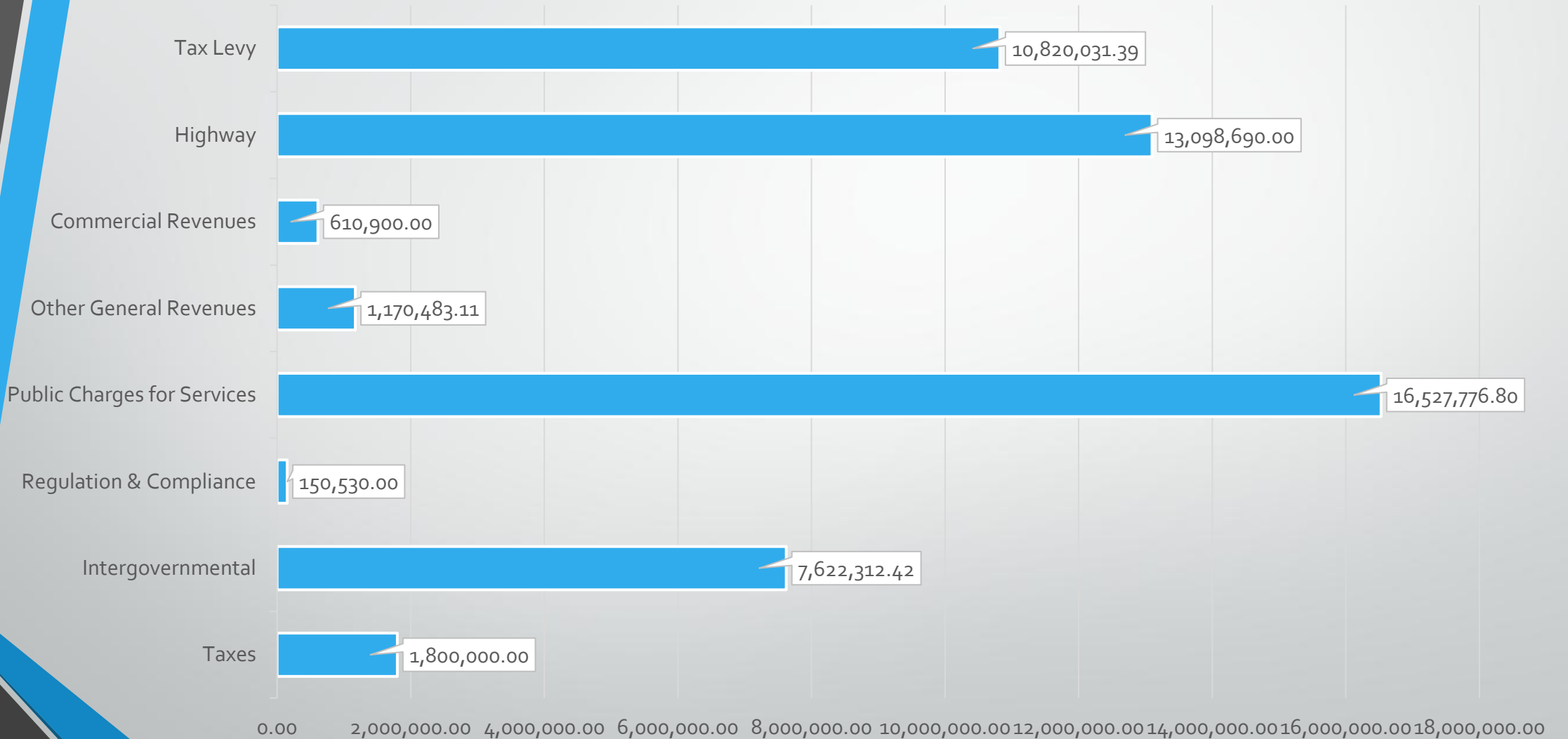
Revenue Type Summary

- Taxes: County Sales tax, interest on taxes, and MFL/Forest Crop
- Intergovernmental: State Aid
- Regulation & Compliance: Fines, forfeitures, and various fees (permits, large group, etc.)
- Public Charges for Services: Departmental fees charged within county (includes HHS, Pine Valley, Sheriff, etc.)
- Other General Revenues: Various non-department fees, Pine Valley rebated funds, and Short-Term Borrowing
- Commercial Revenues: Investment income
- Highway: GTA, Operational, Town Bridge 50/50 Cost Share, Wheel Tax, State Maintenance Agreements
- Tax Levy: Funding gap between revenues and expenses

2026 Proposed Budget Revenues

2026 Proposed Budgeted Revenues	
Taxes	1,800,000.00
Intergovernmental	7,622,312.42
Regulation & Compliance	150,530.00
Public Charges for Services	16,527,776.80
Other General Revenues	1,170,483.11
Commercial Revenues	610,900.00
Highway	13,098,690.00
Tax Levy	10,820,031.39
TOTAL	51,800,723.72

2026 Proposed Budget Revenue



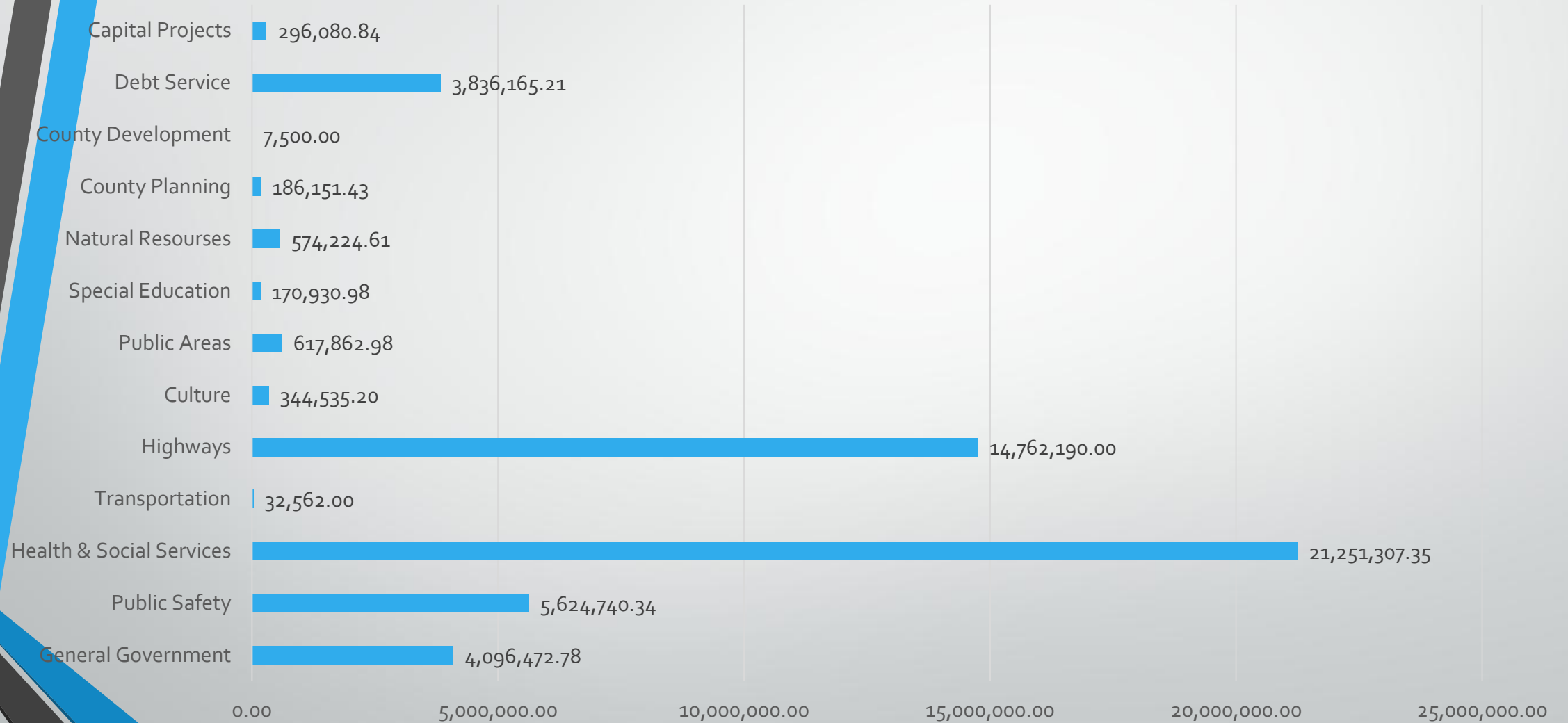
Expense Type Summary

- General Government: General Administration
- Public Safety: Sheriff-Ambulance - Emergency Government - Animal Control - LEPC
- Health & Social Services: Pine Valley – Health & Human Services(all dept.) – Child Support – Veterans
- Transportation: Airport
- Highway: Administration – CTHS – Bridge Construction – Town Bridge Cost Share – Equipment – State Main Agreement
- Culture: Libraries – County Fair
- Public Areas: Snowmobile trails/areas – county parks – Ash Creek Community Forest – Symons
- Special Education: Extension
- Natural Resources: Land Conservation – Wildlife Damage Mgmt. – Nursery Stock – Recycling – Watershed
- County Planning: SWWRPC – Zoning – Failing Septic Systems
- County Development: Economic Development – NHS
- Debt Service: Debt Service Payments
- Capital Projects: Capital Projects

2026 Proposed Budgeted Expenses

2026 Proposed Budgeted Expenses	
General Government	4,096,472.78
Public Safety	5,624,740.34
Health & Social Services	21,251,307.35
Transportation	32,562.00
Highways	14,762,190.00
Culture	344,535.20
Public Areas	617,862.98
Special Education	170,930.98
Natural Resources	574,224.61
County Planning	186,151.43
County Development	7,500.00
Debt Service	3,836,165.21
Capital Projects	296,080.84
TOTAL	51,800,723.72

2026 Proposed Budget Expenses



2025 Debt Service Summary

2025 DEBT SCHEDULE

DEBT ISSUES	BALANCE 12-31-25
G.O. Refunding Bonds (Debt Consolidation)	690,000 Matures 3-1-27
G.O. Promissory Notes (Capital Improvement Projects)	1,545,000 Matures 3-1-28
G.O. Pine Valley Construction Bonds (PVCV)	7,320,000 Matures 3-1-35
G.O. Pine Valley Construction Bonds (PVCV)	6,645,000 Matures 9-1-36
G.O. Capital Improvement Bonds – Radio Tower	8,100,000 Matures 9-1-38
TOTAL	24,300,000

2026 Debt Payments Summary (Principal & Interest)

General – 782,500
Pine Valley – 1,487,350
Radio Tower – 468,250
Short –Term borrowing – 1,098,065.21

TOTAL – 3,836,165.21

2026 Top 5 Departments By Gross Levy

Sheriff's Department	4,064,342.56
Debt Service	3,836,165.21
Highway	1,663,500.00
Institutional Costs	1,285,000.00
Health & Human Services	1,045,670.88

2026 Proposed Gross Levy

	2025 LEVY	2026 LEVY	PLUS OR MINUS
Department			
Ambulance Service	0.00	0.00	0.00
New Ambulance (Fund 16)	0.00	0.00	0.00
Ambulance Equipment & Outlay (Fund 47)	0.00	0.00	0.00
Animal Control-Dog License Fees	14,275.00	14,925.00	650.00
Capital Planning	229,263.61	0.00	-229,263.61
Child Support Program	76,768.59	68,743.61	-8,024.98
Circuit Court	214,047.30	202,793.00	-11,254.30
Conservation Planner Technician	27,877.54	34,029.12	6,151.58
Coroner	52,285.00	57,740.00	5,455.00
Corporation Counsel	163,111.00	152,740.62	-10,370.38
County Board	45,931.00	41,646.00	-4,285.00
County Administrator	579,037.12	725,169.02	146,131.90
County Clerk	181,651.23	176,538.76	-5,112.47
County Parks	54,875.00	38,507.47	-16,367.53
County Technology Fund	161,150.00	382,146.71	220,996.71
County Treasurer	172,856.41	207,943.08	35,086.67
Courthouse	273,244.40	325,083.44	51,839.04
Courthouse Repair Outlay	20,000.00	20,000.00	0.00
Court Mediation	200.00	400.00	200.00
Debt Service	3,351,487.50	3,836,165.21	484,677.71
District Attorney	236,108.35	234,089.61	-2,018.74
Economic Development	30,000.00	0.00	-30,000.00
Elections	48,164.00	59,740.41	11,576.41
Emergency Government	44,959.43	27,601.00	-17,358.43
Fairs and Exhibits	18,104.98	15,000.01	-3,104.97
Family Court Commissioner	29,205.35	28,505.35	-700.00

	2025 LEVY	2026 LEVY	PLUS OR MINUS
Health and Human Services	994,498.46	1,045,670.88	51,172.42
Highway	1,663,500.00	1,663,500.00	0.00
Management Information Systems	331,701.36	449,149.33	117,447.97
Institutional Costs Funds	1,385,000.00	1,285,000.00	-100,000.00
Land Conservation	139,705.79	142,573.19	2,867.40
Local Emergency Planning Committee	-4,440.00	0.00	4,440.00
Pine Valley	0.00	0.00	0.00
Property Lister	114,005.92	120,513.74	6,507.82
Radio Tower	0.00	147,080.84	147,080.84
Register of Deeds	2,296.59	77,809.82	75,513.23
Register in Probate	214,320.02	224,055.25	9,735.23
Sheriff's Department	4,063,999.00	4,064,342.56	343.56
911 Outlay	50,000.00	74,000.00	24,000.00
Soil Conservation Cost Sharing	4,000.00	0.00	-4,000.00
Surveyor	4,650.00	4,650.00	0.00
Symons Recreation Complex	53,960.40	53,190.26	-770.14
University Extension	202,720.99	170,930.98	-31,790.01
UW-Richland Outlay	80,000.00	50,000.00	-30,000.00
Veterans Service Office	100,412.42	115,060.77	14,648.35
Videoconferencing	4,000.00	5,000.00	1,000.00
Watershed Maintenance	0.00	2,500.00	2,500.00
Zoning	-12,718.05	-386.12	12,331.93
General	-5,075,209.92	-5,524,117.53	-448,907.61
TOTALS	10,341,005.79	10,820,031.39	479,025.60

	A	B	C	D	E	F	G
1	BUDGET SUMMARY - RICHLAND COUNTY						
2							
3		ACTUAL	ACTUAL	ACTUAL &	CURRENT	RECOMMENDED	ADOPTED
4		EXPENSES	EXPENSES	ESTIMATED*	BUDGET	BUDGET	BUDGET
5		2024	TO 6/30/2025	2025	2025	2026	2026
6							
7	Expenditures for Operation and Maintenance						
8							
9	General Government	3,047,074.87	1,959,480.59	3,530,880.24	3,433,912.65	4,096,472.78	0.00
10	Public Safety	5,311,503.71	2,860,825.63	5,141,419.69	5,513,294.43	5,624,740.34	0.00
11	Health and Social Services	22,212,720.05	11,400,115.62	20,745,962.70	21,208,649.38	21,251,307.35	0.00
12	Transportation	26,461.00	36,236.00	36,236.00	36,236.00	32,562.00	0.00
13	Highways	9,353,005.58	3,599,560.49	7,199,120.98	6,108,658.96	14,762,190.00	0.00
14	Culture	375,768.91	257,375.75	379,761.27	379,761.27	344,535.20	0.00
15	Public Areas	654,689.85	322,813.17	644,086.27	621,550.81	617,862.98	0.00
16	Special Education	177,594.99	101,904.06	203,929.00	202,720.99	170,930.98	0.00
17	Natural Resources	534,346.26	172,843.15	536,756.52	539,805.70	574,224.61	0.00
18	County Planning	169,217.37	84,706.45	168,272.10	154,604.05	186,151.43	0.00
19	County Development	7,500.00	75,232.00	82,732.00	37,500.00	7,500.00	0.00
20	Debt Service	3,828,637.92	2,340,818.75	3,351,487.50	3,351,487.50	3,836,165.21	0.00
21	Capital Projects	1,985,014.80	2,356,446.24	3,295,200.00	984,463.61	296,080.84	0.00
22							
23							
24	Total Expenditures	47,683,535.31	25,568,357.90	45,315,844.27	42,572,645.35	51,800,723.72	0.00
25							
26	Less: All Revenues	35,142,301.10	15,288,422.07	32,738,796.96	32,231,639.56	40,980,692.33	0.00
27							
28	Proposed 2025 Tax Levy For 2026 Budget				10,341,005.79	10,820,031.39	0.00
29							
30							
31	County Sales Tax Applied	1,600,000					
32							
33	General Fund Balance as of 12/31/24	12,026,229					
34	Pine Valley Fund Balance as of 12/31/24	2,944,032					
35	Highway Fund Balances as of 12/31/24	3,567,114					
36	Outstanding Debt (Principal) as of 12/31/25	24,300,000					
37							
38	2025 Equalized Value(TID out)	2,132,762,600	Mill Rate	0.00507			
39	2025 Equalized Value(TID in)	2,147,672,600	Mill Rate	0.00504			
40							
41							
42	* 6 months estimated						
43							
44	Version: Final Proposed 1.0						

	A	B	C	D	E	F	G
1	REVENUES FOR OPERATION AND MAINTENANCE						
2							
3		ACTUAL	ACTUAL	ACTUAL &	CURRENT	RECOMMENDED	ADOPTED
4		REVENUES	REVENUES	ESTIMATED*	BUDGET	BUDGET	BUDGET
5		2024	TO 6/30/2025	2025	2025	2026	2026
6							
7	TAXES						
8							
9	County Sales Tax	1,325,269.81	788,880.20	1,550,000.00	1,500,000.00	1,600,000.00	
10	Interest on Taxes	103,585.85	55,485.79	100,000.00	100,000.00	100,000.00	
11	Managed Forest and Forest Crop Taxes	103,362.21	100,372.08	100,372.08	100,000.00	100,000.00	
12							
13	TOTAL TAXES	1,532,217.87	944,738.07	1,750,372.08	1,700,000.00	1,800,000.00	0.00
14							
15	INTERGOVERNMENTAL REVENUES						
16							
17	State Share Revenues/Bear Creek Solar	2,153,313.92	0.00	2,196,152.84	2,196,152.84	2,261,096.26	
18	State Aid-Exempted Business Computers	12,922.57	0.00	12,922.57	12,922.57	12,922.57	
19	State Aid-Personal Property	25,110.68	114,020.70	114,020.70	114,020.70	114,020.70	
20	State Aid-Circuit Court Support Payment	52,275.00	29,251.00	52,275.00	52,275.00	52,275.00	
21	State Aid - Clerk of Court Coop Agree, Reimb.	1,574.04	283.48	1,000.00	1,000.00	600.00	
22	State Aid - Interpreter Reimbursement	3,113.00	0.00	4,000.00	4,000.00	4,000.00	
23	State Aid-GAL Fees	24,847.00	0.00	26,000.00	26,313.00	26,000.00	
24	State Aid-Victim Witness Program	15,995.35	15,928.00	20,000.00	20,000.00	30,000.00	
25	State Aid-Probation and Parole Housing	14,760.00	0.00	10,000.00	10,000.00	10,000.00	
26	Prisoner Aid In Lieu Of Social Security	2,000.00	0.00	3,200.00	3,200.00	3,200.00	
27	State Aid-Police Training	11,311.00	3,355.28	6,000.00	6,000.00	6,000.00	
28	State Aid-Summer Traffic Grant	11,170.02	0.00	0.00	0.00	0.00	
29	State Aid-Traffic Stop Data Grant	0.00	15,000.00	15,000.00	0.00	0.00	
30	State Aid-DNA Testing	630.00	800.00	800.00	800.00	800.00	
31	Federal Aid-Bullet Proof Vests	0.00	800.00	800.00	800.00	800.00	
32	State Aid-Ambulance Equipment & Training (Fund 47)	34,997.39	42,330.76	42,330.76	25,000.00	10,000.00	
33	State Aid-Emergency Management	28,654.64	26,456.55	26,456.55	25,000.00	26,187.00	
34	State Aid-LEPC - EPCRA Emergency Planning	0.00	8,370.90	8,370.90	8,249.00	8,371.00	
35	State Aid-LEPC - EPRCRA Computer & Hazmat	9,016.58	6,308.67	6,308.67	8,000.00	6,000.00	
36	State Aid-Health and Human Services	3,170,419.09	1,082,763.54	3,265,452.44	3,750,036.27	3,561,391.54	
37	State Aid-Resource Center (Fund 53)	415,060.37	137,627.82	447,704.18	447,704.18	459,049.00	
38	State Aid-Health Department Grants (Fund 34)	42,368.00	5,150.00	35,466.00	35,466.00	35,778.16	
39	State Aid-Child Support Agency	161,006.63	53,339.37	135,458.17	135,458.17	160,307.00	
40	State Aid-Child Support MSL	0.00	0.00	0.00	0.00	0.00	
41	State Aid - Sanctions	14,065.00	7,200.00	15,000.00	15,000.00	15,000.00	
42	State Aid-Veterans Service	11,688.00	11,688.00	11,688.00	11,688.00	11,688.00	
43	St Aid-CAU Elderly Svcs(Transp/TitleIIIB/SCSP)	117,975.00	136,393.81	348,180.19	348,180.19	316,468.67	
44	State Aid-Fairs and Exhibits	6,802.24	3,693.13	3,693.13	6,800.00	6,800.00	
45	State Aid-Snowmobile Trails	137,170.21	0.00	42,025.00	42,025.00	42,025.00	

	A	B	C	D	E	F	G
1	REVENUES FOR OPERATION AND MAINTENANCE						
2							
3		ACTUAL	ACTUAL	ACTUAL &	CURRENT	RECOMMENDED	ADOPTED
4		REVENUES	REVENUES	ESTIMATED*	BUDGET	BUDGET	BUDGET
5		2024	TO 6/30/2025	2025	2025	2026	2026
6							
46	State Aid-Land Conservation	8,775.37	0.00	8,775.37	8,775.37	8,775.30	
47	State Aid-Land Conservation-Lake Monitoring	0.00	2,603.23	1,500.00	1,500.00	1,500.00	
48	State Aid-Wildlife Damage Admin-Land Cons	250.00	0.00	250.00	250.00	250.00	
49	State Aid-Conservation Planner Technician	110,097.63	0.00	110,097.00	110,097.00	110,097.00	
50	State Aid-Wildlife Damage Management	14,087.34	0.00	14,000.00	14,000.00	14,000.00	
51	State Aid-Soil Conservation Cost Sharing	48,489.74	0.00	37,000.00	37,000.00	37,000.00	
52	State Aid-Failing Septic Systems	14,000.00	0.00	0.00	0.00	0.00	
53	State Aid-Land Information Grant	102,052.82	4,965.65	75,000.00	75,000.00	96,000.00	
54	State Aid-Solid Waste and Recycling	114,784.11	98,741.71	98,741.71	98,700.00	98,700.00	
55	State Aid - Fam Crt Comm Coop Agri	2,238.59	1,019.33	2,238.59	1,150.00	2,040.00	
56	Payment in Lieu of Taxes-DNR	40,707.77	41,600.20	41,600.20	43,000.00	45,760.22	
57	Watershed Maintenance Revenues	0.00	0.00	2,000.00	2,000.00	0.00	
58	MFL Resource Aid Payment-DNR	28,671.40	0.00	27,350.00	27,350.00	27,410.00	
59							
60	TOTAL INTERGOVERNMENTAL REVENUE	6,962,400.50	1,849,691.13	7,268,857.97	7,724,913.29	7,622,312.42	0.00
61							
62	REGULATION AND COMPLIANCE REVENUES						
63	County Ordinance Fines	52,159.54	16,825.72	38,500.00	38,500.00	38,500.00	
64	State Fines and Forfeitures 348	17,943.32	7,636.78	14,000.00	14,000.00	150.00	
65	State Fines and Forfeitures 341-47,49	0.00	0.00	0.00	0.00	14,000.00	
66	GAL - Clerk of Court	22,055.71	6,497.38	20,000.00	25,000.00	20,000.00	
67	GAL - Register in Probate	39,582.19	11,957.79	15,000.00	15,000.00	20,000.00	
68	Adversary Counsel Reimbursement	44,200.76	24,181.81	30,000.00	30,000.00	30,000.00	
69	Ignition Interlock Device	1,699.14	568.09	1,100.00	1,100.00	1,100.00	
70	Bond Forfeitures	16,382.90	14,101.00	15,000.00	5,000.00	10,000.00	
71	Services Fees - Clerk of Court	0.00	0.00	0.00	0.00	0.00	
72	Jury Demand Fee	2,747.44	858.48	858.48	500.00	1,000.00	
73	ST Fines & Forfeitures	0.00	0.00	0.00	0.00	500.00	
74	State Fines & Other Forfeitures	0.00	0.00	0.00	0.00	0.00	
75	Civil/Crim Action Fees	0.00	0.00	0.00	0.00	15,000.00	
76	Clerk of Court Child Support Fee	0.00	0.00	0.00	0.00	200.00	
77	Occupational DL Fee	0.00	0.00	0.00	0.00	20.00	
78	Occuational DL Fee St/CO	0.00	0.00	0.00	0.00	0.00	
79	Juvenile Legal Fees Reimbursement	0.00	34.92	60.00	300.00	60.00	
80	Witness Fees - County	0.00	0.00	0.00	0.00	0.00	
81	Wisconsin Fund Application Fee	175.00	0.00	0.00	0.00	0.00	
82	Compliance Certificate Fee	65.00	0.00	0.00	0.00	0.00	
83							
84	TOTAL REGULATION & COMPLIANCE REV	197,011.00	82,661.97	134,518.48	129,400.00	150,530.00	0.00

	A	B	C	D	E	F	G
1	REVENUES FOR OPERATION AND MAINTENANCE						
2							
3		ACTUAL	ACTUAL	ACTUAL &	CURRENT	RECOMMENDED	ADOPTED
4		REVENUES	REVENUES	ESTIMATED*	BUDGET	BUDGET	BUDGET
5		2024	TO 6/30/2025	2025	2025	2026	2026
6							
85							
86	PUBLIC CHARGES FOR SERVICES						
87							
88	Circuit Court Fees and Costs	33,863.49	13,212.70	13,212.70	30,000.00	0.00	
89	Restituion Admin Fee 5%	446.89	0.00	446.89	200.00	200.00	
90	Coroner Fees	9,500.00	6,700.00	12,000.00	11,000.00	12,000.00	
91	Register in Probate Fees	8,822.26	3,308.10	6,300.00	6,300.00	6,000.00	
92	Court Mediation Fees	3,524.37	1,758.96	3,000.00	3,000.00	3,000.00	
93	Clerk of Court Copy Fees	0.00	0.00	0.00	0.00	3,200.00	
94	Lien Fees & Other Services	0.00	0.00	0.00	0.00	4,000.00	
95	Payment Plan Fee	0.00	0.00	0.00	0.00	1,000.00	
96	Muni Forfeiture Fee	0.00	0.00	0.00	0.00	2,000.00	
97	Administrative Fees - Clerk of Court	0.00	0.00	0.00	0.00	1,000.00	
98	Probate Fees - Clerk of Court	0.00	0.00	0.00	0.00	7,000.00	
99	Restitution Fee 10%	0.00	0.00	0.00	0.00	500.00	
100	Comm Srvcs Work Offset Fee	0.00	0.00	0.00	0.00	0.00	
101	Medical Fees Recovered	0.00	0.00	0.00	0.00	750.00	
102	Interpreter Fee - County	0.00	0.00	0.00	0.00	0.00	
103	Jury Costs Recovered	0.00	0.00	0.00	0.00	0.00	
104	Mediation/Marriage License Fees	2,040.00	620.00	1,600.00	1,800.00	1,600.00	
105	Dare/Crime Prevention	0.00	0.00	0.00	0.00	0.00	
106	County Clerk - Core Fees	3,386.77	2,938.75	3,000.00	2,938.75	2,593.75	
107	County Clerk- Wisvote Fees	5,500.00	5,500.00	5,500.00	5,500.00	0.00	
108	Treasurers Fees	149.55	147.08	150.00	75.00	150.00	
109	Treasurer-Ag Use Value Penalty	4,054.66	1,731.89	1,731.89	1,000.00	1,000.00	
110	Register of Deeds Fees	84,623.22	36,139.47	100,000.00	100,000.00	97,000.00	
111	Real Estate Transfer Fees	75,173.88	35,967.84	60,000.00	60,000.00	62,000.00	
112	Sheriffs Law Enforcement Services - Lone Rock	44,212.50	13,520.00	52,000.00	52,000.00	54,000.00	
113	Sheriff Escort Fees	2,810.84	0.00	0.00	0.00	0.00	
114	Sheriffs Civil Process Fees	15,555.00	5,200.00	15,000.00	15,000.00	15,000.00	
115	Electronic Monitoring Program Fees	49,943.61	20,765.40	30,000.00	30,000.00	30,000.00	
116	Board of Prisoners (Huber)	8,894.89	3,864.10	9,700.00	9,700.00	9,700.00	
117	Board of Prisoners (County)	2,604.49	1,609.08	1,609.08	0.00	0.00	
118	Dog License Fees	3,062.95	2,810.05	3,500.00	4,200.00	3,500.00	
119	Ambulance Fees	825,964.99	512,465.04	1,024,000.00	1,000,000.00	1,051,582.53	
120	Ambulance Miscellaneous Revenues	4,973.36	950.37	1,000.00	8,500.00	3,750.00	
121	Ambulance Payments from Municipalities	142,205.00	74,060.00	156,466.05	156,466.05	245,981.25	
122	Pine Valley Community Village Revenues	10,631,625.58	6,163,339.46	10,626,385.00	10,626,385.00	10,143,954.83	
123	Health and Human Services Revenues	5,067,889.34	1,771,266.80	3,671,292.93	3,134,773.10	3,863,663.96	

	A	B	C	D	E	F	G
1	REVENUES FOR OPERATION AND MAINTENANCE						
2							
3		ACTUAL	ACTUAL	ACTUAL &	CURRENT	RECOMMENDED	ADOPTED
4		REVENUES	REVENUES	ESTIMATED*	BUDGET	BUDGET	BUDGET
5		2024	TO 6/30/2025	2025	2025	2026	2026
6							
124	Child Support - Sheriffs Fees	204.93	235.64	500.00	500.00	500.00	
125	Child Support - Genetic Tests	808.36	320.26	500.00	250.00	250.00	
126	County Aging Unit Revenues	162,611.73	58,291.12	161,529.00	161,529.00	183,780.93	
127	County Parks Revenues	17,910.21	376.20	1,500.00	1,500.00	0.00	
128	Fairs and Exhibits Revenues	100,325.78	13,949.03	119,340.00	119,340.00	105,769.55	
129	Children Institutional Revenues (Fund 440)	33,108.69	11,638.09	11,638.09	0.00	0.00	
130	Adult Institutional Revenues (Fund 540)	228,532.46	23,244.03	23,244.03	0.00	0.00	
131	Symons Recreation Complex Fees	447,040.87	248,362.21	429,950.00	401,780.00	418,450.00	
132	Extension Program Account Revenues	11,926.93	2,923.60	2,923.60	0.00	0.00	
133	Land Records Fees	21,184.00	9,264.00	20,000.00	20,000.00	20,000.00	
134	Land Use Permits	39,083.48	10,770.00	21,000.00	24,500.00	33,000.00	
135	Zoning Permits	17,475.00	9,725.00	20,000.00	20,000.00	20,000.00	
136	Zoning State Grant	0.00	0.00	0.00	0.00	12,500.00	
137	Soil Testing Fees	8,125.00	2,750.00	6,250.00	6,250.00	7,000.00	
138	Sanitary Maintenance Filing Fee	49,585.00	13,800.00	27,000.00	43,000.00	43,000.00	
139	Land Division Fees	4,085.00	2,580.00	3,500.00	2,500.00	4,000.00	
140	Non-Metallic Mining Fees	3,495.00	20,057.00	22,000.00	20,000.00	16,500.00	
141	Manure Storage Permit Fees	1,000.00	0.00	0.00	0.00	0.00	
142	Mapping & Database Fees	372.50	386.60	400.00	300.00	400.00	
143	County Address Signs	4,875.00	1,750.00	3,000.00	3,000.00	3,500.00	
144	Sanitary Permit Fees	29,300.00	14,675.00	25,000.00	25,000.00	28,000.00	
145	Farmland Preservation Certificates	5,063.08	6,950.00	6,950.00	4,500.00	5,000.00	
146	HHS Office Space Rent (Fund 10)	4,250.00	4,250.00	4,250.00	9,000.00	0.00	
147	US Attorney E-File Fees	55.00	0.00	0.00	20.00	0.00	
148	R/E Tax Overpayments	15,895.30	2,166.84	0.00	0.00	0.00	
149							
150	TOTAL PUBLIC CHARGES FOR SERVICES	18,237,140.96	9,136,339.71	16,708,369.26	16,121,806.90	16,527,776.80	0.00
151							
152	OTHER GENERAL REVENUES						
153							
154	Sheriff's Telephone Revenues	17,193.63	3,269.45	15,000.00	15,000.00	15,000.00	
155	Sheriff's Copies Revenue	475.60	1,586.78	2,750.00	1,500.00	3,000.00	
156	Canine Unit Revenues	9,121.00	12,006.00	12,006.00	0.00	0.00	
157	Jail Assessment Fees	12,644.06	4,678.62	4,678.62	0.00	0.00	
158	Land Conservation - Nursery Stock	2,579.18	1,870.25	1,870.25	900.00	1,800.00	
159	Pool Operations - City Share	54,492.06	53,960.41	53,960.41	53,960.41	53,190.25	
160	Indirect Administration Cost Study Revenues	0.00	0.00	0.00	45,000.00	0.00	
161	County Farmland Leases	1,800.00	0.00	1,800.00	1,800.00	4,800.00	
162	General Revenues	33.00	39.00	100.00	250.00	100.00	

	A	B	C	D	E	F	G
1	REVENUES FOR OPERATION AND MAINTENANCE						
2							
3		ACTUAL	ACTUAL	ACTUAL &	CURRENT	RECOMMENDED	ADOPTED
4		REVENUES	REVENUES	ESTIMATED*	BUDGET	BUDGET	BUDGET
5		2024	TO 6/30/2025	2025	2025	2026	2026
6							
163	Other Miscellaneous Revenues	138,496.83	49,300.00	55,000.00	40,300.00	61,300.00	
164	ICAC Reimbursement - Sheriff's Department	1,659.70	100.00	100.00	0.00	0.00	
165	WECD - CDI Grant Miscel. Revenues (Fund 96)	75,232.00	0.00	0.00	0.00	0.00	
166	Fairgrounds Donations (Fund 33)	1,456.75	1,094.50	7,500.00	7,500.00	7,500.00	
167	New Ambulance Fund (Fund 16 Fund Balance)	0.00	0.00	0.00	0.00	0.00	
168	Revolving Loan Fund Interest	1,039.04	369.50	700.00	0.00	0.00	
169	Family Support CCOP (Fund 400)	215.32	5.56	5.56	0.00	0.00	
170	Short-Term Borrowing (Fund 92)	0.00	0.00	601,200.00	601,200.00	0.00	
171	Courthouse Employee Activity Fund 970 Balance Applied	1,882.24	256.62	500.00	0.00	4,000.00	
172	Elections Fund 12 Balance Applied	0.00	0.00	0.00	0.00	10,000.00	
173	SRC Fund 37 Balance Applied	34,068.14	56,900.45	56,900.45	12,450.00	11,500.00	
174	Watershed Maintenance Fund 640 Balance Applied	0.00	0.00	0.00	0.00	2,000.00	
175	Ash Creek Community Forest Fund 790 Balance Applied	5.00	0.00	1,000.00	1,000.00	1,000.00	
176	General Fund Balance Applied	0.00	0.00	0.00	0.00	245,292.86	
177	Pine Valley Surplus Applied	811,000.00	600,000.00	725,000.00	725,000.00	750,000.00	
178							
179	TOTAL OTHER GENERAL REVENUES	1,163,393.55	785,437.14	1,540,071.29	1,505,860.41	1,170,483.11	0.00
180							
181	COMMERCIAL REVENUES						
182							
183	Interest on General Fund Investments	795,902.36	132,365.63	600,000.00	600,000.00	600,000.00	
184	Interest on Investments (Fund 18)	3,003.44	0.00	3,000.00	0.00	0.00	
185	Interest on Investments (Fund 94)	359,078.27	78,103.40	150,000.00	0.00	0.00	
186	Interest on Investments (Fund 99)	5,863.68	1,676.62	32,000.00	0.00	0.00	
187	Interest on Judgements	11,179.63	6,342.35	10,000.00	4,000.00	10,000.00	
188	Bank Interest Earned - Clerk of Court	1554.80	527.11	530.00	500.00	900.00	
189							
190	TOTAL COMMERCIAL REVENUES	1,176,582.18	219,015.11	795,530.00	604,500.00	610,900.00	0.00
191							
192	TOTAL REVENUES	29,268,746.06	13,017,883.13	28,197,719.08	27,786,480.60	27,882,002.33	0.00
193							
194	Version: Final Proposed 1.0						
195							
196							

	A	B	C	D	E	F	G	H	I
1	EXPENDITURES FOR OPERATION AND MAINTENANCE								
2									
3		ACTUAL	ACTUAL	ACTUAL &	CURRENT	RECOMMENDED	ADOPTED		
4		EXPENSES	EXPENSES	ESTIMATED*	BUDGET	BUDGET	BUDGET		
5		2024	to 6/30/2025	2025	2025	2026	2026		
6									
7	GENERAL GOVERNMENT								
8	County Board	50,101.53	18,441.68	40,000.00	45,931.00	41,646.00			
9	Citizen Standing Committees	704.80	338.07	800.00	2,532.00	1,168.85			
10	County Administrator	528,214.30	343,871.11	687,742.00	579,037.12	725,169.02			
11	Circuit Court	358,230.82	171,402.28	461,755.00	461,755.30	466,748.00			
12	Register in Probate	186,334.86	87,437.52	174,875.00	220,620.02	230,055.25			
13	Richland County Judge	0.00	0.00	5,000.00	5,000.00	5,000.00			
14	Court Mediation Service	2,313.00	2,280.00	5,000.00	5,000.00	5,000.00			
15	Family Court Commissioner	29,235.52	14,363.71	30,000.00	30,355.35	30,545.35			
16	Coroner	59,905.97	31,146.07	62,000.00	63,285.00	69,740.00			
17	County Clerk	189,548.86	91,072.78	183,057.54	190,089.98	179,132.51			
18	Elections	65,551.54	28,197.61	29,500.00	48,164.00	69,740.41			
19	Data Processing	0.00	350.00	700.00	6,500.00	0.00			
20	County Trunk Highway Vehicle Fire	0.00	0.00	0.00	0.00	200.00			
21	Automated Mail Machine	5,594.11	7,524.94	10,000.00	3,600.00	3,562.16			
22	County Technology Fund	85,515.09	109,319.68	161,150.00	161,150.00	382,146.71			
23	Cancelled Tax Certificates	243.48	239.05	239.05	0.00	877.95			
24	Property Lister	84,929.69	67,792.27	114,005.92	114,005.92	120,513.74			
25	Tax Deed Property	309.23	0.00	768.92	0.00	2,320.00			
26	2025 Property Tax Chargeback	0.00	990.54	0.00	0.00	1,690.54			
27	Tax Delinquent Parcels	3,000.00	0.00	0.00	0.00	5,200.00			
28	County Treasurer	151,063.49	92,517.64	185,035.00	172,731.41	197,794.59			
29	Real Estate Tax Overpayments	12,694.59	2,102.31	2,102.31	0.00	0.00			
30	Checking Account Fees	1,200.00	600.00	1,200.00	1,200.00	1,210.00			
31	Independent Auditing	62,329.00	35,700.00	35,700.00	35,700.00	37,485.00			
32	Special Accounting - Indirect Cost Study (Maximus)	4,100.00	0.00	4,100.00	4,100.00	4,100.00			
33	District Attorney	235,430.57	125,814.28	250,000.00	256,108.35	264,089.61			
34	Corporation Counsel	126,107.73	62,787.14	125,574.00	163,111.00	152,740.62			
35	Register of Deeds	146,401.06	101,053.39	162,296.59	162,296.59	236,809.82			
36	Surveyor	4,690.00	1,354.19	4,650.00	4,650.00	4,650.00			
37	Courthouse	255,388.86	132,858.98	273,244.40	273,244.40	325,083.44			
38	Internet/Bandwidth Access	2,854.53	1,522.02	3,038.88	3,038.88	3,038.88			
39	Management Information Systems	314,786.21	218,449.17	436,898.00	331,701.36	449,149.33			
40	Property and Liability Insurance	44,708.86	196,459.39	63,924.97	63,924.97	51,215.00			
41	Employee Assistance Program	0.00	0.00	0.00	0.00	9,000.00			
42	Workers Compensation Insurance	22,610.00	10,026.00	10,026.00	20,000.00	15,000.00			
43	PCORF - Health Insurance	0.00	0.00	617.66	580.00	650.00			
44	Contingency Fund	10,299.00	0.00	0.00	0.00	0.00			
45	Courthouse Employee Activity	2,678.17	89.77	2,500.00	0.00	4,000.00			
46	Public Official Bonds	0.00	3,379.00	3,379.00	4,500.00	0.00			
47									
48	TOTAL GENERAL GOVERNMENT	3,047,074.87	1,959,480.59	3,530,880.24	3,433,912.65	4,096,472.78	0.00		

	A	B	C	D	E	F	G	H	I
1	EXPENDITURES FOR OPERATION AND MAINTENANCE								
2									
3		ACTUAL	ACTUAL	ACTUAL &	CURRENT	RECOMMENDED	ADOPTED		
4		EXPENSES	EXPENSES	ESTIMATED*	BUDGET	BUDGET	BUDGET		
5		2024	to 6/30/2025	2025	2025	2026	2026		
6									
49									
50	PUBLIC SAFETY								
51	Sheriff's Administration	628,588.46	312,101.78	624,203.00	686,414.00	642,182.07			
52	Sheriff's Department	1,734,708.91	923,701.99	1,847,404.00	1,865,346.00	1,967,028.14			
53	Police Radio	43,486.45	28,889.54	60,000.00	77,300.00	33,000.00			
54	County Jail	1,456,327.12	744,903.55	1,489,807.00	1,569,939.00	1,560,632.35			
55	Canine Unit	28,417.25	10,122.93	10,122.93	0.00	0.00			
56	Jail Assessment Fees Fund	-3,476.99	0.00	0.00	0.00	0.00			
57	Sheriff's Department Uniform Allowances	22,086.98	11,884.25	22,000.00	22,000.00	22,000.00			
58	Special Investigations	0.00	0.00	0.00	2,000.00	2,000.00			
59	Animal Control	18,395.06	9,172.50	18,475.00	18,475.00	18,425.00			
60	Ambulance Service-Fund 51	710,993.95	583,518.68	761,966.05	761,966.05	898,313.78			
61	Uncollectable Ambulance Bills-Fund 51	185,227.02	34,922.22	70,000.00	400,000.00	400,000.00			
62	Ambulance Maintenance - Municipalities-Fund 51	2,000.00	0.00	3,000.00	3,000.00	3,000.00			
63	Emergency Management	88,630.03	48,452.74	69,959.43	69,959.43	53,788.00			
64	Fire Suppression (State Special Charges)	0.00	0.00	0.00	0.00	0.00			
65	Charitable and Penal (State Special Charges)	261.65	85.95	85.95	85.95	0.00			
66	NG911 Grant	93,402.54	55,385.30	55,385.30	0.00	0.00			
67	PSAP Grant	284,098.13	66,940.20	66,940.20	0.00	0.00			
68	ICAC Reimbursement - Sheriff's Department	0.00	0.00	-482.17	0.00	0.00			
69	Traffic Stop Data Grant #11-21 (Fund 26)	0.00	0.00	0.00	0.00	0.00			
70	Local Emergency Planning Committee	18,043.96	0.00	11,809.00	11,809.00	14,371.00			
71	Ambulance Equipment & Training Outlay (Fund 47)	313.19	30,744.00	30,744.00	25,000.00	10,000.00			
72									
73	TOTAL PUBLIC SAFETY	5,311,503.71	2,860,825.63	5,141,419.69	5,513,294.43	5,624,740.34	0.00		
74									
75	HEALTH AND SOCIAL SERVICES								
76	Pine Valley Community Village	11,695,760.74	6,456,317.00	10,626,385.00	10,626,385.00	10,143,954.83			
77	Resource Center (Fund 53)	419,816.70	210,513.49	447,704.18	447,704.18	459,049.00			
78	Health and Human Services	8,161,453.22	3,822,016.33	7,751,919.24	7,717,713.76	8,296,336.45			
79	Health & Human Svcs Institutional Adult Costs	727,472.47	143,246.76	284,000.00	705,000.00	655,000.00			
80	Health & Human Svcs Institutional Childrens	637,886.52	316,141.64	632,282.00	680,000.00	630,000.00			
81	Health Department Grants (Fund 34)	29,455.85	16,595.70	35,466.00	35,466.00	35,778.16			
82	Car Replacement Fund (Fund 180)	145.70	1,650.00	1,650.00	0.00	0.00			
83	Child Support Program	158,724.37	93,767.78	187,535.56	212,976.76	229,800.61			
84	Veterans Service Office	84,219.73	41,213.71	82,400.00	88,325.22	101,206.82			
85	Veterans Service Grant	9,343.61	9,894.88	9,894.88	9,906.20	11,672.95			
86	Soldiers and Sailors Fund	1,139.97	1,497.83	5,869.00	5,869.00	5,769.00			
87	Care of Veterans Graves	7,855.00	8,000.00	8,000.00	8,000.00	8,100.00			
88	CAU - Elderly Services(Transp/TitleIIB/SCSP)	279,446.17	277,706.92	671,303.26	671,303.26	674,639.53			
89	Opioid Settlement (Fund 99)	0.00	1,553.58	1,553.58	0.00	0.00			
90									
91	TOTAL HEALTH AND SOCIAL SERVICES	22,212,720.05	11,400,115.62	20,745,962.70	21,208,649.38	21,251,307.35	0.00		
92									
93	TRANSPORTATION (EXCLUDING HIGHWAYS)								
94									
95	Tri-County Airport	26,461.00	36,236.00	36,236.00	36,236.00	32,562.00			

	A	B	C	D	E	F	G	H	I
1	EXPENDITURES FOR OPERATION AND MAINTENANCE								
2									
3		ACTUAL	ACTUAL	ACTUAL &	CURRENT	RECOMMENDED	ADOPTED		
4		EXPENSES	EXPENSES	ESTIMATED*	BUDGET	BUDGET	BUDGET		
5		2024	to 6/30/2025	2025	2025	2026	2026		
6									
96									
97	TOTAL TRANSPORTATION (EXCLUDING HWY)	26,461.00	36,236.00	36,236.00	36,236.00	32,562.00	0.00		

	A	B	C	D	E	F	G	H	I
1	EXPENDITURES FOR OPERATION AND MAINTENANCE								
2									
3		ACTUAL	ACTUAL	ACTUAL &	CURRENT	RECOMMENDED	ADOPTED		
4		EXPENSES	EXPENSES	ESTIMATED*	BUDGET	BUDGET	BUDGET		
5		2024	to 6/30/2025	2025	2025	2026	2026		
6									
98									
99	CULTURE								
100									
101	Libraries	210,103.23	228,016.29	228,016.29	228,016.29	209,465.64			
102	Fairs and Exhibits	164,765.80	29,359.46	144,244.98	144,244.98	127,569.56			
103	Fairgrounds Donations	899.88	0.00	7,500.00	7,500.00	7,500.00			
104									
105	TOTAL CULTURE	375,768.91	257,375.75	379,761.27	379,761.27	344,535.20	0.00		
106									
107	PUBLIC AREAS								
108									
109	Snowmobile Trails and Areas	136,130.67	389.92	42,025.00	42,025.00	42,025.00			
110	County Parks	46,726.39	28,769.12	56,375.00	56,375.00	38,507.47			
111	Ash Creek Community Forest	18.98	0.00	1,000.00	1,000.00	1,000.00			
112	Symons Recreation Complex Operations (Fund 36)	435,150.75	251,032.86	502,065.00	509,700.81	524,830.51			
113	Symons Recreation Complex Projects (Fund 37)	36,663.06	42,621.27	42,621.27	12,450.00	11,500.00			
114									
115	TOTAL PUBLIC AREAS	654,689.85	322,813.17	644,086.27	621,550.81	617,862.98	0.00		
116									
117	SPECIAL EDUCATION								
118									
119	University Extension & Agents	170,884.15	100,696.05	202,720.99	202,720.99	170,930.98			
120	Extension Program Account	6,710.84	1,208.01	1,208.01	0.00	0.00			
121									
122	TOTAL SPECIAL EDUCATION	177,594.99	101,904.06	203,929.00	202,720.99	170,930.98	0.00		
123									
124	NATURAL RESOURCES								
125									
126	Land Conservation	142,772.45	72,204.10	144,408.00	150,231.16	158,098.49			
127	Conservation Planner Technician	134,251.54	70,071.51	140,143.02	137,974.54	144,126.12			
128	Wildlife Damage Management Fund	13,660.74	0.00	14,000.00	14,000.00	14,000.00			
129	Soil Conservation Cost Sharing	48,498.69	9,303.29	41,000.00	41,000.00	37,000.00			
130	Nursery Stock	3,317.41	1,505.50	1,505.50	900.00	1,800.00			
131	Watershed Maintenance	2,000.00	0.00	2,000.00	2,000.00	4,500.00			
132	Solid Waste and Recycling Program	109,650.94	-1,167.28	98,700.00	98,700.00	98,700.00			
133	Land Records Fund	2,585.00	2,200.00	20,000.00	20,000.00	20,000.00			
134	Land Information Grant	77,609.49	18,726.03	75,000.00	75,000.00	96,000.00			
135									
136	TOTAL NATURAL RESOURCES	534,346.26	172,843.15	536,756.52	539,805.70	574,224.61	0.00		

	A	B	C	D	E	F	G	H	I
1	EXPENDITURES FOR OPERATION AND MAINTENANCE								
2									
3		ACTUAL	ACTUAL	ACTUAL &	CURRENT	RECOMMENDED	ADOPTED		
4		EXPENSES	EXPENSES	ESTIMATED*	BUDGET	BUDGET	BUDGET		
5		2024	to 6/30/2025	2025	2025	2026	2026		
6									
137									
138	COUNTY PLANNING								
139									
140	Southwest WI Regional Planning Commission	17,913.83	18,272.10	18,272.10	18,272.10	18,637.55			
141	Zoning	137,303.54	66,434.35	150,000.00	136,331.95	167,513.88			
142	Failing Septic Systems	14,000.00	0.00	0.00	0.00	0.00			
143									
144	TOTAL COUNTY PLANNING	169,217.37	84,706.45	168,272.10	154,604.05	186,151.43	0.00		
145									
146	COUNTY DEVELOPMENT								
147									
148	Economic Development	0.00	0.00	0.00	30,000.00	0.00			
149	WEDC - CDI Grant (Fund 96)	0.00	75,232.00	75,232.00	0.00	0.00			
150	Neighborhood Housing Services	7,500.00	0.00	7,500.00	7,500.00	7,500.00			
151									
152	TOTAL COUNTY DEVELOPMENT	7,500.00	75,232.00	82,732.00	37,500.00	7,500.00	0.00		
153									
154	DEBT SERVICE								
155									
156	Principal-2020 Capital Projects Bond 3/5/20	290,000.00	300,000.00	300,000.00	300,000.00	400,000.00			
157	Principal-Prior Service Refunding Bonds	240,000.00	245,000.00	245,000.00	245,000.00	0.00			
158	Principal-Capital Projects GO Refund 1/08/20	325,000.00	330,000.00	330,000.00	330,000.00	340,000.00			
159	Principal-Pine Valley Bonds 8/10/15	575,000.00	600,000.00	600,000.00	600,000.00	625,000.00			
160	Principal-Pine Valley Notes 3/15/16	440,000.00	445,000.00	445,000.00	445,000.00	455,000.00			
161	Principal-Short Term Borrowing	1,010,000.00	0.00	601,200.00	601,200.00	1,085,000.00			
162	Principal-Radio Tower Project	0.00	0.00	0.00	0.00	150,000.00			
163	Interest-2020 Capital Projects Bond 3/5/20	39,800.00	18,450.00	33,900.00	33,900.00	26,900.00			
164	Interest-Prior Service Refunding	7,240.00	2,450.00	2,450.00	2,450.00	0.00			
165	Interest-Capital Projects G.O.Refunding Bonds 1/08/20	35,475.00	15,300.00	25,650.00	25,650.00	15,600.00			
166	Interest-Pine Valley Bonds 8/10/15	271,425.00	131,400.00	253,800.00	253,800.00	235,425.00			
167	Interest-Pine Valley Notes 3/15/16	189,775.00	92,687.50	180,925.00	180,925.00	171,925.00			
168	Interest-Short Term Borrowing	15,430.56	0.00	12,500.00	12,500.00	13,065.21			
169	Interest - Radio Tower Project	388,842.36	160,531.25	321,062.50	321,062.50	318,250.00			
170	Debt Service Bills-Reporting Requirements	650.00	0.00	0.00	0.00	0.00			
171									
172	TOTAL DEBT SERVICE	3,828,637.92	2,340,818.75	3,351,487.50	3,351,487.50	3,836,165.21	0.00		
173									
174	CAPITAL PROJECTS								
175									
176	New Ambulance Fund (Fund 16)	44,615.35	0.00	0.00	0.00	0.00			
177	911 Outlay	37,823.58	35,526.31	50,000.00	50,000.00	74,000.00			
178	Videoconferencing	2,576.00	96.00	4,000.00	4,000.00	5,000.00			
179	Courthouse Repair Outlay	23,351.47	2,237.28	20,000.00	20,000.00	20,000.00			
180	UW-Richland Outlay	108,573.66	112,054.29	120,000.00	80,000.00	50,000.00			
181	Short-Term Borrowing (Fund 92)	0.00	0.00	601,200.00	601,200.00	0.00			
182	Radio Tower Project (Fund 94)	1,768,074.74	2,206,532.36	2,500,000.00	0.00	147,080.84			
183	Capital Planning Fund 45	0.00	0.00	0.00	229,263.61	0.00			

	A	B	C	D	E	F	G
1	HIGHWAY DEPARTMENT						
2							
3		ACTUAL	ACTUAL	ACTUAL &	CURRENT	RECOMMENDED	ADOPTED
4				ESTIMATED*	BUDGET	BUDGET	BUDGET
5		2024	TO 6/30/2025	2025	2025	2026	2026
6	Administration	618,965.68	286,021.56	572,043.12	375,000.00	620,000.00	
7	County Trunk Highway System	3,998,869.68	1,004,352.43	2,008,704.86	3,614,713.96	10,112,190.00	
8	Bridge Construction - County	181,651.17	435,683.14	871,366.28	100,000.00	0.00	
9	Towns, Cities, & Villages	551,018.38	161,253.29	322,506.58	0.00	512,180.00	
10	Town Bridge 50/50 Cost Share	15,388.04	27,414.75	54,829.50	44,050.00	37,820.00	
11	Equipment (Machinery)	2,716,047.25	1,087,681.89	2,175,363.78	777,495.00	2,280,000.00	
12	State Maintenance Agreement (State Highways)	1,271,065.38	597,153.43	1,194,306.86	1,197,400.00	1,200,000.00	
13	TOTAL EXPENDITURES	9,353,005.58	3,599,560.49	7,199,120.98	6,108,658.96	14,762,190.00	0.00
14	State Aid-County Trunk Highway System (GTA)	605,335.33	161,585.28	323,170.56	605,335.32	646,340.00	
15	Operational Revenues	3,017,257.40	1,160,587.86	2,321,175.72	2,248,373.64	10,402,350.00	
16	Towns, Cities, & Villages	561,356.28	139,942.09	279,884.18	0.00	550,000.00	
17	Town Bridge 50/50 Cost Share	15,388.04	27,414.75	54,829.50	44,050.00	0.00	
18	Wheel Tax	321,696.00	128,805.46	257,610.92	350,000.00	300,000.00	
19	State Maintenance Agreement (State Highways)	1,352,521.99	652,203.50	1,304,407.00	1,197,400.00	1,200,000.00	
20	TOTAL REVENUES	5,873,555.04	2,270,538.94	4,541,077.88	4,445,158.96	13,098,690.00	0.00
21	TAX FOR HIGHWAYS				1,663,500.00	1,663,500.00	0.00
22							
23	Version: Final Proposed 1.0						
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30							
31							

	A	B	C	D	E	F	G	H
1	2025 DEBT SCHEDULE							
2					<i>Principal Only</i>		<i>Principal Only</i>	
3			DATE OF		AMOUNT	PRINCIPAL	AMOUNT	
4		DATE OF	FINAL	RATE OF	OUTSTANDING	RETIRED	OUTSTANDING	
5	DEBT ISSUES	ISSUE	MATURITY	INTEREST	1/1/2025	2025	12/31/2025	
6								
7	Short-Term Borrowing	12/19/24	09/01/25	4.49%	601,200.00	601,200.00	0.00	
8								
9	G.O. Refunding Bonds	01/08/20	03/01/27	2.57%	1,020,000.00	330,000.00	690,000.00	
10								
11	G.O. Promissory Notes	03/05/20	03/01/28	2.13%	1,845,000.00	300,000.00	1,545,000.00	
12								
13	G.O. Pine Valley Construction Bonds	08/10/15	03/01/35	3.73%	7,920,000.00	600,000.00	7,320,000.00	
14								
15	G.O. Pine Valley Construction Bonds	03/15/16	09/01/36	2.64%	7,090,000.00	445,000.00	6,645,000.00	
16								
17	G.O. Capital Impr. Bonds - Radio Tower	06/15/23	09/01/38	3.92%	8,100,000.00	0.00	8,100,000.00	
18								
19	TOTALS				26,576,200.00	2,276,200.00	24,300,000.00	
20								
21	NOTES							
22	Principal Only (no interest recorded here)							
23	Rates of interest are averaged over life of loan as amount changes every year							
24								
25	Version: Final Proposed 1.0							

TAX LEVY DISTRIBUTION - 2026 BUDGET		
Fund Number	Fund Name	Tax Levy
100	General	2,813,975.48
120	Elections Fund	59,740.41
190	Sheriff's Dept. Uniform Allowance	22,000.00
250	Special Investigations	2,000.00
280	Tax Delinquent Parcels	5,200.00
290	Videoconferencing	5,000.00
300	Debt Service	2,348,815.21
310	Court Mediation	400.00
320	UW-Richland Outlay	50,000.00
360	Symons Recreation Complex	53,190.26
420	Computer Outlay	382,146.71
430	Courthouse Repair Outlay	20,000.00
440	HHS Institutional Childrens Costs	630,000.00
500	911 Outlay	74,000.00
540	HHS Institutional Adult Costs	655,000.00
560	Health and Human Services	871,280.95
610	Pine Valley Community Village	737,350.00
630	County Aging Unit	174,389.93
640	Watershed Maintenance	2,500.00
650	County Parks	38,507.47
680	Richland County Fair	15,000.01
710	Highway Department	1,663,500.00
720	Conservation Planner Technician	34,029.12
810	Dog License Fees	14,925.00
940	Radio Tower	147,080.84
	TOTAL TAX LEVY	10,820,031.39

Version: FINAL Proposed 1.0

TAX LEVY DISTRIBUTION - 2026 BUDGET			
	Revenues	Expenditures	Tax Levy
Fund 100 - General			
County Sales Tax	1,600,000.00		
Interest on Taxes	100,000.00		
Managed Forest and Forest Crop Taxes	100,000.00		
State Shared Revenues/Bear Creek Solar	2,261,096.26		
State Aid - Exempted Business Computers	12,922.57		
State Aid - Personal Property	114,020.70		
State Aid - Circuit Court Support Payment	52,275.00		
State Aid - Circuit Court Coop Agreement Reimb.	600.00		
State Aid - GAL Fees	26,000.00		
State Aid - Victim Witness Program	30,000.00		
State Aid - Interpreter Reimbursement	4,000.00		
State Aid - Probation and Parole Housing	10,000.00		
Prisoner Aid In Lieu Of Social Security	3,200.00		
State Aid - Police Training	6,000.00		
State Aid - DNA Testing	800.00		
State Aid - Bullet Proof Vests	800.00		
State Aid - Summer Traffic Grant	0.00		
State Aid - Emergency Management	26,187.00		
State Aid - Child Support Agency	160,307.00		
State Aid - Child Support MSL	0.00		
State Aid - Veterans Service	11,688.00		
State Aid - Failing Septic	0.00		
State Aid - Land Conservation	8,775.30		
State Aid - Land Conservation - Lake Monitoring	1,500.00		
State Aid - Wildlife Damage Admin	250.00		
DNR Payment In Lieu Of Taxes	45,760.22		
State Aid - Sanctions	15,000.00		
ICAC Reimbursement - Sheriff's Department	0.00		
DNR - MFL Resource Aid Payment	27,410.00		
County Ordinance Forfeitures	38,500.00		
GAL - Clerk of Court	20,000.00		
GAL - Register in Probate	20,000.00		
ST Fines & Forfeitures	500.00		
State Fines & Forfeitures 341-47, 49	14,000.00		
State Fines & Forfeitures 348	150.00		
State Fines & Other Forfeitures	0.00		
Civil/Crime Fees	15,000.00		
Clerk of Court Child Support Fee	200.00		
Clerk of Court Copy Fees	3,200.00		
Payment Plan Fee - Clerk of Court	1,000.00		
Jury Demand Fee	1,000.00		
Muni Forfeiture Fee	2,000.00		
Administrative Fees - Clerk of Court	1,000.00		
Ignition Interlock Device	1,100.00		
Lien Fees & Other Services	4,000.00		
Probate Fees - Clerk of Court	7,000.00		
Medical Fees Recovered	750.00		
Restitution Fee 10%	500.00		
Restitution Admin Fee 5%	200.00		
Witness Fee-County	0.00		
Comm Srvcs Work Offset Fee	0.00		
Compliance Certificate Fee	0.00		
Bond Forfeitures	10,000.00		
Adversary Counsel Reimbursement	30,000.00		
Jury Costs Recovered	0.00		
Dare/Crime Prevention	0.00		
Interpreter Fee-County	0.00		
Juvenile Legal Fees Reimbursement	60.00		

TAX LEVY DISTRIBUTION - 2026 BUDGET			
	Revenues	Expenditures	Tax Levy
Occupational Drivers License Fee	20.00		
Occupational DL Fee St/Co	0.00		
US Attorney E-File Fees	0.00		
Coroner Fees	12,000.00		
Service Fees - Clerk of Court	0.00		
Register In Probate Fees	6,000.00		
County Clerk - Core Fees	2,593.75		
Treasurer's Fees	150.00		
Treasurer - Ag Use Value Penalty	1,000.00		
Register of Deeds Fees	97,000.00		
Real Estate Transfer Fees	62,000.00		
Sheriff's Civil Process Fees	15,000.00		
Sheriff Escort Fees	0.00		
Sheriff Law Enforcement Services - Lone Rock	54,000.00		
Electronic Monitoring Program Fees	30,000.00		
Jail Assessment Fees	0.00		
Board Of Prisoners - Huber	9,700.00		
Board Of Prisoners - County	0.00		
Child Support - Sheriff's Fees	500.00		
Child Support - Court Costs	0.00		
Child Support - Genetic Tests	250.00		
Land Use Permits	33,000.00		
Farmland Preservation Certificates	5,000.00		
Manure Storage Permit Fees	0.00		
Zoning Permits	20,000.00		
Zoning-State Grant	12,500.00		
Sanitary Permit Fees	28,000.00		
Soil Testing Fees	7,000.00		
Sanitary Maintenance Filing Fee	43,000.00		
Land Division Fees	4,000.00		
Non-Metallic Mining Fees	16,500.00		
Mapping & Data Base Fees	400.00		
County Address Signs	3,500.00		
Sheriff's Telephone Revenues	15,000.00		
Sheriff's Copies Revenue	3,000.00		
Indirect Cost Study Revenues	0.00		
County Farmland Leases	4,800.00		
General Revenues	100.00		
Other Miscellaneous Revenues	61,300.00		
Interest On General Fund Investments	600,000.00		
Bank Earned Interest - Clerk of Court	900.00		
General Fund Balance Applied	245,292.86		
Interest On Judgements	10,000.00		
Family Court Commissioner - Coop Agreement	2,040.00		
Total Revenues	6,194,298.66		
County Board		41,646.00	
Citizen Standing Committees		1,168.85	
County Administrator		725,169.02	
Register in Probate		230,055.25	
Circuit Court		466,748.00	
Richland County Judge		5,000.00	
Family Court Commissioner		30,545.35	
Coroner		69,740.00	
County Clerk		179,132.51	
Data Processing		0.00	
Automated Mail Machine		3,562.16	
Property Lister		120,513.74	
County Treasurer		197,794.59	
Tax Deed Property		2,320.00	

TAX LEVY DISTRIBUTION - 2026 BUDGET			
	Revenues	Expenditures	Tax Levy
Cancelled Tax Certificates		877.95	
Property Tax Chargeback		1,690.54	
Checking Account Fees		1,210.00	
Independent Auditing		37,485.00	
Special Accounting-Indirect Cost Study (Maximus)		4,100.00	
District Attorney		264,089.61	
Corporation Counsel		152,740.62	
Register of Deeds		236,809.82	
Surveyor		4,650.00	
Courthouse		325,083.44	
Internet / Bandwidth Access		3,038.88	
Management Information Systems		449,149.33	
Property and Liability Insurance		51,215.00	
Workers Compensation Insurance		15,000.00	
Public Official Bonds		0.00	
PCORF Health Insurance		650.00	
Sheriff's Administration		642,182.07	
Sheriff's Department		1,967,028.14	
Police Radio		33,000.00	
County Jail		1,560,632.35	
Jail Assessment Fees		0.00	
NG911 GIS Grant		0.00	
PSAP Grant		0.00	
ICAC Reimbursement - Sheriff's Department		0.00	
Emergency Management		53,788.00	
State Special Charges-Charitable & Penal		0.00	
Child Support Program		229,800.61	
Veterans Service Office		101,206.82	
Veterans Service Grant		11,672.95	
Soldiers and Sailors Fund		5,769.00	
Care of Veterans Graves		8,100.00	
Tri-County Airport		32,562.00	
Libraries		209,465.64	
University Extension		170,930.98	
Land Conservation		158,098.49	
Failing Septic Systems		0.00	
SW WI Regional Planning Commission		18,637.55	
Zoning		167,513.88	
Employee Assistance Program		9,000.00	
Economic Development		0.00	
Neighborhood Housing Services		7,500.00	
Co Trunk Hwy - Vehile Fire		200.00	
Total Expenditures		9,008,274.14	
Tax Levy			2,813,975.48
<u>Fund 120 - Elections Fund</u>			
Fund Balance Applied	10,000.00		
Expenditures		69,740.41	
Tax Levy			59,740.41
<u>Fund 160 - New Ambulance Fund</u>			
Revenues - State Aid	0.00		
Expenditures		0.00	
			0.00

TAX LEVY DISTRIBUTION - 2026 BUDGET			
	Revenues	Expenditures	Tax Levy
<u>Fund 190 - Sheriff's Dept. Uniform Allowance</u>			
Expenditures		22,000.00	
Tax Levy			22,000.00
<u>Fund 230 - Land Records Information Grant</u>			
Revenues - State Aid	96,000.00		
Expenditures		96,000.00	
Tax Levy			0.00
<u>Fund 250 - Special Investigations</u>			
Expenditures		2,000.00	
Tax Levy			2,000.00
<u>Fund 260 - Sheriff Grant Disbursement</u>			
Revenues	0.00		
Expenditures		0.00	
Tax Levy			0.00
<u>Fund 280 - Tax Delinquent Parcels</u>			
Expenditures		5,200.00	
Tax Levy			5,200.00
<u>Fund 290 - Videoconferencing Fund</u>			
Expenditures		5,000.00	
Tax Levy			5,000.00
<u>Fund 300 - Debt Service</u>			
Principal - 2020 Capital Projects Bonds		400,000.00	
Principal - Prior Service Refunding Bonds		0.00	
Principal - Capital Projects GO Refund		340,000.00	
Principal - Short Term Borrowing		1,085,000.00	
Principal - Radio Tower Project		150,000.00	
Interest - 2020 Capital Projects Bonds		26,900.00	
Interest - Prior Service Refunding		0.00	
Interest - Capital Projects GO Refunding		15,600.00	
Interest - Short Term Borrowing		13,065.21	
Interest - Radio Tower Project		318,250.00	
Debt Reporting Requirement		0.00	
Tax Levy			2,348,815.21
<u>Fund 310 - Mediation Services</u>			
Revenues - Court Mediation Fees	3,000.00		
Revenues - Marriage License Fees	1,600.00		
Expenditures		5,000.00	
Tax Levy			400.00
<u>Fund 320 - UW-Richland Outlay</u>			
Expenditures		50,000.00	
Tax Levy			50,000.00

TAX LEVY DISTRIBUTION - 2026 BUDGET			
	Revenues	Expenditures	Tax Levy
<u>Fund 330 - Fairgrounds Donations</u>			
Revenues	7,500.00		
Expenditures		7,500.00	
Tax Levy			0.00
<u>Fund 340 - Health Department Grants</u>			
Revenues-State Aid	35,778.16		
Revenues	0.00		
Expenditures		35,778.16	
Tax Levy			0.00
<u>Fund 360 - Symons Recreation Complex</u>			
Revenues - Public Charges	418,450.00		
Revenues - City Of Richland Center	53,190.25		
Expenditures		524,830.51	
Tax Levy			53,190.26
<u>Fund 370 - Symons Swimming Pool Projects</u>			
Fund Balance Applied	11,500.00		
Expenditures		11,500.00	
			0.00
<u>Fund 420 - County Technology Fund</u>			
Expenditures		382,146.71	
Tax Levy			382,146.71
<u>Fund 430 - Courthouse Repair Outlay</u>			
Expenditures		20,000.00	
Tax Levy			20,000.00
<u>Fund 440 - Institutional Childrens Costs</u>			
Expenditures		630,000.00	
Tax Levy			630,000.00
<u>Fund 470 - Ambulance Equipment & Training</u>			
Revenues	10,000.00		
Expenditures		10,000.00	0.00
<u>Fund 480 - Land Records</u>			
Revenues	20,000.00		
Expenditures		20,000.00	
			0.00
<u>Fund 490 - Local Emergency Planning</u>			
Revenues - State Aid - Hazard Mitigation	0.00		
Revenues - State Aid - EPCRA Emerg. Plan	8,371.00		
Revenues - State Aid - EPCRA Comp. & Hazmat	6,000.00		
Expenditures		14,371.00	
Tax Levy			0.00

TAX LEVY DISTRIBUTION - 2026 BUDGET			
	Revenues	Expenditures	Tax Levy
<u>Fund 500 - 9-1-1 Outlay</u>			
Expenditures		74,000.00	
Tax Levy			74,000.00
<u>Fund 510 - County Ambulance Service</u>			
Fees	1,051,582.53		
Miscellaneous Revenues	3,750.00		
Payments from Municipalities	245,981.25		
Operations		898,313.78	
Uncollectible Ambulance Bills		400,000.00	
Ambulance Maintenance - Municipalities		3,000.00	
Tax Levy			0.00
<u>Fund 530 - Resource Center</u>			
Revenues - State Aid	459,049.00		
Expenditures		459,049.00	
Tax Levy			0.00
<u>Fund 540 - Institutional Adult Costs</u>			
Expenditures		655,000.00	
Tax Levy			655,000.00
<u>Fund 560 - Health and Human Services</u>			
Revenues - State Aid	3,561,391.54		
Revenues - Public Charges	3,863,663.96		
Expenditures		8,296,336.45	
Tax Levy			871,280.95
<u>Fund 570 - Solid Waste and Recycling</u>			
Revenues - State Aid	98,700.00		
Expenditures		98,700.00	
Tax Levy			0.00
<u>Fund 610 - Pine Valley Community Village</u>			
Revenues	10,143,954.83		
Surplus Applied	750,000.00		
Operational Expenses		10,143,954.83	
Principal - Pine Valley Bonds - 8/10/15		625,000.00	
Principal - Pine Valley Notes - 3/15/16		455,000.00	
Interest - Pine Valley Bonds 8/10/15		235,425.00	
Interest - Pine Valley Notes 3/15/16		171,925.00	
Tax Levy			737,350.00
<u>Fund 630 - County Aging Unit</u>			
State Aid-Transp/TitleIIB/SCSP	316,468.67		
CAU - Elderly Revenues	183,780.93		
Expenditures		674,639.53	
Tax Levy			174,389.93

TAX LEVY DISTRIBUTION - 2026 BUDGET			
	Revenues	Expenditures	Tax Levy
<u>Fund 640 - Watershed Maintenance</u>			
Revenues	0.00		
Fund Balance Applied	2,000.00		
Expenditures		4,500.00	
Tax Levy			2,500.00
<u>Fund 650 - County Parks</u>			
Revenues	0.00		
Expenditures		38,507.47	
Tax Levy			38,507.47
<u>Fund 660 - Soil Conservation Cost Sharing</u>			
Revenues - State Aid	37,000.00		
Expenditures		37,000.00	
Tax Levy			0.00
<u>Fund 680 - Richland County Fair</u>			
Revenues - Public Charges & State Aid	112,569.55		
Expenditures		127,569.56	
Tax Levy			15,000.01
<u>Fund 690 - Snowmobile Trails</u>			
Revenues - State Aid	42,025.00		
Expenditures		42,025.00	
Tax Levy			0.00
<u>Fund 710 - Highway Department</u>			
State Aid - County Trunk Highway System (GTA)	646,340.00		
Operational Revenues	10,402,350.00		
Towns, Villages, & Cities	550,000.00		
Town Bridge 50/50 Cost Share	37,820.00		
Wheel Tax	300,000.00		
State Maintenance Agreement	1,200,000.00		
Administration		620,000.00	
County Trunk Highway System		10,112,190.00	
Town Bridge 50/50 Cost Share		37,820.00	
Towns, Villages, & Cities		550,000.00	
Equipment (Machinery)		2,280,000.00	
State Maintenance Agreement		1,200,000.00	
Tax Levy			1,663,500.00
<u>Fund 720 - Conservation Planner Technician</u>			
Revenues - State Aid	110,097.00		
Expenditures		144,126.12	
Tax Levy			34,029.12
<u>Fund 780 - Nursery Stock</u>			
Revenues	1,800.00		
Expenditures		1,800.00	
Tax Levy			0.00

TAX LEVY DISTRIBUTION - 2026 BUDGET			
	Revenues	Expenditures	Tax Levy
<u>Fund 790 - Ash Creek Community Forest</u>			
Fund Balance Applied	1,000.00		
Expenditures		1,000.00	
Tax Levy			0.00
<u>Fund 800 - Wildlife Damage Management</u>			
Revenues - State Aid	14,000.00		
Expenditures		14,000.00	
Tax Levy			0.00
<u>Fund 810 - Dog License Fees</u>			
Revenues	3,500.00		
Expenditures		18,425.00	
Tax Levy			14,925.00
<u>Fund 940 - Radio Tower</u>			
Expenditures		147,080.84	
Tax Levy			147,080.84
<u>Fund 970 - Courthouse Employee Fund</u>			
Fund Balance Applied	4,000.00		
Expenditures		4,000.00	
			0.00
TOTAL LEVY			10,820,031.39
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	2025 LEVY	2026 LEVY	PLUS OR MINUS
Department			
Ambulance Service	0.00	0.00	0.00
New Ambulance (Fund 16)	0.00	0.00	0.00
Ambulance Equipment & Outlay (Fund 47)	0.00	0.00	0.00
Animal Control-Dog License Fees	14,275.00	14,925.00	650.00
Capital Planning	229,263.61	0.00	-229,263.61
Child Support Program	76,768.59	68,743.61	-8,024.98
Circuit Court	214,047.30	202,793.00	-11,254.30
Conservation Planner Technician	27,877.54	34,029.12	6,151.58
Coroner	52,285.00	57,740.00	5,455.00
Corporation Counsel	163,111.00	152,740.62	-10,370.38
County Board	45,931.00	41,646.00	-4,285.00
County Administrator	579,037.12	725,169.02	146,131.90
County Clerk	181,651.23	176,538.76	-5,112.47
County Parks	54,875.00	38,507.47	-16,367.53
County Technology Fund	161,150.00	382,146.71	220,996.71
County Treasurer	172,856.41	207,943.08	35,086.67
Courthouse	273,244.40	325,083.44	51,839.04
Courthouse Repair Outlay	20,000.00	20,000.00	0.00
Court Mediation	200.00	400.00	200.00
Debt Service	3,351,487.50	3,836,165.21	484,677.71
District Attorney	236,108.35	234,089.61	-2,018.74
Economic Development	30,000.00	0.00	-30,000.00
Elections	48,164.00	59,740.41	11,576.41
Emergency Government	44,959.43	27,601.00	-17,358.43
Fairs and Exhibits	18,104.98	15,000.01	-3,104.97
Family Court Commissioner	29,205.35	28,505.35	-700.00
Health and Human Services	994,498.46	1,045,670.88	51,172.42
Highway	1,663,500.00	1,663,500.00	0.00
Management Information Systems	331,701.36	449,149.33	117,447.97
Institutional Costs Funds	1,385,000.00	1,285,000.00	-100,000.00
Land Conservation	139,705.79	142,573.19	2,867.40
Local Emergency Planning Committee	-4,440.00	0.00	4,440.00
Pine Valley	0.00	0.00	0.00
Property Lister	114,005.92	120,513.74	6,507.82
Radio Tower	0.00	147,080.84	147,080.84
Register of Deeds	2,296.59	77,809.82	75,513.23
Register in Probate	214,320.02	224,055.25	9,735.23
Sheriff's Department	4,063,999.00	4,064,342.56	343.56
911 Outlay	50,000.00	74,000.00	24,000.00
Soil Conservation Cost Sharing	4,000.00	0.00	-4,000.00
Surveyor	4,650.00	4,650.00	0.00
Symons Recreation Complex	53,960.40	53,190.26	-770.14
University Extension	202,720.99	170,930.98	-31,790.01
UW-Richland Outlay	80,000.00	50,000.00	-30,000.00
Veterans Service Office	100,412.42	115,060.77	14,648.35
Videoconferencing	4,000.00	5,000.00	1,000.00
Watershed Maintenance	0.00	2,500.00	2,500.00
Zoning	-12,718.05	-386.12	12,331.93
General	-5,075,209.92	-5,524,117.53	-448,907.61
TOTALS	10,341,005.79	10,820,031.39	479,025.60

	BUDGET FOR 2025		
DEPARTMENT	BUDGETED EXPENSES	BUDGETED REVENUES	LEVY

Ambulance Service	761,966.05		
Ambulance Maintenance - Municipalities	3,000.00		
Uncollectable Ambulance Bills	400,000.00		
Payments from Municipalities		156,466.05	
Miscellaneous Revenues		8,500.00	
Ambulance Fees		1,000,000.00	0.00
Emergency Management	69,959.43		
Emergency Management Grant		25,000.00	44,959.43
Local Emergency Planning Committee	11,809.00		
State Aid-Local Emergency Planning Comm.		8,249.00	
State Aid-Haz Mat Grant		8,000.00	-4,440.00
Ambulance Equipment & Training Outlay	25,000.00		
State Aid-Ambulance Equipment & Training		25,000.00	0.00
New Ambulance Fund (Fund 16)	0.00	0.00	0.00

	BUDGET FOR 2026		
	BUDGETED EXPENSES	BUDGETED REVENUES	LEVY

	898,313.78		
	3,000.00		
	400,000.00		
		245,981.25	
		3,750.00	
		1,051,582.53	0.00
	53,788.00		
		26,187.00	27,601.00
	14,371.00		
		8,371.00	
		6,000.00	0.00
	10,000.00		
		10,000.00	0.00
	0.00	0.00	0.00

Child Support Program	212,976.76		
Child Support -- Sheriffs Fees		500.00	
Child Support -- Court Costs		0.00	
Child Support - Genetic Tests		250.00	
State Aid-Child Support Agency		135,458.17	
State Aid-Child Support MSL		0.00	76,768.59

	229,800.61		
		500.00	
		0.00	
		250.00	
		160,307.00	
		0.00	68,743.61

Circuit Court	461,755.30		
State Aid-Circuit Court Support Payment		52,275.00	
State Aid-GAL Fees		26,313.00	
County Ordinance Forfeitures		38,500.00	
State Fines & Forfeitures 348		14,000.00	
GAL - Clerk of Court		25,000.00	
GAL - Register In Probate		15,000.00	
Ignition Interlock Device		1,100.00	
Bond Forfeitures		5,000.00	
US Afforney E-File Fees		20.00	
Circuit Court Fees and Costs		30,000.00	
Medical Fees Recovered		0.00	
Adversary Counsel Reimbursement		30,000.00	
ST Fines & Forfeitures		0.00	
State Fines & Forfeitures 341-47, 49		0.00	

	466,748.00		
		52,275.00	
		26,000.00	
		38,500.00	
		150.00	
		20,000.00	
		20,000.00	
		1,100.00	
		10,000.00	
		0.00	
		0.00	
		750.00	
		30,000.00	
		500.00	
		14,000.00	

	BUDGET FOR 2025				BUDGET FOR 2026		
DEPARTMENT	BUDGETED EXPENSES	BUDGETED REVENUES	LEVY		BUDGETED EXPENSES	BUDGETED REVENUES	LEVY
State Fines & Other Forfeitures		0.00				0.00	
Civil/Crim Action Fees		0.00				15,000.00	
Lien Fees & Other Services		0.00				4,000.00	
Clerk of Court Child Support Fee		0.00				200.00	
Clerk of Court Copy Fees		0.00				3,200.00	
Administrative Fees		0.00				1,000.00	
Jury Demand Fee		500.00				1,000.00	
Service Fees		0.00				0.00	
Jury Costs Recovered		0.00				0.00	
Dare/Crime Prevention		0.00				0.00	
Payment Plan Fee		0.00				1,000.00	
Probate Fees		0.00				7,000.00	
Interpreter Fee-County		0.00				0.00	
Juvenile Legal Fees Reimbursement		300.00				60.00	
Muni Forfeiture Fee		0.00				2,000.00	
Interpreter Fees Reimbursement		4,000.00				4,000.00	
Witness Fees - County		0.00				0.00	
Restituion Fee 10%		0.00				500.00	
Restitution Admin Fee 5%		200.00				200.00	
Occupational DL Fee St/CO		0.00				0.00	
Occupational Drivers License Fee		0.00				20.00	
Comm Srvcs Work Offset Fee		0.00				0.00	
Clerk of Court Coop Agreement Reimburse		1,000.00				600.00	
Interest on Judgements		4,000.00				10,000.00	
Bank Interest Earned		500.00	214,047.30			900.00	202,793.00
Court Mediation Service	5,000.00				5,000.00		
Court Mediation Fees		3,000.00				3,000.00	
Mediation/Marriage License Fees		1,800.00	200.00			1,600.00	400.00
Videoconferencing	4,000.00		4,000.00		5,000.00		5,000.00
Register in Probate	220,620.02				230,055.25		
Register in Probate Fees		6,300.00	214,320.02			6,000.00	224,055.25
Coroner	63,285.00				69,740.00		
Coroner Fees		11,000.00	52,285.00			12,000.00	57,740.00
Corporation Counsel	163,111.00		163,111.00		152,740.62		152,740.62
County Board	45,931.00		45,931.00		41,646.00		41,646.00

	BUDGET FOR 2025		
DEPARTMENT	BUDGETED EXPENSES	BUDGETED REVENUES	LEVY
County Administrator	579,037.12		579,037.12

County Clerk - Core Budget	190,089.98		
County Clerk - Wisvote Fees		5,500.00	
County Clerk's Fees- Core Fees		2,938.75	
			181,651.23

Elections	48,164.00		48,164.00
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County Treasurer	172,731.41		
Tax Delinquent Parcels	0.00		
Cancelled Tax Certificates	0.00		
Property Tax Chargeback	0.00		
Tax Deed Property	0.00		
Checking Account Fees	1,200.00		
County Owned Real Estate			
Treasurers Fees		75.00	
Treasurer-Ag Use Value Penalty		1,000.00	172,856.41

Courthouse	273,244.40		273,244.40
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Courthouse Repair Outlay	20,000.00		20,000.00
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BUDGET FOR 2026		
BUDGETED EXPENSES	BUDGETED REVENUES	LEVY
725,169.02		725,169.02

179,132.51		
	0.00	
	2,593.75	
		176,538.76

69,740.41	10,000.00	59,740.41
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197,794.59		
5,200.00		
877.95		
1,690.54		
2,320.00		
1,210.00		
	150.00	
	1,000.00	207,943.08

325,083.44		325,083.44
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20,000.00		20,000.00
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	BUDGET FOR 2025		
DEPARTMENT	BUDGETED EXPENSES	BUDGETED REVENUES	LEVY

Principal - 2020 Capital Projects Bond	300,000.00		
Principal - Prior Service Refunding Bonds	245,000.00		
Principal - Capital Projects GO Refund	330,000.00		
Principal - Pine Valley Bonds - 8/10/15	600,000.00		
Principal - Pine Valley Notes - 3/15/16	445,000.00		
Principal - Short Term Borrowing	601,200.00		
Principal - Radio Tower Project	0.00		
Interest - 2020 Capital Projects Bond	33,900.00		
Interest - Prior Service Refunding Bonds	2,450.00		
Interest - Capital Projects Refunding Bond	25,650.00		
Interest - Pine Valley Bonds 8/10/15	253,800.00		
Interest - Pine Valley Notes 3/15/16	180,925.00		
Interest - Radio Tower Project	321,062.50		
Interest - Short Term Borrowing	12,500.00		
Reporting Requirements	0.00		
Debt Service Fund Surplus Applied		0.00	3,351,487.50

District Attorney	256,108.35		
State Aid-Victim Witness Program		20,000.00	236,108.35

Economic Development	30,000.00		
			30,000.00

	BUDGET FOR 2026		
	BUDGETED EXPENSES	BUDGETED REVENUES	LEVY

400,000.00		
0.00		
340,000.00		
625,000.00		
455,000.00		
1,085,000.00		
150,000.00		
26,900.00		
0.00		
15,600.00		
235,425.00		
171,925.00		
318,250.00		
13,065.21		
0.00		
	0.00	3,836,165.21

264,089.61		
	30,000.00	234,089.61

0.00		
		0.00

	BUDGET FOR 2025		
DEPARTMENT	BUDGETED EXPENSES	BUDGETED REVENUES	LEVY

Fairs and Exhibits	144,244.98		
State Aid-Fairs and Exhibits		6,800.00	
Fairs and Exhibits Revenues		119,340.00	18,104.98
Fairgrounds Donations	7,500.00		
Fairgrounds Donations		7,500.00	0.00
Solid Waste and Recycling Program	98,700.00		
State Aid-Solid Waste and Recycling		98,700.00	0.00

Family Court Commissioner	30,355.35	1,150.00	29,205.35
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Health and Human Services	7,717,713.76		
Health and Human Services Revenues		3,134,773.10	
State Aid-Health and Human Services		3,750,036.27	832,904.39
Health Department Grants	35,466.00		
State Aid-Health Department Grants		35,466.00	
Health Department Revenues		0.00	0.00
CAU - Elderly Services (SCSP)	671,303.26		
State Aid-Elderly Services/Transport (SCSP)		348,180.19	
CAU - Revenues		161,529.00	161,594.07
Resource Center	447,704.18		
State Aid-Resource Center		447,704.18	0.00

Highway Administration	375,000.00		
County Trunk Highway System	3,614,713.96		
Towns, Cities, & Villages	0.00		
Equipment (Machinery)	777,495.00		
State Maintenance Agreement (State Highways)	1,197,400.00		
Bridge Construction - County	100,000.00		
Town Bridge 50/50 Cost Share	44,050.00		
State Aid-County Trunk Highway System (GTA)		605,335.32	
Operational Revenues		2,248,373.64	
Town Bridge 50/50 Cost Share		44,050.00	
Towns, Cities, & Villages		0.00	
Wheel Tax		350,000.00	
State Maintenance Agreement (State Highways)		1,197,400.00	
			1,663,500.00

Management Information Systems	331,701.36		331,701.36
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BUDGET FOR 2026		
BUDGETED EXPENSES	BUDGETED REVENUES	LEVY

127,569.56		
	6,800.00	
	105,769.55	15,000.01
7,500.00		
	7,500.00	0.00
98,700.00		
	98,700.00	0.00

30,545.35	2,040.00	28,505.35
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8,296,336.45		
	3,863,663.96	
	3,561,391.54	871,280.95
35,778.16		
	35,778.16	
	0.00	0.00
674,639.53		
	316,468.67	
	183,780.93	174,389.93
459,049.00		
	459,049.00	0.00

620,000.00		
10,112,190.00		
550,000.00		
2,280,000.00		
1,200,000.00		
0.00		
37,820.00		
	646,340.00	
	10,402,350.00	
	37,820.00	
	550,000.00	
	300,000.00	
	1,200,000.00	
		1,663,500.00

449,149.33		449,149.33
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	BUDGET FOR 2025		
DEPARTMENT	BUDGETED EXPENSES	BUDGETED REVENUES	LEVY

Adult Institutional Costs Fund	705,000.00		
Child Institutional Costs Fund	680,000.00		1,385,000.00

Land Conservation	150,231.16		
State Aid-Land Conservation		8,775.37	
Farmland Preservation Certificate		0.00	
State Aid-Lake Monitoring/Protection		1,500.00	
State Aid-Wildlife Damage Administration		250.00	
Compliance Certificate Fee		0.00	139,705.79
Watershed Maintenance	2,000.00	2,000.00	0.00
Conservation Planner Technician	137,974.54		
State Aid-Conservation Planner Technician		110,097.00	27,877.54
Wildlife Damage Management Fund	14,000.00		
State Aid-Wildlife Damage Management		14,000.00	0.00
Soil Conservation Cost Sharing	41,000.00		
State Aid-Soil Conservation Cost Sharing		37,000.00	4,000.00
Ash Creek Community Forest	1,000.00		
Ash Creek Community Forest		1,000.00	0.00
Nursery Stock	900.00		
Land Conservation - Nursery Stock		900.00	0.00
Snowmobile Trails and Areas	42,025.00		
State Aid-Snowmobile Trails		42,025.00	0.00
County Parks	56,375.00		
County Parks Revenues		1,500.00	54,875.00

Pine Valley	10,626,385.00		
Pine Valley Community Village Revenues		10,626,385.00	0.00

Property Lister	114,005.92		114,005.92
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Register of Deeds	162,296.59		
Register of Deeds Fees		100,000.00	
Real Estate Transfer Fees		60,000.00	2,296.59

BUDGET FOR 2026		
BUDGETED EXPENSES	BUDGETED REVENUES	LEVY

655,000.00		
630,000.00		1,285,000.00

158,098.49		
	8,775.30	
	5,000.00	
	1,500.00	
	250.00	
	0.00	142,573.19
4,500.00	2,000.00	2,500.00
144,126.12		
	110,097.00	34,029.12
14,000.00		
	14,000.00	0.00
37,000.00		
	37,000.00	0.00
1,000.00		
	1,000.00	0.00
1,800.00		
	1,800.00	0.00
42,025.00		
	42,025.00	0.00
38,507.47		
	0.00	38,507.47

10,143,954.83		
	10,143,954.83	0.00

120,513.74		120,513.74
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236,809.82		
	97,000.00	
	62,000.00	77,809.82

	BUDGET FOR 2025		
DEPARTMENT	BUDGETED EXPENSES	BUDGETED REVENUES	LEVY
Sheriff's Administration	686,414.00		
Sheriff's Department	1,865,346.00		
Police Radio	77,300.00		
County Jail	1,569,939.00		
Sheriff's Department Uniform Allowances	22,000.00		
Special Investigations	2,000.00		
NG911 GIS Grant	0.00		
PSAP Grant	0.00		
Traffic Stop Data Grant	0.00		
ICAC Reimbursement	0.00		
State Aid-Probation and Parole Housing		10,000.00	
Traffic Stop Data Grant		0.00	
Prisoner Aid In Lieu Of Social Security		3,200.00	
Sheriff's Escort Fees		0.00	
State Aid - Summer Traffic Grant		0.00	
State Aid-Police Training		6,000.00	
State Aid - Sanctions		15,000.00	
ICAC Reimbursement		0.00	
State Aid-DNA Testing		800.00	
Federal Aid-Bullet Proof Vests		800.00	
Sheriff Law Enforcement Services - Lone Rock		52,000.00	
Sheriffs Civil Process Fees		15,000.00	
Electronic Monitoring Program Fees		30,000.00	
Board of Prisoners (County)		0.00	
Board of Prisoners (Huber)		9,700.00	
Sheriff's Telephone Revenues		15,000.00	
Sheriff's Copies Revenue		1,500.00	4,063,999.00
911 Outlay	50,000.00		50,000.00
Animal Control	18,475.00		
Dog License Fees		4,200.00	14,275.00

Surveyor	4,650.00		4,650.00
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Symons Recreation Complex (Fund 36)	509,700.81		
Symons -Swimming Pool Projects (Fund 37)	12,450.00		
Symons Recreation Complex Fees (Fund 36)		401,780.00	
Symons -Swimming Pool Projects (Fund 37)		12,450.00	
Pool Operations - City Share		53,960.41	53,960.40

	BUDGET FOR 2026		
DEPARTMENT	BUDGETED EXPENSES	BUDGETED REVENUES	LEVY
Sheriff's Administration	642,182.07		
Sheriff's Department	1,967,028.14		
Police Radio	33,000.00		
County Jail	1,560,632.35		
Sheriff's Department Uniform Allowances	22,000.00		
Special Investigations	2,000.00		
NG911 GIS Grant	0.00		
PSAP Grant	0.00		
Traffic Stop Data Grant	0.00		
ICAC Reimbursement	0.00		
State Aid-Probation and Parole Housing		10,000.00	
Traffic Stop Data Grant		0.00	
Prisoner Aid In Lieu Of Social Security		3,200.00	
Sheriff's Escort Fees		0.00	
State Aid - Summer Traffic Grant		0.00	
State Aid-Police Training		6,000.00	
State Aid - Sanctions		15,000.00	
ICAC Reimbursement		0.00	
State Aid-DNA Testing		800.00	
Federal Aid-Bullet Proof Vests		800.00	
Sheriff Law Enforcement Services - Lone Rock		54,000.00	
Sheriffs Civil Process Fees		15,000.00	
Electronic Monitoring Program Fees		30,000.00	
Board of Prisoners (County)		0.00	
Board of Prisoners (Huber)		9,700.00	
Sheriff's Telephone Revenues		15,000.00	
Sheriff's Copies Revenue		3,000.00	4,064,342.56
911 Outlay	74,000.00		74,000.00
Animal Control	18,425.00		
Dog License Fees		3,500.00	14,925.00

Surveyor	4,650.00		4,650.00
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Symons Recreation Complex (Fund 36)	524,830.51		
Symons -Swimming Pool Projects (Fund 37)	11,500.00		
Symons Recreation Complex Fees (Fund 36)		418,450.00	
Symons -Swimming Pool Projects (Fund 37)		11,500.00	
Pool Operations - City Share		53,190.25	53,190.26

	BUDGET FOR 2025		
DEPARTMENT	BUDGETED EXPENSES	BUDGETED REVENUES	LEVY
University Extension & Agents	202,720.99		
Extension Office Revenues			202,720.99

UW-Richland Outlay	80,000.00		80,000.00
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Veterans Service Office	88,325.22		
Veterans Service Grant	9,906.20		
Soldiers and Sailors Fund	5,869.00		
Care of Veterans Graves	8,000.00		
State Aid-Veterans Service		11,688.00	100,412.42

Zoning	136,331.95		
Sanitary Permit Fees		25,000.00	
Land Use Permits		24,500.00	
Farmland Preservation		4,500.00	
Zoning State Grant		0.00	
Manure Storage Permit Fee		0.00	
Zoning Permits		20,000.00	
Soil Testing Fees		6,250.00	
Sanitary Maintenance Filing Fee		43,000.00	
Land Division Fees		2,500.00	
Non-Metallic Mining Fees		20,000.00	
Mapping and Data Base Fees		300.00	
County Address Signs		3,000.00	-12,718.05
Failing Septic Systems	0.00		
State Aid - Failing Septic Systems		0.00	0.00
Land Records (Fund 48)	20,000.00		
Land Records Fees		20,000.00	0.00
Land Records Information Grant (Fund 23)	75,000.00		
State Aid-Land Information Grant		75,000.00	0.00

Capital Planning	229,263.61		229,263.61
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County Technology Fund	161,150.00	0.00	161,150.00
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Radio Tower (Fund 94)	0.00	0.00	0.00
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Courthouse Employee Fund (Fund 970)	0.00	0.00	0.00
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BUDGET FOR 2026		
BUDGETED EXPENSES	BUDGETED REVENUES	LEVY
170,930.98		
		170,930.98

50,000.00		50,000.00
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101,206.82		
11,672.95		
5,769.00		
8,100.00		
	11,688.00	115,060.77

167,513.88		
	28,000.00	
	33,000.00	
	0.00	
	12,500.00	
	0.00	
	20,000.00	
	7,000.00	
	43,000.00	
	4,000.00	
	16,500.00	
	400.00	
	3,500.00	-386.12
0.00		
	0.00	0.00
20,000.00		
	20,000.00	0.00
96,000.00		
	96,000.00	0.00

0.00		0.00
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382,146.71		382,146.71
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147,080.84	0.00	147,080.84
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4,000.00	4,000.00	0.00
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DEPARTMENT	BUDGET FOR 2025			BUDGET FOR 2026		
	BUDGETED EXPENSES	BUDGETED REVENUES	LEVY	BUDGETED EXPENSES	BUDGETED REVENUES	LEVY
Independent Auditing	35,700.00			37,485.00		
Special Acct - Indirect Cost Study (Maximus)	4,100.00			4,100.00		
Internet/Bandwidth Access	3,038.88			3,038.88		
Property and Liability Insurance	63,924.97			51,215.00		
Workers Compensation Insurance	20,000.00			15,000.00		
Public Official Bond	4,500.00			0.00		
PCORE-Health Insurance	580.00			650.00		
Fire Suppression (State Special Charges)	0.00			0.00		
Employee Assistance Program	0.00			9,000.00		
Charitable & Penal (State Special Charges)	85.95			0.00		
Tri-County Airport	36,236.00			32,562.00		
Automated Mailing Machine	3,600.00			3,562.16		
Data Processing	6,500.00			0.00		
Libraries	228,016.29			209,465.64		
SW WI Regional Planning Commission	18,272.10			18,637.55		
Citizen Standing Committees	2,532.00			1,168.85		
Neighborhood Housing Services	7,500.00			7,500.00		
Short-Term Borrowing (Fund 92)	601,200.00			0.00		
Richland County Judge	5,000.00			5,000.00		
Co Trunk Hwy - Vehcile Fire	0.00			200.00		
County Sales Tax		1,500,000.00			1,600,000.00	
Interest on Taxes		100,000.00			100,000.00	
Managed Forest and Forest Crop Taxes		100,000.00			100,000.00	
State Shared Revenues		2,196,152.84			2,261,096.26	
State Aid-Exempted Business Computers		12,922.57			12,922.57	
State Aid-Personal Property		114,020.70			114,020.70	
Payment in Lieu of Taxes-DNR		43,000.00			45,760.22	
MFL Resource Aid Payment-DNR		27,350.00			27,410.00	
Indirect Administration Cost Study Revenues		45,000.00			0.00	
County Farmland Leases		1,800.00			4,800.00	
General Revenues		250.00			100.00	
Other Miscellaneous Revenues		49,300.00			61,300.00	
Short-Term Borrowing (Fund 92)		601,200.00			0.00	
General Fund Balance Applied		0.00			245,292.86	
Pine Valley Fund Surplus Applied		725,000.00			750,000.00	
Interest on General Fund Investments		600,000.00	-5,075,209.92		600,000.00	-5,524,117.53

TOTAL LEVY

42,572,645.35 32,231,639.56 10,341,005.79

51,838,543.72 41,018,512.33 10,820,031.39

Version: FINAL Proposed 1.0

RESOLUTION NO. 25 – 88

Resolution Adopting The Richland County Budget For The Fiscal Year January 1, 2026 – December 31, 2026
And Establishing A Tax Levy For Said Fiscal Year.

WHEREAS the budget for operations and capital improvements for Richland County Wisconsin for the fiscal year 2026 has been compiled and reviewed; and

WHEREAS the 2026 budget includes revenues from the County sales tax in the estimated amount of \$1,600,000.00; and

WHEREAS the County Board held the required public hearing on the proposed County budget for 2026 on October 20, 2025; and

WHEREAS the County Board has carefully considered the County budget for 2026 and is now ready to adopt the budget.

NOW THEREFORE BE IT RESOLVED by the Richland County Board of Supervisors that the 2026 Proposed Budget for Richland County Wisconsin, a copy of which is on file in the offices of the County Clerk and County Administrator, be adopted and that a county tax levy of \$6,735,590, a library tax levy of \$209,465.64, a county bridge aid levy of \$37,820, a chargeback levy of \$990.54 and a county debt levy of \$3,836,165.21.

BE IT FURTHER RESOLVED that the sum of \$10,820,031.39 be used and hereby is levied upon all taxable property in Richland County for County purposes for the year 2026, and

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

VOTE ON FOREGOING RESOLUTION

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

AYES_____ NOES_____

RESOLUTION_____

FOR AGAINST

DEREK S. KALISH
COUNTY CLERK

STEVE CARROW

X

MARC COUEY

GARY MANNING

X

DAVID TURK

X

BOB FRANK

X

STEVE WILLIAMSON

X

RANDY SCHOONOVER

X

KERRY SEVERSON

SANDRA KRAMER

X

DATED: OCTOBER 20, 2025

RESOLUTION NO. 25 - 89

Resolution Approving The Town Of Ithaca’s Rezoning Of A Portion Of Parcel 016-1411-0000.

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 016-1411-0000 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 2.47 acre parcel from the Farmland Preservation District to the Ag/Residential Zoning District in accordance with the Town of Ithaca’s Zoning Ordinance:

A part of the Northeast Quarter (NE ¼) of the Northeast Quarter (NE ¼) of Section 14, Town ten (10) North, Range two (2) East, Town of Ithaca, Richland County, Wisconsin.

Commencing at the East Quarter of said Section 14;
Thence N 01°06'35” W, 1314.12 feet along the East line of the Northeast Quarter of said Section 14 to the Southeast corner of the Northeast Quarter of the Northeast Quarter of said Section 14;
Thence S 88°48'27” W, 205.22 feet along the South line of the Northeast Quarter of the Northeast Quarter of said Section 14 to the Point of Beginning.

Thence continuing S 88°48'27" W, 454.63 feet along said South line to the centerline of Keyesville Ridge Drive;
Thence along said centerline N 42°25'42” E, 352.62 feet;
Thence continuing along said centerline 104.30 feet along a curve concave to the Southeast having a radius of 4000.00 feet and a long chord bearing N 43°10'31” E, 104.30 feet;
Thence continuing along said centerline N43°55'21" E, 172.64 feet;
Thence continuing along said centerline 23.38 feet along a curve concave to the Northwest having a radius of 425.00 feet and a long chord bearing N 42°20'46" E, 23.38 feet;
Thence S 01°11'33" E, 468.61 feet to the South line of the Northeast Quarter of the Northeast Quarter of said Section 14 and the Point of Beginning.

Said parcel contains 2.47 acres of land, more or less.

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

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

VOTE ON FOREGOING RESOLUTION		RESOLUTION OFFERED BY THENATURAL	
		RESOURCES STANDING COMMITTEE	
AYES_____ NOES_____		(6 OCTOBER 2025)	
RESOLUTION_____		FOR	AGAINST
DEREK S. KALISH	STEVEN CARROW	X	
COUNTY CLERK	JULIE FLEMING	X	
	RICHARD MCKEE	X	
DATED: OCTOBER 20, 2025	ROD PERRY	X	
	ALAYNE HENDRICKS	X	
	RANDY SCHOONOVER	X	

RESOLUTION NO. 25 - 90

Resolution Approving The Town Of Ithaca's Rezoning Of Parcel 016-2331-1000.

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 016-2331-1000 from the Ag/Residential District to the Farmland Preservation 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 12.88-acre parcel from the Ag/Residential District to the Farmland Preservation District in accordance with the Town of Ithaca's Zoning Ordinance:

Part of the Northeast Quarter of the Southwest Quarter and part of the Southeast Quarter of the Southwest Quarter of Section 23, Town 10 North, Range 2 East, Town of Ithaca, Richland County, Wisconsin, described as follows:

Commencing at the concrete monument with a bronze cap at the South Quarter corner of Section 23, Town 10 North, Range 2 East;

Thence South 89° 26' 16" West the South line of the Southwest Quarter, 1326.09 feet to a ¾" diameter rebar at the Southwest corner of the Southeast Quarter of the Southwest Quarter;

Thence North 00° 01' 59" West on the West line of the Southeast Quarter of the Southwest Quarter, 188.47 feet to a ½" diameter cotton gin spike on the centerline of Apple Ridge Road;

Thence Northeasterly on said centerline, 41.46 feet on the arc of a 1349.00 feet radius curve to the left, making a central angle of 01° 45' 40" and a long chord of 41.46 feet that bears North 38° 49' 30" East to a ½ " diameter cotton gin spike and the Point of Beginning;

Thence continuing Northeasterly, 86.11 feet on the arc of 1349.00 feet radius curve to the left, making a central angle of 03° 39' 27" and a long chord of 86.10 feet that bears North 36° 06' 56" East to a ½" diameter cotton gin spike;

Thence North 34° 17' 12" East, 272.31 feet to a ½" diameter cotton gin spike;

Thence Northeasterly, 291.04 feet on the arc of a 1439.00 feet radius curve to the left, making a central angle of 11° 35' 18" and a long chord of 290.55 that bears North 28° 29' 33" East to a ½" diameter cotton gin spike;

Thence North 22° 41' 54" East, 168.17 feet to a ½" diameter cotton gin spike;

Thence North 21° 42' 08" East, 343.61 feet to a ½" diameter cotton gin spike;

Thence Northeasterly, 332.84 feet on the arc of a 773.00 feet radius curve to the right, making a central angle of 24° 40' 14" and a long chord of 330.27 feet that bears North 34° 02' 15" East to a ½" diameter cotton gin spike;

Thence North 46° 22' 22" East, 105.58 Feet to a ½" diameter cotton gin spike and the last point on the centerline of Apple Ridge Road;

Thence North 90° 00' 00" West, 822.80 feet to a ¾" diameter rebar on the West line of the Northeast Quarter of the Southwest Quarter;

Thence South 00° 01' 59" East on said West line, 284.83 feet to a ¾" diameter rebar at the Northwest corner of the Southeast Quarter of the Southwest Quarter;

Thence South 00° 01' 59" East, on the West line of the Southeast Quarter of the Southwest Quarter 762.40 feet to a ¾" diameter rebar;

Thence South 64° 41' 47" East, 59.79 feet to a ¾" diameter rebar;

Thence South 10° 58' 40" West, 282.94 feet to a ¾" diameter rebar at the intersection of the West line of the Southeast Quarter of the Southwest Quarter with the westerly right-of-way limit of Apple Ridge Road;

Thence South 52° 03' 20" East 33.00 feet to the Point of Beginning;

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_____

DEREK S. KALISH
COUNTY CLERK

DATED: OCTOBER 20, 2025

RESOLUTION OFFERED BY THENATURAL
RESOURCES STANDING COMMITTEE
(6 OCTOBER 2025)

FOR AGAINST

STEVEN CARROW	X
JULIE FLEMING	X
RICHARD MCKEE	X
ROD PERRY	X
ALAYNE HENDRICKS	X
RANDY SCHOONOVER	X

ORDINANCE NO. 25 - 22

Amendment No. 630 To Richland County Code Of Ordinance Chapter 119- Zoning Relating To Parcel 030-2531-1000.

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 31.0-acre parcel in the Town of Westford is hereby rezoned from Illegal Non-conforming to the Ag/Residential (AR) District:

All that part of the Northeast Quarter (NE ¼) of the Southwest Quarter (SW ¼) and the Southeast Quarter (SE ¼) of the Southwest Quarter (SW ¼) of Section Twenty-five (25), lying North of Honer Road and West of STH “58”,

EXCEPTING THEREFORM: Commencing at the Northeast corner of the Southwest Quarter (SW ¼) of Section Twenty-five (25), Township Twelve (12) North, Range Two (2) East, Richland County, Wisconsin;

Thence West 341.0 feet;
Thence South 873.1 feet to the centerline of Wisconsin State Highway “58” and the Point of Beginning;
Thence S 5° 38’ 40” W, 713.63 feet along said centerline;
Thence S 9° 38’ 36” W, 151.82 feet along said centerline to the centerline of a town road;
Thence N 79° 24’ 16” W, 143.17 feet along said centerline;
Thence N 71° 28’ W, 93.43 feet along said centerline;
Thence N 6° 27’ 11” E, 730.85 feet;
Thence N 72° 16’ 26” E, 254.89 feet to the Point of Beginning.

The above-described parcel of land being located partly in the Northeast Quarter (NE ¼) of the Southwest Quarter (SW ¼) and partly in the Southeast Quarter (SE ¼) of the Southwest (SW ¼), all in Section Twenty-five (25).

All of the above located in Township Twelve (12) North, Range Two (2) East, Richland County, Wisconsin.

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

DATED: OCTOBER 20, 2025	ORDINANCE OFFERED BY THE NATURAL	
PASSED: OCTOBER 20, 2025	RESOURCE STANDING COMMITTEE	
PUBLISHED: OCTOBER 30, 2025	(6 OCTOBER 2025)	
	FOR	AGAINST
DAVID TURK, CHAIR	STEVE CARROW	X
RICHLAND COUNTY BOARD OF SUPERVISORS	JULIE FLEMING	X
	ROD PERRY	X
	RICHARD MCKEE	X
	ALAYNE HENDRICKS	X
	RANDY SCHOONOVER	X
DEREK KALISH		
RICHLAND COUNTY CLERK		

Administrator's Update
October 20, 2025

The City of Richland Center has approved a vendor to do the Symons study. Innovative Public Advisors (IPA) was chosen to conduct a comprehensive assessment of operations and finances, analyze peer facilities, engage stakeholders in the community and develop multi-year financial models for alternative operational structure. This is all being completed as part of the Innovation Grant the city received earlier this year. The goal is to find long term stability for the Symons Recreation Complex. This will be a four-month process from start to finish.

The \$2 million dollar grant has been submitted for Branch Campus Redevelopment grant. They have reviewed and requested that we make a couple of changes to the application. The updated application will be submitted by the end of the week.

Open Enrollment will begin on October 16 and will run until the 31. We have partnered with The Insurance Center to provide informational sessions to all employees about the benefits they have available. There are 5 sessions scheduled over two different days.

SEH continues to work on the Campus Redevelopment process. The market analysis should be completed by October 22 with stakeholder coordination being completed by November 3. Their next steps will be focused on public engagement, creating an advocacy paper to highlight opportunities for the site and outline the importance of the project to the community, review funding opportunities and to develop a tailored marketing strategy.

Radio Tower Update
September 2025

Progress continues at the Yuba site. The retaining wall is almost complete. The walls of the building will then start the week of September 29. The goal is for the frame of the building to be completed on October 17th. The interior will then be completed by the end of October. The tower is tentatively set to be shipped the week of October 22nd.

As of September 24, the following is the status of all the sites shared by GenComm.

Richland County Tower Status

Site Name	Civils	LMR Rack	Combiners	GPS Antennas	LMR Ants Cable & antenna arrived	Microwave Shipping 10/25	MW Ants	Fiber	Cont Stations
Richland Center USCC			This week		Delivered		Delivered		N/A
Gotham					+		Delivered	N/A	N/A
Muscoda USCC		Space issue	Next week		Delivered			N/A	N/A
Westport							Delivered		N/A
Yuba	End of Oct				at GenComm			N/A	N/A
Bunker Hill		Space issue	Next week				Delivered	N/A	N/A
Keyesville							Delivered	N/A	N/A
Boaz USCC					Delivered		Delivered		N/A
Vilola			9/24/2025				Delivered	N/A	N/A
Courthouse		N/A	N/A				Delivered		

There was a delay in the production of the Microwaves regarding the production of the ODU's for them. This delay has been caused due to the increased demand for radios. They are now in production. The goal is for them to be shipped by October 20, 2025.

We are still needing to finalize the last two frequencies. To do this, we will need permission from Monroe County and Marquette County. Discussions are happening with BayComm, Marquette County, Monroe County, GenComm and Sheriff Porter to try and keep this process moving forward. These last two frequencies are needed for OPS2 channel. Not having these two frequencies will not delay the changeover date.

Gary Pelletier from GenComm shared in an email on September 22, that they will make all efforts to have the system online by the end of the year. Please note, that there will be testing that will need to be done next summer when the foliage is at its peak.

Ongoing communication is happening with Richland County Emergency Responder agencies. Communication started in July with emails being sent on July 11 and July 24. On August 20th another email was sent. A letter and email then went out to all agencies this week giving a deadline of October 15. Additionally, there have been some community meetings discussing what is needed. We are planning to use the funds to reprogram their radios. We are asking agencies to provide a list of their radios and a quote from a vendor for the reprogramming costs. If someone reaches out to you with questions, please have them call me. It is important that all agencies have what they need to be able to provide services to the community when we are on the new system.

MEMORANDUM AGREEMENT

This MEMORANDUM AGREEMENT is between Richland County, a quasi-municipal corporation of the State of Wisconsin (THE COUNTY) and the [Enter entity] which parties agree as follows:

1. THE COUNTY will provide 911 Advanced Emergency Medical Technician level ambulance services to [Enter entity].
2. [Enter entity] shall pay THE COUNTY [enter amount], which is based upon \$225.00 per call for an average of [enter average number of calls] calls per year over the past four years (2021, 2022, 2023, and 2024) in which person or persons picked up by the ambulance were located within [enter entity]. Payment must be made in total by March 1, 2026. For those entities whose call volume do not exceed \$2500, they will pay \$625.
3. A Committee shall be established to create a productive and effective transition plan for Ambulance Services in the community. The committee is to focus on next steps and will not be utilized to explore operational changes of the current service. Each entity will provide one committee member to be confirmed by the County Board.
4. This agreement ends March 31, 2026 or upon the establishment of another service in the community, whichever comes first. Richland County EMS will no longer exist on April 1, 2026.
5. As part of the transition, parties will negotiate the distribution of the Service's assets agreeable to all parties. In the event negotiations fail, the County shall retain all assets.
6. This MEMORANDUM AGREEMENT constitutes the entire agreement between the parties. It may only be amended by a written document signed by both parties.
7. Execution of this MEMORANDUM AGREEMENT shall be by Motion or Resolution adopted by [enter entity] in a session held in compliance with the Open Meetings Law. The Motion or Resolution shall approve the MEMORANDUM AGREEMENT and shall designate the official who is authorized to sign this MEMORANDUM AGREEMENT on behalf of [enter entity.]

RESOLUTION NO. 25 - 91

Resolution To Approve EMS Training Reimbursement Agreement.

WHEREAS Richland County EMS Staffing is critical to avoid compromising patient and crew safety and ability to maintain ambulance, and

Whereas recruitment and retention of qualified candidates is important, and we need to compete with other services who offer bonus packages, and

WHEREAS the Joint Ambulance Committee has considered this item and is now asking for Executive and Finance to consider this need, 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 reimbursement for training agreement, and

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

VOTE ON FOREGOING RESOLUTION		RESOLUTION OFFERED BY THE EXECUTIVE & FINANCE STANDING COMMITTEE (25 SEPTEMBER 2025)	
AYES_____	NOES_____		
RESOLUTION_____		FOR	AGAINST
DEREK S. KALISH	STEVE CARROW	X	
COUNTY CLERK	MARC COUEY	X	
	GARY MANNING	X	
DATED: OCTOBER 20, 2025	DAVID TURK	X	
	BOB FRANK	X	
	STEVE WILLIAMSON		
	RANDY SCHOONOVER	X	
	KERRY SEVERSON		



Richland COUNTY

Ambulance Service

Barbara Scott, Interim Service Director
emsdirector@co.richland.wi.us
Office 608-647-6474
Fax 608-647-7151

Training Repayment Agreement

This agreement is entered into between **[Employee Name]** and Richland County Ambulance Service on this ____ day of _____, **20**.

1. Purpose

The County agrees to cover the cost of training for the Employee to advance from:

- EMR to EMT, and/or
- EMT to EMT-A

2. Repayment Obligation

In exchange for this training, the Employee agrees to remain employed with the County for a minimum of **eighteen (18) months** after passing of the National Registry Exam. Throughout this period, the Employee shall provide 24-hour call coverage as assigned, in accordance with departmental needs and scheduling policies.

3. Repayment Terms

If the Employee voluntarily resigns or is terminated for cause before completing the 18-month period, the Employee agrees to repay the County the full cost of the training.

4. Acknowledgment

By signing below, the Employee acknowledges understanding of and agreement to the terms outlined above.

Employee Name: _____

Employee Signature: _____

Date: _____

Supervisor/Authorized Official: _____

Signature: _____

Date: _____

RESOLUTION NO. 25 - 92

Resolution To Approve EMS Handbook Addendum Changes.

WHEREAS EMS has its own handbook that has been in place since 2015 and updated several times, and

WHEREAS currently there have been significant changes to county structure and rules so that all employees are treated equally and uniformly, and

WHEREAS the handbook has now been updated to reflect current policy and are requesting this to be backdated to the 1st of July 2025, 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 by the Richland County Board of Supervisors that the updated EMS Handbook Addendum is approved, and

BE IT FURTHER RESOLVED that this Resolution shall be effective July 1, 2025, upon passage and publication.

VOTE ON FOREGOING RESOLUTION

AYES_____ NOES_____

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

RESOLUTION_____

FOR AGAINST

DEREK S. KALISH
COUNTY CLERK

STEVE CARROW

X

MARC COUEY

GARY MANNING

X

DAVID TURK

X

BOB FRANK

X

STEVE WILLIAMSON

X

RANDY SCHOONOVER

X

KERRY SEVERSON

SANDRA KRAMER

X

DATED: OCTOBER 20, 2025

Richland County Ambulance Service



Handbook

Richland County Ambulance Service Policy Handbook

Record of Changes

Adopted by County Board as an amendment to the County's Handbook – July 16, 2015

Revised – January 10, 2019

Revised – July 20, 2021

Revised – February 15, 2023

Revised – *Proposed October 20* 2025

Richland County Ambulance Service Policy Handbook

This Handbook was developed to provide operational guidance and rules for the members of the Richland County Ambulance Service. It also serves as an addendum to the Richland County Handbook of Personnel Policies and Work Rules.

Richland County Ambulance Service Policy Handbook

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Richland County Ambulance Service Policy Handbook

Mission Statement

The mission of the Richland County Ambulance Service is to provide efficient, high quality emergency medical care and safe transportation to a medical facility for any resident or visitor of our service area.

We will commit to being a public education resource on issues pertaining to emergency care and preventive medicine.

We will create a safe work environment that encourages continuing education and the achievement of personal goals while continually striving to accomplish our primary mission.

By working together and remaining well organized, committed to quality, active participation and continuous improvement, we can best meet the challenges of the future.

Purpose

- The Richland County Ambulance Service is a duly constituted department of Richland County gaining its operational authority from the Richland County Board.
- Membership of the Richland County Ambulance Service is comprised of full-time, casual call-in, and paid on-call members.
- Richland County Ambulance Service shall not discriminate as to gender, age, race, color, creed, or ability to pay for services rendered.
- The purpose of the Richland County Ambulance Service shall be to provide effective emergency medical services to the contracted municipalities within Richland County. See glossary of terms for specifics of the service area.
- Members of this department shall be paid wages for services based upon their position as established by the Richland County Board.
- Members of the Richland County Ambulance Service must complete training as required by positions. EMS providers will be licensed by the State of Wisconsin and at minimum meet the training requirements outlined in Section 110 of the Wisconsin Administration Code. Drivers at minimum will receive Emergency Vehicle Operations Course (EVOC), Cardiopulmonary Resuscitation (CPR) and First Aid Training.

Licensure

The Service's license to practice pre-hospital medicine is approved by the State of Wisconsin and supervised under the medical direction of the Service Medical Director. The Medical Director approves new members and has the authority to suspend field practice of any Richland County Ambulance Service member. The Medical Director is also responsible for developing and keeping State-approved medical protocols and has direct authority over quality assurance/improvement.

Richland County Ambulance Service Policy Handbook

Members shall keep minimum performance standards regarding acute knowledge of protocols and their applicable scope of practice. Copies of all required certifications including CPR and State license must be on file with Richland County Ambulance Service. Fulfillment of all continuing education requirements are the responsibility of the individual.

Proof of approved continuing education must be submitted to the Director or designee prior to license renewal. Failure to maintain certifications and licensure may result in license revocation and/or disciplinary action with the potential of loss of employment. Monthly training is provided to staff via online and in-person to allow squad members a method to stay proficient with their skills. Richland County Ambulance Service also utilizes computer-based learning as a method of providing continuing education to licensed members. Each member is required at minimum to complete a refresher course every three years and any assigned monthly training activities.

Chain of Command

Operational Chain of Command

1. Oversight Authorities

- **Medical Director**
Establishes and maintains treatment and transport protocols that guide medical operations.
- **County Administrator** Oversees County administrative policies and ensures the organization's compliance with local government requirements.

2. Service Director

The Service Director is the primary operational leader, receiving guidance from both the Medical Director and County Administrator. Responsible for overall direction, decision making, and ensuring policies and protocols are followed.

3. Support Roles Reporting to the Service Director

- **Administrative Secretary**
Manages administrative tasks including working in cooperation with the billing company, correspondence, record keeping, and general organizational support.
- **Training Officer**
Oversees staff training, continuing education, and ensures compliance with training standards and protocols.
- **Captain**

The captain serves as an intermediate supervisory position between the Service Director and

Richland County Ambulance Service Policy Handbook

Staff. Major responsibilities include:

- Translating director level strategy, policy, and protocol into actionable tasks for staff.
- Managing day-to-day operations and serving as first point of contact for staff questions or issues.
- Supervising staff performance, coordinating work assignments, and ensuring conformity with policies, protocols, and county policy.

5. Staff

All operational staff report through this chain, under the captain for daily managerial and operational direction.

Advisory Roles:

- State of Wisconsin EMS Bureau Chief
- State Medical Director

Operational Hours

- A. The office hours of the Richland County Ambulance Service are 8:00am to 5:00pm, Monday through Friday, except holidays as set forth by the Richland County Board.
- B. Emergency Medical Service hours are 24 hours a day, 7 days a week to include holidays.
- C. Crew operational periods are as follows: 24-hour operational shifts run from 8am to 8am the following day.

Application Process

Applications for any open position for the Richland County Ambulance Service is to be completed and returned to the HR office. Upon a position offer from the Human Resource Office .will perform a healthcare provider background check through the Department of Justice (DOJ) along with license verification through the Wisconsin EMS Office.

Orientation and Probation

Orientation:

Unlicensed New Members:

Richland County Ambulance Service Policy Handbook

Unlicensed New Members: Probation period for paid on-call members is 6 months and begins after they have completed the ride-along program and the background check process is complete. The orientation program will consist of the probation member being assigned to a senior member and together they will look at the State and local EMS operations and programs and other essential topics as deemed appropriate by the Service Director. During the probation period, the unlicensed probationary member will be given additional tools and training in preparation for the EMT class. However, the member will not provide any care to the patient during this period due to lack of licensure.

Successful completion of the probationary period should include the probationary member completing field training, obtain CPR for Health Care certification, and at minimum being signed up for an EMT 1 Course.

Licensed New Members:

A new member with a current Wisconsin EMS provider license begins with a 6-month probationary period. Upon the completion of the Local Credential Agreement the licensed member will ride as a third licensed member for a minimum of two shifts. The new member is to review and understand local medical protocols as well as operational guidelines.

EMT Requirements

- A. Applicant must be 18 years of age and meet the minimum requirements to be licensed as an EMT in the State of Wisconsin.
- B. Possess a valid Wisconsin driver's license. Must have an acceptable driving record without a SR-22 filing. Individuals with a probationary driver's license and/or SR-22 filing requirement with the Wisconsin Department of Transportation are not allowed to drive the ambulance at any time. The Director has the ability to approve or deny driving privileges to any member.
- C. Proof of immunizations against communicable diseases or a signed waiver.
- D. Successful completion of State-approved BLS Healthcare Provider CPR course.
- E. Demonstrate that the individual can meet the mental and physical criteria necessary to be able to safely and properly perform all tasks and functions described in the "Roles and Responsibilities of the EMT" section.
- F. Maintain their license by fulfilling all continuing education requirements.

Roles and Responsibilities

The following are expectations of all members:

- A. Always maintain a professional appearance and manner.
- B. Wear appropriate clothing and shoes when responding to all calls. OPEN TOED shoes are strictly forbidden.
- C. Turnout coats (NFPA Standard 1999 and 1951) as well as vests (ANSI/DOT Class 3) are required at all transportation related incidents and industrial scenes. Multiple ANSI Vests are located in each rig. Turnout coats are located in the ambulance bay.

Richland County Ambulance Service Policy Handbook

- D. Drive with due regard at all times.
- E. Locate and safely drive to the scene.
- F. Size up the scene and situation.
- G. Utilize all appropriate PPE provided by Richland County.
- H. Ensure your own safety and the safety of fellow members, the patient, and others at the scene.
- I. Rapidly assess the patient's gross neurological, respiratory and circulatory status, including a thorough and accurate patient assessment.
- J. Provide appropriate care and interventions as outlined in the medical protocols and within the scope of practice appropriate to license level.
- K. Communicate effectively with the patient, advising them of any procedures that will be performed.
- L. Properly interact and communicate with fire, rescue, and law enforcement responders at the scene.
- M. During mass casualty incidents, identify and triage patients based on the START or JumpSTART methodology and utilizing the SMART tagging system.
- N. Give necessary patient care report to the receiving hospital emergency department.
- O. All run reports will be completed in WARDS within 24 hours of completion of the call for service.
- P. Safeguard the patient's rights in compliance with HIPAA regulations.
- Q. Refuel ambulance.
- R. Restock and wash the ambulance once the run is complete to prepare for the next call.
- S. A pager must be carried while on call and a reasonable level of radio proficiency is expected.

Health Examinations

The County will pay any health examinations/vaccinations required as a condition of employment.

Duty

Staff is responsible for responding to all ambulance calls during their scheduled hours. Failure to respond to calls may result in disciplinary action. The online EMS Manager schedule is the official record of who is on duty for any given time. It is the sole responsibility of the individual member to ensure the online schedule is correct.

Upon receiving the initial page, a member of the crew will acknowledge the page via portable radio. Other than the Director, members should refrain from self-dispatching to the scene unless they have been in direct contact with the crew and additional staff are deemed beneficial for scene safety and patient care.

If a member needs to come off the schedule due to illness or family emergency, they are to make direct contact with the Ambulance Office during normal business hours or the Director after hours.

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Direct contact means by phone, not via text, email, instant messenger, or any other messaging tool. This is to ensure that the need for a schedule change is received, the reason for the open shift is understood, and the opening can fill as soon as possible.

Patient Confidentiality

It is imperative to maintain the confidentiality of patient information received during the course of patient care. Richland County Ambulance Service prohibits the release of any patient information to service members that were not on the call as well as anyone outside the organization unless required for purposes of treatment, payment, or healthcare operations in accordance with [Federal Code](#). Personal Health Information (PHI) includes but is not limited to patient name, address, and/or information that could identify the patient. Acceptable uses of PHI within the organization include but are not limited to exchange of patient information needed for the treatment of the patient, billing, internal audits, quality assurance activities, and other essential healthcare operations. All members and ride-alongs of Richland County Ambulance Service must have on file a signed Policy on Confidentiality and Dissemination of Patient Information and a Staff Member Verification form.

Ambulance Reports

All patient care reports must be accurately completed in a timeframe consistent with the [State Administrative Code 110.34](#).

DHS 110.34

(7) If the emergency medical services provider is an ambulance service provider, submit a written report to the receiving healthcare facility upon delivering a patient and a complete patient care report within 24 hours of patient delivery. A written report may be a complete patient care report or other documentation approved by the department and accepted by the receiving hospital. A non-transporting emergency medical service provider or emergency medical responder service provider shall provide a written or electronic report to the ambulance service provider at the time of the patient care transfer.

(8) If the emergency medical service provider is an ambulance service provider or non-transporting emergency medical service provider, submit patient care report data electronically to the department through Wisconsin Ambulance Run Data System (WARDS) using direct web-based input to WARDS or uploading patient care report data to WARDS within 7 days of the patient transport. If the emergency medical service provider is an emergency medical responder service provider, submit a patient care report to WARDS only if advanced skills are used in caring for the patient.

Full-time/casual staff must ensure that all reports assigned to them are completed prior to going off duty.

- **Holiday Pay**

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Due to EMS being a 24/7, 365 day a year operation, full-time and casual members may be scheduled on a holiday based on their rotation. When scheduled on a holiday, the full-time or casual member shall receive eight hours of holiday pay to be paid at one and a half times their normal rate for an eight-hour period in addition to their scheduled hours. Holiday pay shall not be considered worked for the purpose of computing overtime and will therefore not be paid at the overtime rate. If the full-time member is not scheduled for the holiday, he or she will receive eight hours of pay at their normal hourly rate. Casual members will not receive holiday pay unless they were scheduled on a holiday.

County-approved holidays are listed in the “**Richland County Handbook of Personnel Policies and Work Rules**”.

- **Vacation Time (Full-time Only)**

Vacation – Vacation benefits, for staff working the 24-hour rotation shifts (2 days a week) are accrued at the following rates. Maximum accumulation for each year of service is indicated in the full-time column. Vacation time will be paid out as straight and shall not be considered worked for the purpose of computing overtime and will therefore not be paid at the overtime rate. For all other full-time positions and additional information regarding vacation benefits, see the “**Richland County Handbook of Personnel Policies and Work Rules**”

<u>Years</u>	<u>Full-time</u>	<u>24-hour rotation position)</u>
Date of Hire	2 days	(hours equivalent to 40)
6 Mo	2 days	
1 Yr	4 days	
5 Yrs	6 days	
10 Yrs	8 days	
15 Yrs	10 days	

- **Bereavement**

In the event that a death in the immediate family of a member requires his/her absence from work, the staff may be absent for the visitation and funeral without loss of pay for the regular workdays for which he/she was scheduled to work. One additional day may be taken in preparation for the funeral services as long as that additional day is a scheduled day. Immediate family shall be defined as: spouse, parent, child, stepchild, sibling, mother/father in-law, brother/sister in-law, son/daughter in-law, grandparent of member or spouse, grandchild of member or spouse, stepparent, registered domestic partner. A registered domestic partner is defined as one who is registered either with the State of Wisconsin or Staff Trust Funds.

In the case of the death of a member's or spouse's aunt, uncle, niece or nephew, the member will be given paid funeral leave of one (1) day for the funeral only, provided the day of the funeral is the member's scheduled workday and he/she attends the funeral.

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Notice and reason for intended absence due to death in the family is to be given promptly to the Service Director.

Scheduling

Shift schedules are done both in advance and at the leisure of the squad member. The final posted schedule can be found online at <https://secure3.aladtec.com/richland/>. This is the official schedule and should be referred to when determining what hours, you are working and is the official record of who is on duty for any given day or period. It is the sole responsibility of the individual member to ensure the online schedule is accurate and the duty to respond is met.

Scheduling for the full-time/casual members will be done by the Service Director or his or her designee. Full-time/Casual members will not be allowed to approve or alter their schedule in any way without expressed permission of the Service Director.

Paid-on-Call

ALL paid-on-call providers are expected to sign up for a minimum of 48 hours of call. If a member consistently does not provide 48 hours of call, they will be subject to discipline up to termination.

Signing Up for Call

The primary crew **must** be filled first before members sign up for the backup crew. AEMTs must sign up on the primary crew in the EMT slot if the slot is open during their available hours. **(See also Call Coverage Policy)**

Trading Shifts

EMS Manager is the official record and thus it must accurately reflect who is on primary and backup. If a member is scheduled for a time they can no longer cover, it is their responsibility to find another member to cover their slot. One way to accomplish this is by trading shifts.

Paid-on-call members – Trades are only allowed with other paid-on-call members. Paid-on-call members may also choose to simply give up their shift to another licensed member. AEMTs looking for coverage while scheduled in the AEMT slot must trade or give up their shift to another AEMT or higher. When scheduled in the EMT or higher slot, they may trade or give up their shift to either an EMT or AEMT. Trades are not allowed between paid-on-call staff and full-time/casual staff.

Full-time/Casual – Trades are allowed between full-time/casual members as long as the following conditions are met: the trade happens in the same pay week and its hour-for-hour. Trades are to be accomplished and approved through EMS Manager. Trades are not allowed between paid-on-call staff and full-time/casual staff.

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Discipline

Grounds for Termination or Suspension:

- A. Incompetent job performance.
- B. Breach of confidentiality.
- C. Consuming alcohol while in uniform.
- D. Drinking or drug abuse on the job or being under the influence of alcohol or drugs while on the job.
- E. Insubordination.
- F. Convicted of job-related criminal offense(s). Members convicted of a federal and/or criminal law under HFS 12.11(1) (Permanent Bar Crimes) will be terminated from employment. If convicted of a federal and/or state law under HFS 12.11(2) (Rehabilitation Review Eligible Crime), the member must demonstrate rehabilitation as outlined under HFS 12.11(2).
- G. Failure to comply with the 48-hour call policy.
- H. Reckless driving of County vehicles.
- I. Abusive treatment of a patient whether verbal, mental or physical.
- J. Failure to comply with Medical Control Protocols and guidelines.
- K. Operating at a skill level greater than the Scope of Practice granted them at their license level.
- L. Breach of Duty.

Uniforms

Ambulance crews are expected to be in Richland County Ambulance Service approved attire whenever they are on duty, unless otherwise discussed with the Service Director.

The following are examples of approved attire: any clothing provided by the Service or the association; blue jeans without holes, dirt, and stains; casual business attire; appropriately fitting clothing that does not expose midriff, cleavage, or undergarments; t-shirt and polo shirts without offensive logos and advertisements; closed-toe closed-heel shoes with appropriate slip-resistant soles. Members are expected to use good, professional judgment.

All members will be provided with a RCEMS t-shirt and RCEMS sweatshirt at the time of hire. The Service will provide uniform allowance to Full time service members.(See **Uniform Allowance Policy**)

Personal Protective Equipment

Members of the Richland County Ambulance Service must wear the appropriate personal protective equipment (PPE) based on the universal precautions standards and the incident. All PPE will be made available either on the ambulance, such as gloves, goggles, masks, gowns, hardhat and vests, or can in the station, such as turnout gear. Failure to use the appropriate PPE when following universal precaution standards may result in injury or illness to the responding member. Injury and illness not only affect the Service but can also be very detrimental to the member and/or

Richland County Ambulance Service Policy Handbook

the member's family. When a member fails to use the appropriate PPE, he or she is assuming liability and could face disciplinary action.

Members are fitted for N95 masks for their protection. All staff must ensure that their facial hair does not interfere with a properly fitted mask.

Bloodborne Pathogen Exposure

In the event a member of the squad has an exposure to any bodily fluid of a patient, he or she should immediately contact the Service Director and follow the steps documented in the ***Exposure Control plan***. An exposure document packet is located in each rig, the Richland Hospital, Richland County Public Health, and the Service Director's office.

The ***Exposure Control Plan*** is located in the Service Director's office and is reviewed and updated every year. Annual training is conducted to ensure each member understands what to do in the event of an exposure.

Building Amenities

- **Parking-** There are five (5) available parking spaces in the parking lot on the west end of Seventh Street for on-duty Ambulance/Emergency Management personnel. Parking is also available along the building on Jefferson Street. Please note: The City of Richland Center enforces Alternate Side Parking as well as Snow Removal Emergencies during winter months. It is the responsibility of the vehicle owner/operator to ensure all parking regulations are observed.
- **Security -** All members will be provided with a fob providing access to the Emergency Services Building as part of their orientation with the Service. It is the responsibility of the individual member to maintain possession of their fob once issued and inform appropriate personnel if their fob is damaged or missing. Upon leaving the Service, a member must immediately return their assigned fob.
- **Chores -** All on-duty staff on the premises are expected to complete the following daily chores:

Richland County Ambulance Service Policy Handbook

Richland County Ambulance Service - Daily Station Chore Schedule						
Daily Chores: Clean off kitchen table, kitchen counter, wash dishes and empty garbage as needed						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
Prepare garbage/recycle bins for Monday morning pick up	Vacuum/sweep/mop (entry ways, dorms, hallways)	Vacuum and clean dayroom and report writing room	Wash linens/sheets, mattress pads, towels and mop heads	Vacuum/sweep/mop (entry ways, dorms, hallways)	Sweep and wash/rinse garage floor	Empty refrigerators, clean/wipe down shelves in fridge; clean all kitchen appliances
	Clean/stock Bathrooms, Clean entry way windows	Dust Station, Sweep/mop kitchen	Sweep/clean basement, Vacuum hallways, Clean copier	Clean/stock Bathrooms, Clean entry way windows	Vacuum Day room and report writing room floors	Sweep/mop kitchen, Clean report writing room
Note: Admin staff are responsible for cleaning their offices, cleaning north bathroom, vacuuming hallway in front of offices and cleaning the conference room/EOC						

- **Snow Removal** - Per City Ordinance, all snow must be removed from sidewalks within 12 hours from end of snowfall. All on-duty staff on the premises will assist in the removal of snow and ensure adequate salt has been applied to the sidewalk surfaces. For overnight snowfalls, all personnel at the station at 7:30am are expected to begin snow removal efforts until it is completed.

The parking lot, apron, and alley ways will be cleared of snow and adequately salted by contracted services. Whenever available, it is expected staff will remove vehicles from the parking lot upon becoming aware the plow is onsite to ensure all snow is able to be removed and reduce risk of ice.

- **Sleeping Quarters** - Sleeping quarters are available to on-duty staff. Squad members utilizing the beds are expected to bring their own linens, pillows, blankets, etc. When the shift is over, members are expected to strip the bed of linens, remove any garbage, and make the room ready for the next person to use. If an in-room alarm clock is used, the member should make sure it is turned off so it doesn't re-alarm the following day.
- **Other Amenities** - The kitchen is available for all on-duty staff to use. It is expected that everyone will clean up after themselves. A stovetop oven, refrigerator, microwave, and coffee maker as well as other appliances are available for squad member use. All food placed in the refrigerator or other storage area should be labeled; it may be used by other members or thrown out if not properly identified.

A shower is available onsite. Personal hygiene items will not be provided. Each member shall provide their own towel and personal hygiene items. Members should rinse the shower and clean the drain after use.

Visitor Policy

Family members and friends are welcome to visit the station while staff members are on duty.

Richland County Ambulance Service Policy Handbook

However, there should be no visitation between the hours of 9:00pm and 6:00am. Children under the age of 10 must be under supervision provided by someone other than the staff member on call. Tours of the building for the general public must be coordinated with the Richland County Ambulance Office.

Non-Emergency Use of Equipment

Whenever a member is intending to use any equipment owned by the Richland County Ambulance Service, the member must first obtain permission from the Service Director. Service equipment includes but is not limited to CPR manikins, training AEDs, and other training devices, as well as the ambulances for demonstration. Situations where Service equipment may be used outside of an ambulance call may include school presentations, in-service with other public safety departments, public relation events, and other approved training events or duties assigned by the Service Director. It is expected that the ambulance and/or equipment will be used in a professional manner and that any personal use will be avoided while on duty. At no time can County-owned equipment be used for personal profit or gain.

Accessibility and Communication

Email is a form of communication that is heavily relied upon. Therefore, each member is required to have an email account. Free email accounts are available via services such as Yahoo or Google. Upcoming training, requests for open shift coverage, and general work events are relayed through email. Members are required to notify the Service Director of any email or telephone changes promptly in order to stay informed.

Informational notes may also be placed on the EMS Manager scheduling site. Squad members are encouraged to check this site often for scheduling changes and informational listings.

[<https://secure3.aladtec.com/richland/>]

Impairment

Members shall not consume intoxicants, illegally controlled substances or over-the-counter medications that impair the ability to drive or treat patients while on-duty. While off-duty, members shall not wear their uniform while consuming intoxicants or illegal substances. If a member reports for work with impairment or is involved in an accident, they may be required to submit to a chemical test of his/her breath, blood or urine at the request of the Service Director.

All Richland County Ambulance Service members and ride-alongs are hereby advised that the use, possession, concealment, transportation, promotion or sale of controlled substances and alcohol is strictly prohibited on-duty, on all County properties, and in all County vehicles. Prohibited illegal drugs and substances include:

1. Drugs not legally obtainable,
2. Drugs that are legally obtainable, but which have been obtained illegally including all drug paraphernalia, **AND**

Richland County Ambulance Service Policy Handbook

3. All alcoholic beverages.

All Richland County Ambulance Service members are prohibited from being under the influence of or consuming alcohol or controlled substances while on-duty and may not be on-duty or perform safety-sensitive functions if the squad member cannot prove absolute sobriety. Additionally, members required to take a post-accident alcohol test may not use any alcohol until the test is completed.

We encourage members to seek assistance for treatment of problems they may be having that pertain to chemical dependency and/or alcohol abuse.

Vehicle Accidents

Whenever a vehicle assigned to the Richland County Ambulance Service without a patient on board is involved in an accident/collision, the following procedures shall be followed:

- A. The local law enforcement is to be notified by radio or cellular telephone of the incident advising that the ambulance has been involved in an accident, is now out of service and are requesting an officer to report to the accident scene.
- B. If the crew was responding to a call, they must request dispatch to page out the next available crew to respond the call.
- C. The staff on the ambulance shall determine if any injuries have occurred and take appropriate actions.
- D. As soon as possible, notification shall be made to the Service Director that the emergency vehicle has been involved in an accident/collision. The Service Director shall report the incident to the County Clerk in order to file a report with the proper insurance carrier.
- E. The vehicle shall not be moved until law enforcement has had an opportunity to view the scene and complete an investigation.
- F. A personal injury accident insurance form is to be filled out by any injured EMS member. The form can be found in the Richland County Clerk's office.

Whenever a vehicle assigned to the Richland County Ambulance Service is involved in an accident/collision with a patient on board, the following procedures shall be followed:

- A. EMS personnel will do a scene size-up to include their partner(s) and the patient on board and perform triage duties as necessary. Regardless of the situation, the initial patient in transport **cannot** be abandoned; a licensed EMT must remain with that patient at all times, barring significant injuries to EMS personnel.
- B. If no injuries are incurred, personnel will advise the other party(s) involved that law enforcement has been called and proceed to the hospital with the patient.
- C. If there are injuries incurred, EMTs are expected to perform triage duties and notify dispatch requesting law enforcement and additional EMS response to the scene.

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- D. Once law enforcement and additional EMS resources are on scene, personnel will transfer the information gathered to the responding units and proceed to the hospital with the initial patient.
- E. As soon as possible, notification shall be made to the Service Director that the emergency vehicle has been involved in an accident/collision. The Service Director shall report the incident to the County Clerk in order to file a report with the proper insurance carrier.

Ride-Alongs with the Richland County Ambulance Service

In order to promote a better understanding of the operations of the Richland County Ambulance Service, the Service has established a ride-along program. While this program is intended to create educational understanding, the safety of our passengers and members must be maintained.

The following procedures are established for the ride-along program:

- A. All riders shall be pre-approved for a ride-along by the Service Director.
- B. There is a restriction of one ride-along participant per shift.
- C. The Service Director shall take into consideration criminal record, reasons for the ride-along request, safety of persons participating, and any other concerns that may arise.
- D. Each rider may be given a tour of the ambulance garage and ambulances. An EMT should remain with the observer at all times.
- E. Any person who is not a member of the Richland County Ambulance Service and would like to be an observer with the ride-along program shall complete the “**Release of Ride-along Program Liability**” form and return it to the Service Director prior to participating.
- F. Any individual between the ages of 17 and 18 will be allowed to ride along with the ambulance between the hours of 8:00am and 8:00pm. Additionally, a **Parent/Guardian Notification Letter** must be read, signed, and returned to the Service Director prior to the ride taking place. Individuals under the age of 17 years are not allowed to participate in this program.
- G. EMTs who participate in the program may discontinue the ride **for cause**. If a ride-along has been discontinued for cause, non-voluntarily, the Service Director shall be made aware of the situation. If a ride-along is terminated for cause, a report outlining the reason may be required by the Service Director.
- H. The Richland County Ambulance Service does not allow ride-along participants under this program to become intentionally involved in dangerous and/or sensitive calls. If there is uncertainty of the situation, the rider should remain in the ambulance or at the ambulance garage until the uncertainty is resolved.
- I. The Richland County Ambulance Service does not allow ride-along participants under this program to operate any departmental vehicles or any other equipment under the EMT’s control.

Family Members of Patients as Riders

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All EMS calls should be regarded as true emergencies, with patient care being the single most important factor and priority.

Family members riding to the hospital in the rear of the ambulance is discouraged because they tend to place the medical staff in a position of splitting attention between the patient and family member. These distractions of assuring family members of the patient's condition, injuries and treatment given can present a significant problem to the EMS caregiver. Attentiveness toward the patient's chief complaint, injuries, vital signs, stabilization and psychological support can be critically compromised by these distractions.

It is recognized, however, that occasionally there will be exceptional cases in which the EMS crew may decide that it is necessary to have a family member accompany the patient in the back of the ambulance. Examples of such cases would be when the patient is a minor or the family member is translating for the patient. In such cases, the following guidelines should be used:

- A. Requests by family members of the patient to accompany the patient to the hospital are left to the discretion of the crew.
- B. Only one (1) family member is allowed to ride.
- C. The family member must ride in the driver's compartment of the ambulance unless the patient is a minor and the parent/legal guardian has a calming effect on the child or translation services are needed and the family member/legal guardian is calm and able to interpret for the patient.
- D. The emotional state of the family member should be such that it will **not** interfere with the treatment of the patient.

Service Animals

Richland County Ambulance Service is committed to providing individuals with disabilities full and equal access to services and treatment. Service animals are permitted in the ambulance provided the service animal does not pose a direct threat or fundamentally alter operations, policies, practices, or procedures.

In determining whether an animal qualifies as a service animal, members may only ask whether the animal is required due to a disability and what specific work or tasks the animal has been trained to perform. Members will not inquire about the nature or extent of the person's disability or require documentation of the animal's certification or training.

A service animal is a dog or miniature horse that is individually trained to do work or perform tasks for a disabled Person. Dogs that solely provide companionship, comfort, and emotional support are not service animals under the ADA.

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Cell Phone and Camera Use

Personal cell phone use is discouraged anytime during the call, except when using the personal cell phone for navigation or in the case that the County-provided cell phone is not operable. Cell phones are provided in each rig for use in relaying patient information. Use of a personal cell phone for business other than the call is only permitted when returning to the station. At no time should the driver of the ambulance be using the cell phone and operating the ambulance at the same time. At the end of the call, as part of restocking the rig, the cell phone must be checked to ensure it is charged or recharging.

Photographs related to a patient, patient's condition, or cause of the illness or injury are strictly prohibited.

RESOLUTION NO. 25 - 93

Resolution Approving A Provider Contract Amendment For 2025 For The Health And Human Services Department.

WHEREAS The Richland County Procurement Ordinance adopted November 19, 2024 provides that any contract entered into by the Department of Health and Human Services involving an expenditure more than \$100,000 must be approved by the County Board, and

WHEREAS the Community and Health Services Standing Committee is now presenting the following provider contract amendment to the County Board for approval.

Provider Amount	Provider Description	Original Contract Amount	2025 Amended
<i>Red Maple Consulting Services, LLC</i>	<i>Comprehensive Community Service</i>	<i>\$150,000</i>	<i>\$220,000</i>

NOW, THEREFORE, BE IT RESOLVED by the Richland County Board of Supervisors that approval is hereby granted to amend the mentioned contract for 2025;

BE IT FURTHER RESOLVED that the Director of Health and Human Services Department, Ms. Stephanie Ronnfeldt, is hereby authorized to sign the above contracts on behalf of Richland County in accordance with this Resolution, and

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

VOTE ON FOREGOING RESOLUTION

AYES_____ NOES_____

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

RESOLUTION _____

FOR AGAINST

DEREK S. KALISH
COUNTY CLERK

MARY MILLER	X
SANDRA KRAMER	X
LARRY ENGEL	X
ALAYNE HENDRICKS	X
DANIEL MCGUIRE	

DATED: OCTOBER 20, 2025

RESOLUTION NO. 25 - 94

Resolution Approving Richland County's Participation In A State Program Providing Specialized Transportation Assistance.

WHEREAS Wisconsin Statutes, section 85.21 authorizes the Wisconsin Department of Transportation to make grants to Wisconsin counties for the purpose of assisting them in providing specialized transportation services to the elderly and the disabled, and

WHEREAS each grant must be matched with a local share of not less than 20% of the amount the grant and the Wisconsin Department of Transportation has allocated \$79,888 to Richland County for this program for 2026 so that, with a minimum 20% (\$15,978) matching contribution to be paid by Richland County for 2026, the total would be \$95,869, and

WHEREAS the County Board considers that the provision of specialized transportation services would improve the maintenance of human dignity and self-sufficiency of the elderly and disabled.

NOW THEREFORE. BE IT RESOLVED by the Richland County Board of Supervisors that the Richland County Department of Health and Human Services and its Director are hereby authorized to prepare and submit to the Wisconsin Department of Transportation an application for assistance during 2026 under Wisconsin Statutes, section 85.21 in accordance with the requirements issued by the Department of Transportation and the County Board also authorizes the obligation of County funds in the amount needed in order to provide the required local match, and

BE IT FURTHER RESOLVED that a sum of not less than \$15,978 of the amount budgeted for transportation funds for the Department of Health and Human Services's Transportation Account in 2026 Richland County budget shall be used as the approximately 20% matching County cost-share portion of this program for specialized transportation assistance, which County contribution will enable Richland County to receive the \$79,889 grant which has been allocated to Richland County for 2026 by the Wisconsin Department of Transportation, in accordance with Wisconsin Statutes, section 85.21, and

BE IT FURTHER RESOLVED that the Director of the Department of Health and Human Services, Ms. Stephanie Ronnfeldt, is hereby authorized to execute a State aid contract with the Wisconsin Department of Transportation under Wisconsin Statutes, section 85.21 on behalf of Richland County, 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
(02 OCTOBER 2025)

RESOLUTION _____

FOR

AGAINST

DEREK S. KALISH
COUNTY CLERK

MARY MILLER	X
SANDRA KRAMER	X
LARRY ENGEL	X
ALAYNE HENDRICKS	X
DANIEL MCGUIRE	

DATED: OCTOBER 20, 2025

RESOLUTION NO. 25 - 95

A Resolution Urging The State Of Wisconsin To Provide Funding To Offset The County Fiscal Impact Caused By The Enacted Federal SNAP Changes, And To Work With Counties To Ensure Adequate Resources For The Administration Of Foodshare And Related Programs.

WHEREAS, the federal budget reconciliation package enacted in July of 2025, makes changes to the SNAP (FoodShare) program that would reduce federal costs and significantly impact county-administered services; and

WHEREAS, these changes extend SNAP work requirements to individuals up to age 64, lower the child age threshold for parent exemptions, and eliminate waivers for areas with high unemployment, thereby increasing referrals to the FoodShare Employment and Training (FSET) program and workload for county human service departments; and

WHEREAS, the legislation requires states to contribute a minimum of 5% toward the cost of SNAP benefits if their error rate is 6% or higher, facing penalty funding of between 5% and 15% of total SNAP costs; and;

WHEREAS, Wisconsin’s current SNAP payment error rate is 4.47%, but without additional investment in eligibility and administrative systems, heightened workloads could push the state above the 6% threshold, triggering significant penalties; and

WHEREAS, if Wisconsin’s error rate reaches 6% on or after October 1, 2027, the state’s 5% cost share would be approximately \$69 million annually, with potential penalty payments increasing the state’s financial burden—costs that could ultimately cascade down to counties; and

WHEREAS, the SNAP administrative match rate for Income Maintenance (IM) activities has been reduced from the previous 50% federal / 50% state-local to 25% federal / 75% state-local, substantially reducing federal revenue available to counties to administer SNAP; and

WHEREAS, the reduction in administrative funds could lead to a reduction in IM staff, which could result in an increased payment error rate; and

WHEREAS, county IM administrative costs are approximately \$123 million annually, with SNAP-related workload accounting for about \$49 million of those costs; and

WHEREAS the new administrative match rate results in an estimated \$17 million annual loss in SNAP administrative funding to counties; and

WHEREAS, these federal cuts result from shifting the benefit and administrative costs to states and counties (reducing resources available for local administration), tightening work requirements (increasing county workload), and penalizing minor payment errors (resulting in more cost to the states); and

WHEREAS, counties operate under state-imposed property tax levy limits, restricting their ability to offset such funding losses without additional state or federal relief;

NOW, THEREFORE, BE IT RESOLVED that the Richland County Board of Supervisors urges the State of Wisconsin to provide funding to offset the county fiscal impact caused by the enacted federal SNAP changes, and to work with counties to ensure adequate resources for the administration of FoodShare and related programs; and

BE IT FURTHER RESOLVED that the Richland County Clerk is hereby authorized and directed to send a copy of this Resolution to the Governor of the State of Wisconsin, Wisconsin State Legislators with a constituency within Richland County, the Wisconsin Counties Association, and the Wisconsin County Human Service Association.

VOTE ON FOREGOING RESOLUTION		RESOLUTION OFFERED BY THE COUNTY BOARD	
AYES _____ NOES _____		MEMBERS OF THE COMMUNITY & HEALTH	
		SERVICES STANDING COMMITTEE	
		(02 OCTOBER 2025)	
RESOLUTION _____		FOR	AGAINST
DEREK S. KALISH		MARY MILLER	X
COUNTY CLERK		SANDRA KRAMER	X
		LARRY ENGEL	X
DATED: OCTOBER 20, 2025		ALAYNE HENDRICKS	X
		DANIEL MCGUIRE	

RESOLUTION NO. 25 - 96

Resolution Authorizing Payment Of CMS Fines For Pine Valley Community Village.

WHEREAS, the Centers for Medicare & Medicaid Services (CMS) is authorized under federal law to issue fines and civil monetary penalties (CMPs) to nursing facilities for regulatory non-compliance; and

WHEREAS, Pine Valley Community Village has received notice from CMS of fines imposed due issuance of an Immediate Jeopardy following change in conditions and residents were transferred via cab; and

WHEREAS, prompt payment of CMS fines is necessary to remain in compliance with federal regulations, avoid additional penalties, and preserve the facility's ability to participate in the Medicare and Medicaid programs; and

WHEREAS, the Board recognizes the importance of maintaining financial integrity, regulatory compliance, and continued operations in providing safe and quality care to residents;

NOW, THEREFORE, BE IT RESOLVED that the Richland County Board Supervisors authorizes the Administrator and/or Finance Department to remit payment of CMS fines assessed to Pine Valley; in accordance with the official CMS notice, using available funds; and

BE IT FURTHER RESOLVED that the Administration is directed to:

1. Document the payment in the facility's official financial records.
2. Develop and implement corrective actions to prevent recurrence of cited deficiencies.

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

VOTE ON FOREGOING RESOLUTION

AYES_____ NOES_____

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

RESOLUTION _____

FOR AGAINST

DEREK S. KALISH
COUNTY CLERK

MARY MILLER	X
SANDRA KRAMER	X
LARRY ENGEL	X
ALAYNE HENDRICKS	X
DANIEL MCGUIRE	

DATED: OCTOBER 20, 2025

RESOLUTION NO. 25 - 97

Resolution Amending The Sheriff’s Addendum To The Handbook Of Personnel Policies And Work Rules.

WHEREAS there is a Sheriff’s Addendum to the Richland County Employee Handbook, and

WHEREAS the Public Safety Standing Committee has carefully considered this proposed update and is now presenting this Resolution to the County Board for its consideration.

NOW THEREFORE BE IT RESOLVED by the Richland County Board of Supervisors that approval is hereby granted to amend the Sheriffs Addendum to The Handbook of Personnel Policies and Work Rules by adding the day after Thanksgiving and Good Friday as paid holidays.

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

VOTE ON FOREGOING RESOLUTION

RESOLUTION OFFERED BY THE PUBLIC
SAFETY STANDING COMMITTEE
(03 OCTOBER 2025)

AYES_____ NOES_____

RESOLUTION _____

FOR AGAINST

DEREK S. KALISH
COUNTY CLERK

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

X

X
X
X

DATED: OCTOBER 20, 2025

RESOLUTION NO. 25 - 98

Resolution Approving The Sheriff’s Office To Enter Into A Contract with ELIOR/Summit Correctional Services To Provide Meal Services To The Richland County Jail.

WHEREAS The Richland County Procurement Ordinance adopted November 19, 2024 provides that any contract entered into by the Richland County Sheriff’s Office involving an expenditure more than \$100,000 must be approved by the County Board, and

WHEREAS the Public Safety Standing Committee is now presenting the following provider contract for 2026 to the County Board for approval:

ELIOR/ Summit Correctional Services for the cost of \$1.39 per inmate meal plus a \$134.75 Management Fee per meal period. The total cost of which will certainly exceed \$100,000 annually.

NOW, THEREFORE, BE IT RESOLVED by the Richland County Board of Supervisors that approval is hereby granted for the Richland County Sheriff’s Office to enter the listed provider contract for 2026; and

BE IT FURTHER RESOLVED that Sheriff Clay Porter, is hereby authorized to sign the above contract on behalf of Richland County in accordance with this Resolution, and

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

VOTE ON FOREGOING RESOLUTION

AYES_____ NOES_____

RESOLUTION OFFERED BY THE PUBLIC
SAFETY STANDING COMMITTEE
(03 OCTOBER 2025)

RESOLUTION _____		FOR	AGAINST
DEREK S. KALISH	BOB FRANK	X	
COUNTY CLERK	KERRY SEVERSON		
	GARY MANNING		
DATED: OCTOBER 20, 2025	CHAD COSGROVE	X	
	DAVID TURK	X	
	JULIE FLEMING	X	

The County Of Richland

PROCLAMATION

Recognizing Crash Responder Safety Week

WHEREAS, every year, hundreds of emergency responders across the United States are injured or killed while responding to traffic incidents on our roadways, and;

WHEREAS, law enforcement officers, firefighters, emergency medical services (EMS), tow truck operators, and other crash responders in Richland County place themselves in harm's way every day to protect the lives and safety of motorists, and;

WHEREAS, these dedicated professionals are the first on the scene of traffic incidents, working quickly and efficiently to provide emergency care, clear roadways, and prevent secondary crashes, and;

WHEREAS, Crash Responder Safety Week, recognized nationally, serves to raise awareness about the dangers faced by these men and women and the importance of slowing down and moving over when approaching an incident scene, as required by law, and;

WHEREAS, Richland County is committed to supporting the safety of all emergency responders and ensuring that the public is educated about their role in protecting those who protect us, and;

WHEREAS, we recognize the outstanding contributions and unwavering commitment of our Richland County Sheriff's Office, local police departments, fire departments, EMS teams, and other traffic incident responders;

NOW, THEREFORE, I, Tricia Clements, County Administrator, do hereby proclaim the week of November 17–21, 2025 as:

“CRASH RESPONDER SAFETY WEEK”

and ask all citizens to support this initiative to help keep those who respond to emergencies safe.

IN WITNESS WHEREOF, I have here unto set my hand
and caused the seal of Richland County to be affixed this
20th of October, 2025.

Tricia Clements

Richland County Administrator

RESOLUTION NO. 25 - 100

Resolution Approving A Timekeeping Policy And Associated Handbook Update.

WHEREAS the purpose of a timekeeping policy is to ensure an accurate recording of employee work hours in compliance with federal, state, and local labor laws; and

WHEREAS proper timekeeping helps maintain fairness, support payroll accuracy, and uphold organizational accountability; and

WHEREAS the Timekeeping Policy applies to all employees, including full-time, part-time, and temporary staff; and

WHEREAS the Executive & Finance Standing Committee has carefully reviewed the Timekeeping Policy and associated Handbook update and is now presenting this resolution to the County Board for its consideration; and

NOW THEREFORE BE IT RESOLVED by the Richland County Board of Supervisors that the Timekeeping Policy and associated Handbook update are approved.

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
(14 OCTOBER 2025)

RESOLUTION_____

FOR AGAINST

DEREK S. KALISH
COUNTY CLERK

STEVE CARROW
MARC COUEY
GARY MANNING
DAVID TURK
BOB FRANK
STEVE WILLIAMSON
RANDY SCHOONOVER
KERRY SEVERSON
SANDRA KRAMER

X

X
X
X
X
X
X
X

DATED: OCTOBER 20, 2025

Richland County Timekeeping Policy

Purpose:

The purpose of this policy is to ensure accurate recording of employee work hours in compliance with federal, state, and local labor laws. Proper timekeeping helps maintain fairness, support payroll accuracy, and uphold organizational accountability.

Scope:

This policy applies to all employees, including full-time, part-time, and temporary staff.

Policy:

1. Recording Work Hours

- All employees, excluding elected officials, are required to accurately record their work hours each day, including start and end times, meal breaks, and any approved overtime.
- Time must be recorded using the department's designated timekeeping system (e.g. Tyler Technologies, Kronos, PACE or Time Logic)
- Time is to be recorded in 15 minutes increments.
- Employees are not to clock in more than 7 minutes before their start time or clock out more than 7 minutes after their end time.

2. Accuracy and Integrity

- Employees must record only their own time and are prohibited from recording time for others.
- Falsifying, altering, or misrepresenting time records is a serious violation and may result in disciplinary action, up to and including termination.
- Supervisors are responsible for reviewing and approving time records for accuracy each pay period.

3. Overtime

- Non-exempt employees may not work overtime without prior authorization from their supervisor.
- Employees will be paid for all hours worked but if overtime is not approved, there may be disciplinary action taken.
- All approved overtime will be compensated in accordance with applicable wage and hour laws.

4. Meal and Rest Breaks

- Employees must take meal and rest breaks as required by law or county policy.
- Meal periods must be recorded accurately and may not be used to shorten the workday without approval.

5. Time Corrections

- If an employee forgets to record time or makes an error, they must notify their supervisor immediately for correction.
- Supervisors must create all timekeeping adjustments.
- Employees are responsible for accurate time recording and may be subject to disciplinary action for repeated time corrections.

6. Compliance

- The county complies with all applicable wage and hour laws.
- Failure to follow this policy may result in disciplinary action, up to and including termination.

7. Responsibility:

- a. Employee
 - When possible, all time off requests are to be made in advance to the supervisor.
 - Employees are responsible for managing their time and not working over 40 hours in a week unless they have prior approval.
 - Employees are responsible for ensuring that their time reflected on their time tracking is accurate and reviewing their time on an ongoing basis.
- b. Supervisor/Department Head
 - Supervisor is responsible for educating their workers on the time keeping system and ensuring that employees are utilizing it appropriately.
 - Ensuring that the time keeping policy is administered fairly and uniformly for all employees and respond to requests for employees for time off in a timely manner.
 - Verify that the number of hours worked and leave taken by each employee totals the required number of hours per week and is accurate.

Policy Notes

Approved with Resolution No.

13. Time Reporting

Accurately recording time worked is the responsibility of every employee. Federal and state laws require the County to keep an accurate record of time worked to calculate employee pay and benefits. Time worked is all the time spent on the job performing assigned duties. Hourly employees should accurately record the time they begin and end their work, as well as the beginning and ending time of each meal period. They should also record the beginning and ending time of any split shift or departure from work for personal reasons. Overtime work, except in exceptional circumstances, must always be approved before it is performed and paid at the appropriate legal rate.

~~All time cards are to be turned in at the end of each pay period, or if paid monthly, by the end of the month.~~
All employees are to clock in and out via the department approved time keeping system and clock in and out for all meal periods. Tampering, altering, or falsifying timecards or recording time on another employee's timecard may result in disciplinary action, up to and including discharge.

Hourly employees should report to work no more than seven (7) minutes prior to their scheduled starting time and stay no more than seven (7) minutes after their scheduled stop time without express, prior authorization from their supervisor. This does not give permission to employees to arrive 7 minutes late or leave 7 minutes early.

It is the employee's responsibility to complete and sign off their own timecard to certify the accuracy of all time recorded. The supervisor will review and then sign off the timecard before submitting it for payroll processing. In addition, if corrections or modifications are made to the timecard, both the employee and the supervisor must verify the accuracy of the changes by initialing the time card.

RESOLUTION NO. 25 - 101

Resolution Approving Updates To The Richland County Procurement Policy.

WHEREAS the previous version of the Richland County Procurement Policy lacked clarity and was not optimized for user accessibility; and

WHEREAS documents should be periodically reviewed to ensure they remain effective and relevant; and

WHEREAS revisions to the policy include updates to document formatting, monetary approval levels, and contract review requirements; and

WHEREAS the Executive and Finance Standing Committee has carefully reviewed this item and is now presenting this resolution to County Board for consideration.

NOW THEREFORE BE IT RESOLVED by the Richland County Board of Supervisors that updates to the Richland County Procurement Policy are approved as presented.

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

VOTE ON FOREGOING RESOLUTION

AYES_____ NOES_____

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

RESOLUTION_____

FOR AGAINST

DEREK S. KALISH
COUNTY CLERK

STEVE CARROW	X
MARC COUEY	
GARY MANNING	X
DAVID TURK	X
BOB FRANK	X
STEVE WILLIAMSON	X
RANDY SCHOONOVER	X
KERRY SEVERSON	
SANDRA KRAMER	X

DATED: OCTOBER 20, 2025

RICHLAND COUNTY
PROCUREMENT POLICY

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I. GENERAL PROVISIONS

A. Title

Procurement, purchasing, and transfer of excess county property ordinance for Richland County, Wisconsin.

B. Statutory Authority

This chapter is adopted pursuant to the authority of the Richland County Board of Supervisors under Wis. Stat. §§ 59.51, 59.52(29), and 66.0901.

C. Purpose

The intent of this procurement ordinance ("Procurement Ordinance") is to provide a framework to the Richland County officials and employees (the "County") to efficiently and effectively operate within applicable state and federal statutory requirements related to the County's activities and processes of purchasing, contracting, and grant procedures.

It is the County's objective to conduct purchasing of goods and services in the most professional, ethical, legal, economical, and efficient manner possible, as well as to enhance the public confidence in the integrity and transparency of the County's practices in contract and grant procedures.

This Procurement Ordinance applies to all procurement procedures for all departments and offices of the County, unless otherwise stated herein or in an ordinance or resolution duly adopted by the Richland County Board of Supervisors. All applicable federal and state laws and regulations ("Applicable Procurement Laws") relating to public purchasing and contracting supersede this Procurement Ordinance.

D. Exceptions.

Notwithstanding anything in this Procurement Ordinance to the contrary, this Procurement Ordinance does not apply to highway contracts which the county highway committee or the county highway commissioner is authorized by law to let or make.

II. DEFINITIONS

Board – refers to the Richland County Board of Supervisors.

Contract - means collectively, Equipment Contracts, Public Contracts, and Professional Services Contracts.

Equipment Contract - means an agreement entered into by the County for purchase of supplies or materials that are not earmarked for inclusion in a project of public work, or equipment or the rental thereof.

Grant Agreement - means a written contract between two parties, through which the grantor gives a sum of money to the grantee on the condition that the grantee uses the money for specific purposes of the grant, often to benefit a third party that is not a party to the grant agreement.

Joint Powers Agreement - means, to the extent authorized under Wis. Stat. § 66.0301, a written contract between a municipality (as such term is defined in Wis. Stat. § 66.0301(1)(a)) and one or more

other municipalities, to jointly exercise any power common to them; or an agreement between one or more municipalities where one municipality performs a service or activity on behalf of another municipality.

Professional Service Contract - means a contract for services that are intellectual in character, including, without limitation, management information systems, information technology, architectural, engineering, medical, auditing, legal, real estate, consulting, analysis, evaluation, planning, programming, or recommendation, and results in the production of a report or the completion of a task. Professional service contracts do not include the provision of supplies or materials.

Public Contract - means an agreement for the construction, execution, repair, remodeling or improvement of public work or building or for the furnishing of supplies or material of any kind, proposals for which are required to be advertised by law.

CIP – means Capital Improvement Plan

III. CONFLICT OF INTEREST

No employee, officer, or agent of the County may use his/her public position or office to obtain financial gain or anything of substantial value for the private benefit of him/herself or his/her immediate family, or for an organization with which he/she is associated.

No employee, officer, or agent of the County may participate in the selection, award or administration of a contract if he/she has a real or apparent conflict of interest.

Conflict(s) of interest arise when the employee, officer, agent, or any member of his/her immediate family, partner, or an organization which employs or is about to employ any of the parties indicated herein, have a financial or a tangible personal benefit from an organization considered for a contract.

The officers, employees, and agents of Richland County may neither solicit nor accept gratuities, favors, or anything of monetary value from any contractors, subcontractors or any potential contractors or subcontractors.

For purposes of this Section, the term "immediate family" means (a) an individual's spouse and (b) an individual's relative by marriage, lineal descent or adoption who receives either directly or indirectly, more than 50% of his/her support from the individual or from whom the individual receives, directly or indirectly, more than 50% of his/her support.

IV. AUTHORITY LEVELS

A. Approval by Department Heads or authorized designee

1. Department Heads or their authorized designee may sign and approve the following when funds are in the County Budget or Capital Improvement Plan (CIP)

- Equipment Contracts less than \$50,000
- Public Contracts less than \$50,000
- Amendments and/or Change Orders for equipment contracts less than \$10,000, Public Contracts less than \$50,000 or less than 10% of the total contract amount whichever is greater
- Professional Service Contracts for less than \$50,000 incl. MIS hardware & software

2. **If NO Funds are in the County Budget or CIP** for the above contracts, amendments or changes then the **County Administrator** must sign and approve

B. Approval by County Administrator or designee

1. County Administrator or their authorized designee may sign and approve the following **when funds are in the County Budget or Capital Improvement Plan (CIP)**
 - Equipment Contracts between \$50,000 and \$250,000
 - Public Contracts between \$50,000 and \$250,000
 - Professional Service Contracts between \$50,000 and \$250,000
 - Professional Service Contracts for computer hardware or software maintenance under \$250,000
 - Amendments and/or Change Orders for Equipment Contracts greater than \$10,000
 - Amendments and/or Change Orders for Public Contracts greater than \$50,000 or 10% of the total contract amount whichever is greater; Additional payment and performance bonds should also be considered if previously required
 - For new grants which the County must make specific applications and will not be used to increase the number of County employees (whether full-time or limited term employees), sufficient information should be provided and discussed with the County Administrator prior to accepting a grant
 - For grants that require a county match or result in additional employees, acceptance of the grant requires approval by the Board. Copies of new grant agreements should also be sent to the County administrator
2. **If NO Funds are in the County Budget or CIP** for the above contracts, amendments or changes then the **County Board** is required to sign and approve

C. County Board Action Required

1. **County Board approvals are required for the following**
 - Equipment Contracts, Public Contracts, and Professional Services Contracts greater than \$250,000
 - Contracts between \$50,000 and \$250,000 **when funds are NOT in the County budget or Capital Improvement Plan (CIP)**
 - All new Joint Powers Agreement are required to be approved by the Board

V. COMPETITIVE BIDDING PROCESS

All County procurement and contracting for Equipment and Public Contracts shall be competitively bid for in accordance with this Section V; provided, however, that to the extent of a conflict between this Section V and the Wisconsin Statutes, particularly Wis. Stat. §§ 59.52(29) and 66.0901, the Wisconsin Statutes shall control. Professional Service Contracts are not required to be competitively bid. **Contracts shall be awarded to the lowest guaranteed maximum bid.**

A. Competitive requirements based on dollar amount of contract for Equipment Contracts

All Equipment Contracts shall be let pursuant to this Section; provided, however, that the requirements of this Section may be waived by the County Administrator if the County Administrator, in his/her sole discretion, finds and determines that the requirements of this Section are not practical or otherwise in the best interest of the County.

1. Equipment Contracts less than \$25,000

An Equipment Contract for which the estimated cost does not exceed \$25,000 shall be made either:

- Upon quotation, provided that:
 - a. The county shall have solicited at least two quotations; and
 - b. Such quotations shall be kept on file for a period of at least 1 year, OR in the open market

2. Equipment Contracts between \$25,000 and \$175,000

An Equipment Contract between \$25,000 and \$175,000, shall be made either upon:

- Sealed competitive bids pursuant to Wis. Stat. § 66.0901(1)(c); OR Quotation, provided that:
 - a. The County solicited two or more quotations for the purchase or sale;
 - b. The Equipment Contract shall be let to the lowest guaranteed maximum bid;
 - c. All quotations obtained shall be kept on file for a period of at least one year by the department head.

3. Equipment Contracts greater than \$175,000

An Equipment Contract for which the estimated costs are greater than \$175,000 shall be made upon sealed competitive bids. Bids shall be solicited by giving a class 2 notice under Wis. Stat. ch. 985. Alternatively, the County may elect to post the notice in accordance with Wis. Stat. § 985.02(2).

B. Competitive requirements based on dollar amount of contract for Public Contracts

1. Public Contracts less than \$5,000

A Public Contract for which the estimated cost is less than \$5,000, shall be made either:

- Upon quotation, provided that:
 - a. The county shall have solicited at least two quotations; and
 - b. Such quotations shall be kept on file for a period of at least 1 year, OR in the open market

The requirements of this Subsection may be waived by the County Administrator if the County Administrator, in his/her sole discretion, finds and determines that the requirements of this Subsection are not practical or otherwise in the best interest of the County.

2. Public Contracts between \$5,000 and \$25,000

For any Public Contract for which the estimated cost is between \$5,000 and \$25,000, the Board shall either:

- Give a class 1 notice under Wis. Stat. ch. 985 before the County contracts for the work or shall contract with a person qualified as a bidder under Wis. Stat. § 66.0901
- For purposes of the foregoing, the Board hereby delegates its authority to the County Administrator and the Department Heads to the extent of their authority under Section IV of this Procurement Ordinance.

3. Public Contracts greater than \$25,000

A Public Contract with estimated costs greater than \$25,000 shall be let and entered into pursuant to Wis. Stat. § 66.0901, except that the Board may by a three-fourths vote of all the members entitled to a seat provide that any class of public work or any part thereof may be done directly by the County without submitting the same for bids.

C. Exceptions to Competitive Purchases

1. Cooperative Purchasing

The County may also participate in cooperative purchasing arrangements pursuant to Wis. Stat. §§ 16.73 and 66.0301. For an Equipment Contract estimated to exceed \$25,000, the County must consider the availability, price and quality of supplies, materials, or equipment available through the Wisconsin Department of Administration's cooperative purchasing venture before purchasing through another source.

If the County does not utilize the state's cooperative purchasing venture, it may contract for the purchase of supplies, materials, or equipment without regard to the competitive bidding requirements of this Section if the purchase is through a national municipal association's purchasing alliance or cooperative created by a Joint Powers Agreement that purchases items from more than one source on the basis of competitive bids or competitive quotations.

2. Professional Services Contracts

An agreement of a professional nature creates a different relationship than normally exists in a buyer-seller transaction. The purchasing protocol needs to take into consideration qualifications, competency, character, availability and mutual trust. For these reasons, such Professional Service Contracts may use a non-competitive procurement process when selecting providers.

3. Emergency Purchases

o Declared Emergencies by the Governor

Pursuant to Wis. Stat. § 323.15(4), the County's head of emergency management may, on behalf of the County, contract with any person to provide equipment and services on a cost basis to be used to respond to a disaster, or the imminent threat of a disaster during a state of emergency declared by the governor.

o Damage or Threatened Damage to Public Facilities

The provisions of Section V of this Procurement Ordinance are not mandatory for the repair or reconstruction of public facilities when damage or threatened damage thereto creates an emergency, as determined by resolution of the Board, in which the public health or welfare of the County is endangered. Whenever the Board by majority vote at a regular or special meeting determines that an emergency no longer exists, this Subsection no longer applies.

- Authority of the County Administrator
Notwithstanding any provision of this Procurement Ordinance to the contrary, the County Administrator, upon finding that an emergency procurement is necessary, may authorize an emergency procurement from the most practicable source, as determined by the County Administrator; provided, however, that nothing in this Section authorizes the County Administrator to waive the competitive bid requirements of Section V.B. of this Procurement Ordinance unless specifically authorized thereunder. The County Administrator shall report any emergency procurement to the Board as soon as practical.

VI. CONTRACT PROVISION

A. General

1. All contracts shall be approved as to content, form, substance, and execution by the office of the corporate counsel or such other counsel as may be retained by the county for such purpose, prior to signing.
2. All contractual agreements (new contracts and renewal contracts) must be read and understood to be certain that the obligations and expectations of each party are clearly identified in the agreement
3. Contracts approved by the Board should have one signature line for either the department head and/or the county administrator to sign
4. The County will maintain oversight to ensure that contractors perform in accordance with the terms, conditions, and specifications of their contracts or purchase orders
5. Contracts must conform to all Applicable Procurement Laws. If there is a discrepancy between this Procurement Ordinance and any Applicable Procurement Laws, the Applicable Procurement Laws governs

B. Managing Risks

The obligations and expectations of each party, including insurance coverage, must be clearly identified in the agreements with vendors/suppliers.

Unless specifically waived by the Administrator, Contracts shall include the following insurance requirements:

1. Insurance Type and Limits Information regarding the type of coverage a vendor/provider carries are required for all agreements except for select Letters of Agreement.
 - At a minimum, insurance coverage should reflect an occurrence limit of tort liability damage caps of \$1,500,000 per occurrence
 - The aggregate limit should be two times the occurrence limit of \$3,000,000. If insurance increments are difficult to reach, the contractor may have the option of meeting the required limits by purchasing a combination of primary and excess limits (umbrella coverage)
2. Certificate of Insurance
 - Current insurance certificates are required throughout the term of the contract. It is the responsibility of the respective department staff to ensure receipt of the current insurance certificate according to the bid/proposal requirements. This should be requested at an early stage in the contract process to avoid delays
 - The contractor must provide a minimum of 30 days advance notice to Richland

County for any substantial change to, or cancellation of any insurance policies listed on the Certificate

3. Indemnification

- The agreements shall have a clause which sets out the liability of the Contractor for its acts and when appropriate, contracts should contain an indemnification provision holding Richland County harmless and indemnifying the County for any loss it may have to pay due to activities of those performing the contract

4. Other

- The contractor's insurance should be primary, not excess, to any coverage of Richland County. The contractor's insurance carrier must be acceptable to Richland County
- Coverage must be in force for the complete term of the contract
- The contractor is responsible for any deductible or self-insurance retention contained within their insurance program
- The County should be listed as an additional insured on the contractor's policy (except under workers' compensation or professional liability policies)

C. **Bonds**

Bond requirements provide additional security for projects

1. **Payment Bond** is a bond which assures payments, as required by law, to all people supplying labor or material (subcontractors) for the completion of work under the contract. It is required for Public Contracts for which the estimated cost is greater than \$175,000.
2. **Performance Bond** is a bond executed after the contract award by a successful bidder to protect the County from loss due to the bidder's inability to complete the contract as agreed. It is required for Public Contracts for which the estimated cost is greater than \$175,000
3. **Bond Value.** The performance and payment bonds shall equal to or be greater than the contract price. If the value of the contract increases after bonds are provided, supplemental bonds must be provided.
4. **Bid Bonds** are required on all bid projects that are subject to the competitive purchasing process for which the estimated cost is greater than \$175,000.
Bid Bonds shall equal 5% of the contract's bid amount.

D. **Termination**

Every County Contract shall contain the following termination provisions to the extent practical:

1. **Mutual Convenience.** When both parties agree that they will no longer be subject to the terms of the agreement.
2. **Non-appropriation.** This termination occurs when governmental funding sources do not appropriate funds for future payment obligations.
3. **For Cause.** When one party is in breach or default.

E. Document Retention

The department head is responsible for making sure copies of the contract are sent to the County Administrator, along with the newspaper affidavit, all invoices and any other required information. The information will be kept by the county administrator's office for 10 years after the contract is completed.

VII. TRANSFER OF SURPLUS PROPERTY

A. Transfer of Surplus Property

Subject to the provisions of this Article VII, the County Clerk is hereby directed to lease, sell or convey, or contract to sell or convey, any county property (not donated or to be held for a special purpose) with an estimated value of less than \$500 on the terms approved by the County Administrator.

B. Sale of Personal Property

A sale of personal property with a value estimated to be \$15,000 or greater may be made only after the County Clerk advertises for bids by giving a class 1 notice under Wis. Stat. ch. 985 or by posting the notice in accordance with Wis. Stat. § 985.02(2).

C. Sale of Real Estate

Subject to the requirements of Wis. Stat. ch. 75, the County shall advertise for bids or proposals any sale, lease, or conveyance of real estate owned by the County. The County Clerk shall advertise for bids by giving a class 3 notice under Wis. Stat. ch. 985 or by posting the notice in accordance with Wis. Stat. § 985.02(2), except for a lease of a residence acquired by the County as part of an approved capital improvement project, any sale, lease or conveyance that has not first been advertised as required is invalid.

The notice must state the time and place of considering the proposals and contain a legal description of any real estate and a brief description of any personal property. Leases that are less than \$15,000 in any one year may be negotiated and are not subject to the competitive bid procedures of this section. All proposals estimated to be more than \$15,000 will be considered at the time set for the bid opening, and the bid most favorable to the County will be accepted. However, the County board may, in the interest of the County, reject any or all proposals.

D. Exchange of Real Property

A County may exchange parcels of real property of substantially similar or equal value without advertising for bids.

When acquiring real property for purposes other than County highway right of ways, the County may exchange similar valued parcels and the estimated values for these parcels must be determined by a private appraisal performed by a licensed Wisconsin real estate appraiser. In addition, before giving final approval to an exchange of land the County board shall hold a public hearing on the exchange. The County Clerk shall give a Class 3 notice under Wis. Stat. ch. 985 that contains a description of the lands affected.

RESOLUTION NO. 25 - 102

Resolution Approving Updates To The County-Wide Wage Scale.

WHEREAS DDA completed the 2025 annual wage review per the compensation and classification study that was completed in 2024; and

WHEREAS the annual review included a review of the county-wide wage scale and one third of the county's job descriptions; and

WHEREAS the review recommended adding two steps on the top end of the general wage scale and grade adjustments to certain positions based on a change in job duties or a market analysis that the supported the grade change; and

WHEREAS the Executive and Finance Standing Committee has carefully reviewed this item and is now presenting this resolution to County Board for consideration.

NOW THEREFORE BE IT RESOLVED by the Richland County Board of Supervisors that updates to the county-wide wage scale be approved.

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

VOTE ON FOREGOING RESOLUTION

AYES_____ NOES_____

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

RESOLUTION_____

FOR AGAINST

DEREK S. KALISH
COUNTY CLERK

STEVE CARROW	X
MARC COUEY	
GARY MANNING	X
DAVID TURK	X
BOB FRANK	X
STEVE WILLIAMSON	X
RANDY SCHOONOVER	X
KERRY SEVERSON	
SANDRA KRAMER	X

DATED: OCTOBER 20, 2025

RANGE	GRADE	1	2	3	4	5	6	7	8	9	10	11		
5	1	\$ 10.41	\$ 10.70	\$ 10.99	\$ 11.30	\$ 11.61	\$ 11.93	\$ 12.26	\$ 12.59	\$ 12.94	\$ 13.30	\$ 13.66		
10	2	\$ 11.26	\$ 11.57	\$ 11.89	\$ 12.22	\$ 12.55	\$ 12.90	\$ 13.25	\$ 13.62	\$ 13.99	\$ 14.37	\$ 14.77		
15	3	\$ 12.16	\$ 12.49	\$ 12.84	\$ 13.19	\$ 13.55	\$ 13.94	\$ 14.32	\$ 14.71	\$ 15.11	\$ 15.53	\$ 15.95		
20	4	\$ 13.13	\$ 13.49	\$ 13.86	\$ 14.24	\$ 14.64	\$ 15.04	\$ 15.45	\$ 15.88	\$ 16.32	\$ 16.77	\$ 17.23		
25	5	\$ 14.17	\$ 14.56	\$ 14.97	\$ 15.38	\$ 15.80	\$ 16.23	\$ 16.68	\$ 17.14	\$ 17.61	\$ 18.09	\$ 18.59		
30	6	\$ 15.31	\$ 15.73	\$ 16.16	\$ 16.60	\$ 17.06	\$ 17.53	\$ 18.01	\$ 18.51	\$ 19.01	\$ 19.53	\$ 20.07		
35	7	\$ 16.53	\$ 16.98	\$ 17.45	\$ 17.93	\$ 18.43	\$ 18.93	\$ 19.46	\$ 19.99	\$ 20.54	\$ 21.10	\$ 21.69		
40	8	\$ 17.87	\$ 18.36	\$ 18.87	\$ 19.38	\$ 19.92	\$ 20.47	\$ 21.03	\$ 21.61	\$ 22.21	\$ 22.82	\$ 23.45		
45	9	\$ 19.44	\$ 19.97	\$ 20.52	\$ 21.08	\$ 21.66	\$ 22.26	\$ 22.88	\$ 23.50	\$ 24.14	\$ 24.80	\$ 25.49		
50	10	\$ 21.53	\$ 22.11	\$ 22.73	\$ 23.35	\$ 24.00	\$ 24.66	\$ 25.33	\$ 26.03	\$ 26.75	\$ 27.49	\$ 28.24		
55	11	\$ 23.61	\$ 24.26	\$ 24.93	\$ 25.61	\$ 26.32	\$ 27.04	\$ 27.78	\$ 28.54	\$ 29.33	\$ 30.14	\$ 30.97		
60	12	\$ 25.71	\$ 26.42	\$ 27.14	\$ 27.89	\$ 28.65	\$ 29.45	\$ 30.25	\$ 31.09	\$ 31.94	\$ 32.82	\$ 33.72		
65	13	\$ 27.80	\$ 28.56	\$ 29.34	\$ 30.16	\$ 30.98	\$ 31.84	\$ 32.71	\$ 33.61	\$ 34.54	\$ 35.49	\$ 36.47		
126	26	\$ 27.80	\$ 28.56	\$ 29.34	\$ 30.16	\$ 30.98	\$ 31.84	\$ 32.71	\$ 33.61	\$ 34.54	\$ 35.49	\$ 36.47		
70	14	\$ 29.90	\$ 30.72	\$ 31.57	\$ 32.43	\$ 33.33	\$ 34.25	\$ 35.18	\$ 36.15	\$ 37.15	\$ 38.17	\$ 39.22		
75	15	\$ 32.00	\$ 32.88	\$ 33.78	\$ 34.71	\$ 35.67	\$ 36.65	\$ 37.66	\$ 38.70	\$ 39.76	\$ 40.85	\$ 41.98		
80	16	\$ 34.09	\$ 35.03	\$ 36.00	\$ 36.99	\$ 38.00	\$ 39.05	\$ 40.12	\$ 41.22	\$ 42.35	\$ 43.51	\$ 44.71		
85	17	\$ 36.17	\$ 37.17	\$ 38.19	\$ 39.24	\$ 40.32	\$ 41.43	\$ 42.57	\$ 43.73	\$ 44.94	\$ 46.18	\$ 47.45		
90	18	\$ 38.27	\$ 39.33	\$ 40.41	\$ 41.52	\$ 42.66	\$ 43.84	\$ 45.04	\$ 46.28	\$ 47.56	\$ 48.87	\$ 50.21		
95	19	\$ 40.38	\$ 41.49	\$ 42.63	\$ 43.80	\$ 45.00	\$ 46.24	\$ 47.51	\$ 48.82	\$ 50.16	\$ 51.54	\$ 52.96		
100	20	\$ 42.46	\$ 43.62	\$ 44.83	\$ 46.06	\$ 47.32	\$ 48.63	\$ 49.97	\$ 51.34	\$ 52.75	\$ 54.20	\$ 55.69		
105	21	\$ 44.56	\$ 45.78	\$ 47.04	\$ 48.34	\$ 49.67	\$ 51.03	\$ 52.44	\$ 53.88	\$ 55.36	\$ 56.88	\$ 58.45		
110	22	\$ 46.66	\$ 47.95	\$ 49.26	\$ 50.61	\$ 52.00	\$ 53.44	\$ 54.91	\$ 56.41	\$ 57.97	\$ 59.56	\$ 61.20		
115	23	\$ 49.00	\$ 50.34	\$ 51.72	\$ 53.15	\$ 54.61	\$ 56.11	\$ 57.65	\$ 59.24	\$ 60.87	\$ 62.54	\$ 64.26		
120	24	\$ 51.44	\$ 52.86	\$ 54.31	\$ 55.80	\$ 57.34	\$ 58.91	\$ 60.53	\$ 62.20	\$ 63.91	\$ 65.67	\$ 67.47		
125	25	\$ 54.01	\$ 55.50	\$ 57.02	\$ 58.60	\$ 60.20	\$ 61.86	\$ 63.56	\$ 65.31	\$ 67.10	\$ 68.95	\$ 70.84		



Wayzata Office
3620 Northome Avenue
Wayzata, MN 55391
Phone: (612)920-3320 x103 | Fax: (612)605-2375
www.daviddrown.com

October 9, 2025

To: Tricia Clements, County Administrator
Richland County Board

RE: 2025 Annual Wage Review

The County Board engaged DDA Human Resources to commence a program of ongoing maintenance support of your Classification and Compensation System. A primary service provided to you under this program is an annual market review of your pay plan. This report provides you with our initial results of this review.

Benchmark Communities and Jobs

The list includes counties in your region which are similar to you in terms of size, service offerings, tax capacity, and/or other organizations with whom you may compete for employees. The following benchmark communities have been approved by the County Board.

Table 1: List of Benchmark Entities

County	Population
Marquette	15,592
Ashland	16,027

Crawford	16,113
Bayfield	16,220
Burnett	16,526
Lafayette	16,611
Washburn	16,623
Richland	17,304
Sawyer	18,074
Green Lake	19,018
Langlade	19,491
Grant	51,940
Sauk	65,760
Vernon	30,710
Iowa	23,710

Job Wage data was collected on a sampling of jobs that you have in common with benchmark jurisdictions. Benchmark roster data and updated contracts were used as the primary data source, supplemented with other data sources, as necessary. Ninety-five separate jobs were found to have sufficient data to allow reasonable comparison. Sufficient data is

equal to five or more data points.

Richland County has a general wage spread (difference between minimum and maximum pay) of 24%, whereas the benchmark average is 35%.

Job Title	Client MIN	Client MAX	Bench MIN	Bench MAX	Bench ACTUAL	Client Min % of Bench Min	Client Max % of Bench Max
CUSTODIAN	\$19.44	\$24.14	\$17.94	\$24.54	\$21.51	108%	98%
SECRETARY	\$19.44	\$24.14	\$20.31	\$29.19	\$23.37	96%	83%
ADMINISTRATIVE SECRTRY	\$21.53	\$26.75	\$20.34	\$27.78	\$21.74	106%	96%
COUNTY TREASURER DEPUTY	\$21.53	\$26.75	\$23.00	\$31.77	\$33.08	94%	84%
CTY CLERK DEPUTY/ACCOUNTS PAYABLE SPECIALIST	\$21.53	\$26.75	\$22.48	\$30.52	\$24.13	96%	88%
HWY PARKS & TRLS MNT TECH	\$21.53	\$26.75	\$24.00	\$32.00	\$25.87	90%	84%
REGISTER OF DEEDS DEPUTY	\$21.53	\$26.75	\$22.40	\$30.40	\$22.81	96%	88%
CLERK OF COURT DEPUTY	\$23.61	\$29.33	\$23.97	\$33.18	\$28.79	98%	88%
HHS ECONOMIC SUPP SPECL	\$23.61	\$29.33	\$21.67	\$28.85	\$23.69	109%	102%
HWY EQUIP OPER/PATROLMN	\$23.61	\$29.33	\$24.13	\$36.53	\$27.71	98%	80%
HWY SIGN FOREMAN	\$23.61	\$29.33	\$23.63	\$32.36	\$30.77	100%	91%
LEGAL SECRETARY	\$23.61	\$29.33	\$22.15	\$29.42	\$25.45	107%	100%
MAINTENANCE TECHNICIAN	\$23.61	\$29.33	\$24.06	\$30.92	\$25.08	98%	95%
REAL PROPERTY LISTER	\$23.61	\$29.33	\$24.45	\$34.89	\$30.71	97%	84%
REGISTER IN PROBATE DEPUTY	\$23.61	\$29.33	\$21.88	\$29.25	\$26.02	108%	100%
VETERANS BENEFIT SPCLST	\$23.61	\$29.33	\$23.00	\$30.81	\$23.59	103%	95%
CONSERVATION TECHNICIAN	\$25.71	\$31.94	\$24.84	\$32.72	\$27.87	104%	98%
HHS ADRC SPECIALIST	\$25.71	\$31.94	\$25.99	\$35.88	\$28.37	99%	89%
HHS DISABILITY BEN SPEC	\$25.71	\$31.94	\$24.11	\$32.25	\$27.17	107%	99%
HHS ELDERLY BENF SPCL	\$25.71	\$31.94	\$23.99	\$34.72	\$27.94	107%	92%

HHS PUBLIC HEALTH SPECIALIST	\$25.71	\$31.94	\$22.78	\$33.14	\$30.59	113%	96%
HHS TREATMNT COURT COOR	\$25.71	\$31.94	\$28.14	\$36.11		91%	88%
HWY MECHANIC	\$25.71	\$31.94	\$24.14	\$32.18	\$28.28	107%	99%
MIS TECHNICAL SPCLST	\$25.71	\$31.94	\$24.84	\$33.15	\$31.04	104%	96%
PAYROLL AND BENEFITS ASSISTANT	\$25.71	\$31.94	\$24.73	\$31.29	\$26.81	104%	102%
SHERIFF JAIL/DISPATCH OFFICER	\$25.71	\$31.94	\$22.79	\$31.30	\$25.59	113%	102%
VICTIM WITNESS COORDINATOR	\$25.71	\$31.94	\$22.99	\$30.80	\$26.18	112%	104%
CLERK OF COURT CHIEF DEPUTY	\$27.80	\$34.54	\$28.05	\$38.46		99%	90%
EMERGENCY MANAGEMENT COORDINATOR	\$27.80	\$34.54	\$30.26	\$38.68	\$22.27	92%	89%
HHS SOCIAL WORKER	\$27.80	\$34.54	\$26.10	\$34.40	\$29.61	107%	100%
HHS SUBSTNCE ABUSE COUN	\$27.80	\$34.54	\$25.34	\$34.92		110%	99%
HWY LEAD GRADE FOREMAN	\$27.80	\$34.54	\$24.94	\$32.70	\$29.72	111%	106%
HWY LEAD PAVING FOREMAN	\$27.80	\$34.54	\$24.94	\$32.70	\$29.72	111%	106%
HWY OFFICE MANAGER	\$27.80	\$34.54	\$27.62	\$35.76	\$33.88	101%	97%
SHERIFF DEPUTY	\$27.80	\$34.54	\$23.15	\$29.86	\$29.18	120%	116%
HHS PUBLIC HLTH NURSE	\$29.90	\$37.15	\$29.54	\$40.80	\$34.47	101%	91%
HR GENERALIST Res	\$29.90	\$37.15	\$26.66	\$36.20	\$31.71	112%	103%
HWY SHOP SUPERINTENDENT	\$29.90	\$37.15	\$35.08	\$50.38	\$36.81	85%	74%
REGISTER IN PROBATE	\$29.90	\$37.15	\$27.72	\$36.55	\$31.37	108%	102%
SHERIFF JAIL SERGEANT	\$29.90	\$37.15	\$25.30	\$32.74	\$30.17	118%	113%
HHS ECONOMIC SUPPORT SUPERVISOR	\$30.95	\$38.46	\$28.24	\$35.83	\$32.06	110%	107%
HHS MENTAL HEALTH THER	\$32.00	\$39.76	\$30.63	\$45.04	\$36.39	104%	88%
HWY PATROL SUPERINTENDENT CNTY	\$32.00	\$39.76	\$34.69	\$43.14	\$37.86	92%	92%
HWY PATROL SUPERINTENDENT STATE	\$32.00	\$39.76	\$35.53	\$43.18	\$37.86	90%	92%
PAYROLL & BENEFITS ADMINISTRATOR	\$32.00	\$39.76	\$27.21	\$38.89		118%	102%
SYMONS DIRECTOR	\$32.00	\$39.76	\$29.00	\$37.33	\$37.84	110%	107%
VETERAN SERVICE OFFICER	\$32.00	\$39.76	\$29.16	\$39.82	\$33.47	110%	100%
CH CHILD SUPPORT DIRECTOR	\$34.09	\$42.35	\$36.43	\$47.40	\$34.89	94%	89%
HHS ARDC MANAGER	\$34.09	\$42.35	\$38.15	\$49.58	\$39.77	89%	85%
HHS CHILD AND YOUTH SERVICES SUPERVISOR	\$34.09	\$42.35	\$31.35	\$43.08	\$39.52	109%	98%

HHS ECON SUPPORT MANAGER	\$34.09	\$42.35	\$33.36	\$45.26	\$42.61	102%	94%
LAND CONSERV & ZONING DIR	\$34.09	\$42.35	\$34.99	\$47.55	\$44.50	97%	89%
SHERIFF INVESTIGATOR	\$34.09	\$42.35	\$30.34	\$34.17	\$36.16	112%	124%
SHERIFF PATROL SERGEANT	\$34.09	\$42.35	\$34.57	\$41.83	\$37.16	99%	101%
EMERGENCY SERVICES DIR	\$36.17	\$44.94	\$31.62	\$43.19	\$36.61	114%	104%
SHERIFF JAIL AND DISPATCH ADMINISTRATOR	\$36.17	\$44.94	\$33.82	\$43.51	\$37.13	107%	103%
SHERIFF RD PATROL LIEUT	\$36.17	\$44.94	\$36.35	\$48.47	\$35.49	100%	93%
HHS BUSINESS & FINANCIAL SERVICES MANAGER	\$38.27	\$47.56	\$32.77	\$45.55	\$39.55	117%	104%
HHS CHILD & YOUTH SRVCS MGR	\$38.27	\$47.56	\$34.94	\$48.73	\$38.47	110%	98%
SHERIFF CHIEF DEPUTY	\$40.38	\$50.16	\$35.68	\$46.93		113%	107%
HUMAN RESOURCES DIRECTOR	\$42.46	\$52.75	\$44.05	\$56.04	\$49.63	96%	94%
PVH ACTIVITY AIDE	\$16.53	\$20.54	\$16.96	\$22.30		97%	92%
PVH ACTIVITY DIRECTOR	\$25.71	\$31.94	\$24.10	\$33.52		107%	95%
PVH BILLING SPECIALIST	\$23.61	\$29.33	\$20.86	\$28.12		113%	104%
PVH BUSINESS & FINANCIAL SERVICE MANAGER	\$34.09	\$42.35	\$36.03	\$52.14		95%	81%
PVH HR GENERALIST	\$27.80	\$34.54	\$26.26	\$37.69		106%	92%
PVH LEAD COOK	\$19.44	\$24.14	\$16.92	\$21.84		115%	111%
PVH LEAD HOUSKEEPER	\$17.87	\$22.21	\$13.77	\$18.64		130%	119%
PVH MAINTENANCE SUPERVISOR	\$32.00	\$39.76	\$28.95	\$41.35		111%	96%
PVH MAINTENANCE WORKER	\$23.61	\$29.33	\$22.72	\$30.14		104%	97%
PVH MANAGER OF INFO SYSTEMS	\$25.71	\$31.94	\$23.72	\$33.47		108%	95%
PVH NURSING ADMIN ASST	\$19.44	\$24.14	\$18.35	\$25.99		106%	93%
PVH PAYROLL & ACCOUNTS PAYABLE CLERK	\$23.61	\$29.33	\$23.19	\$31.34		102%	94%
PVH PERSONAL CARE WORKER	\$17.87	\$22.21	\$17.16	\$21.61		104%	103%
PVH RESIDENT ASSISTANT	\$15.31	\$19.01	\$16.97	\$23.40		90%	81%
PVH RN CHARGE NURSE	\$34.09	\$42.35	\$37.17	\$50.90		92%	83%
PVH RN SUPERVISOR	\$36.17	\$44.94	\$40.67	\$55.52		89%	81%
PVH RN SUPERVISOR CBRF	\$34.09	\$42.35	\$40.67	\$55.52		84%	76%
PVH SOCIAL SERVICE DIRECTOR	\$32.00	\$39.76	\$36.99	\$52.49		87%	76%
PVH SOCIAL WORKER	\$27.80	\$34.54	\$28.16	\$37.27		99%	93%

PVH UNIT CLERK	\$19.44	\$24.14	\$18.07	\$23.87		108%	101%
PVH UNIT CLERK CBRF	\$19.44	\$24.14	\$18.07	\$23.87		108%	101%
PVH UNIT NURSE LPN	\$25.71	\$31.94	\$26.00	\$33.55		99%	95%
PVH UNIT NURSE RN	\$32.00	\$39.76	\$33.52	\$45.03	\$35.17	95%	88%
HWY COMMISSIONER	\$42.46	\$52.75	\$44.29	\$60.11	\$50.42	96%	88%
HHS DIRECTOR	\$46.66	\$57.97	\$46.11	\$63.43	\$54.28	101%	91%
MIS DIRECTOR	\$46.66	\$57.97	\$41.61	\$56.66	\$47.31	112%	102%
FINANCE DIRECTOR	\$49.00	\$60.87	\$44.64	\$61.41	\$46.24	110%	99%
						104%	96%

*Anything in pink denotes deviation below market average by more than 10%.

**Anything in green denotes above market average by more than 10%.

Pine Valley Separate Analysis

Job Title	Client MIN	Client MAX	Bench MIN	Bench MAX	NEW Min % of Bench Min	NEW Max % of Bench Max
PVH ACTIVITY AIDE	\$16.53	\$20.54	\$16.96	\$22.30	97%	97%
PVH ACTIVITY DIRECTOR	\$25.71	\$31.94	\$24.10	\$33.52	107%	100%
PVH BILLING SPECIALIST	\$23.61	\$29.33	\$20.86	\$28.12	113%	110%
PVH BUSINESS & FINANCIAL SERVICE MANAGER	\$34.09	\$42.35	\$32.77	\$52.14	104%	85%
PVH CLINICAL REIMBURSEMENT COORDINATOR	\$38.27	\$47.56	\$32.54	\$47.10	118%	106%
PVH CNA NURSING ASSISTANT	\$21.53	\$26.75	\$18.40	\$25.93	117%	108%
PVH DIETARY AIDE	\$16.53	\$20.54	\$17.86	\$23.04	93%	94%
PVH DIETARY MANAGER	\$25.71	\$31.94	\$27.51	\$32.09	93%	105%
PVH DIRECTOR OF NURSING	\$46.66	\$57.97	\$42.91	\$54.60	109%	111%
PVH HOUSEKEEPER	\$16.53	\$20.54	\$12.40	\$16.74	133%	129%
PVH HR GENERALIST	\$27.80	\$34.54	\$26.26	\$37.69	106%	96%
PVH LEAD COOK	\$19.44	\$24.14	\$16.92	\$21.84	115%	116%

PVH LEAD HOUSKEEPER	\$17.87	\$22.21	\$13.77	\$18.64	130%	125%
PVH MAINTENANCE SUPERVISOR	\$32.00	\$39.76	\$28.95	\$41.35	111%	101%
PVH MAINTENANCE WORKER	\$23.61	\$29.33	\$22.72	\$30.14	104%	102%
PVH MANAGER OF INFO SYSTEMS	\$25.71	\$31.94	\$23.72	\$33.47	108%	100%
PVH NURSING ADMIN ASST	\$19.44	\$24.14	\$18.35	\$25.99	106%	98%
PVH PAYROLL & ACCOUNTS PAYABLE CLERK	\$23.61	\$29.33	\$23.19	\$31.34	102%	98%
PVH PERSONAL CARE WORKER	\$17.87	\$22.21	\$17.16	\$21.61	104%	108%
PVH RESIDENT ASSISTANT	\$15.31	\$19.01	\$16.97	\$23.40	90%	85%
PVH RN CHARGE NURSE	\$34.09	\$42.35	\$37.17	\$50.90	92%	87%
PVH RN SUPERVISOR	\$36.17	\$44.94	\$40.67	\$55.52	89%	85%
PVH RN SUPERVISOR CBRF	\$34.09	\$42.35	\$40.67	\$55.52	84%	80%
PVH SOCIAL SERVICE DIRECTOR	\$32.00	\$39.76	\$36.99	\$52.49	87%	80%
PVH SOCIAL WORKER	\$27.80	\$34.54	\$28.16	\$37.27	99%	97%
PVH UNIT CLERK	\$19.44	\$24.14	\$18.07	\$23.87	108%	106%
PVH UNIT CLERK CBRF	\$19.44	\$24.14	\$18.07	\$23.87	108%	106%
PVH UNIT NURSE LPN	\$25.71	\$31.94	\$26.00	\$33.55	99%	100%
PVH UNIT NURSE RN	\$32.00	\$39.76	\$33.52	\$45.03	95%	93%
					104%	100%

County Separate Analysis

Job Title	Client MIN	Client MAX	Bench MIN	Bench MAX	Bench ACTUAL	Client Min % of Bench Min	Client Max % of Bench Max
ADMINISTRATIVE SECRTY	\$21.53	\$26.75	\$20.34	\$27.78	\$21.74	106%	96%
CH CHILD SUPPORT DIRECTOR	\$34.09	\$42.35	\$36.43	\$47.40	\$34.89	94%	89%
Clerk of Court					\$37.67		
CLERK OF COURT CHIEF DEPUTY	\$27.80	\$34.54	\$28.05	\$38.46		99%	90%
CLERK OF COURT DEPUTY	\$23.61	\$29.33	\$23.97	\$33.18	\$28.79	98%	88%

CONSERVATION TECHNICIAN	\$25.71	\$31.94	\$24.84	\$32.72	\$27.87	104%	98%
County Administrator					\$79.52		
County Clerk					\$40.41		
County Treasurer					\$40.07		
COUNTY TREASURER DEPUTY	\$21.53	\$26.75	\$23.00	\$31.77	\$33.08	94%	84%
CTY CLERK DEPUTY/ACCOUNTS PAYABLE SPECIALIST	\$21.53	\$26.75	\$22.48	\$30.52	\$24.13	96%	88%
CUSTODIAN	\$19.44	\$24.14	\$17.94	\$24.54	\$21.51	108%	98%
EMERGENCY MANAGEMENT COORDINATOR	\$27.80	\$34.54	\$30.26	\$38.68	\$22.27	92%	89%
EMERGENCY SERVICES DIR	\$36.17	\$44.94	\$31.62	\$43.19	\$36.61	114%	104%
FINANCE DIRECTOR	\$49.00	\$60.87	\$44.64	\$61.41	\$46.24	110%	99%
HHS ADRC SPECIALIST	\$25.71	\$31.94	\$25.99	\$35.88	\$28.37	99%	89%
HHS ARDC MANAGER	\$34.09	\$42.35	\$38.15	\$49.58	\$39.77	89%	85%
HHS BUSINESS & FINANCIAL SERVICES MANAGER	\$38.27	\$47.56	\$32.77	\$45.55	\$39.55	117%	104%
HHS CHILD & YOUTH SRVCS MGR	\$38.27	\$47.56	\$34.94	\$48.73	\$38.47	110%	98%
HHS CHILD AND YOUTH SERVICES SUPERVISOR	\$34.09	\$42.35	\$31.35	\$43.08	\$39.52	109%	98%
HHS DIRECTOR	\$46.66	\$57.97	\$46.11	\$63.43	\$54.28	101%	91%
HHS DISABILITY BEN SPEC	\$25.71	\$31.94	\$24.11	\$32.25	\$27.17	107%	99%
HHS ECON SUPPORT MANAGER	\$34.09	\$42.35	\$33.36	\$45.26	\$42.61	102%	94%
HHS ECONOMIC SUPP SPECL	\$23.61	\$29.33	\$21.67	\$28.85	\$23.69	109%	102%
HHS ECONOMIC SUPPORT SUPERVISOR	\$30.95	\$38.46	\$28.24	\$35.83	\$32.06	110%	107%
HHS ELDERLY BENF SPCL	\$25.71	\$31.94	\$23.99	\$34.72	\$27.94	107%	92%
HHS MENTAL HEALTH THER	\$32.00	\$39.76	\$30.63	\$45.04	\$36.39	104%	88%
HHS PUBLIC HEALTH SPECIALIST	\$25.71	\$31.94	\$22.78	\$33.14	\$30.59	113%	96%
HHS PUBLIC HLTH NURSE	\$29.90	\$37.15	\$29.54	\$40.80	\$34.47	101%	91%
HHS SOCIAL WORKER	\$27.80	\$34.54	\$26.10	\$34.40	\$29.61	107%	100%
HHS SUBSTNCE ABUSE COUN	\$27.80	\$34.54	\$25.34	\$34.92		110%	99%
HHS TREATMNT COURT COOR	\$25.71	\$31.94	\$28.14	\$36.11		91%	88%
HR GENERALIST Res	\$29.90	\$37.15	\$26.66	\$36.20	\$31.71	112%	103%
HUMAN RESOURCES DIRECTOR	\$42.46	\$52.75	\$44.05	\$56.04	\$49.63	96%	94%
HWY COMMISSIONER	\$42.46	\$52.75	\$44.29	\$60.11	\$50.42	96%	88%

HWY EQUIP OPER/PATROLMN	\$23.61	\$29.33	\$24.13	\$36.53	\$27.71	98%	80%
HWY LEAD GRADE FOREMAN	\$27.80	\$34.54	\$24.94	\$32.70	\$29.72	111%	106%
HWY LEAD PAVING FOREMAN	\$27.80	\$34.54	\$24.94	\$32.70	\$29.72	111%	106%
HWY MECHANIC	\$25.71	\$31.94	\$24.14	\$32.18	\$28.28	107%	99%
HWY OFFICE MANAGER	\$27.80	\$34.54	\$27.62	\$35.76	\$33.88	101%	97%
HWY PARKS & TRLS MNT TECH	\$21.53	\$26.75	\$24.00	\$32.00	\$25.87	90%	84%
HWY PATROL SUPERINTENDENT CNTY	\$32.00	\$39.76	\$34.69	\$43.14	\$37.86	92%	92%
HWY PATROL SUPERINTENDENT STATE	\$32.00	\$39.76	\$35.53	\$43.18	\$37.86	90%	92%
HWY SHOP SUPERINTENDENT	\$29.90	\$37.15	\$35.08	\$50.38	\$36.81	85%	74%
HWY SIGN FOREMAN	\$23.61	\$29.33	\$23.63	\$32.36	\$30.77	100%	91%
LAND CONSERV & ZONING DIR	\$34.09	\$42.35	\$34.99	\$47.55	\$44.50	97%	89%
LEGAL SECRETARY	\$23.61	\$29.33	\$22.15	\$29.42	\$25.45	107%	100%
MAINTENANCE TECHNICIAN	\$23.61	\$29.33	\$24.06	\$30.92	\$25.08	98%	95%
MIS DIRECTOR	\$46.66	\$57.97	\$41.61	\$56.66	\$47.31	112%	102%
MIS TECHNICAL SPCLST	\$25.71	\$31.94	\$24.84	\$33.15	\$31.04	104%	96%
PAYROLL & BENEFITS ADMINISTRATOR	\$32.00	\$39.76	\$27.21	\$38.89		118%	102%
PAYROLL AND BENEFITS ASSISTANT	\$25.71	\$31.94	\$24.73	\$31.29	\$26.81	104%	102%
REAL PROPERTY LISTER	\$23.61	\$29.33	\$24.45	\$34.89	\$30.71	97%	84%
REGISTER IN PROBATE	\$29.90	\$37.15	\$27.72	\$36.55	\$31.37	108%	102%
REGISTER IN PROBATE DEPUTY	\$23.61	\$29.33	\$21.88	\$29.25	\$26.02	108%	100%
Register of Deeds					\$40.07		
REGISTER OF DEEDS DEPUTY	\$21.53	\$26.75	\$22.40	\$30.40	\$22.81	96%	88%
SECRETARY	\$19.44	\$24.14	\$20.31	\$29.19	\$23.37	96%	83%
Sheriff					\$47.97		
SHERIFF CHIEF DEPUTY	\$40.38	\$50.16	\$35.68	\$46.93		113%	107%
SHERIFF DEPUTY	\$27.80	\$34.54	\$23.15	\$29.86	\$29.18	120%	116%
SHERIFF INVESTIGATOR	\$34.09	\$42.35	\$30.34	\$34.17	\$36.16	112%	124%
SHERIFF JAIL AND DISPATCH ADMINISTRATOR	\$36.17	\$44.94	\$33.82	\$43.51	\$37.13	107%	103%
SHERIFF JAIL SERGEANT	\$29.90	\$37.15	\$25.30	\$32.74	\$30.17	118%	113%
SHERIFF JAIL/DISPATCH OFFICER	\$25.71	\$31.94	\$22.79	\$31.30	\$25.59	113%	102%

SHERIFF PATROL SERGEANT	\$34.09	\$42.35	\$34.57	\$41.83	\$37.16	99%	101%
SHERIFF RD PATROL LIEUT	\$36.17	\$44.94	\$36.35	\$48.47	\$35.49	100%	93%
SYMONS DIRECTOR	\$32.00	\$39.76	\$29.00	\$37.33	\$37.84	110%	107%
VETERAN SERVICE OFFICER	\$32.00	\$39.76	\$29.16	\$39.82	\$33.47	110%	100%
VETERANS BENEFIT SPCLST	\$23.61	\$29.33	\$23.00	\$30.81	\$23.59	103%	95%
VICTIM WITNESS COORDINATOR	\$25.71	\$31.94	\$22.99	\$30.80	\$26.18	112%	104%
						104%	96%

Segment	Richland to benchmark minimum average	Richland to benchmark maximum average
All County	104%	96%
County only (non PV)	104%	96%
Pine Valley only (non county)	104%	100%

As part of the ongoing maintenance, DDA reviews about 1/3 of job descriptions annually. As part of that process, employees and supervisors review their job description and complete a Position Review Form. Dda will re-write all job descriptions. Then new job descriptions are sent to employees and supervisors for a Job Description Appeal. DDA will make all changes to the job descriptions. All jobs are included in the annual market analysis, if a job is deviating from the market, DDA will flag the position for review that year. To be clear even if your position is not up for job description review, we will review the market wages on all positions. If a position is deviating, we will look to address sooner than scheduled.

2025 Jobs Reviewed

Job Description	Current Grade	DDA recommended grade change
Administrative Secretary Extension	10	no
ADRC Manager	16	no
ADRC Specialist	12	no

AEMT	10	no
APS Social Worker	13	no
Chief Deputy of Clerk of Courts	13	no
Child Support Director	16	Yes, move to 17
Clerk of Court	elected	Wages cannot change
County Clerk Deputy of AP Specialist	10	no
County Hwy Superintendent	15	Yes, move to 16
Deputy Clerk of Court	11	Yes, move to 12
Deputy Treasurer	10	Yes, move to 11
Dietary Aide	7	Yes, move to 8
Dietary Manager	12	no
Economic Support Manager	16	no
Elder Benefit Specialist	12	no
Emergency Services Chief	14	no
Emergency Captain	16	no
Emergency Coordinator	13	no
EMT	9	no
HHS Director	22	no
Highway Office Clerk	10	Yes, move to 11

Highway Shop Superintendent	14	yes, move to 15
Highway Sign Foreman	11	yes, move to 12
Land Conservation and Zoning Director	16	yes, move to 17
Legal Aide	11	no
LPN	12	no
Med Techn	9	no
Mental Health Therapist	15	yes, move to 16
Parks and Trails Maintenance Tech	10	no
patrol operator	11	no
patrol sergeant	16	no
PV Business and Financial Services Manager	16	no
PV Social services Director	15	yes, move to 17
PV Social Worker	13	no
Real Property Lister	11	yes, move to 12
Register of deeds deputy	10	no
Resident Assistant	6	yes, move to 8
RN	15	yes, move to 16
RN Charge Nurse	17	yes, move to 18

RN Manager	17	Yes, move to 19
Secretary HHS	9	Yes, move to 10
Social Worker	13	no
State Hwy Superintendent	15	Yes, move to 16

Classification Appeal

Employees and supervisors can review the classification changes and if they believe a job description is missing something or warrants another review based on the job description, they can complete a Job Classification Appeal. This appeal is not to increase wages. Instead it is created to maintain internal equity in Richland County.

2026 Recommendation

Currently the County's pay grid is calibrated at 4% above market average minimum rates and 4% below market average maximum rates. When DDA created the grid in 2024 there was a large deviation from market average, but the Board was committed to paying fair and equitable wages. It is our recommendation to the Board to add two additional steps in 2026. There will be no COLA in 2026 and this recommendation will keep the County competitive in its wages.

On January 1 the pay grid will receive two additional steps and all employees will receive a 2.75% step increase.

See below to see impact on the pay grid in relation to the market with the addition of two steps:

Job Title	Client MIN	Client MAX	Bench MIN	Bench MAX	Client Min % of Bench Min	Client Max % of Bench Max	NEW Min % of Bench Min	NEW Max % of Bench Max
CUSTODIAN	\$19.44	\$24.14	\$17.94	\$24.54	108%	98%	108%	103%
SECRETARY	\$19.44	\$24.14	\$20.31	\$29.19	96%	83%	96%	87%
ADMINISTRATIVE SECRTRY	\$21.53	\$26.75	\$20.34	\$27.78	106%	96%	106%	101%
COUNTY TREASURER DEPUTY	\$21.53	\$26.75	\$23.00	\$31.77	94%	84%	94%	88%
CTY CLERK DEPUTY/ACCOUNTS PAYABLE SPECIALIST	\$21.53	\$26.75	\$22.48	\$30.52	96%	88%	96%	92%
HWY PARKS & TRLS MNT TECH	\$21.53	\$26.75	\$24.00	\$32.00	90%	84%	90%	88%
REGISTER OF DEEDS DEPUTY	\$21.53	\$26.75	\$22.40	\$30.40	96%	88%	96%	92%

CLERK OF COURT DEPUTY	\$23.61	\$29.33	\$23.97	\$33.18	98%	88%	98%	93%
HHS ECONOMIC SUPP SPECL	\$23.61	\$29.33	\$21.67	\$28.85	109%	102%	109%	107%
HWY EQUIP OPER/PATROLMN	\$23.61	\$29.33	\$24.13	\$36.53	98%	80%	98%	84%
HWY SIGN FOREMAN	\$23.61	\$29.33	\$23.63	\$32.36	100%	91%	100%	95%
LEGAL SECRETARY	\$23.61	\$29.33	\$22.15	\$29.42	107%	100%	107%	105%
MAINTENANCE TECHNICIAN	\$23.61	\$29.33	\$24.06	\$30.92	98%	95%	98%	100%
REAL PROPERTY LISTER	\$23.61	\$29.33	\$24.45	\$34.89	97%	84%	97%	88%
REGISTER IN PROBATE DEPUTY	\$23.61	\$29.33	\$21.88	\$29.25	108%	100%	108%	105%
VETERANS BENEFIT SPCLST	\$23.61	\$29.33	\$23.00	\$30.81	103%	95%	103%	100%
CONSERVATION TECHNICIAN	\$25.71	\$31.94	\$24.84	\$32.72	104%	98%	104%	103%
HHS ADRC SPECIALIST	\$25.71	\$31.94	\$25.99	\$35.88	99%	89%	99%	93%
HHS DISABILITY BEN SPEC	\$25.71	\$31.94	\$24.11	\$32.25	107%	99%	107%	104%
HHS ELDERLY BENF SPCL	\$25.71	\$31.94	\$23.99	\$34.72	107%	92%	107%	97%
HHS PUBLIC HEALTH SPECIALIST	\$25.71	\$31.94	\$22.78	\$33.14	113%	96%	113%	101%
HHS TREATMNT COURT COOR	\$25.71	\$31.94	\$28.14	\$36.11	91%	88%	91%	93%
HWY MECHANIC	\$25.71	\$31.94	\$24.14	\$32.18	107%	99%	107%	104%
MIS TECHNICAL SPCLST	\$25.71	\$31.94	\$24.84	\$33.15	104%	96%	104%	101%
PAYROLL AND BENEFITS ASSISTANT	\$25.71	\$31.94	\$24.73	\$31.29	104%	102%	104%	107%
SHERIFF JAIL/DISPATCH OFFICER	\$25.71	\$31.94	\$22.79	\$31.30	113%	102%	113%	107%
VICTIM WITNESS COORDINATOR	\$25.71	\$31.94	\$22.99	\$30.80	112%	104%	112%	109%
CLERK OF COURT CHIEF DEPUTY	\$27.80	\$34.54	\$28.05	\$38.46	99%	90%	99%	94%
EMERGENCY MANAGEMENT COORDINATOR	\$27.80	\$34.54	\$30.26	\$38.68	92%	89%	92%	94%
HHS SOCIAL WORKER	\$27.80	\$34.54	\$26.10	\$34.40	107%	100%	107%	105%
HHS SUBSTNCE ABUSE COUN	\$27.80	\$34.54	\$25.34	\$34.92	110%	99%	110%	104%
HWY LEAD GRADE FOREMAN	\$27.80	\$34.54	\$24.94	\$32.70	111%	106%	111%	111%
HWY LEAD PAVING FOREMAN	\$27.80	\$34.54	\$24.94	\$32.70	111%	106%	111%	111%
HWY OFFICE MANAGER	\$27.80	\$34.54	\$27.62	\$35.76	101%	97%	101%	101%
SHERIFF DEPUTY	\$27.80	\$34.54	\$23.15	\$29.86	120%	116%	120%	121%
HHS PUBLIC HLTH NURSE	\$29.90	\$37.15	\$29.54	\$40.80	101%	91%	101%	96%

HR GENERALIST Res	\$29.90	\$37.15	\$26.66	\$36.20	112%	103%	112%	108%
HWY SHOP SUPERINTENDENT	\$29.90	\$37.15	\$35.08	\$50.38	85%	74%	85%	77%
REGISTER IN PROBATE	\$29.90	\$37.15	\$27.72	\$36.55	108%	102%	108%	107%
SHERIFF JAIL SERGEANT	\$29.90	\$37.15	\$25.30	\$32.74	118%	113%	118%	119%
HHS ECONOMIC SUPPORT SUPERVISOR	\$30.95	\$38.46	\$28.24	\$35.83	110%	107%	110%	113%
HHS MENTAL HEALTH THER	\$32.00	\$39.76	\$30.63	\$45.04	104%	88%	104%	93%
HWY PATROL SUPERINTENDENT CNTY	\$32.00	\$39.76	\$34.69	\$43.14	92%	92%	92%	97%
HWY PATROL SUPERINTENDENT STATE	\$32.00	\$39.76	\$35.53	\$43.18	90%	92%	90%	97%
PAYROLL & BENEFITS ADMINISTRATOR	\$32.00	\$39.76	\$27.21	\$38.89	118%	102%	118%	107%
SYMONS DIRECTOR	\$32.00	\$39.76	\$29.00	\$37.33	110%	107%	110%	112%
VETERAN SERVICE OFFICER	\$32.00	\$39.76	\$29.16	\$39.82	110%	100%	110%	105%
CH CHILD SUPPORT DIRECTOR	\$34.09	\$42.35	\$36.43	\$47.40	94%	89%	94%	94%
HHS ARDC MANAGER	\$34.09	\$42.35	\$38.15	\$49.58	89%	85%	89%	90%
HHS CHILD AND YOUTH SERVICES SUPERVISOR	\$34.09	\$42.35	\$31.35	\$43.08	109%	98%	109%	103%
HHS ECON SUPPORT MANAGER	\$34.09	\$42.35	\$33.36	\$45.26	102%	94%	102%	98%
LAND CONSERV & ZONING DIR	\$34.09	\$42.35	\$34.99	\$47.55	97%	89%	97%	94%
SHERIFF INVESTIGATOR	\$34.09	\$42.35	\$30.34	\$34.17	112%	124%	112%	130%
SHERIFF PATROL SERGEANT	\$34.09	\$42.35	\$34.57	\$41.83	99%	101%	99%	106%
EMERGENCY SERVICES DIR	\$36.17	\$44.94	\$31.62	\$43.19	114%	104%	114%	109%
SHERIFF JAIL AND DISPATCH ADMINISTRATOR	\$36.17	\$44.94	\$33.82	\$43.51	107%	103%	107%	108%
SHERIFF RD PATROL LIEUT	\$36.17	\$44.94	\$36.35	\$48.47	100%	93%	100%	97%
HHS BUSINESS & FINANCIAL SERVICES MANAGER	\$38.27	\$47.56	\$32.77	\$45.55	117%	104%	117%	110%
HHS CHILD & YOUTH SRVCS MGR	\$38.27	\$47.56	\$34.94	\$48.73	110%	98%	110%	102%
SHERIFF CHIEF DEPUTY	\$40.38	\$50.16	\$35.68	\$46.93	113%	107%	113%	112%
HUMAN RESOURCES DIRECTOR	\$42.46	\$52.75	\$44.05	\$56.04	96%	94%	96%	99%

PVH ACTIVITY AIDE	\$16.53	\$20.54	\$16.96	\$22.30	97%	92%	97%	97%
PVH ACTIVITY DIRECTOR	\$25.71	\$31.94	\$24.10	\$33.52	107%	95%	107%	100%
PVH BILLING SPECIALIST	\$23.61	\$29.33	\$20.86	\$28.12	113%	104%	113%	110%
PVH BUSINESS & FINANCIAL SERVICE MANAGER	\$34.09	\$42.35	\$36.03	\$52.14	95%	81%	95%	85%
PVH HR GENERALIST	\$27.80	\$34.54	\$26.26	\$37.69	106%	92%	106%	96%
PVH LEAD COOK	\$19.44	\$24.14	\$16.92	\$21.84	115%	111%	115%	116%
PVH LEAD HOUSKEEPER	\$17.87	\$22.21	\$13.77	\$18.64	130%	119%	130%	125%
PVH MAINTENANCE SUPERVISOR	\$32.00	\$39.76	\$28.95	\$41.35	111%	96%	111%	101%
PVH MAINTENANCE WORKER	\$23.61	\$29.33	\$22.72	\$30.14	104%	97%	104%	102%
PVH MANAGER OF INFO SYSTEMS	\$25.71	\$31.94	\$23.72	\$33.47	108%	95%	108%	100%
PVH NURSING ADMIN ASST	\$19.44	\$24.14	\$18.35	\$25.99	106%	93%	106%	98%
PVH PAYROLL & ACCOUNTS PAYABLE CLERK	\$23.61	\$29.33	\$23.19	\$31.34	102%	94%	102%	98%
PVH PERSONAL CARE WORKER	\$17.87	\$22.21	\$17.16	\$21.61	104%	103%	104%	108%
PVH RESIDENT ASSISTANT	\$15.31	\$19.01	\$16.97	\$23.40	90%	81%	90%	85%
PVH RN CHARGE NURSE	\$34.09	\$42.35	\$37.17	\$50.90	92%	83%	92%	87%
PVH RN SUPERVISOR	\$36.17	\$44.94	\$40.67	\$55.52	89%	81%	89%	85%
PVH RN SUPERVISOR CBRF	\$34.09	\$42.35	\$40.67	\$55.52	84%	76%	84%	80%
PVH SOCIAL SERVICE DIRECTOR	\$32.00	\$39.76	\$36.99	\$52.49	87%	76%	87%	80%
PVH SOCIAL WORKER	\$27.80	\$34.54	\$28.16	\$37.27	99%	93%	99%	97%
PVH UNIT CLERK	\$19.44	\$24.14	\$18.07	\$23.87	108%	101%	108%	106%
PVH UNIT CLERK CBRF	\$19.44	\$24.14	\$18.07	\$23.87	108%	101%	108%	106%
PVH UNIT NURSE LPN	\$25.71	\$31.94	\$26.00	\$33.55	99%	95%	99%	100%
PVH UNIT NURSE RN	\$32.00	\$39.76	\$33.52	\$45.03	95%	88%	95%	93%
HWY COMMISSIONER	\$42.46	\$52.75	\$44.29	\$60.11	96%	88%	96%	92%
HHS DIRECTOR	\$46.66	\$57.97	\$46.11	\$63.43	101%	91%	101%	96%
MIS DIRECTOR	\$46.66	\$57.97	\$41.61	\$56.66	112%	102%	112%	107%
FINANCE DIRECTOR	\$49.00	\$60.87	\$44.64	\$61.41	110%	99%	110%	104%

2025
Analysis

104% 96% 104% 101%

*This does not include classification changes.

**There will not be a COLA in 2026.

***It is predicted that the two additional steps will put the County at about 101% market minimum rates and 98% market maximum rates, due to anticipated COLA adjustments by benchmark counties.

Proposed Grid Impact

Segment	Richland to benchmark minimum average	Richland to benchmark maximum average
All County Current	103%	95%
All County with Proposed Grid	103%	100%
County only (non PV)	104%	96%
County only (non PV with Proposed Grid)	104%	101%
Pine Valley only (non county)	104%	100%
Pine Valley only (non county with proposed grid)	104%	105%

Classification Changes

With the grid changes and classification changes, the proposed 2026 grid will be calibrated at 5% above market average minimum rate and 2% above market average maximum rate.

Job Title	Client MIN	Client MAX	Bench MIN	Bench MAX	New Min	New Max with 2 steps	NEW Min % of Bench Min	NEW Max % of Bench Max
ADMINISTRATIVE SECRTRY	\$21.53	\$26.75	\$20.34	\$27.78	\$21.53	\$28.09	106%	101%
CH CHILD SUPPORT DIRECTOR	\$36.17	\$44.94	\$36.43	\$47.40	\$36.17	\$47.19	99%	100%
CLERK OF COURT CHIEF DEPUTY	\$27.80	\$34.54	\$28.05	\$38.46	\$27.80	\$36.27	99%	94%
CLERK OF COURT DEPUTY	\$25.71	\$31.94	\$23.97	\$33.18	\$25.71	\$33.54	107%	101%
CONSERVATION TECHNICIAN	\$25.71	\$31.94	\$24.84	\$32.72	\$25.71	\$33.54	104%	103%
COUNTY TREASURER DEPUTY	\$23.61	\$29.33	\$23.00	\$31.77	\$23.61	\$30.80	103%	97%

CTY CLERK DEPUTY/ACCOUNTS PAYABLE SPECIALIST	\$21.53	\$26.75	\$22.48	\$30.52	\$21.53	\$28.09	96%	92%
CUSTODIAN	\$19.44	\$24.14	\$17.94	\$24.54	\$19.44	\$25.35	108%	103%
EMERGENCY MANAGEMENT COORDINATOR	\$27.80	\$34.54	\$30.26	\$38.68	\$27.80	\$36.27	92%	94%
EMERGENCY SERVICES DIR	\$36.17	\$44.94	\$31.62	\$43.19	\$36.17	\$47.19	114%	109%
FINANCE DIRECTOR	\$49.00	\$60.87	\$44.64	\$61.41	\$49.00	\$63.91	110%	104%
HHS ADRC SPECIALIST	\$25.71	\$31.94	\$25.99	\$35.88	\$25.71	\$33.54	99%	93%
HHS ARDC MANAGER	\$34.09	\$42.35	\$38.15	\$49.58	\$34.09	\$44.47	89%	90%
HHS BUSINESS & FINANCIAL SERVICES MANAGER	\$38.27	\$47.56	\$32.77	\$45.55	\$38.27	\$49.94	117%	110%
HHS CHILD & YOUTH SRVCS MGR	\$38.27	\$47.56	\$34.94	\$48.73	\$38.27	\$49.94	110%	102%
HHS CHILD AND YOUTH SERVICES SUPERVISOR	\$34.09	\$42.35	\$31.35	\$43.08	\$34.09	\$44.47	109%	103%
HHS DIRECTOR	\$46.66	\$57.97	\$46.11	\$63.43	\$46.66	\$60.87	101%	96%
HHS DISABILITY BEN SPEC	\$25.71	\$31.94	\$24.11	\$32.25	\$25.71	\$33.54	107%	104%
HHS ECON SUPPORT MANAGER	\$34.09	\$42.35	\$33.36	\$45.26	\$34.09	\$44.47	102%	98%
HHS ECONOMIC SUPP SPECL	\$23.61	\$29.33	\$21.67	\$28.85	\$23.61	\$30.80	109%	107%
HHS ECONOMIC SUPPORT SUPERVISOR	\$30.95	\$38.46	\$28.24	\$35.83	\$30.95	\$40.38	110%	113%
HHS ELDERLY BENF SPCL	\$25.71	\$31.94	\$23.99	\$34.72	\$25.71	\$33.54	107%	97%
HHS MENTAL HEALTH THER	\$32.00	\$39.76	\$30.63	\$45.04	\$32.00	\$41.75	104%	93%
HHS PUBLIC HEALTH SPECIALIST	\$25.71	\$31.94	\$22.78	\$33.14	\$25.71	\$33.54	113%	101%
HHS PUBLIC HLTH NURSE	\$29.90	\$37.15	\$29.54	\$40.80	\$29.90	\$39.01	101%	96%
HHS SOCIAL WORKER	\$27.80	\$34.54	\$26.10	\$34.40	\$27.80	\$36.27	107%	105%
HHS SUBSTNCE ABUSE COUN	\$27.80	\$34.54	\$25.34	\$34.92	\$27.80	\$36.27	110%	104%
HHS TREATMNT COURT COOR	\$25.71	\$31.94	\$28.14	\$36.11	\$25.71	\$33.54	91%	93%
HR GENERALIST Res	\$29.90	\$37.15	\$26.66	\$36.20	\$29.90	\$39.01	112%	108%
HUMAN RESOURCES DIRECTOR	\$42.46	\$52.75	\$44.05	\$56.04	\$42.46	\$55.39	96%	99%
HWY COMMISSIONER	\$42.46	\$52.75	\$44.29	\$60.11	\$42.46	\$55.39	96%	92%
HWY EQUIP OPER/PATROLMN	\$23.61	\$29.33	\$24.13	\$36.53	\$23.61	\$30.80	98%	84%
HWY LEAD GRADE FOREMAN	\$27.80	\$34.54	\$24.94	\$32.70	\$27.80	\$36.27	111%	111%
HWY LEAD PAVING FOREMAN	\$27.80	\$34.54	\$24.94	\$32.70	\$27.80	\$36.27	111%	111%

HWY MECHANIC	\$25.71	\$31.94	\$24.14	\$32.18	\$25.71	\$33.54	107%	104%
HWY OFFICE MANAGER	\$27.80	\$34.54	\$27.62	\$35.76	\$27.80	\$36.27	101%	101%
HWY PARKS & TRLS MNT TECH	\$21.53	\$26.75	\$24.00	\$32.00	\$21.53	\$28.09	90%	88%
HWY PATROL SUPERINTENDENT CNTY	\$34.09	\$42.35	\$34.69	\$43.14	\$34.09	\$44.47	98%	103%
HWY PATROL SUPERINTENDENT STATE	\$34.09	\$42.35	\$35.53	\$43.18	\$34.09	\$44.47	96%	103%
HWY SHOP SUPERINTENDENT	\$32.00	\$39.76	\$35.08	\$50.38	\$32.00	\$41.75	91%	83%
HWY SIGN FOREMAN	\$25.71	\$31.94	\$23.63	\$32.36	\$25.71	\$33.54	109%	104%
LAND CONSERV & ZONING DIR	\$36.17	\$44.94	\$34.99	\$47.55	\$36.17	\$47.19	103%	99%
LEGAL SECRETARY	\$23.61	\$29.33	\$22.15	\$29.42	\$23.61	\$30.80	107%	105%
MAINTENANCE TECHNICIAN	\$23.61	\$29.33	\$24.06	\$30.92	\$23.61	\$30.80	98%	100%
MIS DIRECTOR	\$46.66	\$57.97	\$41.61	\$56.66	\$46.66	\$60.87	112%	107%
MIS TECHNICAL SPCLST	\$25.71	\$31.94	\$24.84	\$33.15	\$25.71	\$33.54	104%	101%
PAYROLL & BENEFITS ADMINISTRATOR	\$32.00	\$39.76	\$27.21	\$38.89	\$32.00	\$41.75	118%	107%
PAYROLL AND BENEFITS ASSISTANT	\$25.71	\$31.94	\$24.73	\$31.29	\$25.71	\$33.54	104%	107%
PVH ACTIVITY AIDE	\$16.53	\$20.54	\$16.96	\$22.30	\$16.53	\$21.57	97%	97%
PVH ACTIVITY DIRECTOR	\$25.71	\$31.94	\$24.10	\$33.52	\$25.71	\$33.54	107%	100%
PVH BILLING SPECIALIST	\$23.61	\$29.33	\$20.86	\$28.12	\$23.61	\$30.80	113%	110%
PVH BUSINESS & FINANCIAL SERVICE MANAGER	\$34.09	\$42.35	\$36.03	\$52.14	\$34.09	\$44.47	95%	85%
PVH HR GENERALIST	\$27.80	\$34.54	\$26.26	\$37.69	\$27.80	\$36.27	106%	96%
PVH LEAD COOK	\$19.44	\$24.14	\$16.92	\$21.84	\$19.44	\$25.35	115%	116%
PVH LEAD HOUSKEEPER	\$17.87	\$22.21	\$13.77	\$18.64	\$17.87	\$23.32	130%	125%
PVH MAINTENANCE SUPERVISOR	\$32.00	\$39.76	\$28.95	\$41.35	\$32.00	\$41.75	111%	101%
PVH MAINTENANCE WORKER	\$23.61	\$29.33	\$22.72	\$30.14	\$23.61	\$30.80	104%	102%
PVH MANAGER OF INFO SYSTEMS	\$25.71	\$31.94	\$23.72	\$33.47	\$25.71	\$33.54	108%	100%
PVH NURSING ADMIN ASST	\$19.44	\$24.14	\$18.35	\$25.99	\$19.44	\$25.35	106%	98%
PVH PAYROLL & ACCOUNTS PAYABLE CLERK	\$23.61	\$29.33	\$23.19	\$31.34	\$23.61	\$30.80	102%	98%
PVH PERSONAL CARE WORKER	\$17.87	\$22.21	\$17.16	\$21.61	\$17.87	\$23.32	104%	108%
PVH RESIDENT ASSISTANT	\$17.87	\$22.21	\$16.97	\$23.40	\$17.87	\$23.32	105%	100%
PVH RN CHARGE NURSE	\$36.17	\$44.94	\$37.17	\$50.90	\$36.17	\$47.19	97%	93%

PVH RN SUPERVISOR	\$40.38	\$50.16	\$40.67	\$55.52	\$40.38	\$52.67	99%	95%
PVH RN SUPERVISOR CBRF	\$40.38	\$50.16	\$40.67	\$55.52	\$40.38	\$52.67	99%	95%
PVH SOCIAL SERVICE DIRECTOR	\$36.17	\$44.94	\$36.99	\$52.49	\$36.17	\$47.19	98%	90%
PVH SOCIAL WORKER	\$27.80	\$34.54	\$28.16	\$37.27	\$27.80	\$36.27	99%	97%
PVH UNIT CLERK	\$19.44	\$24.14	\$18.07	\$23.87	\$19.44	\$25.35	108%	106%
PVH UNIT CLERK CBRF	\$19.44	\$24.14	\$18.07	\$23.87	\$19.44	\$25.35	108%	106%
PVH UNIT NURSE LPN	\$25.71	\$31.94	\$26.00	\$33.55	\$25.71	\$33.54	99%	100%
PVH UNIT NURSE RN	\$32.00	\$39.76	\$33.52	\$45.03	\$32.00	\$41.75	95%	93%
REAL PROPERTY LISTER	\$25.71	\$31.94	\$24.45	\$34.89	\$25.71	\$33.54	105%	96%
REGISTER IN PROBATE	\$29.90	\$37.15	\$27.72	\$36.55	\$29.90	\$39.01	108%	107%
REGISTER IN PROBATE DEPUTY	\$23.61	\$29.33	\$21.88	\$29.25	\$23.61	\$30.80	108%	105%
REGISTER OF DEEDS DEPUTY	\$21.53	\$26.75	\$22.40	\$30.40	\$21.53	\$28.09	96%	92%
SECRETARY	\$21.53	\$26.75	\$20.31	\$29.19	\$21.53	\$28.09	106%	96%
SHERIFF CHIEF DEPUTY	\$40.38	\$50.16	\$35.68	\$46.93	\$40.38	\$52.67	113%	112%
SHERIFF DEPUTY	\$27.80	\$34.54	\$23.15	\$29.86	\$27.80	\$36.27	120%	121%
SHERIFF INVESTIGATOR	\$34.09	\$42.35	\$30.34	\$34.17	\$34.09	\$44.47	112%	130%
SHERIFF JAIL AND DISPATCH ADMINISTRATOR	\$36.17	\$44.94	\$33.82	\$43.51	\$36.17	\$47.19	107%	108%
SHERIFF JAIL SERGEANT	\$29.90	\$37.15	\$25.30	\$32.74	\$29.90	\$39.01	118%	119%
SHERIFF JAIL/DISPATCH OFFICER	\$25.71	\$31.94	\$22.79	\$31.30	\$25.71	\$33.54	113%	107%
SHERIFF PATROL SERGEANT	\$34.09	\$42.35	\$34.57	\$41.83	\$34.09	\$44.47	99%	106%
SHERIFF RD PATROL LIEUT	\$36.17	\$44.94	\$36.35	\$48.47	\$36.17	\$47.19	100%	97%
SYMONS DIRECTOR	\$32.00	\$39.76	\$29.00	\$37.33	\$32.00	\$41.75	110%	112%
VETERAN SERVICE OFFICER	\$32.00	\$39.76	\$29.16	\$39.82	\$32.00	\$41.75	110%	105%
VETERANS BENEFIT SPCLST	\$23.61	\$29.33	\$23.00	\$30.81	\$23.61	\$30.80	103%	100%
VICTIM WITNESS COORDINATOR	\$25.71	\$31.94	\$22.99	\$30.80	\$25.71	\$33.54	112%	109%

2025
Analysis
to
Market

105% 102%

** It is predicted that the two additional steps will put the County at about 102% market minimum rates and 99% market maximum rates, due to

anticipated COLA adjustments by benchmark counties.

Costing

Placing everyone into the new proposed grid with classification changes is a total increase in payroll of 3.13% or \$550,139.

Dr. Tessia Melvin, Management Consultant

DDA Human Resources, Inc.

tessia@daviddrown.com

County Board
Agenda Item Cover

Agenda Item Name: Discussion & Possible Action – Amending County Board Meeting Time And Associated Rules Of The County Board

Department	County Board	Presented By:	Cty Board / Cty Admin / Cty Clerk
Date of Meeting:	10-20-2025	Action Needed:	Motion to change County Board meeting start time to 5 PM and amend associated County Board Rules.
Date submitted:	10-16-2025	Referred by:	County Board
Action needed by no later than (date)	N/A	Resolution	N/A

Background: At the September 16, 2025 County Board meeting a request was made for this item to be placed on the agenda. The County Board currently meets at 7 PM. In previous years, the County Board has met in the morning hours during the winter months. Benefits of a 5 PM start time include increased staff availability, improved coordination with other departments/agencies, and streamlined follow up with items addressed during the County Board meeting. Consideration must be given to public access if it is determined the meeting start time will be adjusted.

Attachments and References:

Financial Review: Not Applicable

(please check one)

☐	In proposed 2026 budget	Fund Number	
☐	Apportionment needed	Requested Fund Number	
☐	Other funding Source		
☒	No financial impact		

Department Head

Tricia Clements, County Administrator

Executive and Finance Committee

Agenda Item Cover

Agenda Item Name: Demolition of Buildings and Associated Costs

Department:	Administration	Presented By:	Tricia Clements
Date of Meeting:	October 14, 2025	Action Needed:	Vote and resolution
Date submitted:	October 7, 2025	Referred by:	Tricia Clements

Recommendation and/or action language:

Approve the demolition of up to three campus buildings; Library, Classroom and possibly the Science Building.

Background:

Through the Venture study, it was found that the Library and Classroom buildings would cost more to remodel and bring up to code than it would to build new buildings. Additionally, SEH has recommended that the Science Building also be demolished as it lacks distinctive features and is not worth salvaging. They concur that all three buildings will not be useful to future investors that may have interest in the property.

Attachments and References: Venture Study

Financial Review: Cost for Demolition of two buildings would be \$220,000. A quote for the third was not obtained but one could assume it would be an additional \$110,000.

(please check one)

☐	In adopted budget	Fund Number	
☐	Apportionment needed	Requested Fund Number	
X	Other funding Source	UW Grant funds	
☐	No financial impact		

Department Head


Administrator, Tricia Clements

Members of the Richland County Board of Supervisors,

If you are considering the potential sale of the campus gymnasium to the Richland School District, I respectfully request that the Symons Recreation Complex be recognized as an ongoing user of the gymnasium at no cost using a legally binding mechanism for the foreseeable future. The mechanism would terminate when funds were available for Symons to construct a program gym attached to the current facility potentially including an addition for a larger weight room, land exercise area, locker rooms for men, women and families along with renovations to the existing structure.

Gymnasiums are an essential part of any recreation complex, providing space for a wide range of health, fitness, and community programs that serve residents of all ages. The Symons Recreation Complex plays a vital role in promoting wellness and physical activity throughout Richland County, and access to the gymnasium is integral to its mission and services. Gymnasiums provide opportunities for additional programming resulting in additional memberships which means more revenue. Officials from both Richland County and the City of Richland Center have stated their desire to help Symons become financially sustainable. The City of Richland Center applied for and received an Innovation Grant from the Wisconsin Department of Revenue. The City has chosen a firm (Innovative Public Advisors) to conduct an analysis of Symons and propose ideas on how to enhance Symons to make it more financially sustainable. To ensure a thorough and complete process, all options should be preserved until the consultants have had a chance to evaluate Symons.

An idea was floated several years ago regarding selling Symons to the YMCA. The YMCA was not interested in Symons unless the campus gymnasium was part of the deal. According to financial records obtained from the City of Richland Center, expenses for the Aquatic Center exceeded revenues by approximately \$100,000 in 2023. Pools are expensive. Additional space and programming is vital for Symons to become sustainable. Weight rooms and gymnasiums produce revenue which exceeds expenses. There are two other fitness facilities in Richland Center. They focus on weight rooms and land exercise space. That is intentional.

Symons conducted a survey of members and non-members last year. There were 310 respondents. 80% were Symons members with 20% being non-members. Locker room improvements were the number one request with the addition of large gymnasium space a close second.

When asked how Symons should fund the cost of building an addition, 75% said to use proceeds from the sale of other campus property, 73% said fundraising and donations and 27% said to raise the money through tax levy or referendum. (Several people voted for more than one option, i.e., a combination of proceeds from campus sales and tax levy to match construction costs). That survey also noted 21% of respondents claiming that they knew of people who had to leave Symons classes because there wasn't enough space for the participants. 76% of respondents supported building an addition to address Symons space needs if the campus gym cannot be used (the majority of those who did not support a building addition noted that they think Symons should use the campus gym to address their space needs.)

Symons is an expanding part of our community. Membership is growing, showing residents value affordable, quality recreation and wellness facilities. The increase in membership also reflects the support of Richland County, the City of Richland Center, the dedicated efforts of all the employees at Symons and the financial support of the Symons Recreation Complex Foundation. There are plans for two additional apartment complexes in Panorama Estates and new homes near Rainbow Drive. More housing units in the City mean more potential users of Symons.

You may or may not be aware that the Symons Recreation Complex Foundation is actively supporting the facility's long-term success through its current fundraising campaign. This campaign has already raised \$101,778.42. \$51,000+ is dedicated to ongoing operational support and \$50,000 for the endowment fund ensuring future stability and community benefit. Additionally, the Symons Recreation Complex Foundation has donated over \$100,000 for new equipment, inflatables for the pool, repairs to the solar panels, updating the sign along Highway 14, and a variety of other needs in the past 2 years.

Both Symons and the Richland School District have space needs. While the Richland School District may be a better long term owner for the campus gym, it would be appreciated (and probably considered a fair compromise) if the terms included Symons continued free use of the gym for a period of time to organize, develop new plans (as previous architectural drawings to address the space needs are out of date), and raise the needed funds to address Symons space needs. Symons space needs have been documented since before 2005.

Additionally, the dimensions of the campus gymnasium are 211' by 91'. While it is difficult to predict what future space needs will be for Symons, it would be prudent to reserve similar sized or larger spaces both north and east of Symons allowing for property line setbacks.

Considering the substantial community involvement and investment in Symons, it is justified and suitable for Symons to maintain complimentary access to the gymnasium. Doing so will strengthen local collaboration between Richland County and the Richland School District, preserve valuable recreation opportunities, and honor the intent of the community's ongoing support for health and wellness.

Thank you for your consideration and for your commitment to the wellbeing of Richland County residents.

Alan Lins

President, Symons Recreation Complex Foundation



Wisconsin EMS Association

Serving Those Who Serve Others

October 20, 2025

To: Richland County Board of Supervisors, Executive and Finance Standing Committee Members, and Joint Ambulance Committee Members

Chairs, Supervisors, and Members,

Subject: Keep 911 EMS Reliable - Avoid a Rushed Shutdown

On behalf of the Wisconsin EMS Association (WEMSA), I am voicing strong support for Richland County EMS and support for recommendations for Richland County. WEMSA is a statewide, nonpartisan trade association representing municipal and non-profit emergency medical services (EMS) agencies and professionals, from urban, suburban, and rural areas, across all of Wisconsin. Our mission is to support Emergency Medical Services (EMS) through pre-hospital education, agency guidance, and advocacy.

We were notified of the draft Memorandum Agreement (MOA) that states: “Richland County EMS will no longer exist on April 1, 2026”. This appears to have surprised many stakeholders, and no alternative coverage plan seems to have been fully discussed, secured, or evaluated.

We urge you to reconsider closing the county service and, instead, adopt a lawful funding structure that stabilizes budget concerns, alleviates municipal limitations, and provides a Richland County resident-first approach to their public safety.

In Short: Postpone any shutdown of Richland County EMS and restructure the MOA to establish a model that benefits municipalities, removes funding constraints, and supports residents with a fair, reliable, and sustainable 911 medical response.

Risks of an Accelerated Closure

- **Workforce Shortage:** Staffing is the tightest constraint in EMS across the state and country. Wisconsin’s own data and analyses showcase reliability challenges driven by workforce shortages. Finding alternative coverage, no matter the employer/ entity contracted, will be the heaviest challenge.
- **Contracting doesn’t fix staffing or accountability.** Any external provider pulls from the small pool of workforce and may prioritize a specific staffing level when it’s not always necessary. Trading oversight and direct control of performance, deployment, and capital investment is not in the best interest of residents.
- **911 Call volumes don’t properly support local agency coverage.** The current call volume for the County, averaging around 1,200 calls per year, when split between individual municipalities, doesn't support enough reimbursement to maintain sustainable coverage without substantial local tax funding. Local municipalities will be restricted by levy limits forcing budget cuts, loss of service, or worse.



Wisconsin EMS Association

Serving Those Who Serve Others

Why County Operation Fits Richland County

- **Reliability and accountability.** When the County is the provider, the Board controls staffing, response standards, capital planning, and quality metrics. The voice of the residents of Richland County provides oversight into their public safety needs.
- **Fair funding that helps municipal budgets.** Wisconsin law provides County-wide Emergency Medical Systems with a **levy-limit exemption** that allows for a broad county tax base instead of pushing those costs to the towns, villages, and city (through a per-call fee municipal charge). The current MOA is a per-call fee structured agreement that forces municipalities to utilize their already restricted funding sources to pay for EMS.
 - **County EMS Levy Exemption:** Utilizing the county levy-limit exemption for EMS uniformly helps all municipalities reallocate funding towards other areas of need locally and is the best utilization of resident taxes spread across an entire county versus individual municipality populations [*Wis Stat. 66.0602(3)(e)6*].
 - **Resident-First Approach:** Richland County could take this restructuring a step further with a resident-first billing policy. This policy would waive copays and deductibles for Richland County residents, since resident taxes would already support the service, and bill non-residents normally (*Federal OIG policy supports this policy*).

Immediate Benefits to Communities

- Ends volatile per-call invoicing (doesn't account for changes in volume or payer mix).
- Frees up town, village, and city budgets for roads, parks, public safety, and local priorities through the countywide tax levy exemption 66.0602(3)(e)6.
- Preserves a local voice through a re-chartered County EMS Advisory Committee to review budgets, KPIs, and capital planning while the Board retains fiscal authority.

Serving All Areas Efficiently

A countywide system doesn't mean that every call must be responded to by a county ambulance. The Wisconsin Statute lets you support your surrounding departments that fall outside of county limits but that are closer to answering those bordering calls. The levy limit exemption can also provide support for bordering calls answered by neighboring services that keep costs low for Richland County residents.

Additionally, as dispatch is part of the EMS chain, DHS rules require that each EMS provider has dispatch and response policies and the 911 statute provides joint operations and PSAP standards, providing opportunity to allocate a calculated share of PSAP costs to EMS (*under the levy exemption*) to assist the Sheriff's budget from carrying these costs alone.

Furthermore, Richland County can take a community-first approach through funding programs such as Mobile Integrated Health/ Community EMS and public training programs for CPR/ First Aid strengthening prevention and avoiding future costs that the county may already be bearing in other department budgets. These programs can be reviewed later for future expansion.



Recommended Board Actions

1. **Resolution:** Declare and fund Richland County EMS, citing § 59.54(1) and § 66.0602(3)(e)6, directing Finance to budget the EMS program on the levy and end per-call municipal invoices on January 1, 2026, start or sooner.
2. **Budget Allocation:** Appropriate operations, capital expenditures, and neighboring EMS agencies that respond to Richland County EMS calls as one emergency medical system program. Account for insurance reimbursement and grants as EMS revenues and levy the net EMS need using the exemption. If revenues run higher, maintain the surplus for EMS stabilization, capital expenditures or recruitment/ retention needs.
3. **Adopt a Resident-first Billing Policy:** Adopt an insurance-only/ no balance billing for residents and bill non-residents accordingly citing OIG AO 02-15 and AO 13-08. This supports Richland County residents at the patient level, knowing they won't be burdened by an ambulance bill if they need help.
4. **Governance:** Re-charter the Joint Ambulance Committee as a County EMS Advisory Committee for municipal input, public transparency, and oversight.

The Path Forward

County-wide EMS funded through the countywide levy exemption is the most equitable, reliable, budget solution for Richland County. Call volume supports a countywide service where individual municipalities would struggle to fund service due to levy limitations and reimbursements. It keeps accountability where it is, takes pressure from municipal budgets, allows for collaboration between outlying EMS agencies that support Richland County residents, and protects residents with the right size system.

Respectfully,

Alan DeYoung, MHA, MS
Chief Executive Officer
Wisconsin EMS Association
Direct: (414) 209-4185
Office: (414) 431-8193
alan@wisconsinems.com



RICHLAND

SCHOOL DISTRICT

CENTERED ON STUDENTS

P.O. Box 649
1996 US Highway 14 West
Richland Center, WI 53581
(608) 649-HIVE (4483)
www.richland.k12.wi.us

October 10, 2025

Richland County Board of Supervisors
c/o Tricia Clements, County Administrator
181 W. Seminary Street
Richland Center, WI 53581

RE: District Perspective on Offer to Purchase Melvill Hall and Gymnasium

Dear Ms. Clements and Members of the County Board,

On behalf of the Richland School District, we would like to express our appreciation for the partnership between the District and Richland County as we explore the future of our campus properties. As the County Board considers our Offer to Purchase during open session, we believe it is important to share the background and reasoning that guided this proposal.

In 2023, while the District was planning for the 2024 capital referendum, one option under consideration included approximately \$40 million in upgrades, which included the construction of a new gymnasium and weight room. That option was ultimately scaled back—primarily because the existing Gymnasium at the former UW-Richland campus sits just a few hundred feet from Richland Center High School and provides the type of space our District has lacked since seventh and eighth graders moved to the high school campus in the 2021–22 school year. The ability to access and maintain that gym through our current Memorandum of Understanding has been invaluable, and we greatly appreciate the cooperative spirit that made it possible.

If the current offer—or any modified version of it—is approved, it is our full intent to establish a new MOU ensuring that Symons Recreation Complex continues to have use of the Gymnasium in a similar manner to what currently exists. Our goal is not to limit community access but to strengthen it through shared, responsible stewardship of these facilities.

In addition to addressing the need for gym space, the proposed purchase also supports the continued growth of our alternative education programs. The proximity of Melvill

Hall, and our understanding that it shares utilities with the Gymnasium, makes this property particularly well-suited to house expanding initiatives such as PARTNER, the HIVE program, and the iThrive Academy. Each of these programs provides essential, individualized learning opportunities for students whose educational needs are best met in smaller, specialized environments. Having these programs located adjacent to our existing campus, in buildings that require minimal immediate renovation, offers both practical and financial advantages.

Since August, our staff has already begun maintaining the surrounding fields, underscoring our commitment to preserving and enhancing the property.

The District's offer of \$1.00 reflects both fiscal prudence and community sentiment. When we previously acquired East Hall, some members of the public questioned why taxpayers should "pay again" for buildings they had already supported through their investment in the UW-Richland campus. We believe that concern remains valid. This transaction enables the County to transfer two buildings it no longer needs, without creating an additional tax burden for local stakeholders, while ensuring the facilities continue to serve an educational purpose.

Finally, preserving a portion of the former UW-Richland campus for education honors its legacy as a place of learning and growth. Many in our community—students, educators, and alumni alike—value the opportunity to see that legacy continue under local stewardship. This year alone, our District has enrolled 69 new students, despite projections that enrollment would decline by 45. Approximately 120 students are currently participating in some form of alternative education. Having appropriate, accessible space for these programs is one of the most direct ways we can retain and attract students to the Richland School District.

We sincerely appreciate the County Board's consideration of this offer and your continued partnership in serving the people of Richland County. We look forward to maintaining open communication as the process moves forward.

Respectfully,

A handwritten signature in blue ink, appearing to read "Steve Board".

Steve Board
Superintendent, Richland School District

A handwritten signature in blue ink, appearing to read "Erin Unbehauen".

Erin Unbehauen
President, Richland School District Board of Education