

# Richland County Executive & Finance Standing Committee

November 24, 2025

The Richland County Executive & Finance Standing Committee convened on November 24, 2025, in person and virtually at 5:00 PM in the County Boardroom of the Richland County Courthouse.

**Call To Order:** Committee Chair Williamson called the meeting to order at 5:00 PM.

**Roll Call:** County Clerk Kalish conducted roll call. Committee member(s) present: Steve Carrow, Randy Schoonover, Sandra Kramer, Gary Manning, David Turk, Kerry Severson, Steve Williamson, and Marc Couey. Committee member(s) absent: Melvin “Bob” Frank.

**Verification Of Open Meetings Law Compliance:** County Clerk Kalish confirmed the meeting had been properly noticed.

**Approval Of Agenda:** Motion by Kramer second by Schoonover to approve agenda. Motion carried and the agenda declared approved.

**Approval Of Minutes From The November 11, 2025 Meeting:** Committee Chair Williamson asked if there were any corrections or amendments to the minutes from the November 11, 2025 meeting. Hearing none, Committee Chair Williamson declared the minutes from the November 11, 2025, meeting approved as presented.

**Public Comment:** Alayne Hendricks addressed the committee regarding agenda item #14 and stated her concerns about conflicts of interest with the county’s current Corporation Counsel.

**Reports –Radio Tower Project Update:** Administrator Clements reported reprogramming agreements are underway, the go-live is tentatively scheduled for December 2025, and the anticipated cutover date is in January 2026.

**Reports – Records Disposal:** Administrator Clements informed the committee about the disposal of obsolete county records.

**Discussion & Possible Action – Approval To Engage A Firm To Complete An Ambulance Services Assessment:** Administrator Clements reported that three firms have been consulted regarding the completion of an Ambulance Services assessment and that all have stated the need for county decision makers to narrow down options to determine the scope of the assessment before beginning. Supervisor Schoonover stated that waiting until January of 2026 is an option and Supervisor Carrow inquired about the funding of an ambulance service. Administrator Clements stated three operational models include county operated, formation of district, or a third-party provider and that all have different funding mechanisms. Supervisor Couey questioned whether the three operational models noted were enough to start the assessment. Administrator Clements stated she would like to meet with the municipalities in December of 2025 regarding the creation of a district and Supervisor Couey agreed that a meeting would be beneficial. Supervisor Couey stated the municipalities must know their funding sources given not all have same spending capacities and that he’s not opposed to the formation of a district. Supervisor Severson noted that the Joint Ambulance Committee proposed an assessment be completed in the past, but it was denied by the former Finance and Personnel Committee. Supervisor Couey noted that staffing trends from volunteer to employee have greatly impacted the industry and if an assessment is helpful, it

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should be completed. Supervisor Schoonover noted more opinions are better and both he and Supervisor Turk noted that meetings with the municipalities appears to be the best way to move forward at this point. Consensus was reached for the County Administrator to arrange a meeting with the county's municipalities to review the county's options in the provision of ambulance services.

**Discussion & Possible Action – Approval To Apply For And Accept An EPCRA State Computer And HazMat Response Equipment Grant:** Interim Emergency Manager John Heinen provided brief overview of EPCRA grant. Motion by Schoonover second by Kramer to approve applying for and accepting an EPCRA State Computer and Hazmat Response Equipment Grant. Motion carried and item forwarded to County Board for approval.

**Discussion & Possible Action – Approval Of Social Media Policy:** Administrator Clements provided brief overview of proposed policy. Motion by Couey second by Schoonover to approve Social Media Policy. Motion carried and item forwarded to County Board for approval.

**Discussion & Possible Action – Approval Of Amendments To The County Fee Schedule:** Administrator Clements provided brief background on the need for amendments to the county's fee schedule. Motion by Schoonover second by Williamson to approve amendments to the Richland County Fee Schedule. Motion carried and item forwarded to County Board for approval.

**Discussion & Possible Action – Creation Of County/City Ad Hoc Committee:** Administrator Clements reported that she had made contact with the City of Richland Center regarding its interest in committee participation. Consensus was reached to review creation of committee once the City of Richland Center's desire to participate or not was known. No action taken on this agenda item.

**Discussion & Possible Action – Creation Of A County Facilities Planning Committee:** Administrator Clements provided brief background information on agenda item, proposed committee duties, and proposed committee composition. Motion by Manning second by Schoonover to approve creation of an ad hoc County Facilities Planning Committee, proposed committee duties and composition. Motion carried and item forwarded to Committee on Committees for further review.

**Corporation Counsel Provider Presentations:** Attorneys Laine Carver and Samuel Goaley of Russell Law Offices, S.C. and Attorney Micheal Windle of Abt Swayne Law, LLC each gave a presentation on Corporation Counsel services.

**Closed Session: The Chair May Entertain A Motion To Enter Closed Session Pursuant To Wis. Stat, 19.85(1)(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: Evaluation Of Corporation Counsel RFP Responses And Outcomes Of Corporation Counsel Presentations & Sec 19.85(1)(C): Considering Employment, Promotion, Compensation Or Performance Evaluation Data Of Any Public Employee Over Which The Governmental Body Has Jurisdiction Or Exercises Responsibility: 6-Month Performance Review For County Administrator:** Motion by Schoonover second by Carrow to convene into Closed Session per Wis. Stat, Sec 19.85(1)(E) and (C). Motion carried unanimously and the committee convened into Closed Session at 5:51 PM.

**CLOSED SESSION**

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**Return To Open Session:** Committee convened into Open Session at 6:18 PM.

**Possible Action On Items From Closed Session:** Motion by Schoonover second by Kramer to accept proposal submitted by Russell Law Offices, S.C. for three year contract for the provision of Corporation Counsel services to Richland County. Roll call vote requested - Yes: Turk, Severson, Williamson, Couey, Schoonover, Kramer; No: Carrow, Manning. With 6 yes votes and 2 no votes, the motion carried and item forwarded to County Board for approval.

**Correspondence:** None.

**Future Agenda Items:**

Discussion & Possible Action – Creation Of County/City Ad Hoc Committee

Next meeting set for 4:30 PM on December 15, 2025.

**Adjourn:** Motion by Manning second by Schoonover to adjourn. Motion carried and meeting adjourned at 6:29 PM.



Derek S. Kalish  
Richland County Clerk