

**Richland County
Executive & Finance Standing Committee**

Date Posted: January 9, 2025

NOTICE OF MEETING

Please be advised that the Richland County Executive & Finance Standing Committee will convene on Tuesday, January 14, 2025 at 5 PM in the Richland County Board Room of the Courthouse located at 181 West Seminary Street, Richland Center, WI 53581.

Information for attending the meeting virtually (if available) can be found at the following link:

<https://administrator.co.richland.wi.us/minutes/executive-and-finance-committee/>

If you have any trouble accessing the meeting, please contact MIS Director Barbara Scott at 608-649-5922 (phone) or barbara.scott@co.richland.wi.us (email).

AGENDA

1. Call To Order
2. Roll Call
3. Verification Of Open Meetings Law Compliance
4. Approval Of Agenda
5. Approval Of Minutes From The December 23, 2024 Meeting
6. Public Comment
7. Reports
 - A. Veterans Service Office Update
8. Public Hearing: Consideration Of Adoption Of The Richland County Comprehensive Plan
9. Discussion & Possible Action: Richland County Administrator Recruitment Plan
10. Discussion & Possible Action: Approval Of Contract For A Water Reservoir Study With Delta 3 For Pine Valley Community Village
11. Discussion & Possible Action: Resolution Approving Fund Transfers For The Symons Recreation Complex In The 2024 County Budget
12. Discussion & Possible Action: Resolution Approving Donations To Symons Recreation Complex
13. Discussion & Possible Action: Approval Of 2025 Educator Contract Between Richland County And UW Extension
14. Discussion & Possible Action: Approval Of Memorandum Of Understanding Between Richland County And UW Extension
15. Discussion & Possible Action: Resolution Of Formal Endorsement To La Valle Telephone Cooperative Inc. To Assist In Obtaining The Wisconsin Public Service Commission's Broadband Equity, Access, & Development (BEAD) Program
16. Discussion & Possible Action: Resolution Of Formal Endorsement To Richland-Grant Telephone Cooperative Inc. To Assist In Obtaining The Wisconsin Public Service Commission's Broadband Equity, Access, & Development (BEAD) Program
17. Discussion & Possible Action: Update And Direction On Ethics Board
18. Closed Session: The Chair May Entertain A Motion To Enter Closed Session Pursuant To Wis. Stat, Sec 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: Collective Bargaining Agreement
19. Return To Open Session
20. Possible Action On Items From Closed Session
21. Correspondence
22. Future Agenda Items
23. Adjourn

A quorum may be present from other Committees, Boards, or Commissions. No committee, board or commission will exercise any responsibilities, authority or duties except for the Executive & Finance Standing Committee.

Derek S. Kalish
County Clerk

Richland County
Executive & Finance Standing Committee

December 23, 2024

The Richland County Executive & Finance Standing Committee convened on Monday, December 23, 2024 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: Clerk Kalish conducted roll call. Committee members present: Gary Manning, David Turk, Bob Frank, Steve Williamson, and Marc Couey. Committee member(s) absent: Steve Carrow, Mark Gill, and Ingrid Glasbrenner. Craig Woodhouse joined meeting at 5:43 PM.

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

Approval Of Agenda: Motion by Manning second by Frank to approve agenda. Motion carried and agenda declared approved.

Approval Of Minutes From The 12-06-2024 and 12-10-2024 Meetings: Committee Chair Williamson asked if any member desired the minutes from 12-06-2024 and 12-10-2024 meetings be read or amended. Hearing no motion to read or amend the minutes, Committee Chair Williamson declared the minutes from 12-06-2024 and 12-10-2024 meetings approved as published.

Public Comment: None.

Reports – County Administrator: Administrator Pesch provided an update on the wage scale and noted that she is cleaning up items in preparation for her upcoming departure as County Administrator.

Discussion & Possible Action – Resolution Petitioning The Secretary Of Transportation For Airport Improvement Aid: Mark Higgs, Tri-County Airport Director, provided brief background on resolution petitioning the Secretary of Transportation for airport improvement aid. Higgs noted that the funding would be used to rehabilitate the terminal building and that the project would occur in two phases between 2025 and 2026. Motion by Frank second by Manning to approve the resolution petitioning the Secretary of Transportation for airport improvement aid. Motion carried and resolution forwarded to full County Board for approval.

Discussion & Possible Action: Approval To Accept Proposal From Public Administration Associates, LLC: Supervisor Turk reviewed proposal from Public Administration Associates, LLC for County Administrator recruitment services. Motion by Frank second by Turk to accept proposal from Public Administration Associates, LLC for County Administrator recruitment services. Motion carried and proposal forwarded to full County Board for approval.

Committee Chair Williamson called for a recess at 5:20 PM. Committee Chair Williamson reconvened the meeting at 5:43 PM.

Supervisor Woodhouse joined the meeting at 5:43 PM.

Closed Session: The Chair May Entertain A Motion To Enter Closed Session Pursuant To Wis. Stat, 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: Appointment Of Interim County Administrator: Motion by Manning second by Frank to enter into Closed Session pursuant to Wis. Stat, 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: appointment of Interim County Administrator. Motion to convene into Closed Session carried unanimously at 5:44 PM with County Clerk Kalish and Highway Commissioner Elder permitted to remain in Closed Session portion of the meeting.

Closed Session

Return To Open Session: Committee reconvened into Open Session at 6:03 PM.

Richland County
Executive & Finance Standing Committee

Possible Action On Items From Closed Session: Motion by Manning second by Woodhouse to appoint Derek S. Kalish, current County Clerk, as Interim County Administrator and Joshua Elder, current Highway Commissioner, as Deputy Interim County Administrator with Kalish and Elder retaining their current positions in addition to the interim appointments. Motion carried and appointments forwarded to full County Board for approval. Attorney Windle was directed to draft the MOUs as applicable.

Correspondence: None.

Future Agenda Items:
Discussion: Ethics Board

Adjourn: Motion by Manning second by Woodhouse to adjourn. Motion carried and meeting adjourned at 6:08 PM.



Derek S. Kalish
County Clerk

DRAFT

2024 Forms filed

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEPT	OCT	NOV	DEC	
21-22 Veterans Service Org. as Representative			1	3	3	5	3	4	4	3	2	5	3
21-0966 Intent to File a Claim			1	1			1	1	2	4		1	
21-526ez Application for Disability Comp. and Related Benefits		1	4	3	3	7	4	3	4	2	1	6	5
21-527ez Application for NSC Pension													
21-8940 Application for Individual Unemployability													
21-0845 Authorization to Disclose PII to a Third Party													
21-686C Application Request to Add/ Remove Dependents			3	1					2	1	2	1	4
20-0996 Review Request: Higher Level Review		3		1	1				1		1		2
20-0995 Review Request: Supplemental Claim			1		2	1		1				1	
21-2680 Housebound or Aid & Attendance													
21-0972 Alternate Signer Certification													
21-4138 Statement in Support of Claim		3	1		2	1	2		3	8			
10-10d Application for CHAMPVA				1			1		1			1	1
10-10ez Application for VA Health Care			1	1	1		3	2	1			2	1
10-10ezr Health Benefits Update Form													
21p-534ez DIC & Survivors Pension						2		1		1			2
21p-530 Burial Benefits Application			1	1	2		2			2			2
27-2008 Burial Flag Application		1	3	6	5			2	2	1		1	5
40-1330 Application for Bronze Marker		5	4	1	1	3	3	2	1		1		
40-0247 Presidential Memorial Certificate Request													
STATE													
2500-123 State Park Pass		1	1			1	1	2					
3010 Drivers License Identifier		1	1		1		1		4	1		1	
4000 Application for a Wisconsin Veterans Home													
4002 Authorization for Disclosure of Health Information													
2096 CVSO Tax Abatement Verification Form			1	1		3	2				1	1	2
2097 Certification for Property Tax Credit			1	1		3	2				1	1	2
57 VSO Grant Packet													1
other		12	14	21	11	14	16	13	13	17	9	16	12
2024 TOTALS PER MONTH		27	37	39	32	40	41	31	38	30	18	37	42
2023 TOTALS PER MONTH		62	45	36	27	40	31	37	35	23	36	41	39
2022 TOTALS PER MONTH		40	35	29	22	25	27	26	38	36	56	34	36
2021 TOTALS PER MONTH					35	46	48	52	33	46	50	41	48

412
419
404

Richland County Veterans Service Office Monthly Numbers

2024	JANUARY		FEBRUARY		MARCH		APRIL		MAY		JUNE			
	Calls	Walk-Ins	Calls	Walk-Ins	Calls	Walk-Ins	Calls	Walk-Ins	Calls	Walk-Ins	Calls	Walk-Ins	calls	visits
1	/	/	17	3	18	3	35	13	18	4				
2	27	8	27	2			23	10	16	5				
3	36	11					/	/	/	/	40	9		
4	28	8			26	6	33	7			24	10		
5	23	3	26	6	23	11	17	6			29	10		
6			23	11	25	10			32	9	35	7		
7			27	7	27	4			20	15	31	5		
8	26	5	17	4	25	5	22	4	20	11				
9	23	3	12	3			29	13	27	3				
10	33	7					34	7	23	7	24	5		
11	26	8			24	7	21	3			21	4		
12	13	1	21	6	30	6	25	10			29	6		
13			33	9	26	9			20	13	20	6		
14			29	10	21	10			19	11	17	3		
15	21	4	18	4	18	3	/	/	25	6				
16	22	8	19	4			/	/	18	7				
17	15	9					/	/	27	10	24	5		
18	17	3			22	4	/	/			21	4		
19	24	6	32	10	36	10	/	/			25	10		
20			33	8	24	5			19	11	19	5		
21			28	18	25	11			21	9	19	8		
22	23	5	17	4	23	2	68	3	24	17				
23	25	5	22	4			46	9	19	10				
24	22	5					39	20	13	11	39	5		
25	16	5			33	10	19	8			32	8		
26	18	6	21	4	20	5	26	1			14	3		
27			14	12	17	3			/	/	27	11		
28			31	8	33	6			26	6	20	5		
29	29	9	26	5	/	/	22	9	22	12				
30	23	9					28	12	27	6				
31	33	7							/	/				
2024	523	135	493	142	496	130	487	135	406	183	510	151	2915	876
2023	494	164	468	163	536	156	361	169	582	238	485	120	2926	1010
2022			416	81	423	118	324	85	400	129	392	112	2389	487
2021									478	149	608	98		

		JULY		AUGUST		SEPTEMBER		OCTOBER		NOVEMBER		DECEMBER			
		Calls	Walk-Ins	Calls	Walk-Ins	Calls	Walk-Ins	Calls	Walk-Ins	Calls	Walk-Ins	Calls	Walk-Ins		
1	1	31	4	/	/			23	6	16	2				
2	2	18	4	/	/	/	/	18	3			27	11		
3	3	27	10			33	8	19	7			34	11		
4	4	/	/			12	17	15	3	37	11	31	9	/	(closed)
5	5	21	3	/	/	14	34			19	12	25	9	Weekend	
6	6			/	/	10	62			19	4	18	5	No Day This M	
7	7			36	6	6	71	16	6	33	11				
8	8	35	11	29	4	3	29	29	13	56	5				
9	9	23	7	26	5	29	11	17	8			29	6		
10	10	14	8			24	7	15	6			32	10		
11	11	/	/			31	4	10	4	39	14	30	6		
12	12	35	9	42	13	19	6			34	12	17	5		
13	13			23	11	33	6			34	11	18	6		
14	14			24	9			/	/	27	9				
15	15	21	13	26	11			/	/	21	11				
16	16	26	11	10	2	22	5	/	/			29	6		
17	17	19	6			27	5	/	/			26	7		
18	18	18	4			36	8	/	/	36	9	35	8		
19	19	/	/	25	8	20	6			20	6	24	3		
20	20			23	9	29	7			24	10	17	7		
21	21			19	8			34	6	16	5				
22	22	27	6	18	3			26	9	27	6				
23	23	31	14	19	5	18	10	27	12			42	7		
24	24	16	8			25	5	18	2			/	/		
25	25	28	4			23	6	22	9	21	13	/	/		
26	26	21	5	29	7	16	3			28	12	37	4		
27	27			17	5	24	2			31	4	26	8		
28	28			19	5			20	7	/	/				
29	29	19	8	28	9			27	3	/	/				
30	30	16	13	17	5	19	7	18	5			34	7	full	year
31	31	22	14					25	4			44	24	calls	visits
	2024	468	159	430	125	473	312	379	123	508	167	575	159	5748	1921
	2023	471	126	542	194	502	327	524	168	518	158	439	109	5927	2092
	2022	407	115	548	150	430	213	346	110	423	134	428	142	4971	1351
	2021	432	114	400	79	339	266	418	85	516	93	427	78	3618	962

January 14, 2025

To: Richland County Executive Committee
Re: Summary of edits to Comprehensive
Plan

Dear Executive Committee,

I received several recommended edits during the public comment period. The majority of these recommendations were included as grammatical changes, with the recommendations included in this memo being more substantive. Those few recommendations that were left out in whole or in part were done so because they were outside of the scope of the comprehensive planning process.

This memo summarizes the changes made to the plan based on feedback received during the public comment period.

Page 20

- **Call out box:**

- Added “accessory dwelling units (ADUs)” in the place of “ADUs”

Page 38

- **Richland Center Comprehensive Plan call out box:**

- Moved to page 33 next to ‘Richland County/Richland Center Meetings’

Page 43

- **Richland Resilience Recommendations:**

- Updated recommendations based on revisions from the Richland Resilience land use group

Page 46

- **Richland County future land use map:**

- Updated the Town of Dayton within the future land use map to reflect feedback from the Town

Page 57

- **Town of Dayton future land use map:**

- Updated the town’s future land use map to reflect existing land use

Thank you again for the opportunity to work with you on this plan. I remain available after the plan is adopted to assist with any questions the committee may have about implementation.

Sincerely,

Dan Hauck

Assistant Planner

Southwestern Wisconsin Regional Planning Commission

Office: (608) 342-1637

Cell: (608) 535-1088

d.hauck@swwrpc.org

RICHLAND COUNTY COMPREHENSIVE PLAN 2024-2034



Acknowledgments

Richland County Board

- David Turk Board Chair, District 13
- Steve Williamson Vice Chair, District 17
- Steve Carrow District 1
- Mary Miller District 2
- Marty Brewer District 3
- Sandra M. Kramer District 4
- Richard D. McKee District 5
- Alayne Hendricks District 7
- Gary Manning District 8
- Mark Gill District 9
- Ingrid Glasbrenner District 10
- Michelle Harwick District 11
- Craig Woodhouse District 12
- Chad M. Cosgrove District 14
- Melvin Frank District 15
- Kerry Severson District 16
- Marc Couey District 18
- Julie Fleming District 19
- Robert Brookens District 20
- Daniel J. McGuire District 21

Executive and Finance Committee

- Steve Carrow District 1
- Gary Manning District 8
- Mark Gill District 9
- Ingrid Glasbrenner District 10
- David Turk District 13
- Melvin Frank District 15
- Steve Williamson District 17
- Marc Couey District 18

SWWRPC Staff

- Troy Maggied Executive Director
- Misty Molzof Assistant Director
- Austin Coppernoll GIS Planner
- Jaclyn Essandoh GIS Coordinator
- Dan Hauck Assistant Planner
- Kate Koziol Economic Development Specialist
- Bryce Mann Administrative Assistant
- Jacob Nelson Research Analyst
- Alyssa Schaeffer Assistant Planner
- Ellen Tyler Community Resiliency Planner

Table of Contents

Introduction	5
Richland County Vision	6
Core Values.	6
Resilience	7
Richland County Today	8
Demographics.	10
Agriculture.	14
Natural Landscape and Topography	17
Housing	19
Transportation	22
Economic Development	27
Intergovernmental Cooperation.	32
Land Use	41
Implementation	47
Appendix	54
Resolution and Ordinance.	67



Introduction

Richland County, Wisconsin, nestled in the scenic Driftless Area, offers a unique blend of natural beauty, cultural heritage, and a deep agricultural tradition. The county, named for its rich and fertile lands, has long been a destination for farmers and settlers drawn to its abundant resources and ideal farming conditions. With its meandering valleys, vibrant rivers, and forested bluffs, Richland County is a place where nature and community intertwine. It is home to a close-knit, resilient population that values its rural roots while embracing the diverse opportunities for outdoor recreation, farming, and small-town living.

This comprehensive plan aims to chart a course for the county's development over the next decade, ensuring that Richland County remains a thriving and resilient community for both current and future generations. Developed through robust engagement with local government officials at the town, village, city, and county levels, this plan reflects a collaborative approach to shaping Richland County's future. In addition to input from local leaders, the plan draws upon existing studies and strategies that have been developed in recent years, covering key areas such as transportation, agriculture, hazard mitigation, outdoor recreation, and environmental sustainability. These plans have laid the groundwork for a more integrated and forward-looking approach to county-wide planning.

The Richland County Comprehensive Plan places a strong emphasis on intergovernmental cooperation, land use, and economic development, recognizing that many of the county's most pressing challenges and opportunities require coordinated efforts across municipalities. The planning process has resulted in strategies and action steps organized around these areas, providing a roadmap for aligning the county's land use policies, economic priorities, and growth strategies in a way that benefits all residents. By addressing these core issues, the plan aims to promote sustainable growth and create a vibrant community for years to come.

Core Values

Richland County's practices must be tethered to its principles in order to have a coherent strategy moving forward. Core values serve as the foundation for decision-making, as they hold decision-makers accountable for their choices. The County Board provided the following core values during the strategic planning process:

Integrity

Engage in county work with honesty and transparency in all proceedings. Meet commitments. Value the multitude of experiences on the board and the diversity of opinions this brings to decision-making.

Public Service

Serve the county professionally and with competence. Be efficient and objective in decision-making. Focus on doing work that is relevant to both current and future generations of county residents.

Accountability

Assume ownership of decisions. Be diligent and follow through on projects. Be responsive to the needs of county residents as a whole, while recognizing the intrinsic value of every person.

Open-minded

Govern in a collaborative manner, unbiased by personal interest. Listen to the needs of residents, while being aware of future demands on county services.

Richland County Vision

Richland County will be a leader for resilient rural counties and a place where people love life, enjoy work, and are empowered to raise thriving families.

The Richland County Comprehensive Plan's values and vision are informed by the Richland County Strategic Plan, which was adopted in 2021.

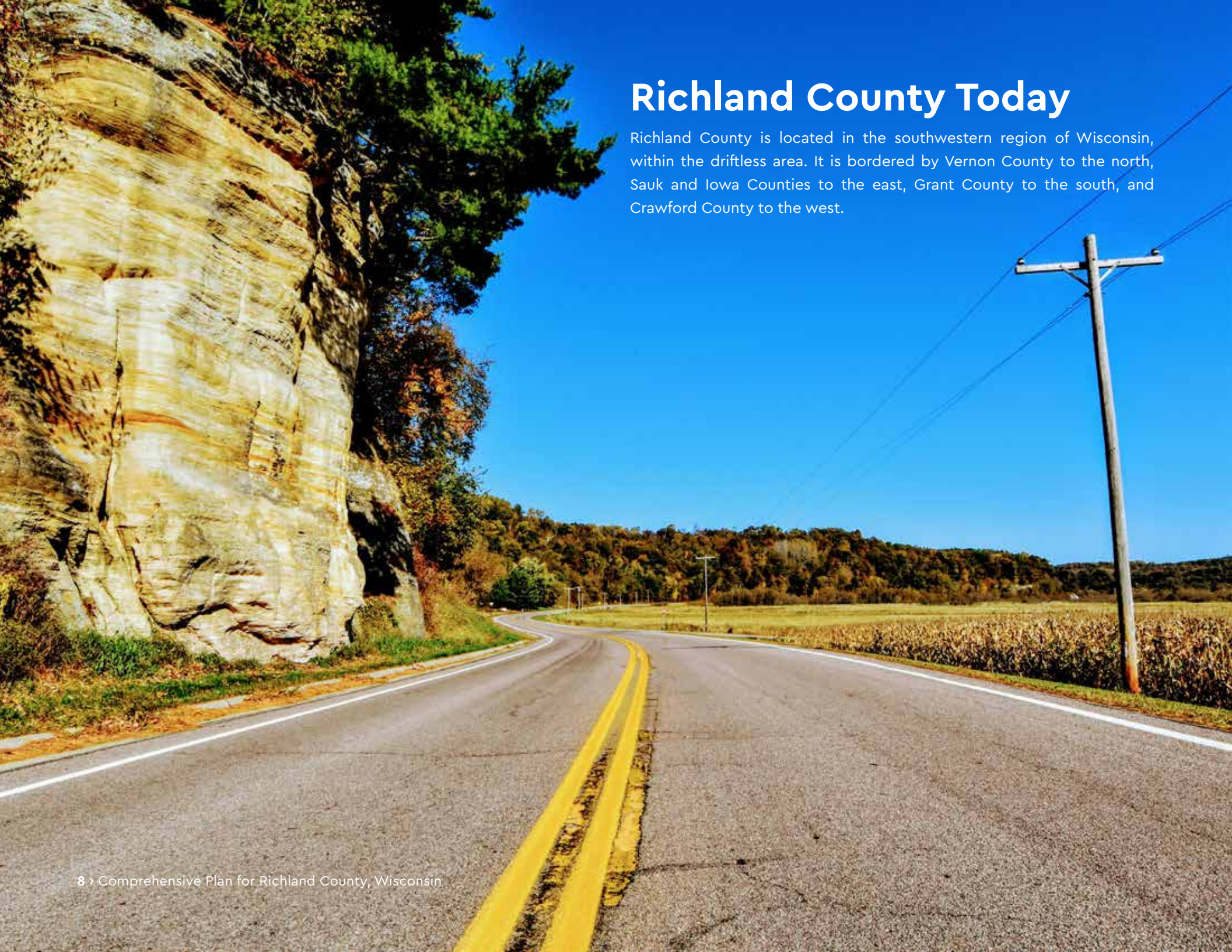
Resilience

Resilience is the ability to "bounce forward" from disasters and shocks. Flooding, political polarization, and cyber-attacks are just a few of the many challenges faced by local residents, organizations, businesses, and governments. Resilience is about proactive work to weather difficulty and recover stronger.

In Richland County, a coalition of local leaders began meeting in March of 2023 to dedicate efforts toward resilience. Rather than focusing only on putting out immediate issues, this group, called the Richland Resilience Group, has met on a quarterly basis for the past two years to look ahead at the challenges to come, and what may be done to build resilience. In 2024, this group completed four proactive projects in the county: a river gauge implementation plan, groundwater vulnerability research, resilient land use research, and outreach to non-group members.

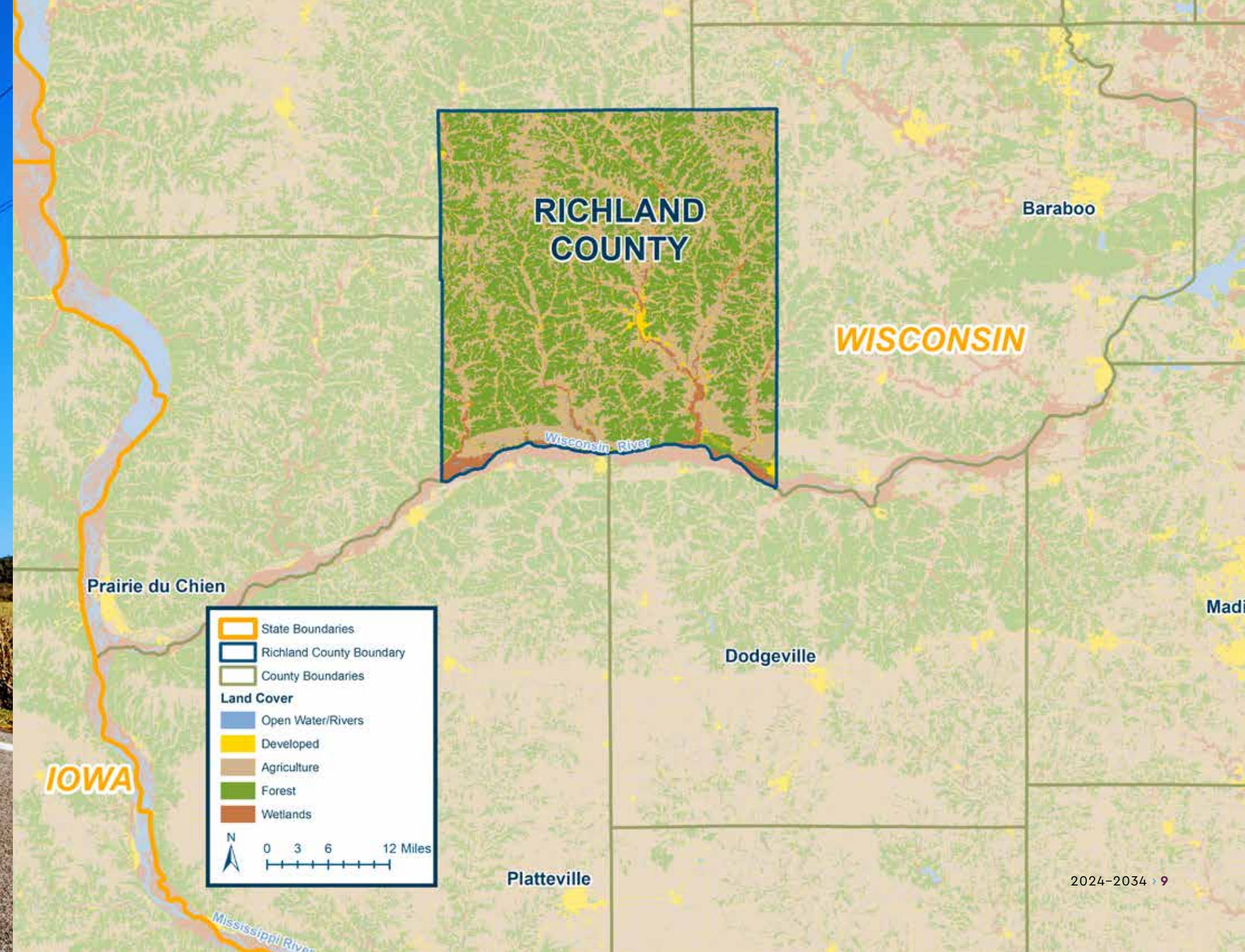
Richland County's efforts to build resilience are key to growing and sustaining healthy communities. This comprehensive plan is another example of resilience work in the county. Through proactive action to increase intergovernmental coordination, responsibly steward natural resources, and identify opportunities for future development, Richland County can improve the lives of today's residents and future generations.





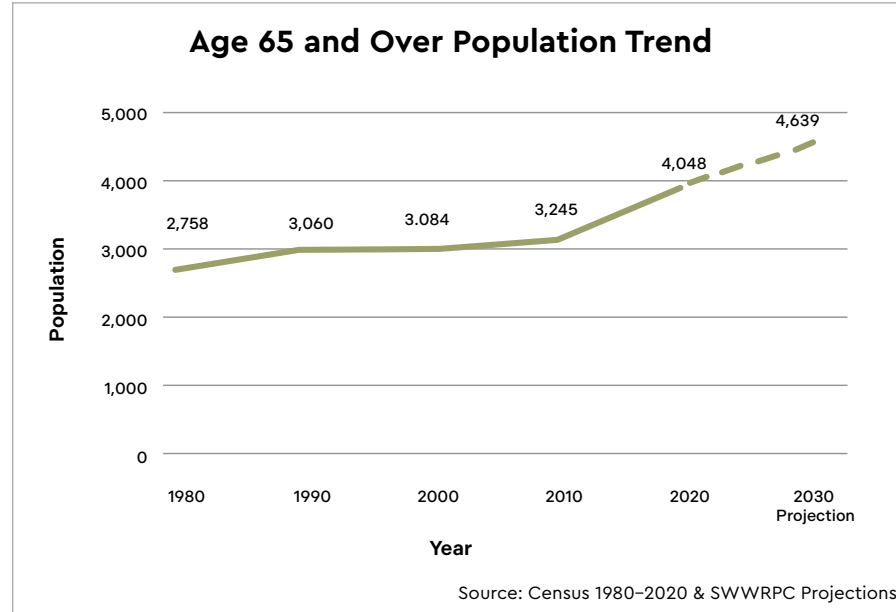
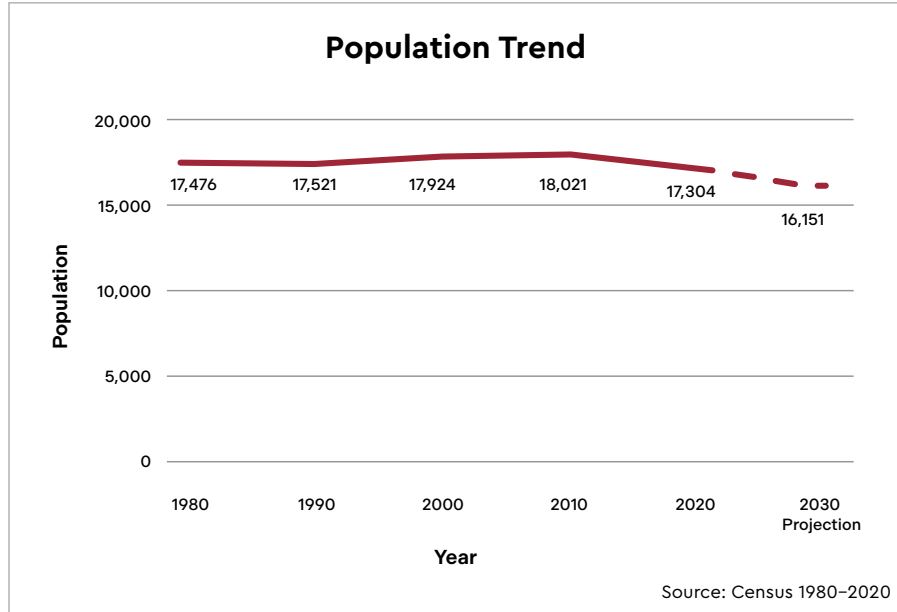
Richland County Today

Richland County is located in the southwestern region of Wisconsin, within the driftless area. It is bordered by Vernon County to the north, Sauk and Iowa Counties to the east, Grant County to the south, and Crawford County to the west.

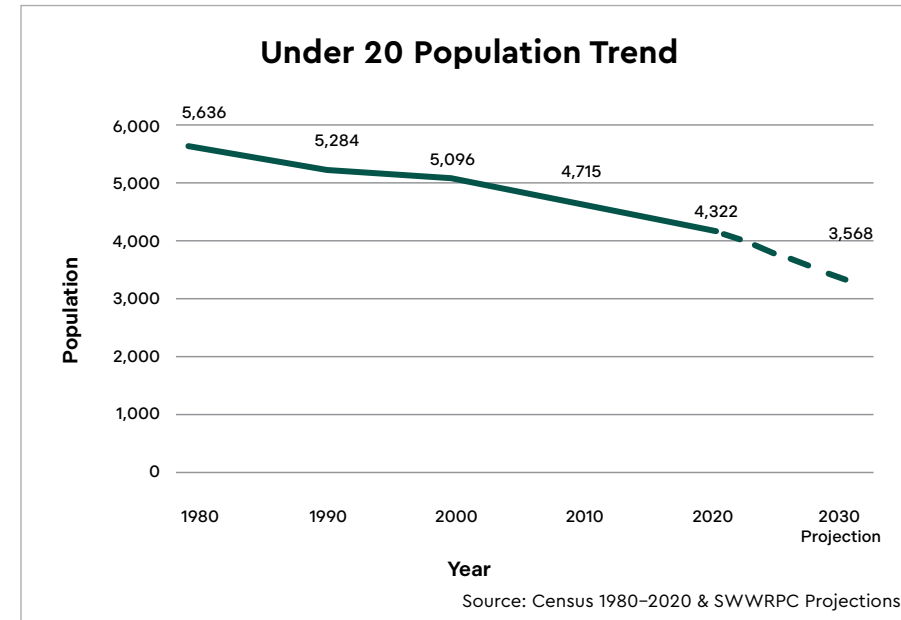
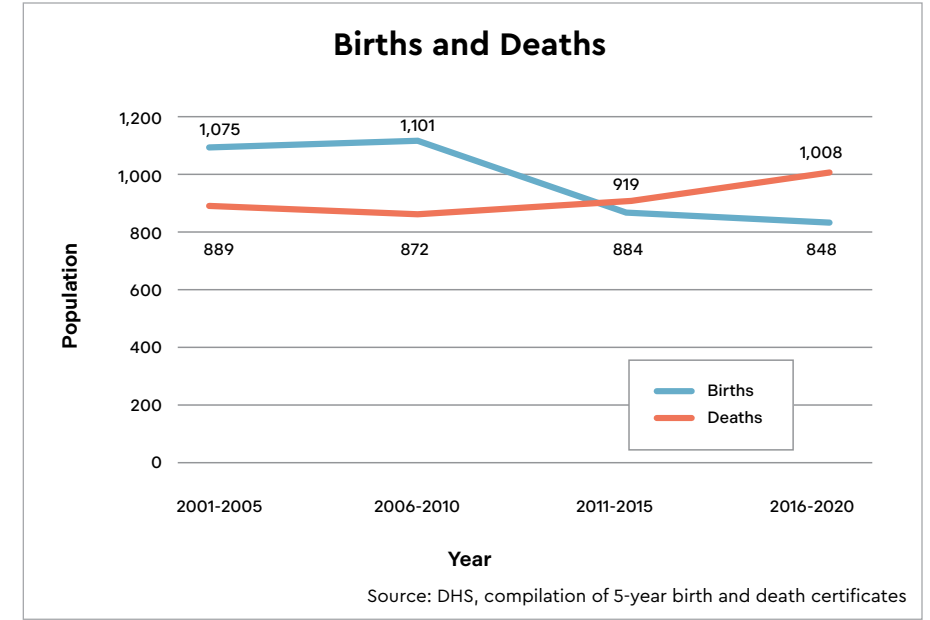
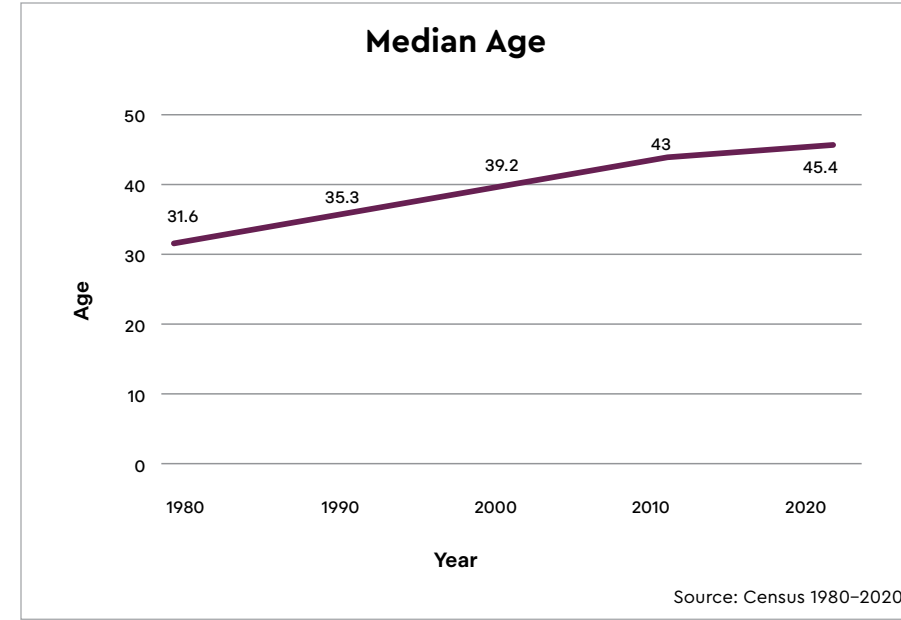


Demographics

Over the past few decades, Richland County has faced significant demographic changes, including a stagnant population from 1980 to 2010 followed by a noticeable decline between 2010 and 2020. Projections suggest this trend will continue, with an even steeper decline expected by 2030. This population shift is accompanied by an aging demographic, as the median age in the county has risen substantially over the past 40 years, primarily due to the growing proportion of residents aged 65 and older. This aging trend is expected to continue, with the senior population projected to increase significantly in the coming years.



Southwestern Wisconsin Comprehensive Economic Development Strategy (CEDS) priority 2.1: Support workers of all ages by offering opportunities for mentorship and encore careers.

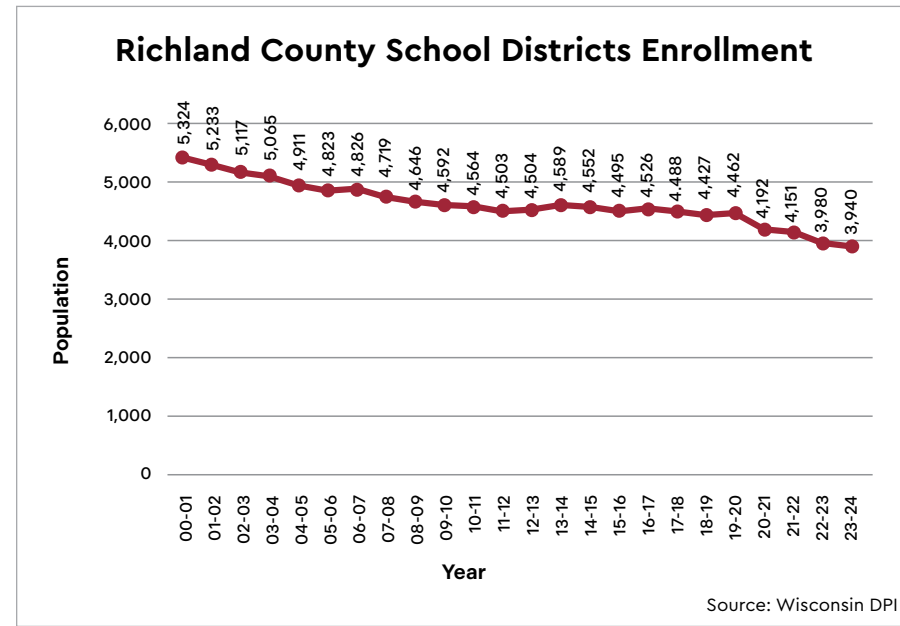
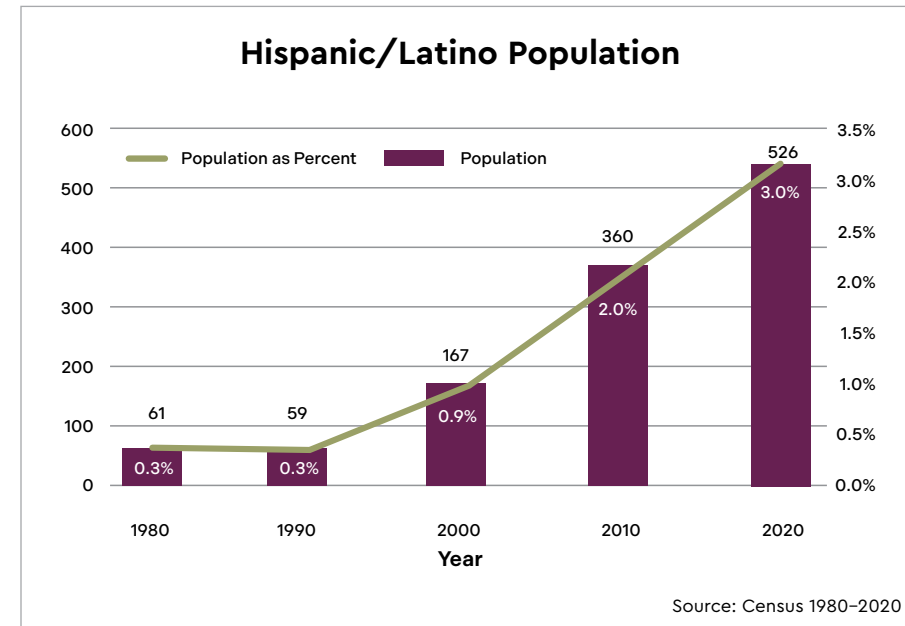


Additionally, Richland County has experienced a decline in its youth population. The number of residents under the age of 20 has dropped by nearly a quarter since 1980, and this decline is anticipated to continue. This reduction in the youth population has had a direct impact on the county's school districts, which have collectively seen a sharp decrease in enrollment. The loss of students has put additional strain on local school systems, which are already grappling with limited resources and staffing challenges.

The **Richland Center Comprehensive Plan** identifies the need to appeal to young adults and suggests encouraging those residents to have a greater say in local government decision making, public projects, and community organizations ('Community Resources').

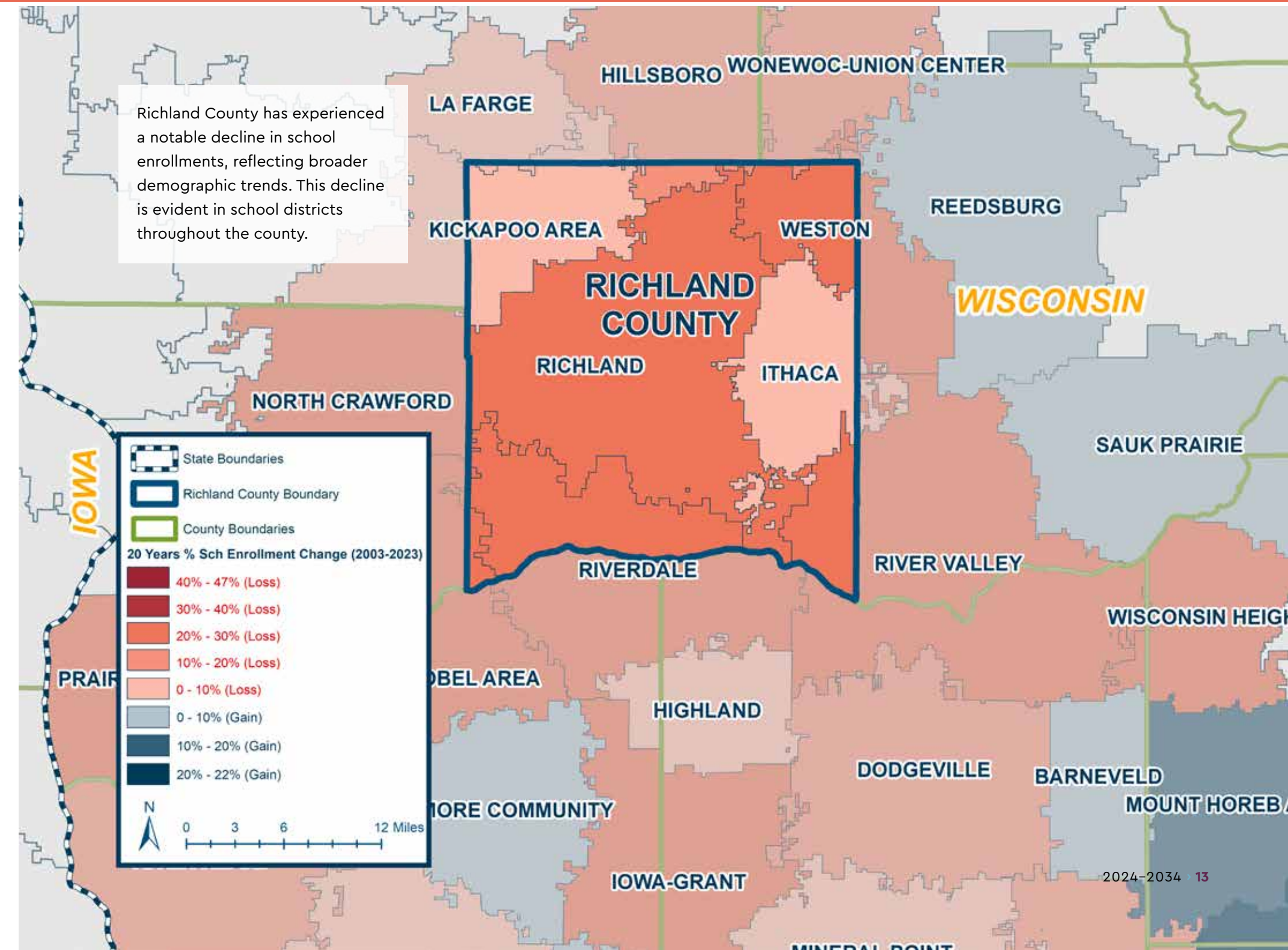
While the county's overall population shrinks, one notable demographic shift is the growth of the Hispanic/Latino community, which now represents a small but increasing portion of the population. As the overall population continues to decline, the Hispanic/Latino community is expected to make up an increasingly significant share of Richland County's residents.

These demographic shifts create both challenges and opportunities for the county. With a shrinking population and an aging community, local governments and service providers must consider more innovative approaches to maintaining services and meeting the evolving needs of residents. Intergovernmental cooperation will be crucial in addressing these challenges. By collaborating across municipalities, Richland County's towns, villages, and school districts can share resources, streamline services, and coordinate efforts to better serve the community, especially in areas like education, healthcare, and senior services. In an era of demographic decline and limited resources, these partnerships will be key to ensuring that the county remains resilient and capable of adapting to future challenges.



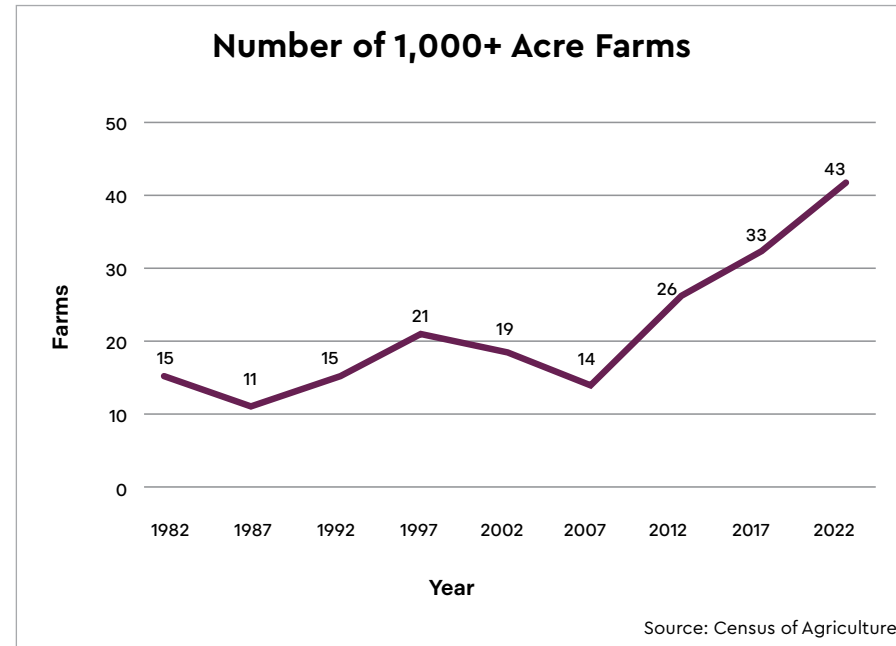
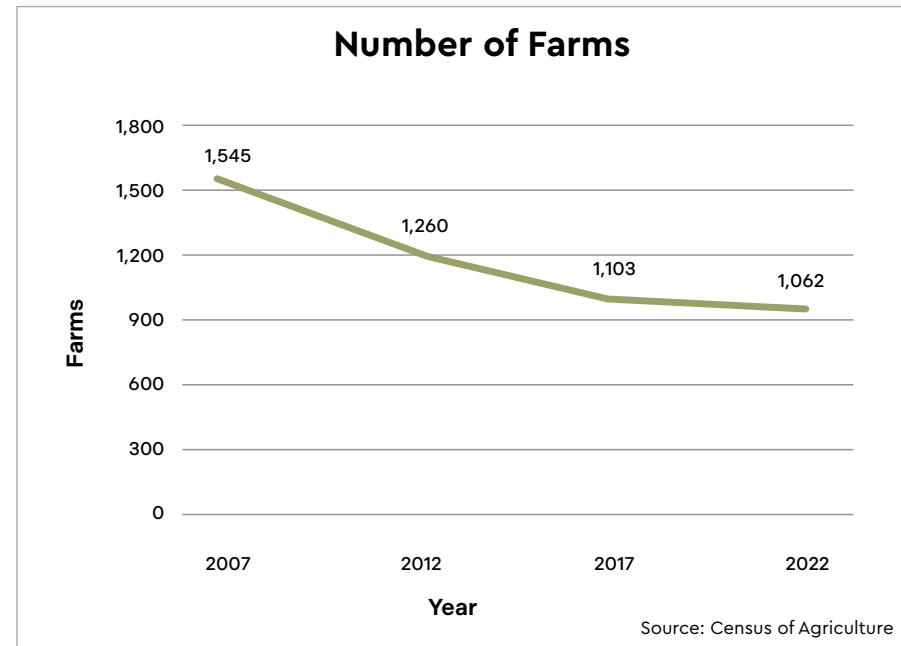
Districts Included are: Richland, Ithaca, Kickapoo, Weston, Riverdale, and River Valley. Since the 2000-2001 school year, these districts have collectively seen a 25.9% decline in enrollment.

CEDS priority 4.3: Address barriers for immigrant and non-English-speaking residents.



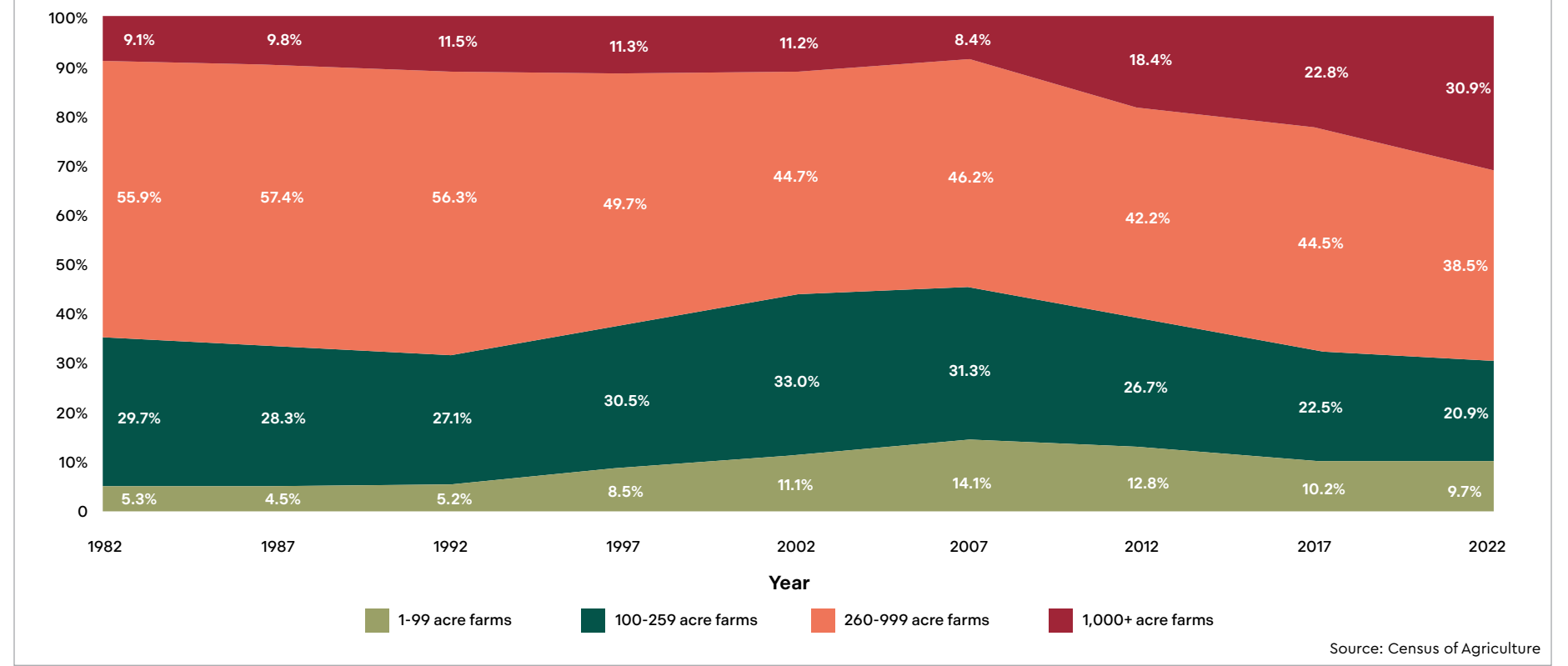
Agriculture

In addition to demographic shifts, Richland County has also seen significant changes in its agricultural landscape. Since 2007, the county has lost roughly a third of its farms, mirroring a broader trend across rural Wisconsin. Over the past 40 years, the structure of farming in the county has shifted dramatically. The number of large farms (over 1,000 acres) has nearly tripled, while mid-sized farms (those between 100 and 1,000 acres) have steadily declined. In contrast, the number of small farms (under 100 acres) has increased, now accounting for nearly 10% of all farms in the county.



These changes reflect broader economic pressures on the agricultural sector, including consolidation and the rising costs of farming. Larger farms have become more prominent, often due to economies of scale, while smaller operations have struggled to remain viable. The decline of mid-sized farms, which traditionally provided a diverse mix of crops and livestock, may also impact the county's rural character and the sustainability of its agricultural economy. As the landscape shifts, these trends present challenges for land use and zoning, as local communities may need to adjust to the growing presence of large agricultural operations and the conversion of farmland to other uses.

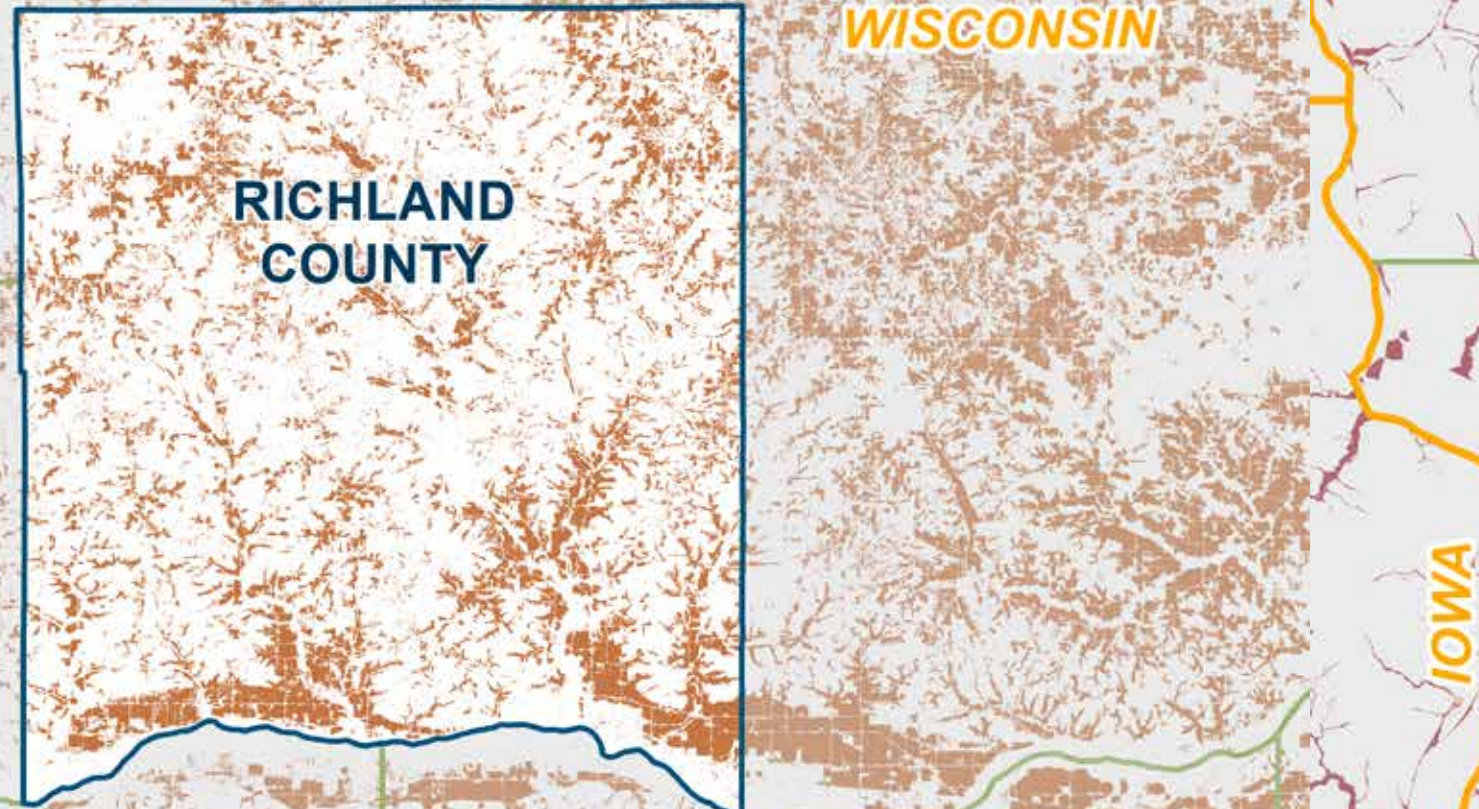
Farm Consolidation Over Time



While the loss of farms raises concerns about the future of agriculture in Richland County, it also highlights the need for careful land use planning to balance the growing demand for residential and commercial development with the need to preserve the county's agricultural heritage. Maintaining a sustainable agricultural base while accommodating growth will require thoughtful land management strategies, as the county's agricultural landscape continues to evolve in response to market forces and demographic changes.

Despite ample fertile soil, cropland distribution in Richland County is limited to valleys and relatively flat areas, including near the Wisconsin River in the southern portion of the county.

Richland County benefits from an abundance of groundwater. In order to help protect this resource, the **Richland County Land and Water Resource Management Plan** outlined a goal of preventing the overapplication of nutrients by educating landowners and producers on proper nutrient and manure management.



	State Boundaries
	Richland County Boundary
	County Boundaries
	Cropland Areas
	Uncultivated / Other Land Uses

N

0 2.5 5 10 Miles

Natural Landscape and Topography

Richland County's geography includes multiple floodplains, particularly due to its location in the Driftless Area, where steep valleys and winding rivers make it prone to flooding.

Richland County Hazard Mitigation Plan goal 4: To encourage all communities in Richland County to participate in the National Flood Insurance Program (NFIP) so that all county residents have access to affordable flood insurance coverage.

Richland County features a varied topography characterized by rolling hills, valleys, and riverine landscapes. The county is known for its rugged terrain and lack of glacial deposits.

	State Boundaries
	Richland County Boundary
	County Boundaries
Floodzones	
	0.2% Annual Chance Flood Hazard
	1% Annual Chance Flood Hazard

N

0 2.5 5 10 Miles

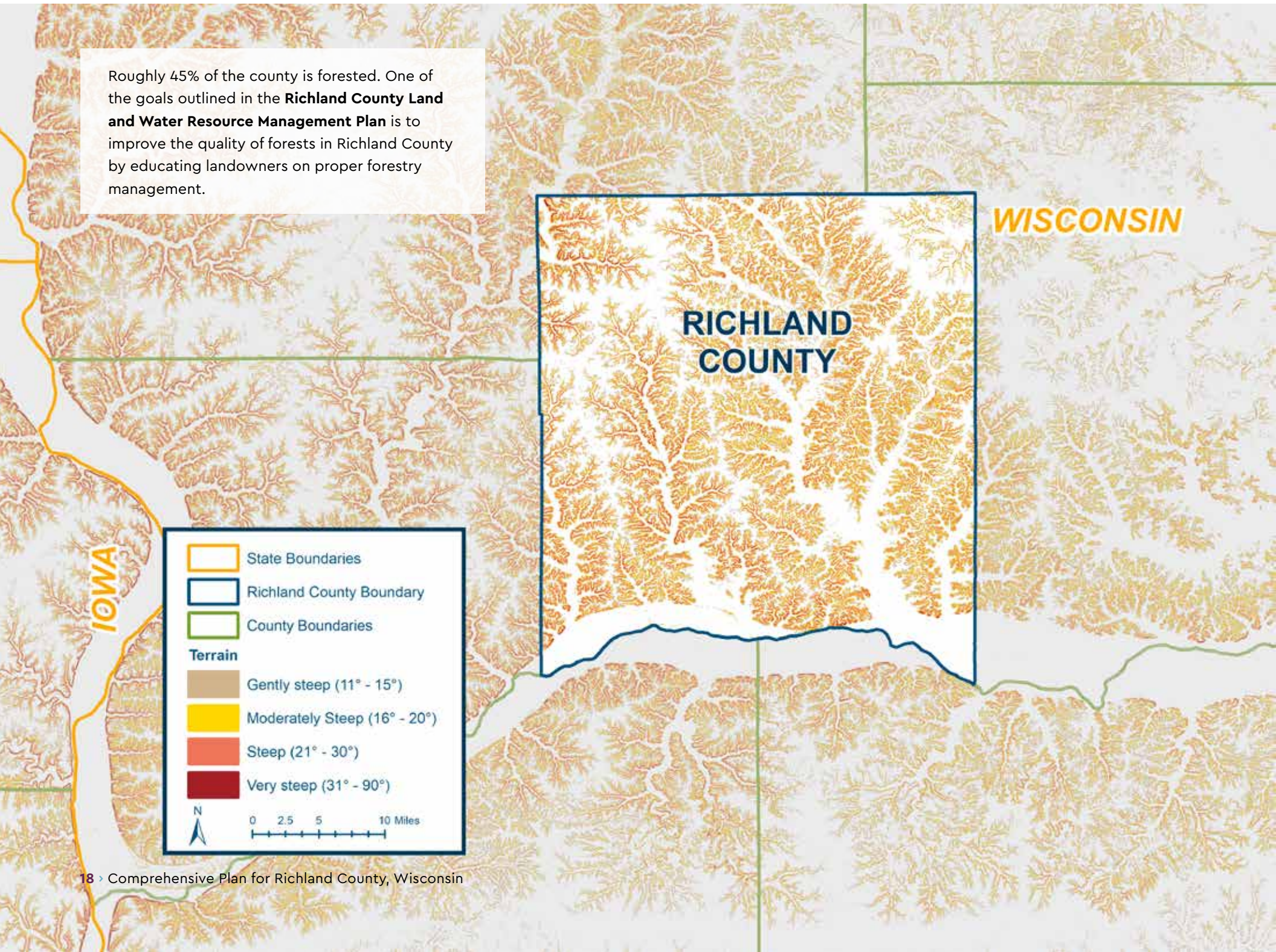


	State Boundaries
	Richland County Boundary
	County Boundaries
Floodzones	
	0.2% Annual Chance Flood Hazard
	1% Annual Chance Flood Hazard

N

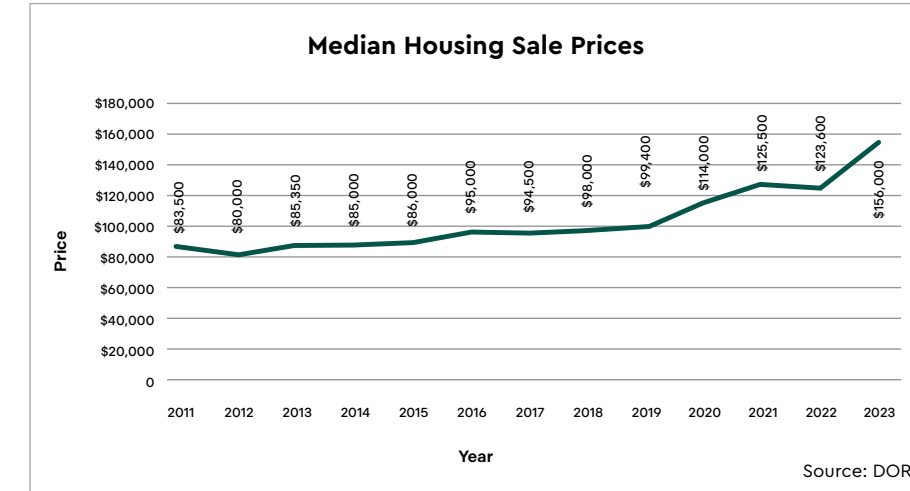
0 2.5 5 10 Miles

Roughly 45% of the county is forested. One of the goals outlined in the **Richland County Land and Water Resource Management Plan** is to improve the quality of forests in Richland County by educating landowners on proper forestry management.

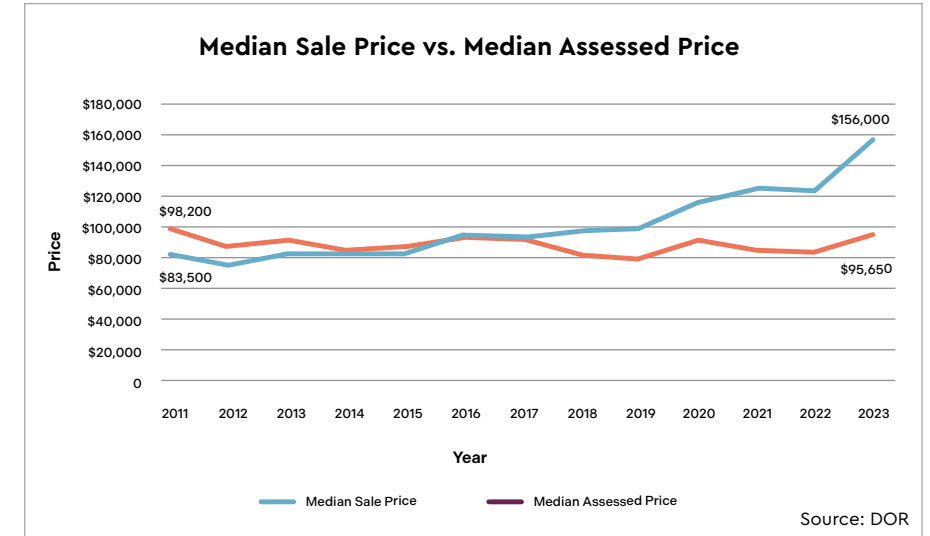


Housing

In recent years, Richland County has seen a sharp increase in housing prices, particularly starting in the early 2020s. The median housing sale price, which had been relatively stable through most of the 2010s, began to significantly outpace the median assessed price starting in 2017. By 2023, the median sale price exceeded the median assessed price by over \$60,000, signaling a growing gap between what homes are worth on the market versus their assessed values. This sharp rise in home prices has occurred alongside slower growth in household incomes, creating an affordability gap for many potential homebuyers in the county.



The **Richland County Housing Study** found that housing that is affordable to first-time homebuyers is generally older, and therefore tends to have significant maintenance issues. Approximately 25% - 35% of realtors' clients are first time homebuyers.



The **Southwest Community Action Program (SWCAP) Community Needs Assessment** found that as of 2020, only 2.61% of the existing housing stock had been constructed since 2010, the lowest in the region (3.6%), as well as Wisconsin (4.52%) and the US (6.21%).

The **Richland County Housing Study** recommends supporting equitable wealth-building opportunities for residents.

Examples include:

- Allow accessory dwelling units (ADUs) by right in cities and villages. Explore ADUs by right at a county level.
- Streamline permitting and promote installation of residential solar.
- Prioritize equity in zoning policy.

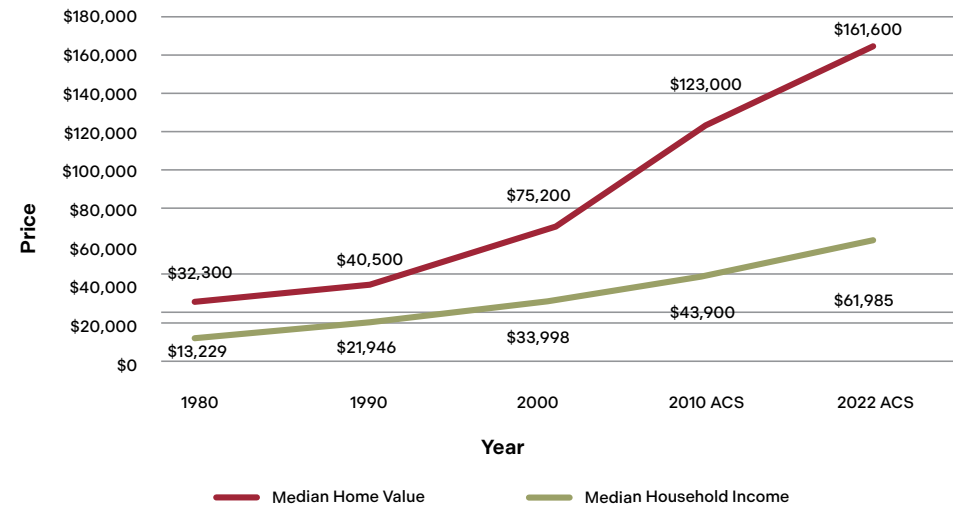
The increase in home prices has been compounded by a high rate of “invalid sales” — transactions between related parties or distressed sales that often do not reflect true market conditions. These sales have made up a significant portion of total sales since 2011, which points to challenges for newcomers and first-time buyers trying to enter the housing market. These properties, often not listed publicly, can complicate the home-buying process, further straining the market for those looking for affordable housing options.

The **Richland County Housing Study** recommends increasing affordable housing options for new and existing residents.

Examples include:

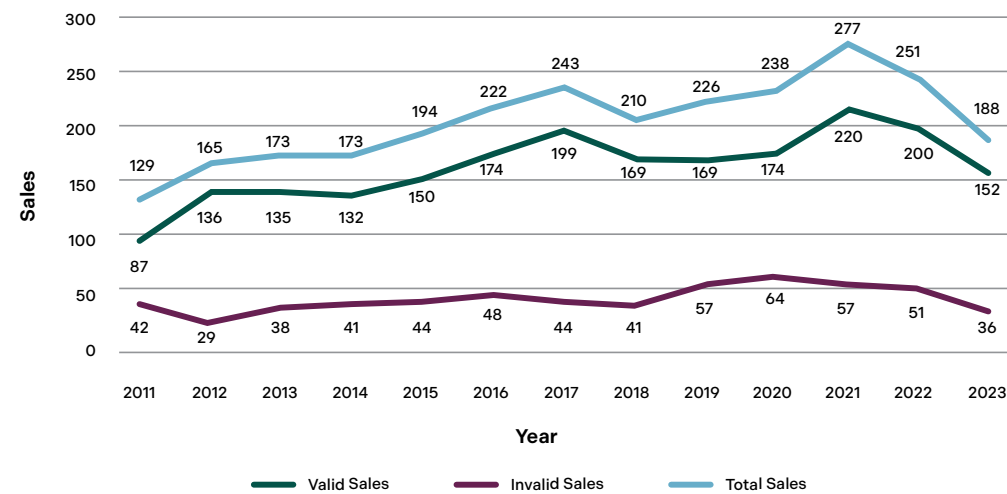
- Continue to support a zoning ordinance with only two or three residential districts.
- Develop and promote existing local funding for down payment assistance grants, low-interest maintenance loans, etc.

Home Values and Household Income



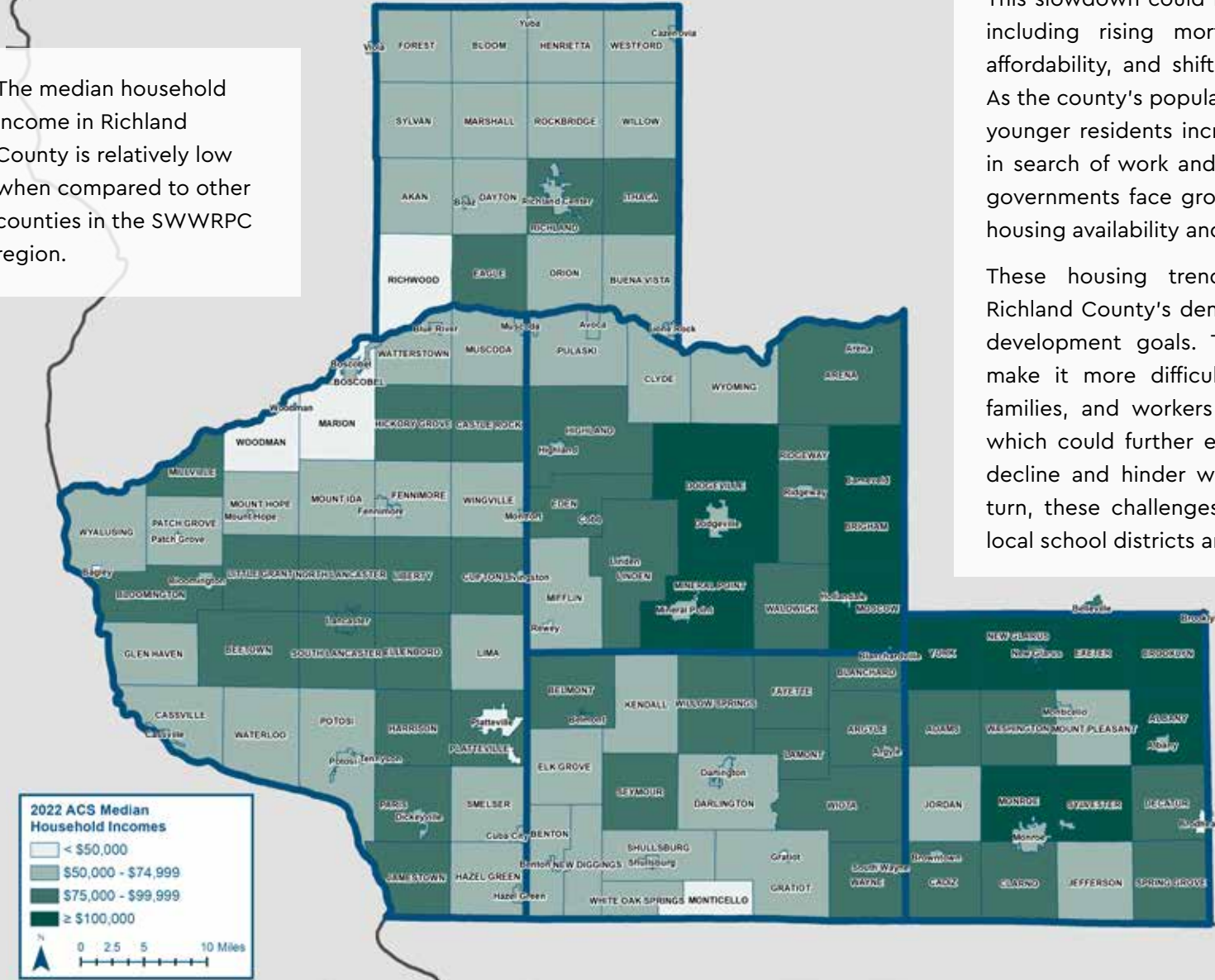
Note: This figure uses median home value, not sale price. Source: 1980–2000 Census and 2010–2022 ACS 5-Year Estimates.

Valid vs. Invalid Sales



Source: DOR

The median household income in Richland County is relatively low when compared to other counties in the SSWRPC region.

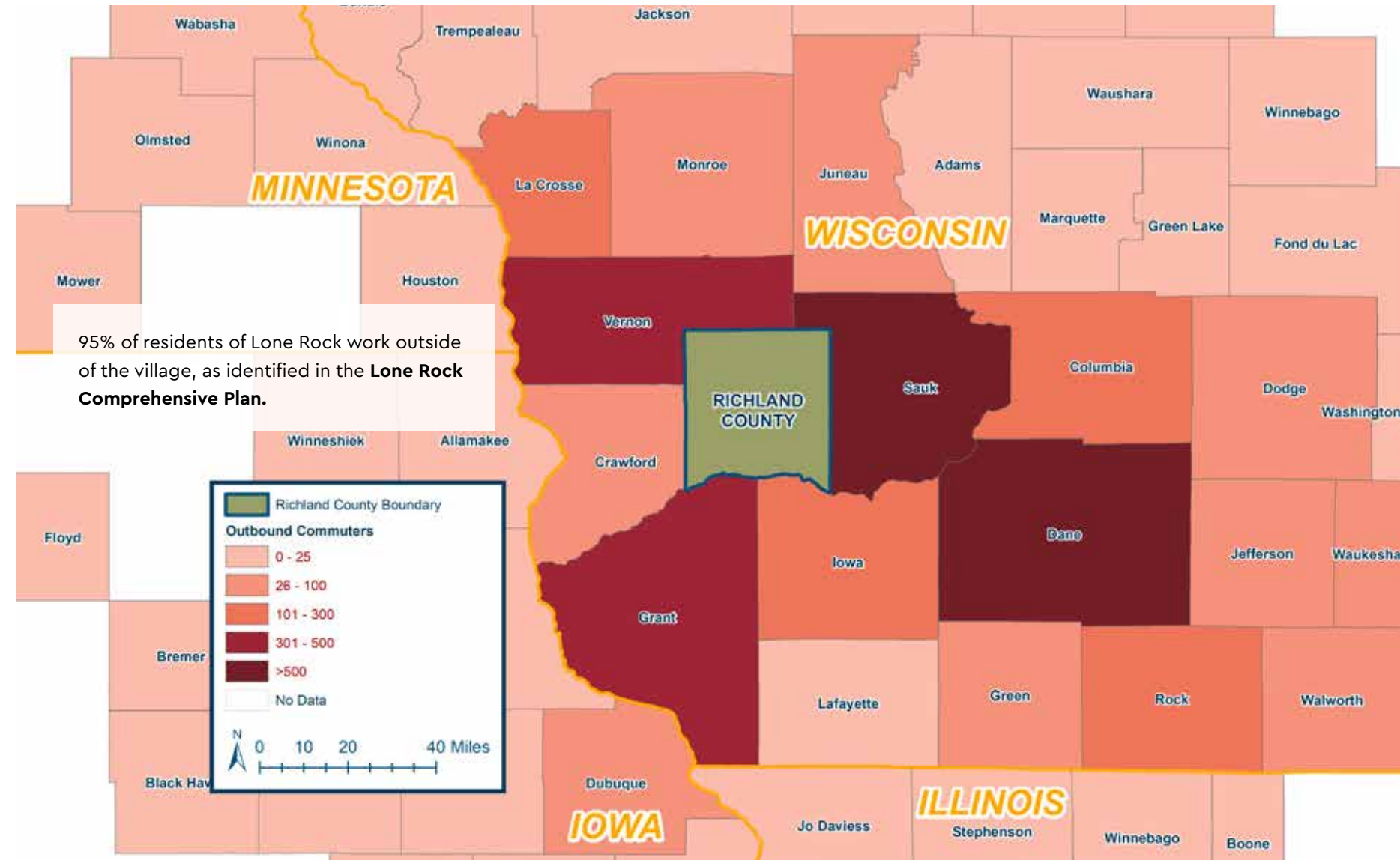


Additionally, after reaching a 10-year high in 2021, the number of total home sales has declined over the past two years, reflecting broader market shifts and growing uncertainty. This slowdown could be tied to several factors, including rising mortgage rates, decreasing affordability, and shifting economic conditions. As the county's population continues to age and younger residents increasingly move elsewhere in search of work and affordable housing, local governments face growing pressure to address housing availability and affordability.

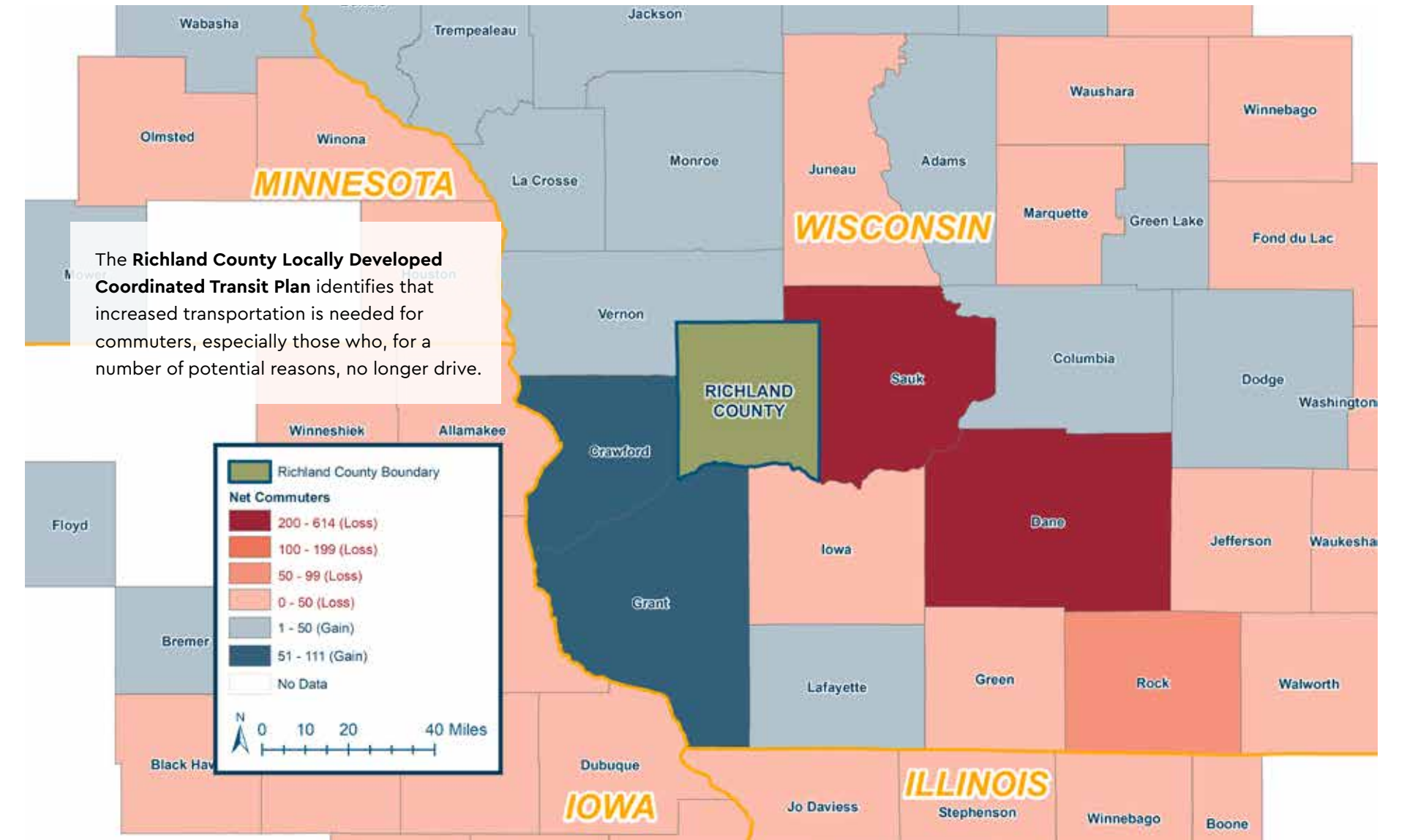
These housing trends are closely tied to Richland County's demographics and economic development goals. The rising housing costs make it more difficult for younger residents, families, and workers to settle in the county, which could further exacerbate the population decline and hinder workforce development. In turn, these challenges put additional strain on local school districts and community services.

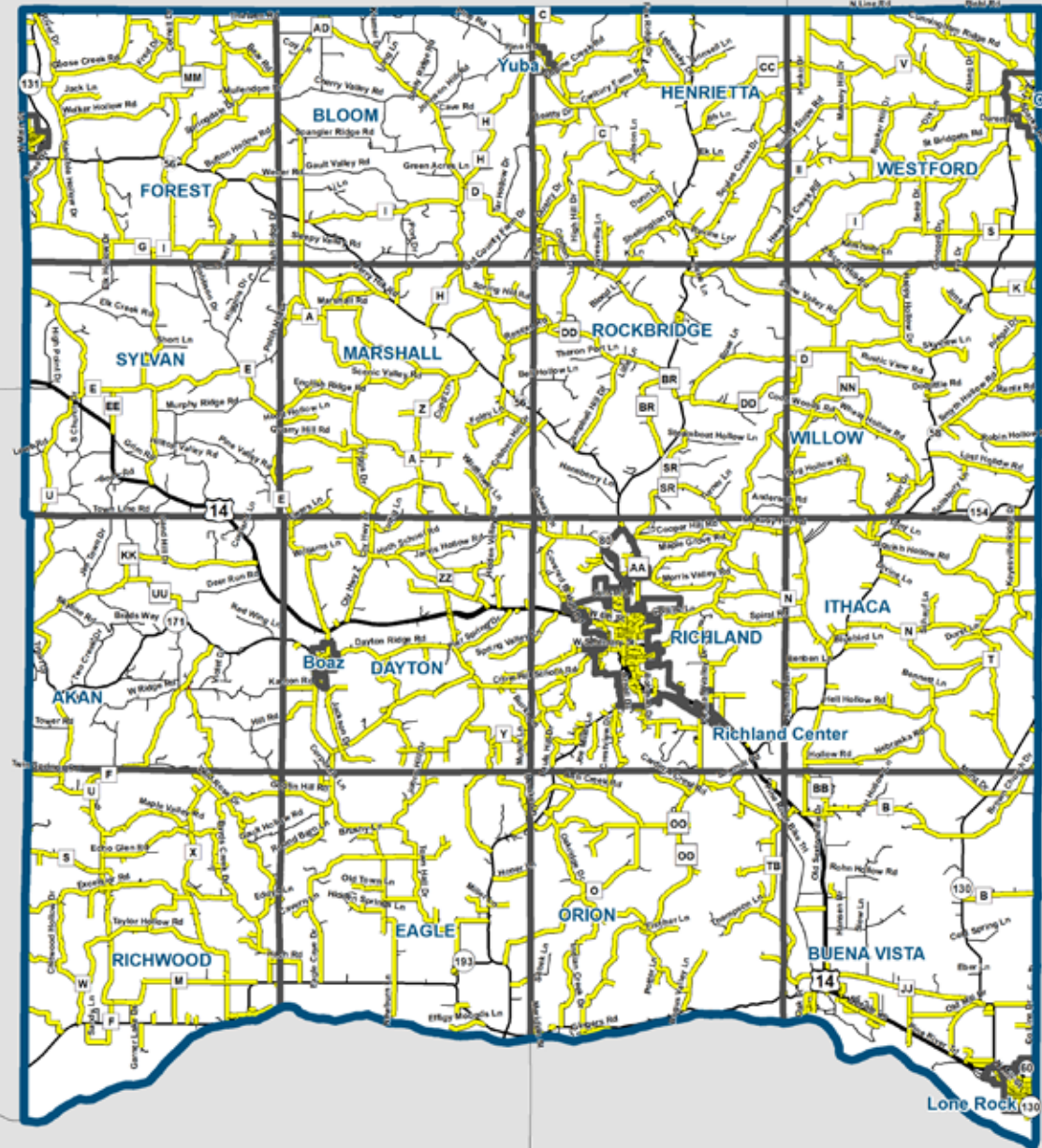
Transportation

Sauk County receives more outbound commuters from Richland County than any surrounding counties. Other notable receiving counties include Dane, Grant, Iowa, and Vernon Counties.

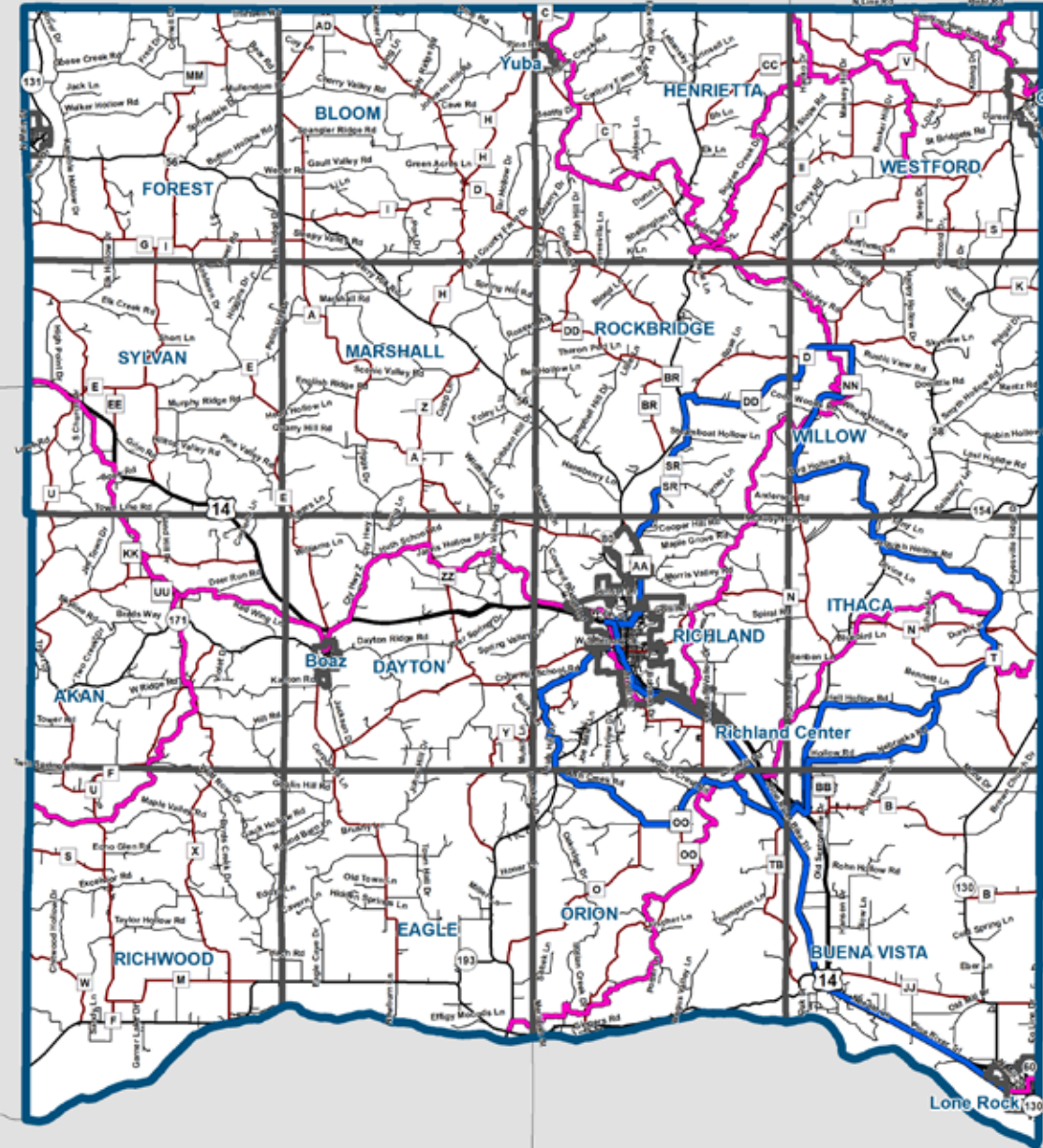


Richland County experiences a significant net loss of commuters to Dane County, followed by Sauk County. Conversely, it attracts a greater net influx of commuters from Crawford County and Grant County than any other county.





Richland County features many ATV/UTV-allowed roads, with each township offering access to these roads.



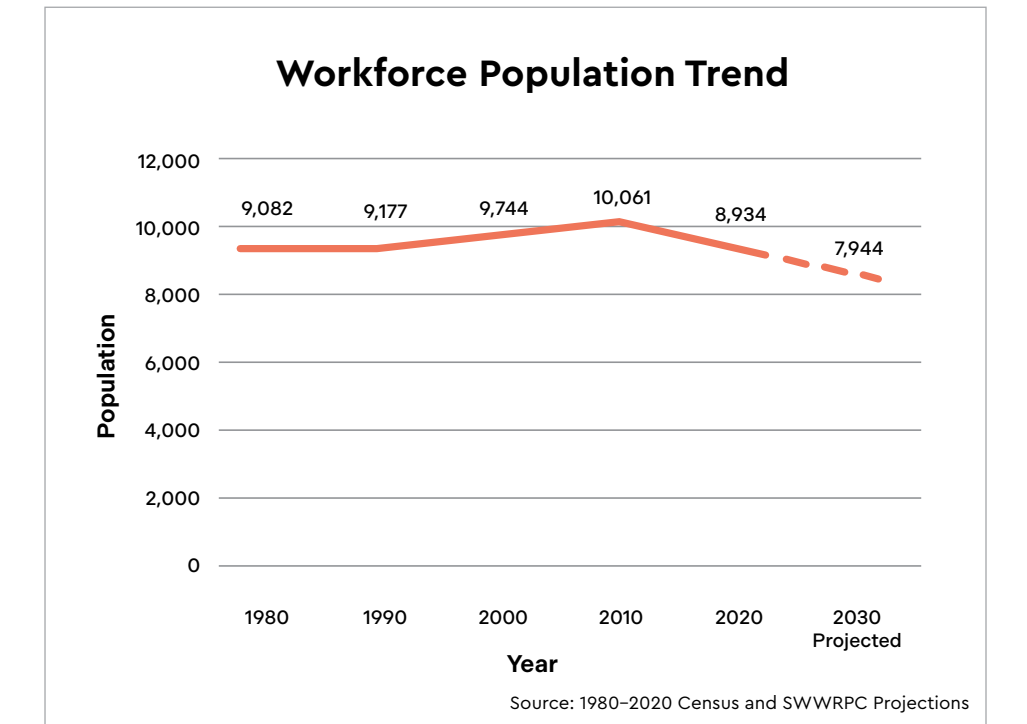
Richland County provides 134 miles of snowmobile trails and 75 miles of primary bike trails identified by the county.



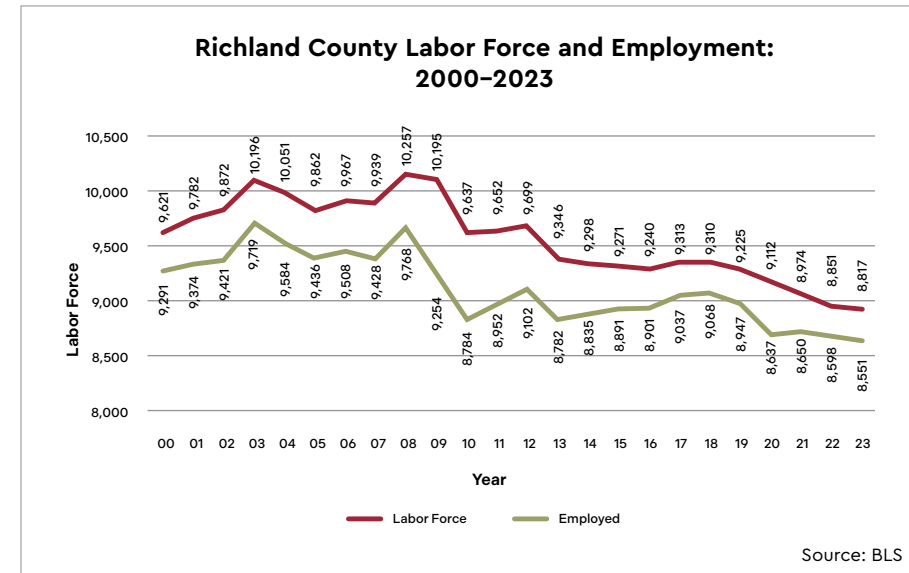


Economic Development

Richland County has experienced notable shifts in its workforce demographics over the past several decades. From 1980 to 2010, the workforce population steadily grew, reflecting both population growth and economic expansion. However, since the 2010s, the workforce has begun to decline, and projections show that this trend will continue through 2030. This decline is driven by several factors, including an aging population, outmigration of younger residents seeking employment opportunities elsewhere, and changing local economic conditions.



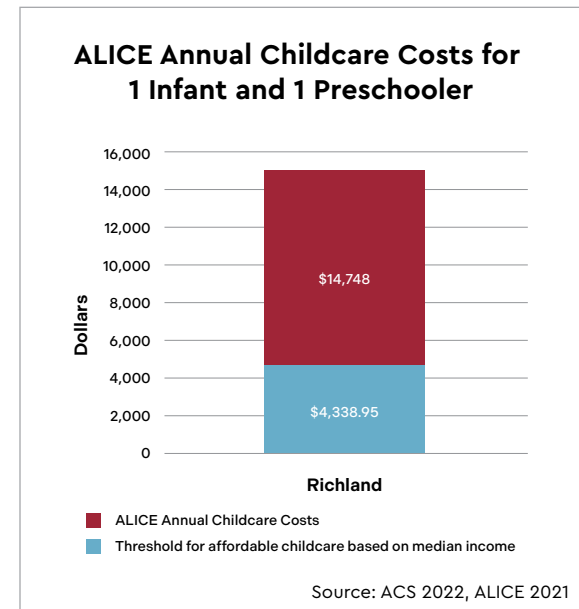
The prime working-age population (ages 20–64) has been particularly impacted. Although the workforce and employed populations peaked just before the 2008 recession, both have steadily declined since, mirroring national and regional trends in rural areas. As the county's median age rises and fewer young people remain to enter the workforce, the challenge of maintaining a robust, local workforce grows more pressing. The shrinking workforce is especially concerning for key industries that depend on a steady supply of workers, such as agriculture and manufacturing.



Agriculture remains one of Richland County's foundational industries, though the workforce in this sector faces its own unique challenges. The county has seen growth in sectors such as healthcare and agriculture, forestry, fishing, and hunting over the past decade. However, agriculture's labor needs are evolving, with fewer workers entering the field due to a combination of factors, including economic pressures, the consolidation of farms, and an aging farming population. These shifts in agriculture and the wider economy are reshaping the workforce landscape, as fewer young people are choosing to enter farming or stay in rural areas.

The decline in the workforce also has ripple effects on housing, as fewer working-age individuals in the county could result in reduced demand for housing and lower home values, particularly in rural areas. At the same time, rising housing costs are becoming a barrier for families looking to settle in the county, especially as wages in sectors like manufacturing and agriculture fail to keep pace with the increasing cost of living. The affordability of housing, combined with the challenges of accessing affordable childcare, further compounds these issues. For many families, the high cost of childcare often leads to one parent leaving the workforce, reducing overall household income and further diminishing the labor pool.

The **SWCAP Community Needs Assessment** identifies the decrease across the county, region, state, and country in the number of childcare workers. The median hourly wage in Richland County for childcare workers was \$9.84 in 2022, lower than the averages in both Wisconsin (\$10.90) and the US (\$11.64)



CEDS priority 1.2: Increase the quantity, affordability, and quality of childcare options in the region.

Richland County Industries				
Industry	2013 Jobs	2023 Jobs	2013 – 2023 Change	2013 – 2023 % Change
Manufacturing	1,580	1,416	-165	-10%
Government	1,071	1,044	-28	-3%
Health Care and Social Assistance	881	1,021	140	16%
Retail Trade	901	858	-43	-5%
Agriculture, Forestry, Fishing and Hunting	364	424	60	16%
Construction	339	364	25	7%
Accommodation and Food Services	329	347	17	5%
Other Services (except Public Administration)	242	215	-27	-11%
Wholesale Trade	194	203	10	5%
Finance and Insurance	155	166	11	7%
Transportation and Warehousing	133	154	21	16%
Administrative and Support and Waste Management and Remediation Services	265	118	-147	-55%
Professional, Scientific, and Technical Services	78	113	35	45%
Arts, Entertainment, and Recreation	40	72	32	79%
Information	75	55	-20	-27%
Real Estate and Rental and Leasing	45	44	-1	-3%
Educational Services	39	41	3	7%
Utilities	14	20	7	48%
Mining, Quarrying, and Oil and Gas Extraction	<10	<10	Insufficient Data	Insufficient Data
Management of Companies and Enterprises	56	0	-56	-100%
Unclassified Industry	<10	0	Insufficient Data	Insufficient Data

Source: Lightcast

The Richland Center industrial park is currently the only industrial park in the county that has available space for development, presenting a valuable opportunity for economic growth and job creation in the county. By promoting this space, the county could attract a variety of new businesses, including manufacturing, logistics, technology, and service-based industries.



Bringing new companies to the industrial park would not only create direct employment opportunities but also generate a positive ripple effect on the local economy, supporting existing businesses and increasing demand for services such as retail, hospitality, and housing. The influx of businesses will also enhance the county's tax base, providing additional revenue to improve infrastructure, public services, and community amenities.

Richland County currently has a budget of \$30,000 for economic development. This enables the county to serve in a supportive role in its response to future development. The county is supportive of further economic development activities but currently has no clearly defined role. Richland County can encourage economic development in the following actions:

<p>Local Business Grants</p> <p>Set aside funds for small business grants to support local entrepreneurs. A grant program can encourage innovation and job creation with a streamlined application process.</p> <ul style="list-style-type: none"> • The Richland County Economic Development Considerations report recommends funding an economic development project grant program. 	<p>Downtown Improvement Grant:</p> <p>Create a small grant to improve downtown business storefronts, enhancing the area's appeal and encouraging foot traffic.</p> <ul style="list-style-type: none"> • The Boaz Comprehensive Plan identifies a goal to work with Richland County Economic Development, SWWRPC, and owners of vacant businesses to identify and market opportunities to fill vacant spaces.
<p>Richland County Tourism Marketing Campaign</p> <p>Allocate funds for a digital marketing campaign to promote Richland County's attractions. This could include social media ads, a dedicated website, and promotional materials for local events.</p> <ul style="list-style-type: none"> • The Richland Center Comprehensive Plan emphasizes outdoor recreation marketing (Economic Development strategy 2). 	<p>Community Events</p> <p>Plan and host community events or festivals to celebrate local culture and businesses. Funds could be used for permits, promotions, and small vendor fees.</p>
<p>Workforce Development Workshops</p> <p>Organize a series of free or low-cost workshops in collaboration with local vocational schools to provide skill development in high-demand areas. This could involve bringing in guest speakers or trainers.</p>	<p>Partnerships with Local Organizations</p> <p>Establish partnerships with local schools or nonprofits for joint projects focused on economic development, leveraging resources, and expertise.</p>

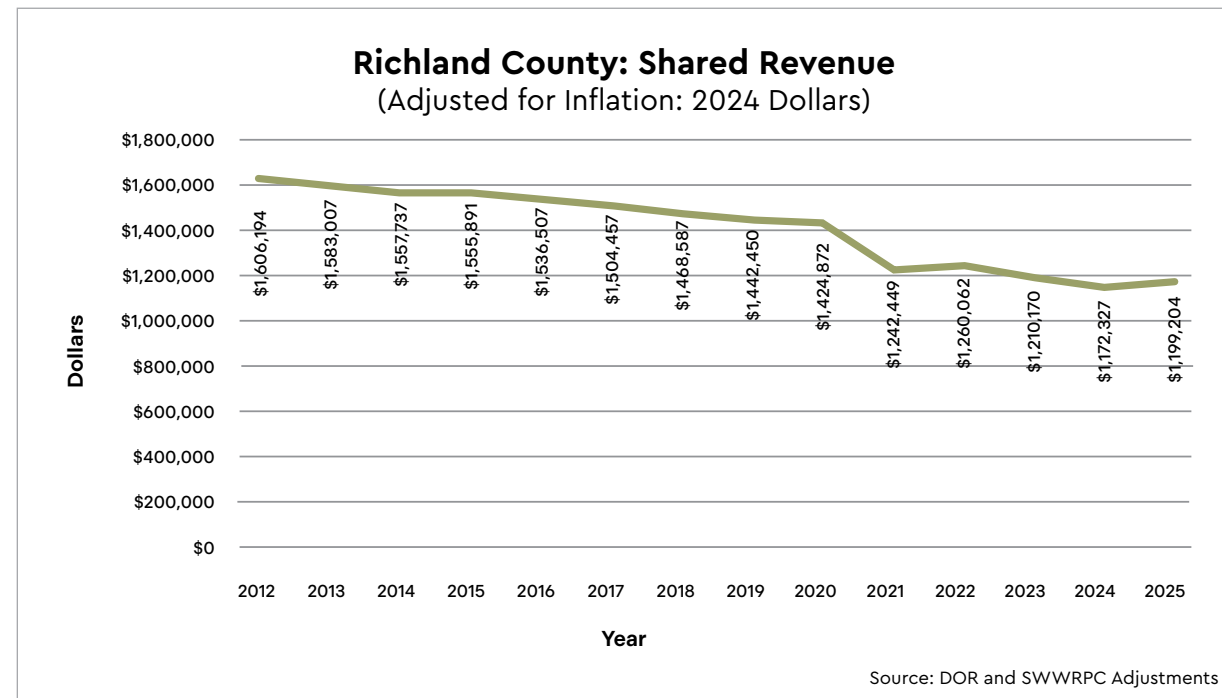
Intergovernmental Cooperation

Intergovernmental cooperation is increasingly essential for Richland County, as local governments face a series of economic challenges that threaten their ability to provide vital services to residents. Constraints such as levy limits, an aging and declining population, lack of development have created financial challenges for local governments. Additionally, the cost of goods and services outpacing shared revenue from state sources, which has historically helped municipalities fund essential programs and infrastructure. With local funds dwindling, local governments are finding it increasingly difficult to meet the needs of their communities while balancing budgets.

Exacerbating this issue is the rising cost of goods and services, which affects everything from road maintenance to public safety. As expenses continue to climb, municipalities are confronted with the stark reality that traditional funding sources are no longer sufficient to cover their increasing operational costs. This situation creates an urgent need for innovative solutions that can help local governments stretch their limited resources further.

Considering these challenges, sharing services between units of local government presents a viable path forward. All units of government in the county offer similar services to similar populations. By collaborating on services such as emergency response, procurement of goods and services, and administrative functions, local governments can achieve significant cost savings while maintaining or even enhancing service delivery to their residents. Intergovernmental agreements can lead to more efficient use of resources, allowing communities to pool their strengths and address shared challenges collectively. This cooperative approach not only fosters a spirit of unity among local governments but also builds resilience in the face of economic uncertainties. The focus of local governments should be on quality service delivery, not who delivers the service.

Embracing intergovernmental cooperation may be the best, if not the only, way for Richland County to navigate the complex landscape of local governance today. By working together, municipalities can innovate and adapt to changing circumstances, ensuring that they continue to serve their residents effectively while maximizing the value of every taxpayer dollar. This collaborative mindset will be crucial in securing a sustainable and prosperous future for all communities within Richland County.



During the planning process, intergovernmental cooperation was a driving force during the engagement process with local government representatives. Officials from all local government units across the county were invited to participate in roundtable discussions and shared their insights on potential shared services and opportunities for collaboration. The outcomes of these discussions have been summarized to highlight important themes and future projects.

Richland County/Richland Center Meetings

The intergovernmental meetings between Richland County and the City of Richland Center focused on a collaborative approach toward future development and community enhancement. Through these discussions, Richland County and the City of Richland Center have established a shared vision and agreed on key projects aimed at addressing community needs and fostering sustainable growth, while also documenting areas of existing cooperation. The initiatives resulting from this cooperation are outlined under the intergovernmental cooperation strategies and actions, where project descriptions and timelines are provided. This partnership underscores a commitment to efficient resource sharing, coordinated planning, and a united effort to meet the evolving needs of Richland County and Richland Center's residents.

The **Richland Center Comprehensive Plan** identifies the need to strengthen the relationships with the county and neighboring communities ('Leadership, Cooperation, and Volunteers' strategy 3).

Areas of Existing Cooperation Between Richland County and Richland Center

Tourism: The City of Richland Center Tourism Director serves in a "Greater Richland Area" capacity. Through coordination with city-wide needs, the surrounding communities throughout the county benefit from visitors to Richland County; in turn affecting the county as a whole. Currently, the city funds the majority of this position, supported by township room taxes.

Symons Center: The funds to construct the Symons Center were donated to the county by a local community member. Following the donation, Richland County was responsible for operations and the city cost-shares this responsibility 50/50.

ADRC: The Richland County ADRC office is located within Richland Center and provides transportation options to seniors throughout the county.

Emergency Management: The Richland County Emergency Management Director works with the City of Richland Center Emergency Government Coordinator in order to have a unified approach to emergency management.

Procurement: The City of Richland Center and Richland County procure items such as road salt and cut blades jointly in an effort to save money and create efficiencies.

Ambulance: The Richland County Ambulance Service provides services to the City of Richland Center, as well as all or part of ten townships and two villages in the county.

- **Richland County Hazard Mitigation Plan** goal 3: Promote countywide planning that avoids transferring the risk from one community to an adjacent community.

External Communication: Richland County and Richland Center are working with SWWRPC to improve communication with the public.

Towns and Villages Meetings

During separate intergovernmental meetings, town and village officials shared feedback on the potential for shared services and resource-sharing initiatives. Their discussions focused on the possibilities for collaboration across various municipal functions.

Towns Input

Shared Services Groups	Benefits	Barriers	First Steps
Clerk, Treasurer, Elections, Patrol Services	<ul style="list-style-type: none"> • Larger volunteer pool for elections • Larger pool for township roles 	<ul style="list-style-type: none"> • Workload exceeds paid duties • Compliance with state regulations 	<ul style="list-style-type: none"> • Open conversations between neighboring municipalities • Discuss opportunities to establish full-time positions
IT Software, Equipment, Buildings, Procurement and Purchasing	<ul style="list-style-type: none"> • Joint purchasing can create efficiencies between townships 	<ul style="list-style-type: none"> • Security risks and cost concerns 	<ul style="list-style-type: none"> • Engage with municipalities already sharing IT, equipment, etc. discuss cost-saving measures
Assessor, Engineering, Zoning Enforcement, Tourism	<ul style="list-style-type: none"> • Potential for additional room tax revenue • Cost reduction via shared enforcement of zoning 	<ul style="list-style-type: none"> • Current lack of capacity • Lack of training • Concern over fair share of labor 	<ul style="list-style-type: none"> • Engage with other townships about room tax implementation • Develop coordinated enforcement strategies

Villages Input

Shared Services Groups	Benefits	Barriers	First Steps
Clerk, Treasurer, Elections, Public Works	<ul style="list-style-type: none"> • Opportunities for cost savings and efficiency 	<ul style="list-style-type: none"> • Workload exceeds paid duties • Compliance with state regulations 	<ul style="list-style-type: none"> • Open conversations between municipalities • Mentoring from municipalities who are confident in their services • Develop mutual aid agreements
IT Software, Equipment, Buildings, Procurement and Purchasing	<ul style="list-style-type: none"> • Joint purchasing can create efficiencies between townships 	<ul style="list-style-type: none"> • Security risks and cost concerns 	<ul style="list-style-type: none"> • Engage with municipalities already sharing IT, equipment, etc. discuss cost-saving measures
Assessor, Engineering, Zoning Enforcement, Tourism	<ul style="list-style-type: none"> • Information sharing leads to alignment of strategy 	<ul style="list-style-type: none"> • Disagreement on costs • Concerns around fairness of time spent in each municipality 	<ul style="list-style-type: none"> • Understand the goals of each municipality • Connect with other municipalities to discuss shared interest

Summary of Insights from Towns and Villages

The feedback from town and village officials highlights a strong interest in sharing resources across various municipal services to improve cost efficiency and service delivery. The services identified for potential collaboration include clerks, treasurers, elections, public works, IT software, equipment, procurement, assessor services, zoning enforcement, and patrol services. The motivation behind this interest lies in the reduction of overhead costs, operational efficiencies that take advantage of transferable skills, and enhanced service delivery, especially for smaller towns that face resource constraints.

Benefits of Shared Services

The primary **benefits** discussed by local government officials include:

COST REDUCTIONS

By pooling resources, adjacent municipalities can reduce operational costs, particularly for high-expense items like IT software, public works equipment, and contracted services such as assessor and patrol services. Bulk purchasing and shared procurement agreements are seen as vital strategies for reducing these expenses.

INCREASED EFFICIENCY

Municipalities may reduce redundancies and streamline operations by sharing services. For example, consolidating building inspection and zoning enforcement efforts can help towns avoid the need to hire additional personnel and improve response times. Cross-training employees, such as clerks and treasurers, would also enable towns and villages to maintain continuous service, even during employee absences or transitions.

IMPROVED SERVICE DELIVERY

Sharing personnel, such as town patrol services and election workers, would provide access to a larger pool of trained professionals. This collaboration can also lead to improved coverage and expertise, resulting in better service for residents and less workforce competition.

50% of survey respondents during community input for the **Lone Rock Comprehensive Plan** stated that local government response and accountability was the top concern for their community.

Barriers to Resource Sharing

While the benefits are clear, several **barriers** to implementing shared services were noted:

CAPACITY CONSTRAINTS

Richland County's municipalities face limited staffing, making it difficult to engage in the additional coordination required for initial implementation of shared services. There is also concern that existing staff are already overwhelmed, and adding responsibilities could affect service quality.

LOGISTICAL CHALLENGES

Sharing equipment, facilities, and staff introduces logistical issues related to scheduling, transportation, and joint responsibilities. For example, towns and villages may struggle to determine how to share equipment fairly or how to manage shared building facilities effectively.

RESISTANCE TO CHANGE

There is some hesitation among local officials and residents to embrace new models of service delivery. Concerns about losing control over local services, compliance with state regulations, and the potential complexities of shared management structures may slow down efforts to collaborate.

LOCAL CONTROL

Municipalities may prioritize maintaining local control over services, fearing that shared service agreements could lead to a loss of autonomy in decision-making. Local leaders may be concerned that shared management structures or intergovernmental agreements could dilute their ability to

respond quickly to community needs or make decisions that best reflect the unique priorities of their municipality.

LACK OF TRUST

A lack of trust between neighboring municipalities can hinder collaboration. Without established relationships or a history of working together, local governments may be reluctant to share resources or responsibilities, fearing that one party may not fulfill its obligations or may prioritize its own interests over others. Building mutual trust through transparent communication and successful pilot projects can help mitigate this barrier.

Proposed First Steps

To overcome these barriers and begin the process of sharing services, several **first steps** were identified:

INITIATE COMMUNICATION

Local government officials agreed that open dialogue with adjacent municipalities is essential. Initial discussions would allow towns to assess mutual needs, explore shared interests, and build trust. Regular meetings or forums could provide opportunities to align goals and overcome resistance to change.

The **Richland County Outdoor Recreation Plan** set an objective to coordinate the county's recreation program with the programs of other levels of government and with private enterprise in order to achieve maximum public benefit.

EXPLORE COLLABORATIVE ARRANGEMENTS

Once communication is established, adjacent municipalities could begin exploring specific collaborative arrangements. These might include developing shared service agreements for clerks, treasurers, and town patrol services. Additionally, towns and villages could consider joint purchasing agreements for equipment, IT software, and public works services to achieve immediate cost savings.

COST/BENEFIT ANALYSIS

To ensure that collaboration is economically viable, municipalities should conduct a detailed cost/benefit analysis for each proposed shared service or joint initiative. This analysis would assess the financial savings, efficiency gains, and potential challenges associated with each arrangement. By comparing the costs of maintaining separate services versus sharing resources, municipalities can make informed decisions about which services are most suitable for collaboration. Additionally, the analysis should evaluate long-term sustainability and the impact on service quality to ensure that shared services do not compromise the needs of the community. The results of this analysis could guide future decisions and serve as a foundation for drafting formal agreements.

Conclusion

The interest in resource sharing across Richland County municipalities demonstrates a commitment to improving both efficiency and quality of service while addressing growing financial constraints. By taking the initial steps of engaging in open communication, exploring collaborative opportunities, and potentially involving residents through public meetings, towns and villages can move toward practical, shared solutions. However, addressing barriers such as capacity, logistics, and local resistance will be crucial for long-term success.

Intergovernmental Cooperation Strategies and Actions

Strategy 1: Foster inter-governmental collaboration between towns and villages
Action 1: Facilitate the creation of shared service agreements between adjacent municipalities, with a review of these agreements annually.
Action 2: Schedule and conduct a series of meetings with town and village officials to identify services that can be shared or consolidated between municipalities.
Action 3: Organize an annual county-wide meeting that encourages direct engagement between neighboring towns and villages to discuss shared resources and joint initiatives.
Strategy 2: Advance project development and resource collaboration
Action 4: Conduct a formal review of the progress of all joint projects with Richland Center annually, with a report summarizing outcomes and next steps.
Action 5: Submit joint grant applications with local municipalities to fund community development projects.
Action 6: Facilitate joint bidding on capital improvement projects with neighboring municipalities.
Action 7: Host an annual county-wide tourism forum with local municipalities in order to increase regional tourism revenue.
Strategy 3: Strengthen communication among local governments
Action 8: Establish regular intergovernmental meetings to discuss collaborative initiatives and share best practices.
Action 9: Create a centralized communication platform for local officials to exchange information and resources.
Action 10: Develop a joint training program for municipal staff to enhance skills in shared services and project management.
Action 11: Promote awareness of successful collaborations through newsletters or community events.

Richland County – Richland Center Project Implementation

Project	Description and Need	First Step	Timeline
Joint accounting software and staff	Combine software and staff to streamline accounting efficiencies	Richland County finance director can conduct monthly audits for the City of Richland Center	2025
Hire joint employee with Spanish language skills	A joint position with Spanish language skills to better communicate with the increasing Hispanic population	Assess the need and workload that this new position would be responsible for	2025
Cultural competency training for staff	Training that educates staff on cultural competency, primarily Hispanic culture due to the increasing Hispanic population in Richland County	Work with SWWRPC to develop a survey for employees, followed by a cultural competency presentation/training	2025
AI training for staff • CEDS priority 5.1: Embrace artificial intelligence (AI) and robotics.	Educate staff on artificial intelligence and its benefits when used safely, as it is becoming increasingly present	Meet with SWWRPC and invite department heads and other interested parties to a training	2025
Joint IT services	Combine IT services for streamlined support and potential cost savings	Identify joint workload related to IT	2026
Joint GIS services	Combine GIS software and staff to create efficiencies in mapping and save costs	Identify joint workload related to mapping	2026
Align CIP projects • The Boaz Comprehensive Plan has set a goal to meet annually with Dayton township and neighboring municipalities to coordinate and bid capital improvement projects to seek out lower rates.	Align CIP projects in order to move toward joint procurement and engineering bids	Connect with the townships and highway commission to assess feasibility	2026
Joint staff insurance	Unified insurance for county and city staff to ensure comparable benefits	Meeting between Richland County, Richland Center, and school districts to compare plans and assess need	2026
Joint procurement of goods and services	Bid on CIP projects and goods together to create efficiencies in engineering costs	CIP projects must be aligned first	2027



Land Use

Richland County is characterized by a diverse landscape that blends agriculture, forestry, and recreational spaces. The county's land use reflects its rural heritage, with rich farmland, intermixed with forests and natural areas. The Driftless Area influences the county, creating opportunities for outdoor activities like hiking, fishing, and hunting. Across the county, there is limited land for new development, as well as limited land for farming.

Under Wisconsin state law, counties are required to update their future land use maps as a key component of the comprehensive planning process. This requirement, outlined in §66.1001 of the Wisconsin statutes, ensures that land use planning is consistent with local and regional development goals, and helps guide the growth and development of communities in an organized and sustainable manner.

Richland County identified the importance of developing a future land use map that provides a clear vision for growth and development while aligning with the county's goals. The future land use map proposes land use districts such as residential, commercial, agricultural, and recreational. In addition to identifying changes in land use, the future land use map acts as a strategic tool to guide zoning decisions, infrastructure investments, and resource management. By visualizing desired land use patterns, the county can promote sustainable development, protect natural resources, enhance economic opportunities, and improve the overall quality of life for residents.

Each town in the county was invited to provide input on their future land use maps either through a survey or at the future land use map open house. Twelve towns in the county are under county zoning, and thus their input informed the updated future land use maps. For the towns under county zoning that did not participate in either opportunity to provide feedback, current zoning was used to inform the future land use map. The towns that maintain local zoning or are not zoned were also invited to provide input.

Land Use Actions

Action 1: Support the creation of joint boundary agreement between the City of Richland Center and the Town of Richland, ensuring transparency through public meetings and providing updates throughout the process.
Action 2: Review the zoning code annually to ensure fairness of administration.
Action 3: Complete a comprehensive update of the public GIS application, including the addition of all recent zoning changes and data layers.
Action 4: Revise internal GIS data management processes and update all key data layers to improve service efficiency for county residents.
Action 5: Update the farmland preservation plan, incorporating new agricultural trends and climate resilience strategies to support local farmers and preserve farmland.
Action 6: Develop and implement climate resilience strategies, focusing on floodplain management and tree canopy expansion, with measurable goals.
Action 7: Identify and prioritize brownfield sites for redevelopment, with an annual review of progress.
Action 8: Complete a groundwater quality study, assessing water quality conditions in the county and provide a comprehensive report with recommendations for improvement.
Action 9: Conduct a needs assessment to identify key areas for improving access to parks, trails, and recreational facilities, followed by the development of an action plan for enhancing these resources for county residents.

The **Richland County Outdoor Recreation Plan** set the goal to provide quality parks and recreational facilities to meet the needs of county residents.

Richland Resilience Recommendations

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

1. Update and Fairly Administer the Zoning Code.

Richland County's Zoning Department has dealt with staff turnover and prior inconsistency in zoning code administration. With new leadership in the Zoning Department, the opportunity for fair and active administration is critical. The following actions are recommended:

- Address existing noncompliant parcels.
- Update the zoning code.
- Ensure fair enforcement going forward.

2. Implement the 2022 Richland County Land and Water Resource Management Plan.

A renewed effort is needed, with emphasis on the following points:

- "Encourage producers to use **cover crops** after harvest and **reduce tillage** frequency or intensity." page 43
- "Implement the NR 151 performance standards of farming all cropland to tolerable soil loss rates and having a NRCS 590 **nutrient management plan** on priority farms/cropland; collaborate with DNR, as necessary" page 44
- "Assist landowners and producers in converting marginal crop fields to **rotational grazing**" page 44
- "Conduct a follow up **drinking water well study**" page 46
- "Update **manure storage ordinance**" page 48

3. Activate Townships.

Townships need to work together to access resources and education for effective stewardship of land. This may include:

- Resource sharing at the Richland County Towns Association, including about Agricultural Enterprise Areas, nature-based mitigation, and farmer-led watershed groups.
- The Zoning and Land Conservation Department should establish relationships and provide education around zoning enforcement with county-zoned townships. Within townships, turnover and lack of expertise in zoning cause issues in consistency and compliance for regulating local land use.

4. Grow County-Wide Resilient Land Use Initiatives.

Combining the Richland Resilience Group's advocacy with Richland County departments' leadership, the following practices should be implemented:

- Zoning and Land Conservation Department:
 - Restore entrenched streams to their floodplains.
 - Promote the installation of conservation practices that prevent water runoff, including vegetative buffer strips and tree planting.
 - Incorporate natural flood mitigation strategies into new and existing infrastructure projects.

- Create "9 Key Element Plans" for all "impaired" watersheds.
- Adopt a "cluster" development ordinance regulating the subdivision of land for residential purposes.

► Individual Municipalities:

- Create and update wellhead protection ordinances.
- Incorporate resilient infrastructure practices listed in 4.d.ii-viii below.
- Consider adopting Farmland Preservation Zoning for agricultural areas and/or Agricultural Enterprise Areas after consultation with producers.

► County Board of Supervisors:

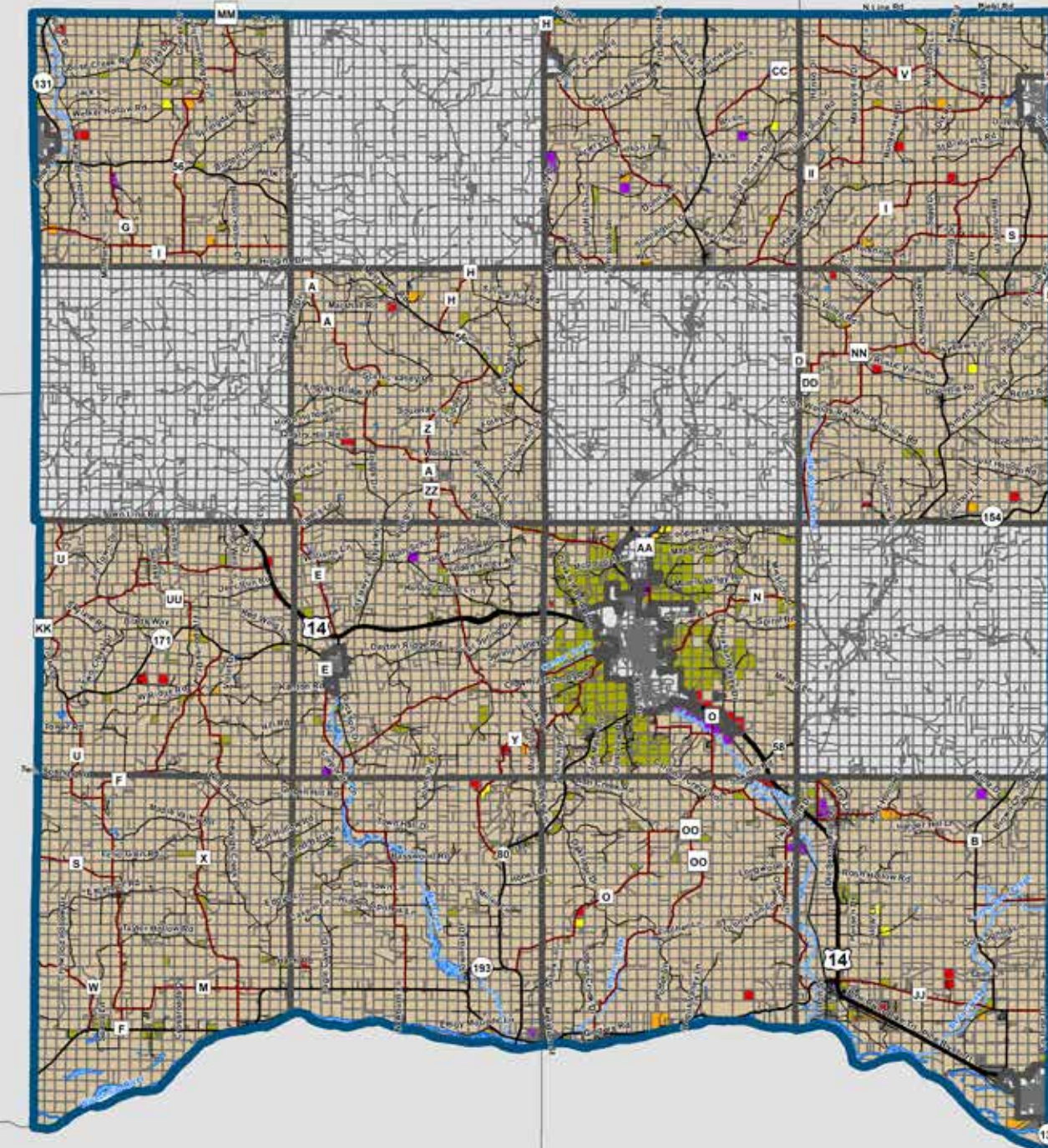
- Undertake proactive planning for climate change impacts including increased rainfall, drought, storms, and severe heat events.
- Encourage continued exploration of land use vulnerabilities and opportunities, recognizing that "we don't know what we don't know."
- Consider the creation and implementation of an ordinance regulating the use and installation of outdoor lighting to prevent/mitigate the harmful effects of light pollution.
- Explore opportunities to collaborate with other private and public entities to fund programs that promote climate resiliency.

► Highway Department

- Establish a plan for bicycle paths and lanes on county and local roads which connect places of residence, work, education, and leisure activities.
- Design and construct infrastructure anticipating impacts of climate change.
- Design and construct infrastructure to connect waterways, streams, wetlands, and wildlife corridors.
- Design and construct infrastructure to reduce the amount and velocity of storm water runoff.
- Design and construct infrastructure to capture sediment and contaminants from runoff prior to discharge.
- Implement policies and practices that minimize the use of salt and other chemical treatments of highways.
- Implement policies and practices to control the growth and spread of non-native plant species along highway right-of-ways.
- Continue highway maintenance practices to remove vegetation in highway right-of-ways to improve safety and ease of maintenance, particularly after severe weather events.
- Utilize native plant species for cover crops in highway projects.

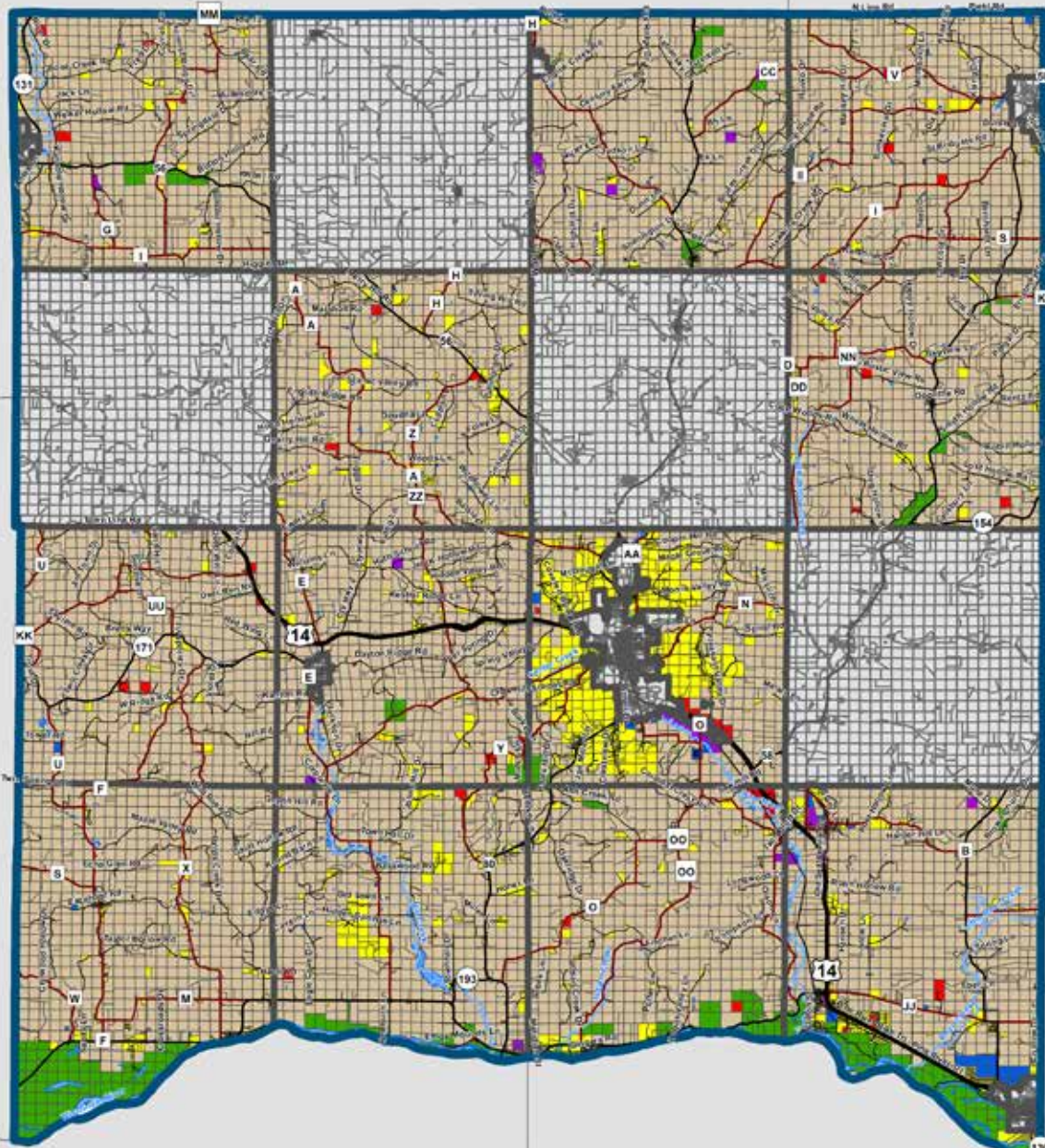
5. Empower Farmers to lead resilient land use practices in Richland County.

- Provide education and opportunities for farmer-led watershed groups.
- Ensure compliance with nutrient management plans
- Offer educational opportunities for practices and cost-effectiveness of regenerative practices such as cover crops and no tilling.
- Promote the use of farming practices which reduce the amount and velocity of runoff, and promote soil health and water quality, such as retention areas and buffer strips that utilize native vegetation to remove sediment and contaminants prior to discharge or absorption.
- Pursue private and public funding for programs that pay producers to adopt resilient land use practices.



Richland County existing land use is predominantly agricultural, however there are pockets of the county designated for recreation and development.



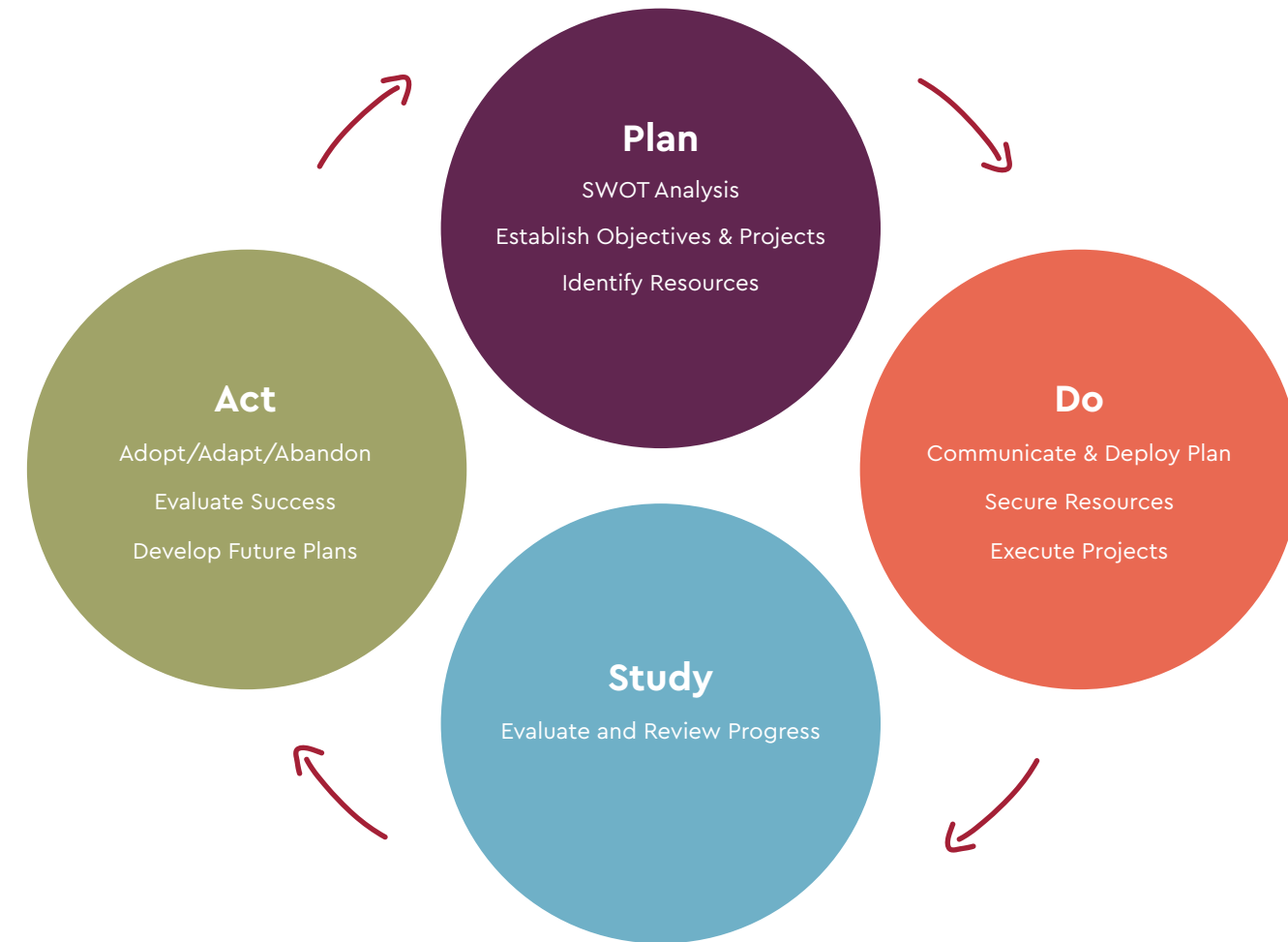


The future land use map for the county was informed by feedback from town officials. Notable changes from existing land use are increased residential land use near Richland Center and commercial corridors identified near major highways. Some more remote parts of the county may have limited opportunities for development.



Implementation

This plan recommends Richland County utilize the Plan, Do, Study, Act (PDSA) Cycle for implementation. Through the adoption of this plan, the county has made the first step in this cycle. The Comprehensive Plan is not passive and does not represent a satisfied goal, rather it is a starting point for the county to implement their desired goals. The PDSA cycle requires this plan to be reviewed regularly and, at times, updated when determined vital to the best interests of the county.



Plan

This document is the culmination of the work completed through the comprehensive planning process. It included engagement with local governments, review of relevant data and past planning work, and addressing future land use maps. The Richland County Executive Committee will monitor progress. This process should take place again no later than 2034.

Do

This phase includes plan roll-out and executing objectives. Key aspects include:

- **Identifying responsible parties** – They may be county staff, county board members, or asking community associations to step into a role that uniquely fits their mission.
- **Identifying required resources and partners** – county-wide initiatives – Implement county-wide initiatives such as updating the human resources personnel manual, improving the payroll system, developing onboarding programs for staff and county board, and improving the budget process.
- **Documentation** – Develop or finalize the targets and metrics the team will use to measure progress towards continual improvement and plan implementation. This includes both the analysis of existing data and collection of new data.

Study

The county should monitor the plan through quarterly meetings and record progress. The committee or group to monitor progress should be identified to ensure there is continued momentum, and connect with county staff, committees, and the county board. The team should be interdisciplinary and include board members, county staff, business owners, and residents with varied interests in the community, all of whom have a passion for this work.

They should also identify and define barriers to implementation in order to inform future planning. Common barriers to plan implementation include:

- Legacy rules or procedures, sunk cost or anchoring biases
- Lack of staff time to work on initiatives
- Choices or trade-offs are not made. Trying to do everything
- Reward and recognition programs incentivize the wrong things
- The county doesn't support an initiative, or is in conflict with it
- Leadership does not “walk the walk”

Act

This phase of the process sets the stage for continual improvement across the subsequent 10-year period. As the county sees progress, documents successes, or meets with barriers on any given initiative, it should:

- **Adopt** practices that work and are successful. Formalize them as part of the county's culture.
- **Adapt** practices that need improvement. This requires documenting causes of success and failure during implementation.
- **Abandon** practices that aren't successful or that don't contribute to creating the vision. Document the reason for abandonment so the county can learn and avoid similar issues in the future.

Board of Supervisors Role

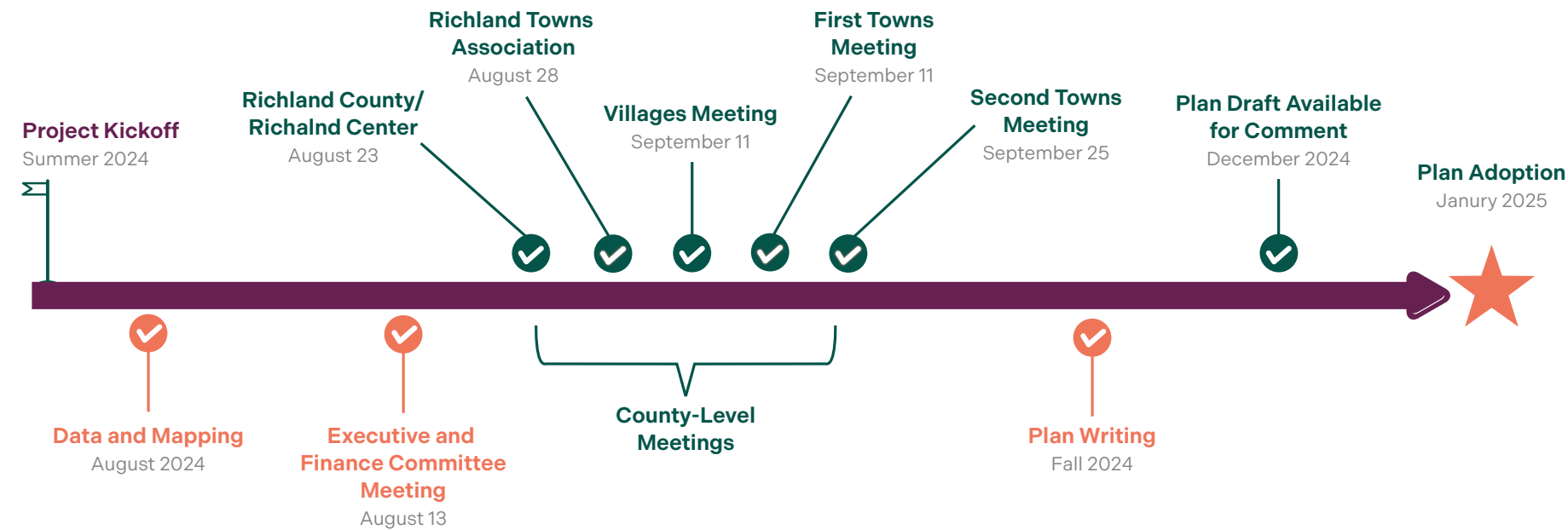
The Richland County board of supervisors plays a crucial role in implementing the comprehensive plan, which serves as a roadmap for the county's growth and development. It is essential for community members to actively engage in this process to ensure the plan's successful execution. Collaboration and participation from residents will foster a shared vision, enabling the community to address current challenges and seize opportunities. Together, local elected officials and the community can enhance the quality of life for future generations, ensuring that Richland County remains a desirable place to live, work, and play.

Planning Process

Planning Elements

Wis. Statute §66.1001 outlines nine elements required to be included in a community's comprehensive plan. This plan addresses those nine elements in the five chapters – Richland County Today, Economic Development, Intergovernmental Cooperation, Land Use, and Implementation. Recently updated plans in Richland County were summarized and embedded within the county comprehensive plan. Goals, actions, and recommendations associated with each chapter's planning elements have been provided as part of the planning process.

Planning Timeline



Summary of Recent Plans

Recent plans were reviewed and integrated into this plan to avoid duplicating efforts and to ensure that previous work was effectively incorporated. The following plans were reviewed as part of the planning process:

- Richland County Outdoor Recreation Plan (2019)
- Village of Lone Rock Comprehensive Plan (2021)
- Richland County Strategic Plan (2021)
- City of Richland Center Comprehensive Plan (2022)
- Richland County Hazard Mitigation Plan (2022)
- Richland County Land and Water Resource Management Plan (2022)
- Village of Boaz Comprehensive Plan (2023)
- SWCAP Community Needs Assessment (2022)
- Richland County Economic Development Considerations (2023)
- Richland County Housing Study (2024)
- Southwestern Wisconsin Comprehensive Economic Development Strategy (2024)
- Richland County Locally Developed Coordinated Transit Plan (2024)

Common Themes Throughout Recent Plans

Across the various plans that have been updated in the last 5 years in Richland County, there are a number of common themes. The aging and declining population is frequently referenced, as well as the lack of affordable housing stock. The great access to outdoor recreation and natural beauty is a strength recognized in the recent plans. There is a call to action to address future needs of the county, and young people are viewed as a solution for many of these needs. Volunteerism and involvement in the community is highlighted across the plans, as well as the need for small business support and expanded capacity for economic development. Importantly, these plans identify the need for strong relationships among local units of government in order to provide maximum benefit to the public- a common theme of the engagement with local government officials during the county's comprehensive planning process.



Engagement with Local Government

Public engagement from other recent planning projects in the county was synthesized to inform this plan, drawing on valuable insights and feedback gathered from a wide range of partners. These past efforts provided a solid foundation for understanding community needs and priorities, ensuring that the new plan is responsive to the voices of those who live and work in Richland County.

In order to augment public engagement from previous plans, Richland County sought to actively engage with local units of government, including the City of Richland Center, villages, and towns. Recognizing the importance of collaboration, the county aimed to foster a cooperative spirit among these entities to create a unified vision for future land use and development.

To facilitate this engagement, a series of focus meetings were organized with local government representatives. These meetings served as a platform for discussing intergovernmental cooperation, economic development, and land use, allowing participants to share their perspectives, identify common goals, and explore strategies for working together effectively. By prioritizing these discussions, Richland County aimed to build strong relationships between municipalities, encourage collaborative decision-making, and ensure that the comprehensive plan reflects a collective vision that benefits the entire region.

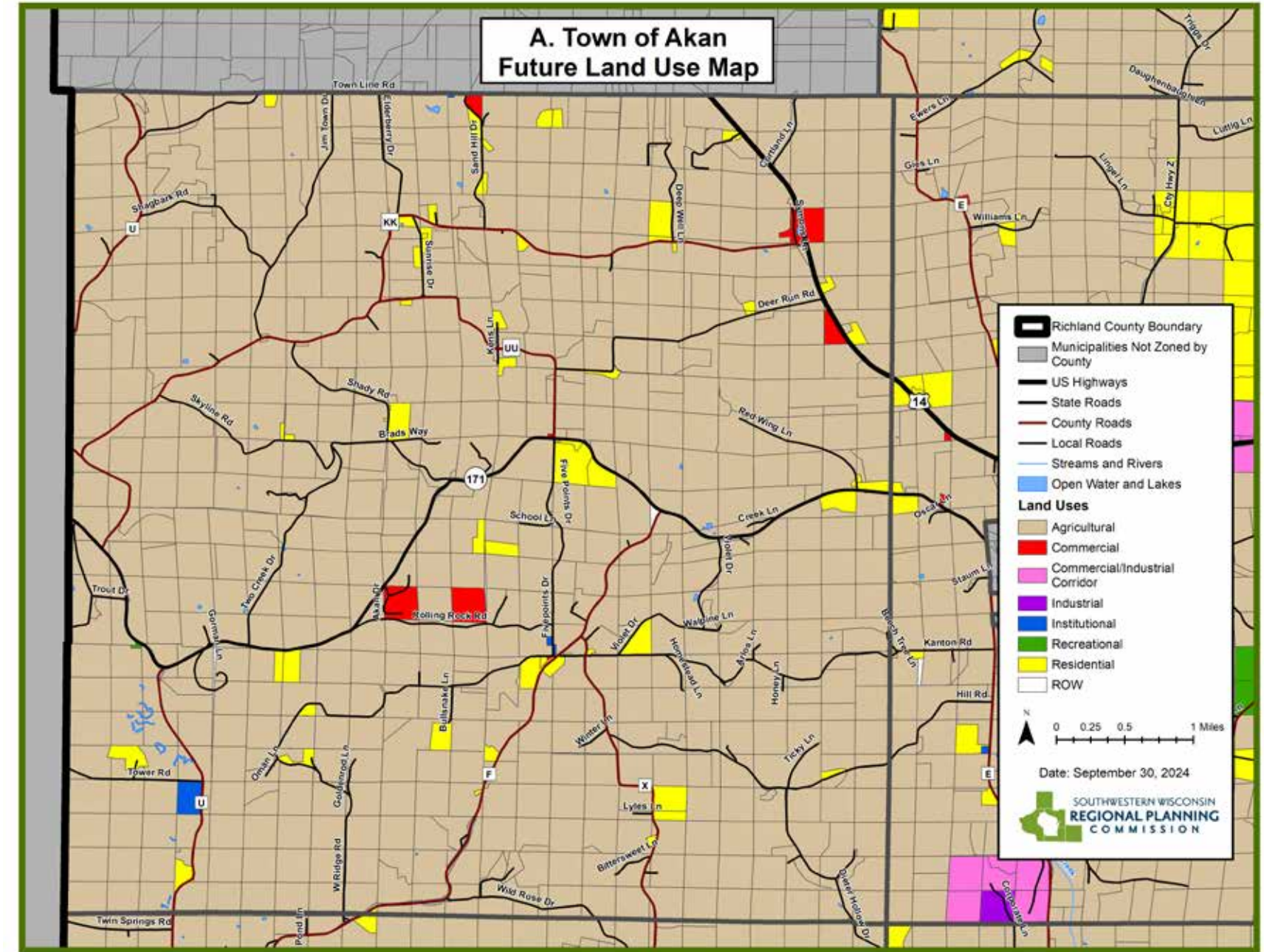


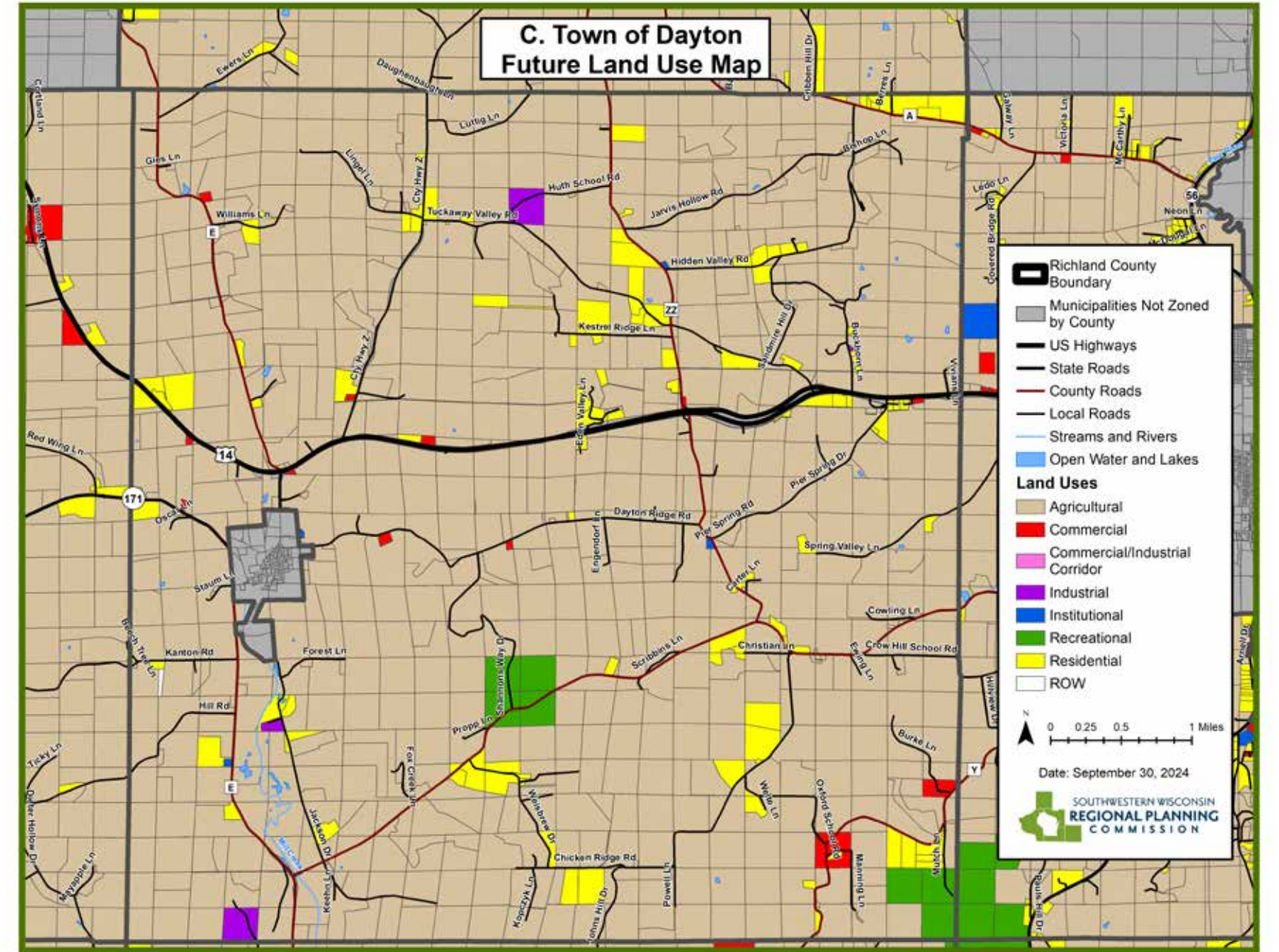
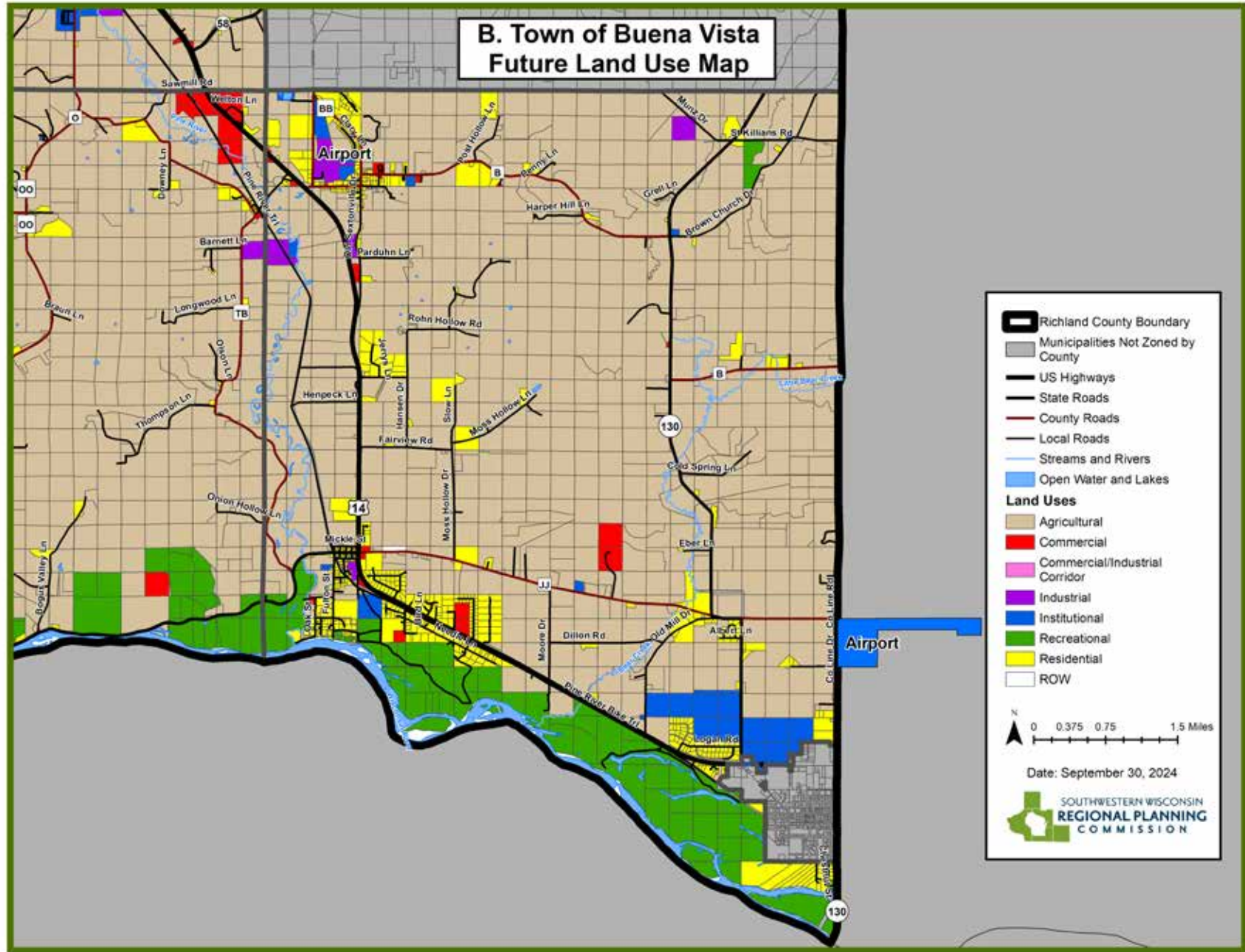


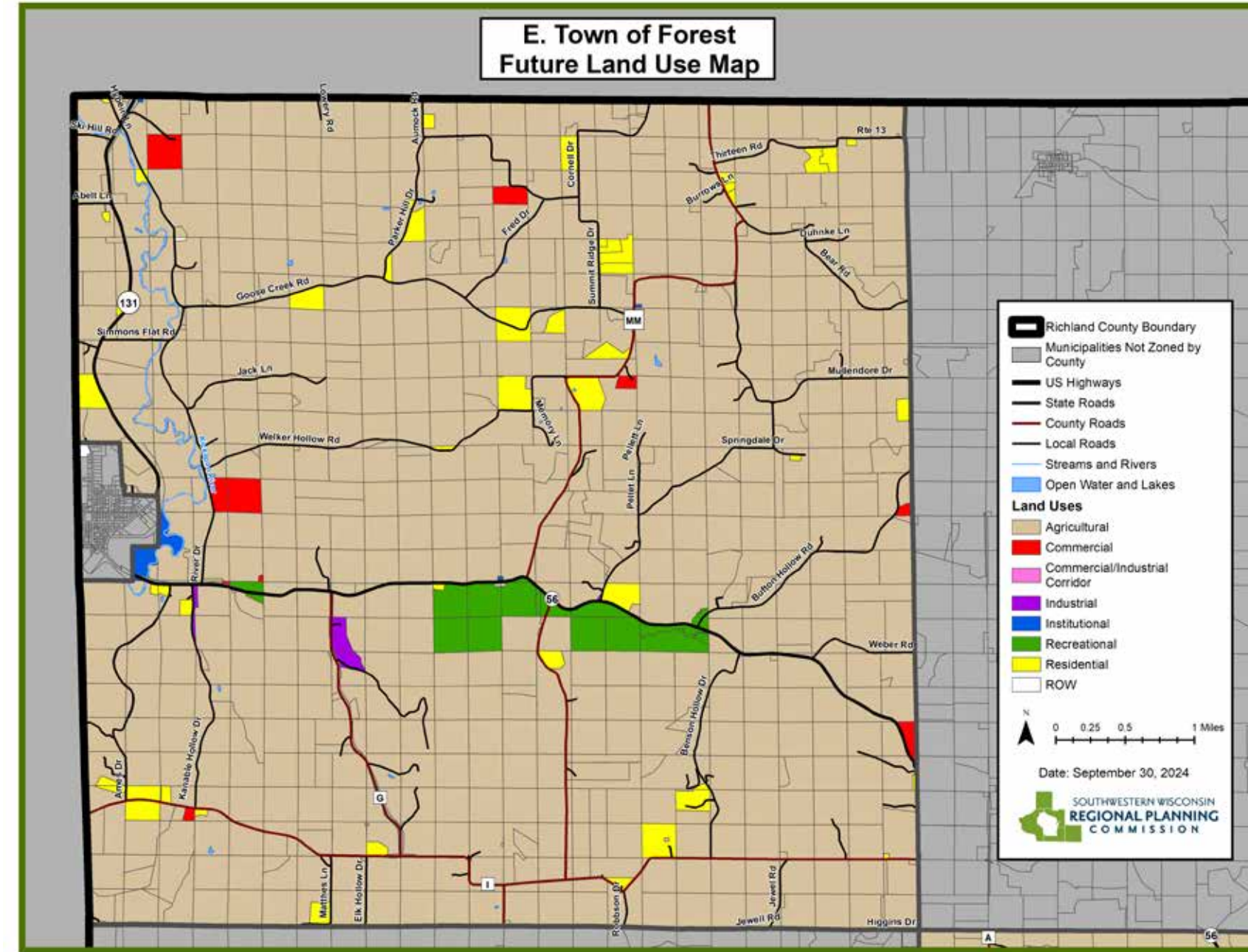
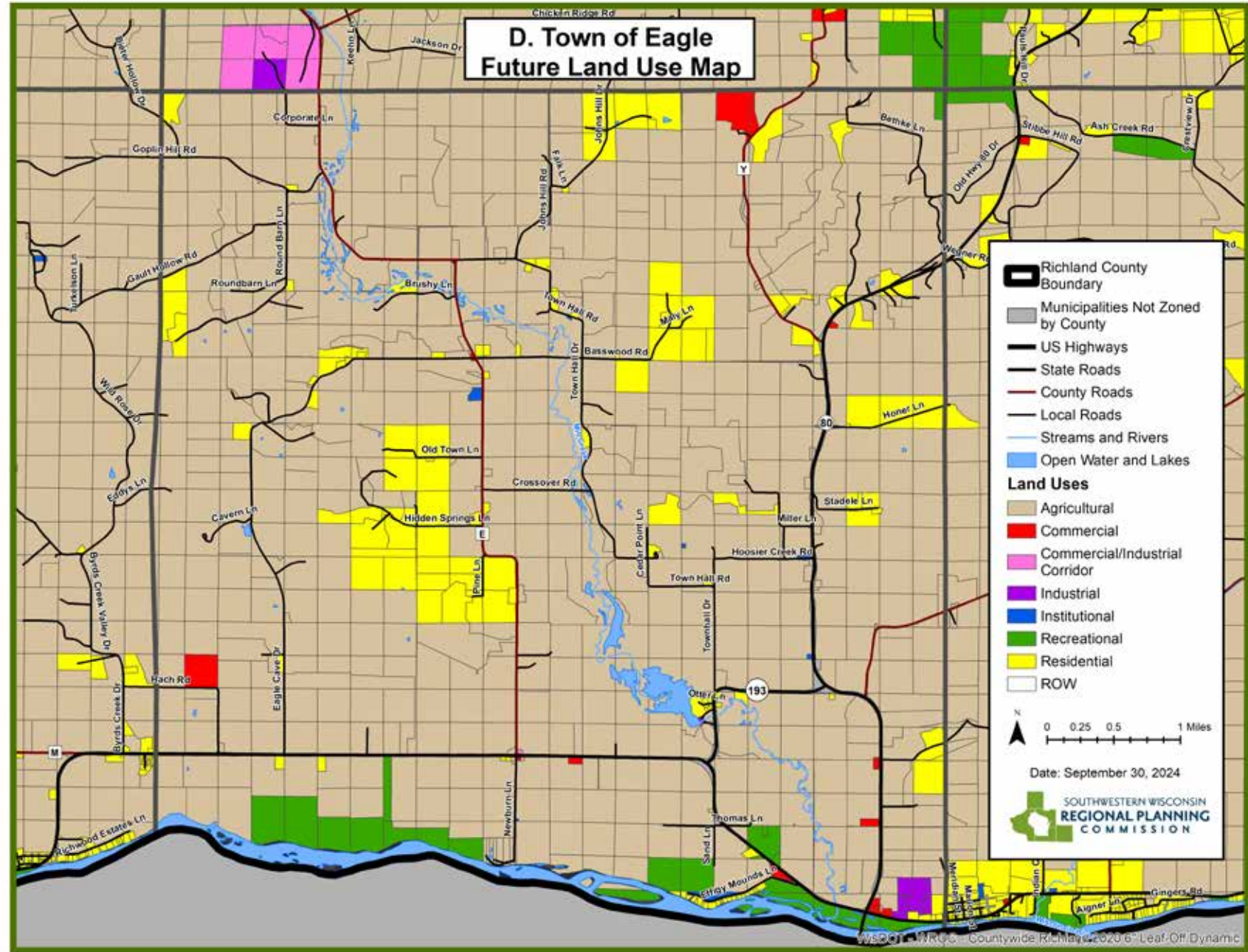
Appendix

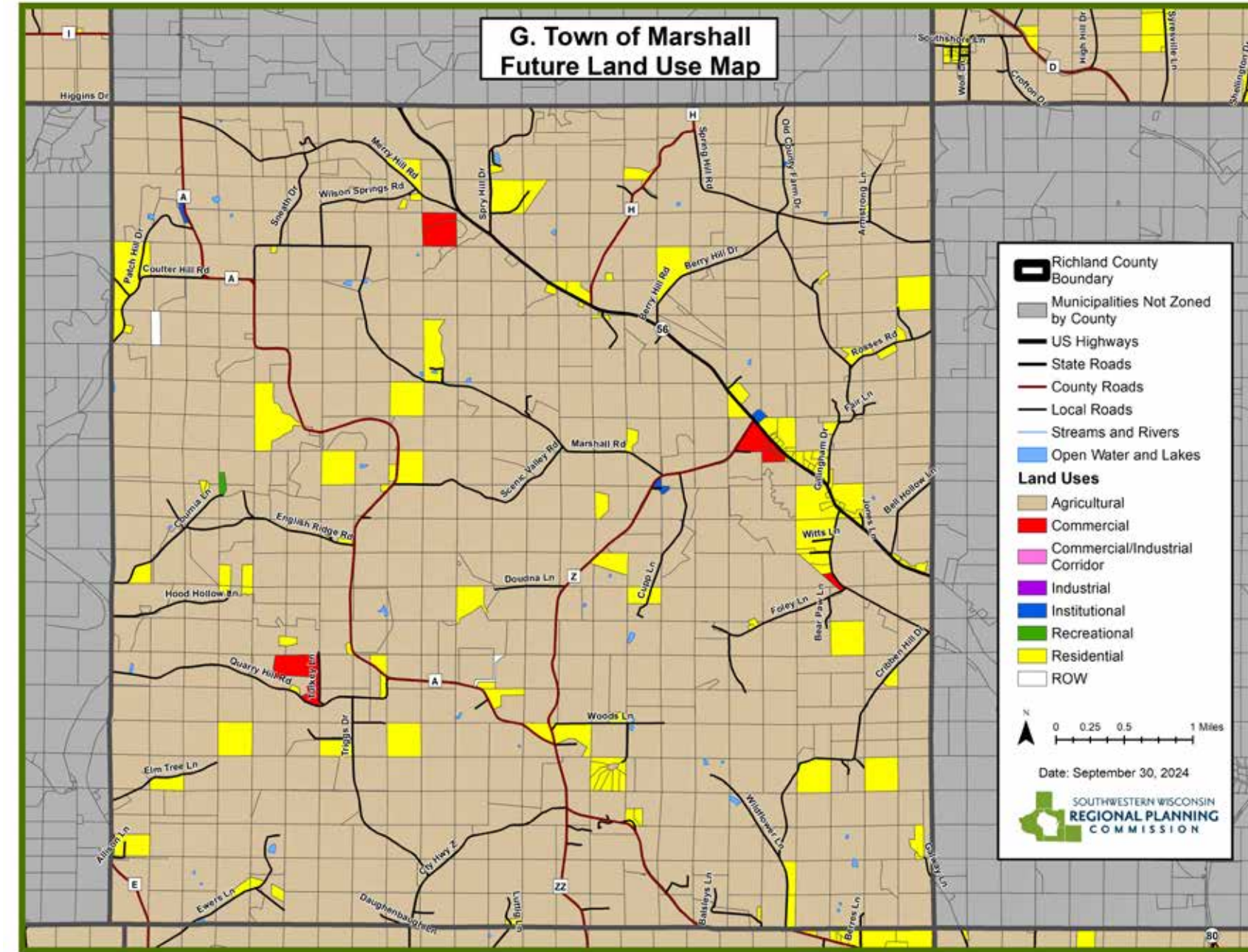
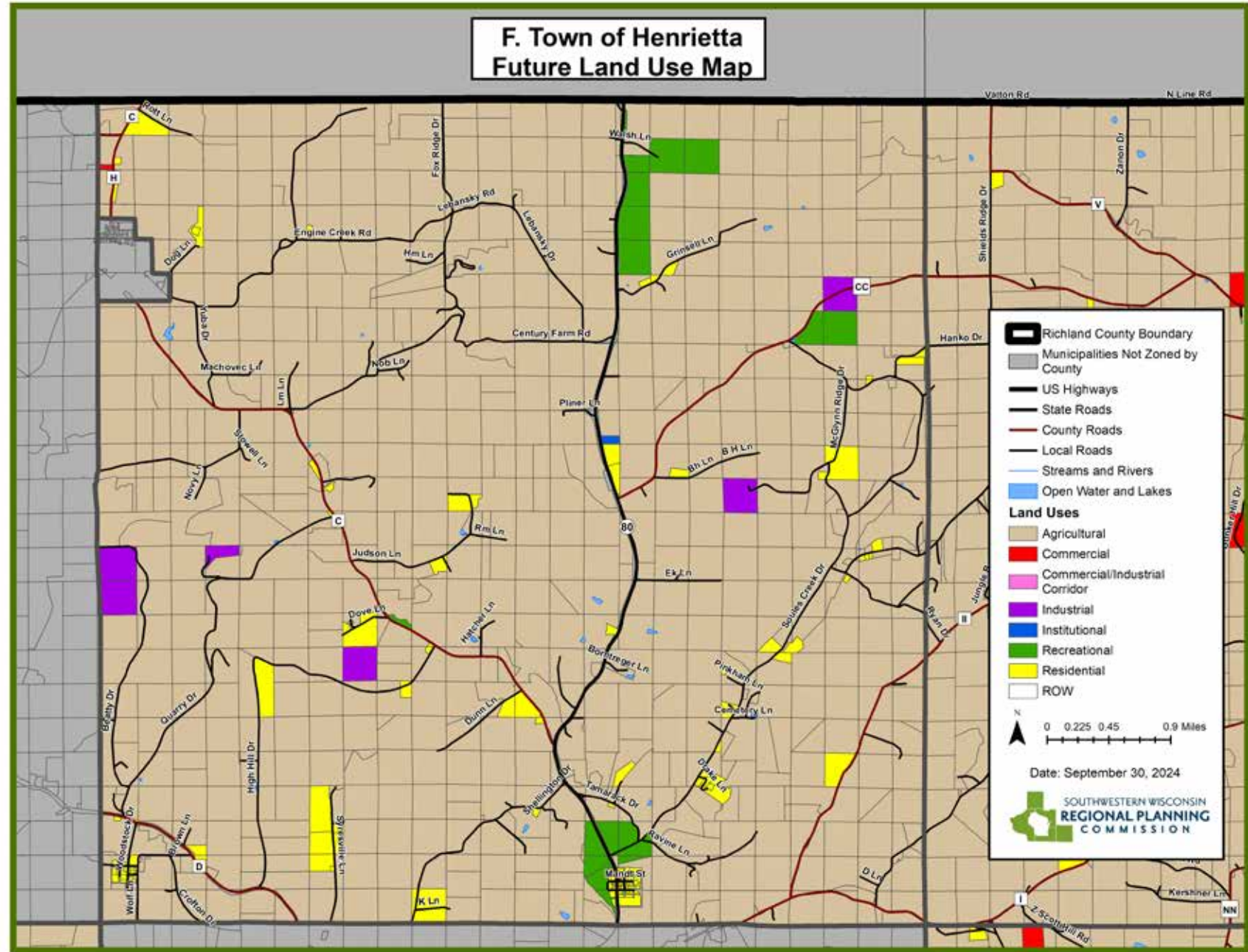
Maps

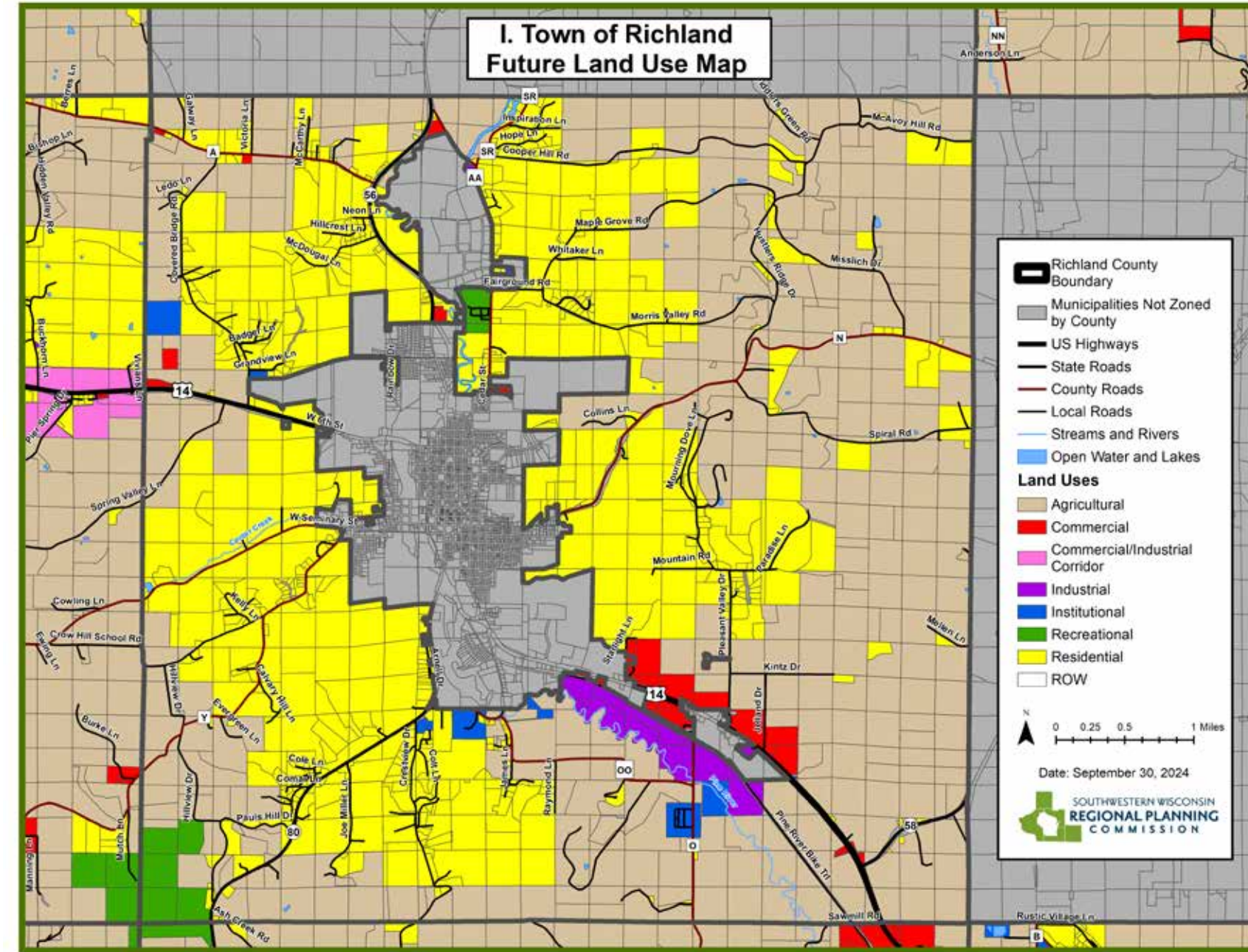
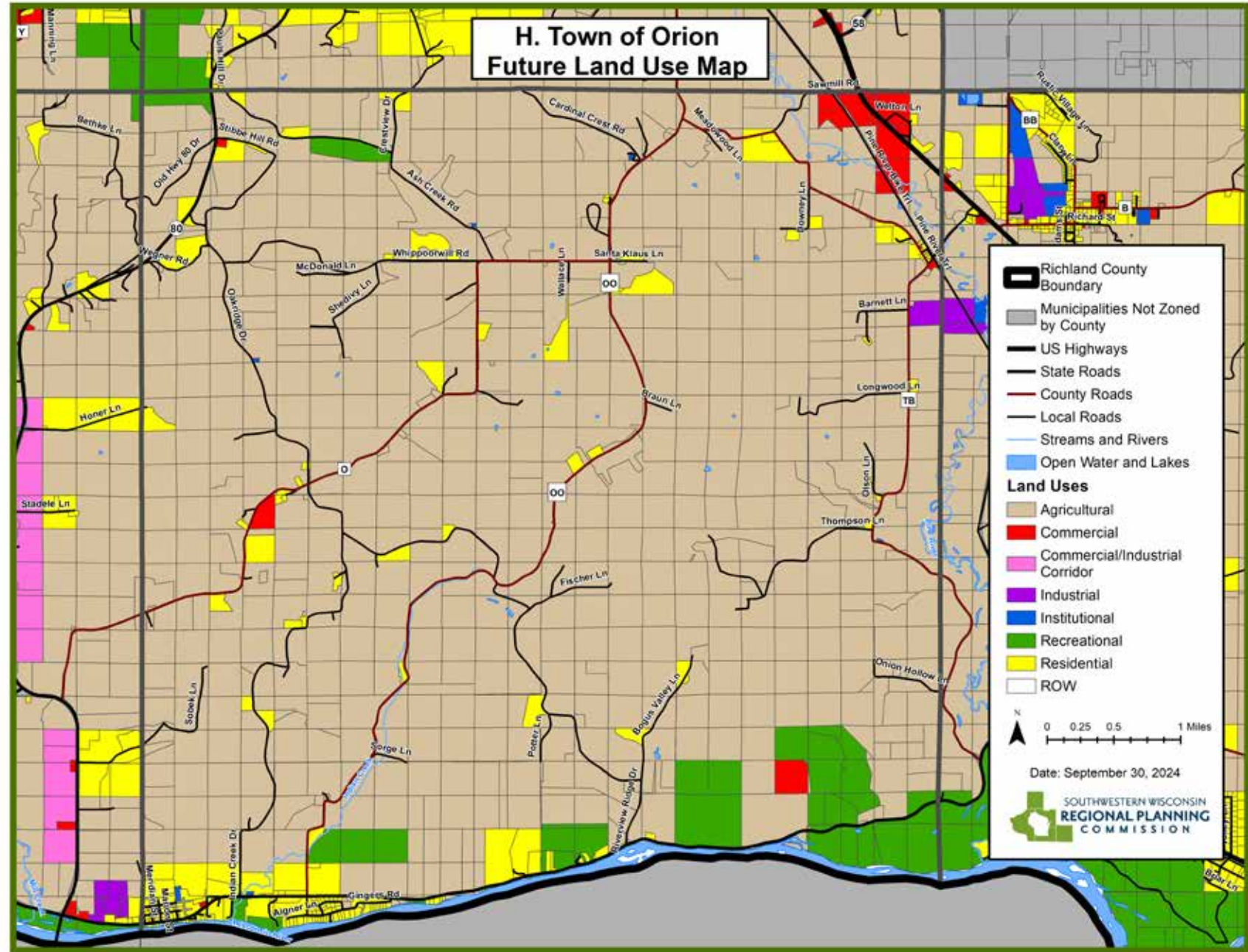
- A. Town of Akan Future Land Use Map
- B. Town of Buena Vista Future Land Use Map
- C. Town of Dayton Future Land Use Map
- D. Town of Eagle Future Land Use Map
- E. Town of Forest Future Land Use Map
- F. Town of Henrietta Future Land Use Map
- G. Town of Marshall Future Land Use Map
- H. Town of Orion Future Land Use Map
- I. Town of Richland Future Land Use Map
- J. Town of Richwood Future Land Use Map
- K. Town of Westford Future Land Use Map
- L. Town of Willow Future Land Use Map

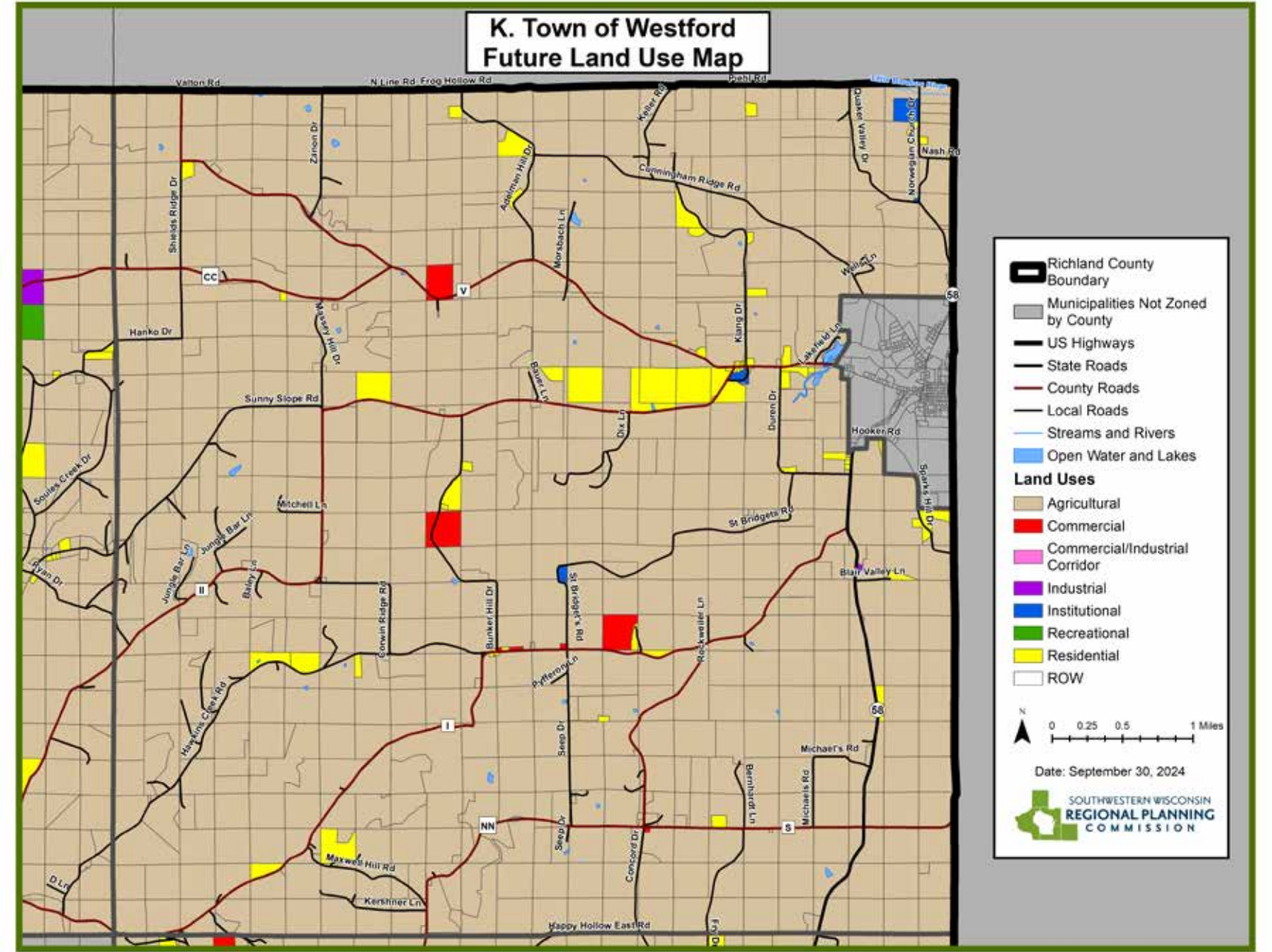
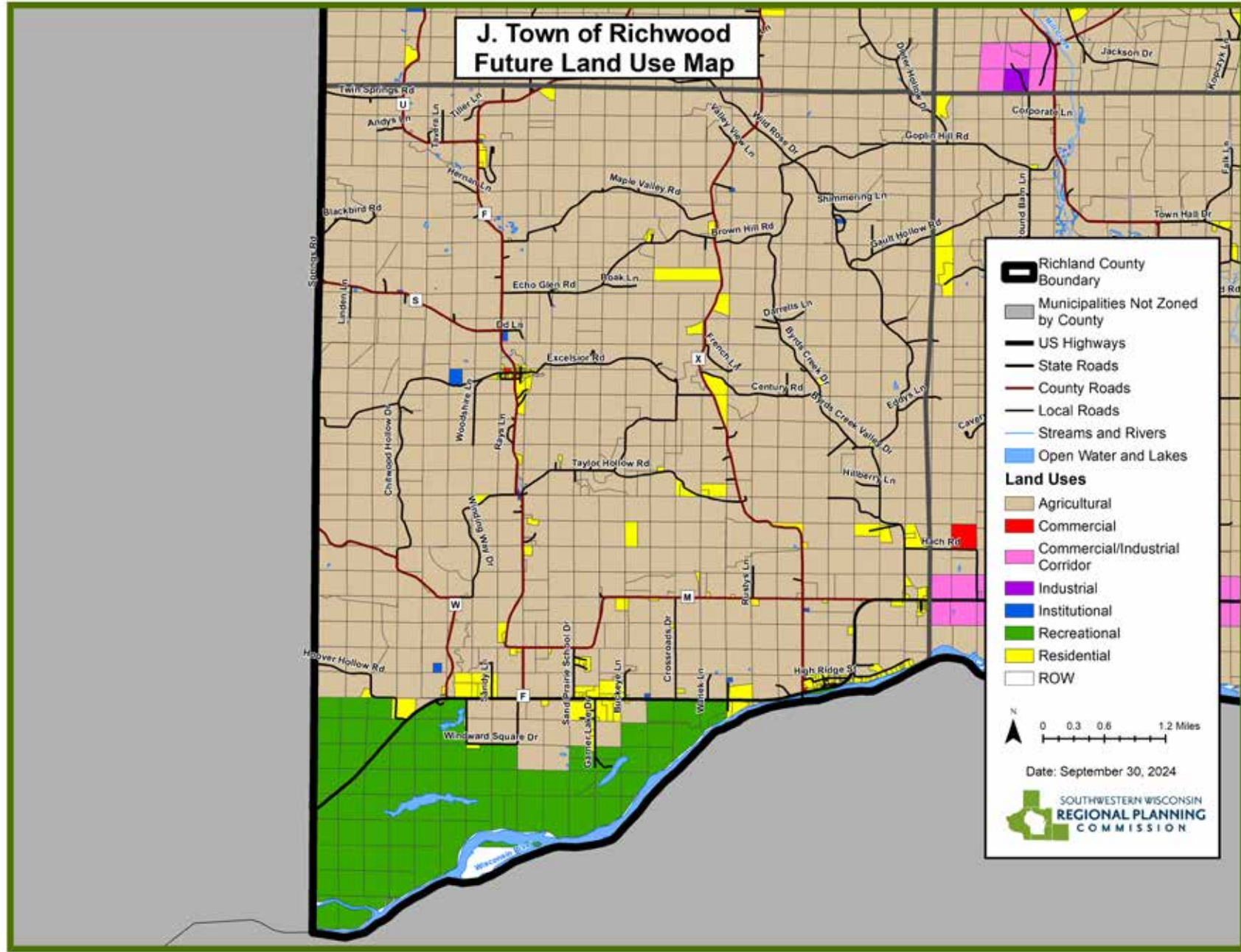




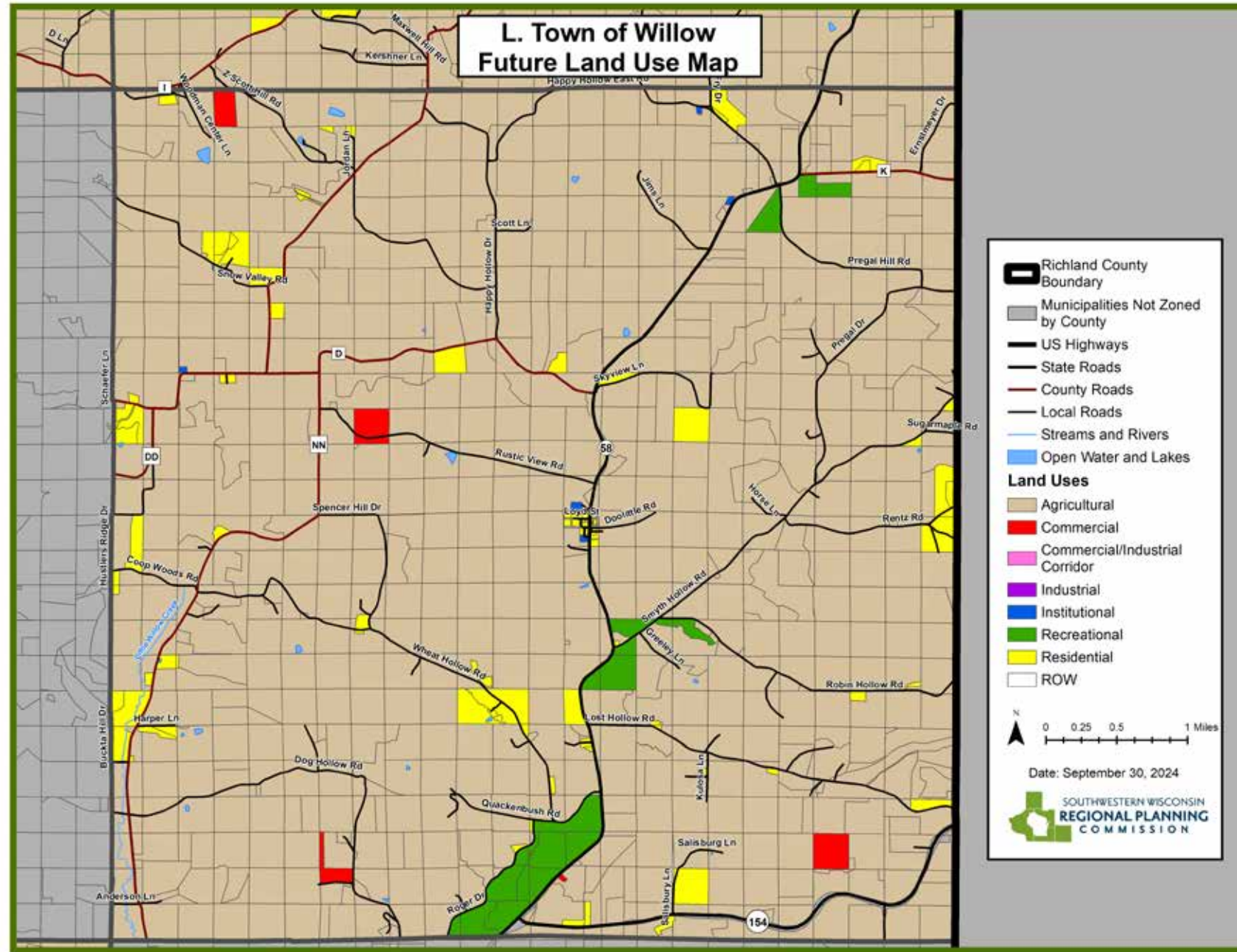








Hold for resolution and ordinance





SOUTHWESTERN WISCONSIN
REGIONAL PLANNING
COMMISSION

P.O. Box 262 • Platteville WI 53818
p: 608.342.1636 • e: info@swwrpc.org
www.swwrpc.org

Richland County Administrator Recruitment Plan

Date	Milestone	Remarks
<p>January 14</p>	<p>County Executive and Finance Committee Meeting:</p> <ul style="list-style-type: none"> • Recruitment plan approved/meeting dates and times established • Position Description discussed and approved if revised • Position Announcement approved • Position Profile approved • Single or multiple day assessment discussed • Preliminary discussion of employment contract. 	<p>This meeting will be conducted virtually.</p> <p>This meeting could take 1 to 1-and-a-half hours.</p>
<p>January 15 The day after recruitment documents are approved.</p>	<p>Ads are placed; recruitment is open</p>	
<p>February 17</p>	<p>Recruitment closes</p>	
<p>February 23</p>	<p>Candidate Report provided to the County for distribution to the County Executive and Finance Committee</p>	
<p>February 24</p>	<p>County Executive and Finance Committee Meeting.</p> <ul style="list-style-type: none"> • Selection of final candidates; • Final assessment details are approved 	<p>This meeting will take approximately 2-3 hours in closed session. This meeting will be “in person.”</p>
<p>Week of March 10</p> <p>Meet-and-Greet will be conducted from XXXX to XXXX on March XX.</p> <p>County Administrator Interviews and</p>	<p>County Executive and Finance Committee Meeting.</p> <p>Final Assessment is conducted. Selection Committee deliberates and directs negotiations.</p>	<p>The county facility tours and writing exercise will be conducted by county staff and PAA on XX afternoon. The Meet-and-Greet will be held in the evening of March XX. Committee members should plan on a 6-to-8-</p>

<p>Department Head Meetings with candidates will begin at 8:00 am. on March XXXX.</p>		<p>hour meeting on XXXX. You will be interviewing candidates, deliberating on a preferred candidate and providing negotiating parameters. This meeting is “in person.”</p>
<p>March 18 As early as March 18, assuming the final assessment takes place on March XXXX and a contract can be negotiated.</p>	<p>Regular County Board Meeting. Board approves contract and confirms candidate subject to background check/drug test/physical.</p>	<p>You may wish to consider a special board meeting to help expedite the process.</p>
<p>Week of March 24</p>	<p>Candidate completes background requirements provides notice to employer</p>	<p>This will depend upon tests required by County and speed of background check. 30 to 45 days’ notice by the candidate to present employer is typical.</p>
<p>Early to mid-May</p>	<p>Estimated start date of new Administrator</p>	<p>Candidates typically don’t resign previous employment until County is satisfied with background/testing/exams</p>

Richland County Committee

Agenda Item Cover

Agenda Item Name: Water Reservoir Study Contract with Delta 3

Department	Pine Valley	Presented By:	Angie Wall/Chad Williamson
Date of Meeting:	01/14/2025	Action Needed:	Approval to take to County Board
Disclosure:		Authority:	
Date submitted:	12/30/2024	Referred by:	Angie Wall/Chad Williamson
Action needed by no later than (date)		Resolution	

Recommendation and/or action language:

Approval of contract for the Water Reservoir Study with Delta 3. This is a two-phase project, that they will conduct to see what options are available for Pine Valley as there are repairs that need to be done to the reservoir. The cost of this water study is \$15,500.00 which will be funded enteral.

Background:

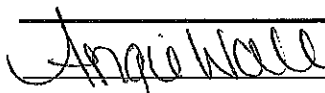
DNR is requiring us (Pine Valley Community Village) to repair the reservoir, as there is rebar showing inside the tank, conduit needs repaired and isolation values need to be replaced.

Attachments and References:

Financial Review: \$15,500.00

(please check one)

<input type="checkbox"/>	In adopted budget	Fund Number	
<input type="checkbox"/>	Apportionment needed	Requested Fund Number	
<input checked="" type="checkbox"/>	Other funding Source	Enteral Funds – CIP Project Funding	
<input type="checkbox"/>	No financial impact		



Department Head

Administrator, Candace Pesch



▶ Platteville, Wisconsin
▶ Dubuque, Iowa

P 608.348.5355
P 563.542.9005

E mail@delta3eng.biz
W www.delta3eng.biz

ENGINEERING SERVICES PROPOSAL

Owner: Richland County
Address: 181 W. Seminary St., Suite 309
Richland Center, WI 53581

Effective Date: November 27, 2024

Project Name: Water Reservoir Study – Pine Valley Community Village

This Agreement is made between Delta 3 Engineering, Inc. (“Delta 3”) and Richland County (“Owner”) for engineering services on the above-referenced project (the “Project”).

1. **Intellectual Property.** In accepting and utilizing any drawings, specifications, reports and data in any form, including print and/or electronic media generated and provided by Delta 3, Owner agrees that all such print and/or electronic files are instruments of service of Delta 3, who shall be deemed the author, and shall retain all common law, statutory law, and other rights to such materials, including ownership of copyright, except as provided herein.

Under no circumstances shall delivery of any drawings, specifications, reports or data for use by Owner be deemed a sale by Delta 3, and Delta 3 makes no warranties, either express or implied, of merchantability and fitness for any **purpose other than for this Project**. The drawings, reports and specifications prepared under this Agreement shall become the property of the Owner upon completion of the services and payment in full of all fees and costs due to Delta 3 upon completion of the Project or termination of this Agreement, whichever be the case. Owner shall not reuse or make or permit any derivative works to be made from the drawings, reports and specifications without the prior written authorization of Delta 3 or as otherwise required by law. Owner agrees to waive any claim against Delta 3 arising from any unauthorized transfer, reuse or preparation of derivative works from drawings, reports and specifications and to indemnify and hold harmless Delta 3 for any such unauthorized transfer, reuse, or preparation of derivative works from the drawings, reports and specifications.

2. **Project Description.** The Project will generally include two (2) Phases for a Water System Storage Reservoir Study. **Phase I** will include concept planning and study of the current and future trends and needs of the water storage system of the **Pine Valley Community Village**. Preliminary layout, Exhibit Maps, and associated estimated opinion of probable costs for several alternatives will be prepared for the Water System Storage needs of the **Pine Valley Community Village**. **Phase II** will include a complete Engineering Report prepared as per Wisconsin Department of Natural Resources requirements; based on the water system analysis; and include complete analysis of the alternatives, associated estimated opinion of probable costs, and recommendations for Water System Storage needs of the **Pine Valley Community Village**. The concept planning, preliminary layout and design, and Engineering Report for the Water Reservoir Study is planned to be completed in 2025.

3. **Scope of Services.** Delta 3 Engineering will provide the Professional Engineering Services necessary for the completion of the Water Reservoir Study – Pine Valley Community Village Project to occur at the Pine Valley Community Village in the City of Richland Center, Richland County, WI. The complete Scope of Services which Delta 3 Engineering will provide to the Owner is identified in **Attachment #1 – Professional/Technical Services and Fees**.

A large, stylized blue graphic of the number '3' with a white outline, positioned in the bottom right corner of the page.

EVERY ANGLE COVERED

4. Services Not Covered By This Agreement. Revisions due to changes in the scope, budget, or quality of the Project; services that Delta 3 could not reasonably anticipate, and therefore did not include in the engineering fees or scope of services in Attachment #1. Delta 3 will inform the Owner, in writing, when any extra services are necessary. The Owner will give Delta 3 prompt written notice if it does want Delta 3 to perform the extra services. Delta 3 will be paid additional fees for these extra services at rates consistent with other services provided for the Project.

5. Opinions of Cost. Opinions of Probable Construction Cost are to be made on the basis of Delta 3's experience and qualifications and represent Delta 3's best judgement as an experienced and qualified professional generally familiar with the construction industry. However, because Delta 3 has no control over the cost of labor, materials, equipment, or services furnished by others, or over contractors' methods of determining prices, or over competitive bidding or market conditions, Delta 3 cannot, and does not, guarantee that proposals, bids, or actual construction costs will not vary from Opinions of Probable Construction Cost prepared by Delta 3.

6. Means and Methods. Delta 3 shall not at any time supervise, direct, control, or have authority over or be responsible for the means, methods, techniques, sequence, or procedures of construction selected or used by any contractor, or the safety precautions and programs incident thereto for security or safety at the Site, nor for any failure of a contractor to comply with Laws and Regulations applicable to such contractor's furnishing and performing of its work.

7. Professional/Technical Services Fee. The engineering fees and associated costs for the Project will be \$15,500.00. (Please see Attachment #1.)

8. Project Schedule. Delta 3 will work cooperatively with the Owner to complete its engineering services within the Owner's projected schedule.

9. Payment. Delta 3 will send monthly invoices to the Owner. The Owner agrees to pay fees as invoiced within 30 days and agrees to pay an additional 1.5% fee on any outstanding balance due past 30 days.

10. Entire Agreement. This Agreement supersedes any and all agreements previously made between Delta 3 and the Owner relating to the Project and there are no understandings or agreements other than those incorporated in this Agreement.

11. Changes to This Agreement. This Agreement may only be modified by written mutual consent of both the Owner and Delta 3.

12. Termination. Either party may terminate this Agreement with written notice. In the event of termination, suspension, or abandonment of the Project, Delta 3 shall be compensated (at contracted hourly rates) for all engineering services performed and associated costs incurred up to that time.

13. Indemnification. Owner agrees to indemnify, defend, and hold harmless Delta 3 and its officers, directors, members, partners, agent, employees, and Consultants from and against all causes of action, claims, demands, suits, liability or expense by reason of loss or damage to any property or bodily injury to any person, including death, as a direct or indirect result of the Project. Owner's indemnification and defense obligations under this paragraph shall not apply if Delta 3 is adjudicated, by a court of competent jurisdiction, negligent or reckless in performing the Professional Engineering Services for the Project.

14. Waiver of Consequential Damages. To the fullest extent permitted by law, Owner and Delta 3 waive against each other, and the other's employees, officers, directors, members, agents, insurers, partners, and consultants, any and all claims for, or entitlement to, special, incidental, indirect, or consequential damages arising out of, resulting from, or in any way related to the Project.

15. Limitation of Liability. The Owner agrees to limit Delta 3's total liability to the Owner, Consultants, Contractors, and Subcontractors on the Project, due to Delta 3's professional negligent acts, errors, omissions, strict liability, breach of contract, or breach of warranty and for any and all injuries, claims, losses, expenses, damages, or claim expenses arising out of this Agreement from any cause or causes, such that the total aggregate liability of Delta 3 to anyone shall not exceed the total fee for services rendered under this Agreement.

16. Dispute Resolution—Arbitration. All disagreements and disputes between Owner and Delta 3, of every kind, if not resolved by negotiations, shall be resolved by arbitration under the then current rules of the American Arbitration Association. A single arbitrator engaged in the practice of law shall conduct the arbitration. The arbitrator's decision and award shall be final and binding. Owner and Delta 3 shall share equally the costs of the arbitration and each shall pay their respective attorneys' fees and expenses associated with any arbitration. Judgment upon the award may be entered in any Wisconsin state or federal court having jurisdiction.

17. Governing Law. This Agreement shall be governed by, and construed and interpreted in accordance with, the internal law of the State of Wisconsin.

18. Publicity. Owner agrees that Delta 3 may state publicly, in advertising or otherwise, that Owner is a client of Delta 3.

Services authorized by:

OWNER

Printed Name: Angela Wall

Title: Pine Valley Community Village Administrator

Signature: _____

Date: _____

DELTA 3 ENGINEERING, INC.

Printed Name: Bart Nies, P.E.

Title: President/Principal

Signature: 

Date: 12/23/2024

Attachment #1

Professional / Technical Services and Fees Water Reservoir Study – Pine Valley Community Village Owner: Richland County Richland Center, Wisconsin

- 1) **Phase I – Concept Planning Options** = \$ 6,500.00
- Meet with the Maintenance Supervisor and Water Operator for a Project scope meeting and to obtain prior plans, maps, and applicable documents. *(one each)*
 - Review the County’s current Wisconsin Drinking Water System Permit for the current Water System.
 - Determine applicable funding agencies/programs.
 - Provide Water System data collection and analysis.
 - Meet with the Maintenance Supervisor and Water Operator for specific system and process deficiencies within the existing Water System and for future system design needs. *(one each)*
 - Provide and evaluate three (3) Project Alternatives for upgrade/replacement of the existing water storage facility for conformance of the County’s Drinking Water System Permit and for future water demand projections.
 - Provide preliminary design and calculations for each of the Project Alternatives.
 - Provide computer-aided drafting services for Exhibit maps and other corresponding maps for each of the proposed Draft Project Alternatives.
 - Prepare estimated Preliminary Opinion of Probable Costs for each of the Draft Project Alternatives.
 - Meet with the Maintenance Supervisor, Water Operator, and County Administration staff for review and approval of the Draft Project Alternatives. *(one each)*
- 2) **Phase II – Water System/Water Reservoir Engineering Report** = \$ 9,000.00
- Provide full evaluation of the three (3) Project Alternatives for upgrade/replacement of the existing facilities for conformance of the County’s Wisconsin Drinking Water System Permit and for future water demand projections.
 - Prepare an Engineering Report in accordance with the Wisconsin Department of Natural Resources (DNR) Code outlining the existing facilities’ needs and evaluating a minimum of three (3) Alternatives for upgrade/replacement

- of the existing water storage facility.
- Provide preliminary design, layout, and calculations for each of the Project Alternatives.
 - Provide computer-aided drafting services for Exhibit maps and other corresponding maps for each of the Alternatives in the Engineering Report.
 - Prepare estimate of quantities and estimated Preliminary Opinion of Probable Costs for each of the alternatives in the Engineering Report.
 - Prepare a Present-Worth Cost Analysis for each of the Alternatives in the Facility Plan Report.
 - Provide estimated impact on Water System User Rates.
 - Meet with the Maintenance Supervisor, Water Operator, and County Administration staff for review and approval of the Engineering Report. *(one each)*
 - Meet with the County Board for review and approval of the Engineering Report. *(one each)*
 - Submit the Engineering Report and applicable DNR forms to the Wisconsin DNR for review and approval.
-

TOTAL = \$ 15,500.00

* All submittal fees, if any, are the responsibility of the Owner.



▶ Platteville, Wisconsin
▶ Dubuque, Iowa

P 608.348.5355
P 563.542.9005

E mail@delta3eng.biz
W www.delta3eng.biz

ENGINEERING SERVICES PROPOSAL

Owner: Richland County
Address: 181 W. Seminary St., Suite 309
Richland Center, WI 53581

Effective Date: November 27, 2024

Project Name: Water Reservoir Study – Pine Valley Community Village

This Agreement is made between Delta 3 Engineering, Inc. (“Delta 3”) and Richland County (“Owner”) for engineering services on the above-referenced project (the “Project”).

1. **Intellectual Property.** In accepting and utilizing any drawings, specifications, reports and data in any form, including print and/or electronic media generated and provided by Delta 3, Owner agrees that all such print and/or electronic files are instruments of service of Delta 3, who shall be deemed the author, and shall retain all common law, statutory law, and other rights to such materials, including ownership of copyright, except as provided herein.

Under no circumstances shall delivery of any drawings, specifications, reports or data for use by Owner be deemed a sale by Delta 3, and Delta 3 makes no warranties, either express or implied, of merchantability and fitness for any **purpose other than for this Project**. The drawings, reports and specifications prepared under this Agreement shall become the property of the Owner upon completion of the services and payment in full of all fees and costs due to Delta 3 upon completion of the Project or termination of this Agreement, whichever be the case. Owner shall not reuse or make or permit any derivative works to be made from the drawings, reports and specifications without the prior written authorization of Delta 3 or as otherwise required by law. Owner agrees to waive any claim against Delta 3 arising from any unauthorized transfer, reuse or preparation of derivative works from drawings, reports and specifications and to indemnify and hold harmless Delta 3 for any such unauthorized transfer, reuse, or preparation of derivative works from the drawings, reports and specifications.

2. **Project Description.** The Project will generally include two (2) Phases for a Water System Storage Reservoir Study. **Phase I** will include concept planning and study of the current and future trends and needs of the water storage system of the **Pine Valley Community Village**. Preliminary layout, Exhibit Maps, and associated estimated opinion of probable costs for several alternatives will be prepared for the Water System Storage needs of the **Pine Valley Community Village**. **Phase II** will include a complete Engineering Report prepared as per Wisconsin Department of Natural Resources requirements; based on the water system analysis; and include complete analysis of the alternatives, associated estimated opinion of probable costs, and recommendations for Water System Storage needs of the **Pine Valley Community Village**. The concept planning, preliminary layout and design, and Engineering Report for the Water Reservoir Study is planned to be completed in 2025.

3. **Scope of Services.** Delta 3 Engineering will provide the Professional Engineering Services necessary for the completion of the Water Reservoir Study – Pine Valley Community Village Project to occur at the Pine Valley Community Village in the City of Richland Center, Richland County, WI. The complete Scope of Services which Delta 3 Engineering will provide to the Owner is identified in **Attachment #1 – Professional/Technical Services and Fees**.



EVERY ANGLE COVERED

4. Services Not Covered By This Agreement. Revisions due to changes in the scope, budget, or quality of the Project; services that Delta 3 could not reasonably anticipate, and therefore did not include in the engineering fees or scope of services in Attachment #1. Delta 3 will inform the Owner, in writing, when any extra services are necessary. The Owner will give Delta 3 prompt written notice if it does want Delta 3 to perform the extra services. Delta 3 will be paid additional fees for these extra services at rates consistent with other services provided for the Project.

5. Opinions of Cost. Opinions of Probable Construction Cost are to be made on the basis of Delta 3's experience and qualifications and represent Delta 3's best judgement as an experienced and qualified professional generally familiar with the construction industry. However, because Delta 3 has no control over the cost of labor, materials, equipment, or services furnished by others, or over contractors' methods of determining prices, or over competitive bidding or market conditions, Delta 3 cannot, and does not, guarantee that proposals, bids, or actual construction costs will not vary from Opinions of Probable Construction Cost prepared by Delta 3.

6. Means and Methods. Delta 3 shall not at any time supervise, direct, control, or have authority over or be responsible for the means, methods, techniques, sequence, or procedures of construction selected or used by any contractor, or the safety precautions and programs incident thereto for security or safety at the Site, nor for any failure of a contractor to comply with Laws and Regulations applicable to such contractor's furnishing and performing of its work.

7. Professional/Technical Services Fee. The engineering fees and associated costs for the Project will be \$ 15,500.00. (Please see Attachment #1.)

8. Project Schedule. Delta 3 will work cooperatively with the Owner to complete its engineering services within the Owner's projected schedule.

9. Payment. Delta 3 will send monthly invoices to the Owner. The Owner agrees to pay fees as invoiced within 30 days and agrees to pay an additional 1.5% fee on any outstanding balance due past 30 days.

10. Entire Agreement. This Agreement supersedes any and all agreements previously made between Delta 3 and the Owner relating to the Project and there are no understandings or agreements other than those incorporated in this Agreement.

11. Changes to This Agreement. This Agreement may only be modified by written mutual consent of both the Owner and Delta 3.

12. Termination. Either party may terminate this Agreement with written notice. In the event of termination, suspension, or abandonment of the Project, Delta 3 shall be compensated (at contracted hourly rates) for all engineering services performed and associated costs incurred up to that time.

13. Indemnification. Owner agrees to indemnify, defend, and hold harmless Delta 3 and its officers, directors, members, partners, agent, employees, and Consultants from and against all causes of action, claims, demands, suits, liability or expense by reason of loss or damage to any property or bodily injury to any person, including death, as a direct or indirect result of the Project. Owner's indemnification and defense obligations under this paragraph shall not apply if Delta 3 is adjudicated, by a court of competent jurisdiction, negligent or reckless in performing the Professional Engineering Services for the Project.

14. Waiver of Consequential Damages. To the fullest extent permitted by law, Owner and Delta 3 waive against each other, and the other's employees, officers, directors, members, agents, insurers, partners, and consultants, any and all claims for, or entitlement to, special, incidental, indirect, or consequential damages arising out of, resulting from, or in any way related to the Project.

15. Limitation of Liability. The Owner agrees to limit Delta 3's total liability to the Owner, Consultants, Contractors, and Subcontractors on the Project, due to Delta 3's professional negligent acts, errors, omissions, strict liability, breach of contract, or breach of warranty and for any and all injuries, claims, losses, expenses, damages, or claim expenses arising out of this Agreement from any cause or causes, such that the total aggregate liability of Delta 3 to anyone shall not exceed the total fee for services rendered under this Agreement.

16. Dispute Resolution—Arbitration. All disagreements and disputes between Owner and Delta 3, of every kind, if not resolved by negotiations, shall be resolved by arbitration under the then current rules of the American Arbitration Association. A single arbitrator engaged in the practice of law shall conduct the arbitration. The arbitrator's decision and award shall be final and binding. Owner and Delta 3 shall share equally the costs of the arbitration and each shall pay their respective attorneys' fees and expenses associated with any arbitration. Judgment upon the award may be entered in any Wisconsin state or federal court having jurisdiction.

17. Governing Law. This Agreement shall be governed by, and construed and interpreted in accordance with, the internal law of the State of Wisconsin.

18. Publicity. Owner agrees that Delta 3 may state publicly, in advertising or otherwise, that Owner is a client of Delta 3.

Services authorized by:

OWNER

Printed Name: Angela Wall

Title: Pine Valley Community Village Administrator

Signature: _____

Date: _____

DELTA 3 ENGINEERING, INC.

Printed Name: Bart Nies, P.E.

Title: President/Principal

Signature: 

Date: 12/23/2024

Attachment #1

Professional / Technical Services and Fees Water Reservoir Study – Pine Valley Community Village

*Owner: Richland County
Richland Center, Wisconsin*

- 1) **Phase I – Concept Planning Options** = \$ 6,500.00
- Meet with the Maintenance Supervisor and Water Operator for a Project scope meeting and to obtain prior plans, maps, and applicable documents. *(one each)*
 - Review the County's current Wisconsin Drinking Water System Permit for the current Water System.
 - Determine applicable funding agencies/programs.
 - Provide Water System data collection and analysis.
 - Meet with the Maintenance Supervisor and Water Operator for specific system and process deficiencies within the existing Water System and for future system design needs. *(one each)*
 - Provide and evaluate three (3) Project Alternatives for upgrade/replacement of the existing water storage facility for conformance of the County's Drinking Water System Permit and for future water demand projections.
 - Provide preliminary design and calculations for each of the Project Alternatives.
 - Provide computer-aided drafting services for Exhibit maps and other corresponding maps for each of the proposed Draft Project Alternatives.
 - Prepare estimated Preliminary Opinion of Probable Costs for each of the Draft Project Alternatives.
 - Meet with the Maintenance Supervisor, Water Operator, and County Administration staff for review and approval of the Draft Project Alternatives. *(one each)*
- 2) **Phase II – Water System/Water Reservoir Engineering Report** = \$ 9,000.00
- Provide full evaluation of the three (3) Project Alternatives for upgrade/replacement of the existing facilities for conformance of the County's Wisconsin Drinking Water System Permit and for future water demand projections.
 - Prepare an Engineering Report in accordance with the Wisconsin Department of Natural Resources (DNR) Code outlining the existing facilities' needs and evaluating a minimum of three (3) Alternatives for upgrade/replacement

- of the existing water storage facility.
- Provide preliminary design, layout, and calculations for each of the Project Alternatives.
 - Provide computer-aided drafting services for Exhibit maps and other corresponding maps for each of the Alternatives in the Engineering Report.
 - Prepare estimate of quantities and estimated Preliminary Opinion of Probable Costs for each of the alternatives in the Engineering Report.
 - Prepare a Present-Worth Cost Analysis for each of the Alternatives in the Facility Plan Report.
 - Provide estimated impact on Water System User Rates.
 - Meet with the Maintenance Supervisor, Water Operator, and County Administration staff for review and approval of the Engineering Report. *(one each)*
 - Meet with the County Board for review and approval of the Engineering Report. *(one each)*
 - Submit the Engineering Report and applicable DNR forms to the Wisconsin DNR for review and approval.
-

TOTAL = \$ 15,500.00

* All submittal fees, if any, are the responsibility of the Owner.

RESOLUTION NO. 25 - XX

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

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

WHEREAS the cost for this Water Reservoir study is \$15,500.00 and it is in 2 phases, this study will be funded enteral.

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

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

VOTE ON FOREGOING RESOLUTION

AYES _____ NOES _____

RESOLUTION OFFERED BY THE EXECUTIVE &
FINANCE STANDING COMMITTEE
(14 JANUARY 2024)

RESOLUTION _____

FOR AGAINST

DEREK S. KALISH
COUNTY CLERK

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

DATED: JANUARY 21, 2025

Executive & Finance Standing Committee

Agenda Item Cover

Agenda Item Name: Discussion and Possible Action: Resolution Approving Fund Transfers for Symons Recreation Complex in the 2024 County Budget

Department	Symons Recreation Complex	Presented By:	Mike Hardy, Symons Director
Date of Meeting:	01/14/2025	Action Needed:	Approval
Disclosure:		Authority:	
Date submitted:	12/31/2025	Referred by:	Symons Natatorium Board
Action needed by no later than (date)	01/14/2025	Resolution	Attached

Recommendation and/or action language: Motion to approve resolution to transfer funds from Symons Recreation Complex Fund 37 to Fund 36

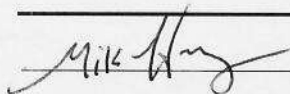
Background: The Symons Recreation Complex has received past donations to pay for free or reduced pool passes and swim lessons for area youth which are deposited into a dedicated Fund 37. SRC offers reduced swim lessons to individuals in need once per year, and gives free pool passes to encourage youth to learn to swim. In 2024, a total of 215 free pool passes were given out totaling \$1,075 and 13 discounted swim lessons were awarded totaling \$325 for a total of \$1,400. The transfer of funds from Fund 37 into the Fund 36 operating budget for Symons uses the donations for what they were intended for and allows for greater access for youth to swimming programs.

Attachments and References: Resolution Approving Fund Transfers to the Symons Recreation Complex in the 2024 County Budget

Financial Review:

(please check one)

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



Department Head

Administrator

RESOLUTION NO. 25 - XX

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

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

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

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

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

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

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

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

VOTE ON FOREGOING RESOLUTION

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

AYES _____ NOES _____

RESOLUTION _____

FOR AGAINST

DEREK S. KALISH
COUNTY CLERK

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

DATED: JANUARY 21, 2025

Executive & Finance Standing Committee

Agenda Item Cover

Agenda Item Name: Discussion and Possible Action: Resolution To Accept Donations to the Symons Recreation Complex

Department	Symons Recreation Complex	Presented By:	Mike Hardy, Symons Director
Date of Meeting:	01/14/2025	Action Needed:	Approval
Disclosure:		Authority:	
Date submitted:	12/31/2025	Referred by:	Symons Natatorium Board
Action needed by no later than (date)	01/14/2025	Resolution	Attached

Recommendation and/or action language: Motion to approve resolution to accept donations to the Symons Recreation Complex from the Symons Recreation Complex Foundation

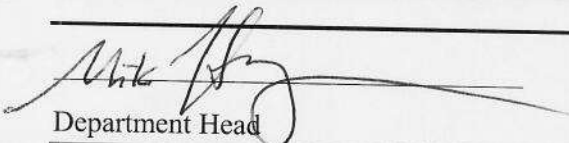
Background: The Symons Recreation Complex Foundation has offered to donate the following items to the County for use at Symons Recreation Complex : Two kettlebell racks (\$700); Twenty pool noodles (\$59.99); Six tables and twenty-four chairs for the pool atrium (\$8,634); Lifeguard certification fees for 7 new lifeguards (\$322); Cordless backpack vacuum and attachments (\$797.93); and Two shower seats (\$502). Total donation amount is \$11,015.92.

Attachments and References: Resolution Accepting Donations to Symons Recreation Complex

Financial Review:

(please check one)

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


Department Head

Administrator

RESOLUTION NO. 25 - XX

Resolution Approving Donations To Symons Recreation Complex.

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

WHEREAS the Natatorium Board has reviewed December, 2024 donation offers to the Symons Recreation Complex by the SRC Foundation, and

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

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

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

Total donation amount.....\$11,015.92, and

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

VOTE ON FOREGOING RESOLUTION

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

AYES_____ NOES_____

RESOLUTION_____

FOR AGAINST

DEREK S. KALISH
COUNTY CLERK

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

DATED: JANUARY 21, 2025

Approved by Symons Natatorium Board on December 9, 2024

Richland County Committee

Agenda Item Cover

Agenda Item Name: Discussion & Possible Action: Approval 2025 Educator Contract

Department	Extension	Presented By:	Adam Hady
Date of Meeting:	11-25-2024	Action Needed:	Approval
Disclosure:		Authority:	
Date submitted:	11-18-2024	Referred by:	
Action needed by no later than (date)		Resolution	

Recommendation and/or action language: The recommendation would be approving the 2025 Educator Contract between Richland County and the UW Board of Regents, would also agree to the MOU between Richland County and UW Board of Regents


Background: This is the annual contract between Richland County and the UW Board of Regents for services of the Extension Educators. The agreement is for total of \$99,560. This represents 2.3 Full Time Equivalents (FTE) at an FTE rate of \$47,634. The MOU is a document that was created in addition to the partnership agreement Document that formalizes roles and responsibilities for the County and the University.

Attachments and References: 2025 Educator Contract and MOU Doc

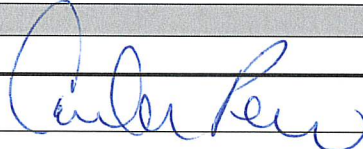
Financial Review:

(please check one)

<input checked="" type="checkbox"/>	In adopted budget	Fund Number	10.5670.0000.5970
<input type="checkbox"/>	Apportionment needed	Requested Fund Number	
<input type="checkbox"/>	Other funding Source		
<input type="checkbox"/>	No financial impact		



 Department Head



 Administrator, Candace Pesch

MEMORANDUM OF UNDERSTANDING

Between UW-Madison Division of Extension and
_____ County

This **Memorandum of Understanding** (MOU) is made by and between UW-Madison Division of Extension (hereafter “Extension”) and _____ County (hereafter “County”), and collectively “the Parties.”

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

Whereas, Extension and Counties have had a century-long partnership benefiting the people of Wisconsin by extending the boundaries of the University of Wisconsin throughout the state to provide an array of educational programming and services to the people of Wisconsin where they live and work, bringing the research, knowledge and resources of the University of Wisconsin to the local community; and,

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

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

Whereas, with over 100+ years of evolving partnership between Extension and Counties, there is a benefit of defining the roles and responsibilities of the partnership so the Parties can collaboratively meet the needs of the residents and communities within County; and,

Whereas, the Parties desire to enter into this Memorandum of Understanding (hereafter “MOU”) to set forth their respective obligations, understandings, roles and responsibilities.

NOW, THEREFORE, IT IS THE MUTUAL UNDERSTANDING OF THE PARTIES AS FOLLOWS:

I. General Understandings/Mutual Responsibilities

- A. Purpose and Scope of MOU. The purpose of this MOU is to be a companion document to the Contract to clearly define the relationship of Parties hereto and, to outline the processes, responsibilities, and lines of authority and communication between Extension and the County.

B. Authority. According to Wis. Stats. Section 59.56(3), county boards "...may establish and maintain an education program in cooperation with the University of Wisconsin..." with function areas "under the direction and supervision of the county committee on agriculture and extension education".

C. Scope and Description of Services Provided. The Parties recognize that Extension may offer a variety of educational services and programming through its Educators in the following general categories:

1. Agriculture
2. Natural Resources
3. Community Development
4. Positive Youth Development
5. Human Development & Relationships
6. Health & Well Being

The Parties further recognize that each County is unique, requiring differing educational services in the categories herein, as established jointly between County and Extension.

II. UW-Madison Division of Extension Responsibilities

A. Extension Purpose. As a statewide engagement arm of UW-Madison, the Division of Extension extends university knowledge to _____ County, leveraging local resources and leading research to provide an array of educational programming and services to the people of Wisconsin within the County.

1. Professional development. Professional development expenses, including training, attending and presenting at state or national conferences, or receiving awards will be the responsibility of Extension, except when the County desires the attendance of the employee and funding is not available from Extension.
2. Extension Employee Leave of Absence. The County will not be billed by Extension for educator fees during the period in which a position is vacant. When an employee is going to be temporarily on leave from a position for an extended period of time (in excess of 30 days), Extension and the County will jointly develop, mutually agree on and implement a plan for how coverage will be provided to meet established County priorities to ensure ongoing program needs are met.

B. Role of Area Extension Director (AED) in County Partnership Management.

1. Extension fully invests in Area Extension Directors (AED), whose role is to oversee a region comprising one to five counties, as administrative and leadership positions responsible for Extension-County partnership management, Extension staff development, and financial management of Extension resources.
2. The AED maintains working relationships and communications with county partners and officials, including sharing updates and activities to partners and stakeholders. The AED will initiate and facilitate an Annual Listening Session and Needs Assessment with the County Committee of Jurisdiction (COJ) and other county personnel, which should be concluded on or before July 1 of each year. The AED will ensure that the

outcomes of the annual needs assessment, including the established County priorities, will be documented, reviewed and approved by the county COJ. The AED will ensure that established County priorities are incorporated in the Educators' work plans, as consistent with the mission of Extension and the needs of the County, for implementation. This will not preclude Extension from gathering information on needs from other county stakeholders as well that could potentially be incorporated into the Educators' work plan.

3. The AED is responsible for overseeing Extension Educators, staff employed by Extension and supporting educator engagement with Extension volunteers.
4. The AED will lead hiring processes for vacant Extension employee positions and will involve county-designated representative(s) as outlined herein (See Article IV. C.) in the hiring process. The AED supervises Extension Educators and staff who direct Extension volunteers, including addressing Extension volunteer behavior concerns, providing coaching or dismissal of the volunteer, as appropriate.
5. Supervision of Extension Employees. Individuals employed by Extension are State of Wisconsin employees and are subject to applicable State and University of Wisconsin (UW) personnel rules, policies and procedures. Supervision will be provided by an Extension employee. Performance reviews of Extension staff will be conducted by Extension managers per UW HR policies and procedures, after obtaining feedback and input from County officials familiar with the work.
6. The AED monitors and manages risk and liability situations that might arise in regard to Extension services and programming.

C. Role of Extension Educators.

1. Educators provide educational services and programs as outlined in the Educators' annual plan of work. The annual plan of work shall, at a minimum, incorporate the County priorities identified through the Annual Listening Session and Needs Assessment as consistent with the mission of Extension and the needs of the County, for implementation. This will not preclude the Educator from gathering information on needs from other county stakeholders as well that could potentially be incorporated into their work plan.
2. Educators shall communicate local needs to their programmatic Institutes and collectively identify opportunities to address statewide needs, typically on a local level.
3. Reporting requirements. Educators shall report to the COJ on a regular basis, as determined by the AED and COJ who shall jointly establish a schedule of regular communication. Such communication may be provided either verbally or in writing as agreed by the Parties.

D. County Policy, Rules and Procedures. Extension staff, partially or fully funded by County and located in a local Extension office, will be users of county-based technology, facilities, buildings, grounds, equipment and supplies and may have access to county-based services. Extension staff shall abide by all county policies and procedures relating

to the use of county technology, facilities, buildings and grounds, equipment and supplies and other county-based resources. Extension volunteers and fully funded Extension staff may, at the sole discretion of the County, be provided with similar access, but in all cases must comply with County policies, rules and procedures.

III. County Responsibilities

- A. County Extension Oversight Committee (Committee of Jurisdiction or COJ). _____ County shall identify a committee to serve as the County's policy and decision-making body regarding the Extension partnership. The COJ's duties may include, but are not limited, to the following:
1. Actively and continuously engage in identifying priorities for educational programming and services to be offered by local Extension Educators.
 2. Provide general oversight and guidance to the Extension office to ensure that established priorities and needs are addressed. County will designate a representative to oversee and supervise county employees within the Extension office and seek input and feedback from AED on work performance.
 3. Meet monthly or as determined by the Committee Chair.
 4. Provide regular input and feedback to the AED regarding Extension programming and services provided within the County.
 5. Provide budgetary oversight for the Extension office.
 6. Jointly with Extension, develop the annual county Extension office budget aligned with addressing established county priorities.
- B. County Facilities and Program Support. County shall provide office space, meeting space, telephone, computer, network connections for email and other communications, and general office supplies to support the Educators identified in the Contract. Funding levels for facilities and supplies shall be established annually as a part of the County budget process.
- C. Administrative Support. County, in consultation with Extension and as mutually agreed between the Parties, shall provide administrative support to assist Educators in carrying out county-identified priorities. County staff working within the Extension office may be reassigned from time to time by the County to support other county departments or programs, at the sole discretion of the County.
- D. Supervision of County Employees. Individuals employed by the County are county employees and are subject to applicable county personnel rules, policies and procedures. Supervision will be provided by a county-designated representative. Performance reviews of County staff will be conducted by County managers per County Human Resources (HR) policies and procedures, after receiving feedback and input, if

any, from applicable local Extension staff and the Area Extension Director. Performance and disciplinary matters of County staff will be handled by County HR utilizing established county policies and procedures.

IV. Joint Responsibilities

- A. County-Specific Educational Needs and Priorities. Identifying county-specific educational needs and priorities shall be the joint responsibility of Extension, the COJ and other county-identified county officials.
 1. Annual Listening Session and Needs Assessment. The AED shall facilitate an Annual Listening Session and Needs Assessment with the COJ and other county-identified officials to establish County and local needs and priorities to be included in each local Educator's annual plan of work.
 2. The outcome of the Annual Listening Session and Needs Assessment shall be documented by the AED and implemented by the Educator as outlined in Article II. B. and Article II. C. of this MOU.
- B. Key Performance Indicators. Educators shall develop key performance indicators to measure the outcomes of the programming designed to address the established County priorities and other local priorities. Key performance indicators measuring established County-priorities shall be developed and reported to the COJ. Each Educator's annual plan of work shall include timely and measurable outcomes to determine if county priorities are being addressed.
- C. Hiring Local Educators. Hiring and Managing Vacancies. When an Educator position becomes vacant, Extension, the County COJ, other County personnel, and other county stakeholders as mutually agreed upon, shall meet to evaluate and assess the following: is the position still needed, might another position better meet the County's priorities, and can the County and Extension continue to financially support the position.
 1. If the Parties determine not to refill the position, the Contract amount will be adjusted accordingly.
 2. If the Parties determine to refill the position, Extension will lead the hiring process to fill the Educator position. The AED or designated Extension representative shall seek input and engagement from the County throughout the hiring process including the development of the job description, development of the recruitment timeline, selection of candidates to interview, conducting interviews and selection of the finalists and final candidate. County shall identify a single point of contact to represent County through the hiring process. Extension shall meet and confer with the County prior to making an offer to the final candidate.
- D. Shared Educator Positions. Counties may agree to share specialized positions within a program area across two or more counties. The Contract shall be amended and prorated accordingly to reflect the funding agreement established by Counties sharing the position.
- E. Budgetary Issues.

1. According to County budget policies and procedures, County and Extension shall jointly develop the Extension Office annual departmental budget in compliance with the county’s budgeting parameters, fiscal policies and procedures.
2. The Extension Office budget shall be managed in accordance with County fiscal policies and procedures with oversight by County Designee and as authorized by the associated Delegation of Financial Budget Authority to AED, if any.
3. In accordance with County fiscal policies and procedures, revenues generated by Extension programming and services may be closed to the County’s General Fund at year end and shall not be carried forward.

V. Miscellaneous Provisions

- A. Term; Termination. This MOU shall be a companion to and have the same term and termination provisions as the Contract.
- B. Annual Review; Amendments. This MOU shall be reviewed at least annually by Extension and the County.
- C. Contacts for Official Communications and Notices. The Parties hereto agree that it is important to each designate a single point of contact for official communications and notices. Notices and Official Communications shall be sent via regular U.S. Mail or email to the following:

For _____ County:	For Extension:
Address	Address
Email	Email
cc: County Clerk address email	

- D. No Waiver. Nothing in this MOU shall constitute or be construed to constitute a waiver of either party’s immunities, notice of claim procedures and liability limitations set forth in Chapter 893 of the Wisconsin Statutes or any other protections afforded either party by law.
- E. Duly Authorized Signatories. The individuals executing this MOU are duly authorized to enter into this MOU and bind their respective entities to the representations, understandings, roles and responsibilities set forth herein.
- F. MOU Companion to Contract. This MOU shall be executed contemporaneously with the Contract and shall be effective for the same term as the Contract. Termination of the Contract shall simultaneously terminate this MOU.

IN WITNESS WHEREOF, the parties hereby execute this MOU, with an effective date and term consistent with the Contract referred to herein.

_____ County

University of Wisconsin-Madison
Division of Extension

By: _____

By: _____

County Representative

Board of Regents Representative

Date: _____

Date: _____

**Contract Between Richland County
and
Board of Regents of the University of Wisconsin System**

This contract is by and between **Richland** County, State of Wisconsin (**County**), and Board of Regents of the University of Wisconsin System, on behalf of the University of Wisconsin - Madison, Division of Extension (**Extension**) and is entered into pursuant to the authority vested in the County Committee on Agriculture and Extension Education by sections 59.22(2)(d) and 59.56(3) of the Wisconsin Statutes.

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

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

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

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

Whereas, the parties need to define their respective rights and responsibilities;

Now therefore, the parties agree as follows:

1. Term, Amendment & Termination.

- a. The term of this contract is one (1) year. The term shall run from January 1, 2025 through December 31, 2025, unless amended or terminated as set forth below.
- b. Any additions, changes, modifications or renewals of this contract are subject to the mutual agreement and written consent of authorized representatives of both parties.
- c. Either the County or Extension may cancel this entire Agreement with or without cause upon sixty (60) days' written notice delivered by mail or in person; provided, however, the County shall be responsible for paying a prorated amount of fees under Section 3.1.a. through the notice period. In addition, if the contract is cancelled before the end of the term, the discount identified in Section 3.1.a. shall be prorated (i.e. the discount amounts to roughly \$834 per month).

2. Extension Responsibilities. Extension agrees to:

- a. Hire local Extension staff who will deliver educational services aligned to County priorities. As vacancies occur, and if the County and Extension agree to continue to support the desired program and position, Extension will seek County input when filling vacant positions.
- b. Invoice the County semi-annually, in May and November for amounts due under this agreement.

3. County Responsibilities

3.1 In consideration of the programs that Extension provides to County under this contract, the County agrees to:

- a. Pay to Extension the County share of up to \$99,560 for the period of January 1, 2025 through December 31, 2025 as allocated below.

Co-Funded Positions	Fee	FTE	Total
4-H Program Educator	\$47,634	1.0	\$47,634
Human Development & Relationships Educator	\$47,634	0.8	\$38,107
Regional Agriculture Educators	\$47,634	0.5	\$23,817
First Educator Discount			(\$10,000)
Final Total			\$ 99,560

- b. Provide travel and appropriate job expenses to the staff, office facilities and equipment (such as computers, printer, and phones), office supplies and educational programming materials, salary and fringe benefits for the clerical support staff, and other supporting budgetary items through regular County budgetary procedures in which funds are appropriated for such purposes under applicable Wisconsin law.

3.2 Consider and assess opportunities to provide office space with desks and chairs; access to IT support and internet connectivity; and basic operational resources in a manner similar to other Extension colleagues in the office, for FoodWise nutrition education programming to County SNAP/FoodShare eligible residents. Technology for FoodWise positions will be coordinated through the County.

3.3 Consider and assess opportunities to provide office space with a desk and chair for fully state funded Extension employees who serve in a regional or statewide capacity. These regional and statewide educators will be provided state-purchased technology and IT support. The opportunity for these positions to access the internet through the

county may also be discussed.

4. Delegation of Financial Budget Authority. The parties hereby acknowledge that Extension will employ an Area Extension Director (AED), whose responsibilities may include certain budget-related functions as set forth in the Delegation of Financial Budget Authority Form (DFBA Form) attached hereto as **Exhibit A**. County may authorize the AED to carry out such functions on its behalf, but only to the extent specified in the DFBA Form, which must be signed by an authorized representative of County in order to be effective. The County may rescind such authorization at any time by providing written notice to Extension. In the event that the parties execute a new agreement governing the subject matter of this agreement such that the term of this agreement and the term of the new agreement run consecutively, the parties agree that the delegations set forth in a duly signed DFBA Form shall remain in effect upon execution of the new agreement unless the County rescinds such authorization by providing written notice to Extension.

5. General Conditions This contract is established under the following conditions:

a. **Notices.** Any notice or demand which must be given or made by a party to this Agreement or any statute or ordinance shall be in writing, and shall be sent via e mail and certified mail. Notices to the County shall be sent to County Representative(s). Notice to the Extension shall be sent to Area Extension Director.

b. **Employer, Personnel Rules, Volunteers and Liability.** Any employees hired by Extension under Section 2.a. of this contract are employees of Extension, and are subject to the personnel rules, policies, and procedures for faculty, academic staff or University staff, as appropriate to the respective appointment in Extension as established by Wisconsin statute, and, or administrative rules; and, or, by policies or procedures adopted by the Board of Regents and the University of Wisconsin - Division of Extension. Any individual who meets Extension's definition of a volunteer and completes all registration requirements will be considered an Extension volunteer. Extension will be responsible for ensuring that its employees and volunteers take affirmative steps to make clear, when entering into relationships with third parties, that they are employees or volunteers of Extension. Extension shall be liable for the acts and omissions of its employees while acting within the scope of such employment. To the extent they are acting as agents of Extension, Extension shall be liable for the acts and omissions of its volunteers while acting within the scope of such agency.

Any individuals who are employed by the County in order to satisfy obligations under Section 3.1.a. of this contract are County employees and are subject to applicable County personnel rules, policies and procedures. Any volunteer engaged by County to further the purposes of this contract will be considered a volunteer of County. County will be responsible for ensuring that its employees and volunteers take affirmative steps to make clear, when entering into relationships with third parties, that they are employees or volunteers of County. County shall be liable for the acts and omissions of its employees while acting within the scope of such employment. To the extent they are acting as agents of County, County shall be liable for the acts and omissions of its volunteers while acting within the scope of such agency.

c. **Billing.** For the period January 1, 2025 through December 31, 2025, Extension shall

bill the County for the total amount under Section 3.1.a. of this contract. The County will be billed for the first half of the total contract by May 31st and the second half of the total contract by November 30th. If services are not rendered or excess services are provided to the County by Extension during the contract period, the parties will use good faith efforts to adjust the total contract amount and update future bills to coincide with the new agreed upon amount. The County shall pay the amount billed within 30 days of the billing.

- d. **Cybersecurity Provisions.** Each party shall be responsible for the response to, remediation of, and any resulting notification requirements related to cybersecurity breaches of their own information technology systems or those of any third parties hired on their behalf. This responsibility includes the financial costs of any breaches, e.g., forensics, remediation, notifications, etc. The County and Extension shall determine their individual need for cyber liability insurance coverage. Any breaches that could impact Extension data classified as moderate or high risk must be reported to Extension staff, via the Area Extension Director, and the University of Wisconsin - Madison Cybersecurity Operation Center (CSOC) Help Desk, 608-264-4357 following the risk-based timelines outline in the UWSA System Policy 1033 and associated Incident Response Plan. Following a reported breach event, the County will provide a primary staff contact and periodic response updates to Extension and the CSOC until event closure. Any breaches that could impact County data will be reported to the County immediately upon learning of the breach. The County shall provide the Area Director with the expressed point person or position for which to report a breach.
- e. **Insurance.** The Board of Regents of the University of Wisconsin System as an agency of the State, and consequently, Extension, is self-funded for liability (both public and property) under ss. 893.82 and 895.46(1), Wis. Stats. As a result, such protection as is afforded under respective Wisconsin Statutes is applicable to officers, employees, and agents while acting within the scope of their employment or agency. Since this is statutory insurance, there is no liability policy as such that can extend protection to any others.

County agrees to maintain appropriate insurance to cover the potential liability of its officers, employees and agents while acting within the scope of their employment or agency. Such insurance may be provided through a self-insurance program. To the extent that an Extension employee is allowed to use a County vehicle, the responsibility for insuring that vehicle lies with the County.

- f. **Nondiscrimination/Affirmative Action.** The County and Extension will comply with all applicable state and federal laws and rules prohibiting unlawful discrimination. During the performance of work under this contract, Extension agrees not to discriminate against any employee or applicant for employment because of race, creed, ancestry, religion, color, sex, national origin, age, disability, arrest or conviction record, marital status, political affiliation, sexual orientation, or membership in the National Guard. This provision shall include, but not be limited to, the following: employment, upgrading, demotion or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and, selection for training, including apprenticeship. Extension further agrees to take affirmative action to ensure equal employment opportunities.

By: _____
County Representative

Date:

By: _____
County Representative


Date:

By: _____
County Representative

Date:

By: _____
County Representative

Date:

By:  _____ Date: 11-11-2024
Date:
Area Extension Director
UW-Madison, Division of Extension

By: _____
County Representative

By: _____ Date:
Director of Financial Services
UW-Madison, Division of Extension

By: _____ Date:
On Behalf of Board of Regents of
The University of Wisconsin System

Executive & Finance Standing Committee

Agenda Item Cover

Agenda Item Name:

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

16.) Discussion & Possible Action: Resolution of Formal Endorsement to Richland-Grant Telephone Cooperative Inc. to Assist in Obtaining the Wisconsin Public Service Commission’s Broadband Equity, Access, & Development (BEAD) Program

Department		Presented By:	Derek S. Kalish
Date of Meeting:	01-14-2025	Action Needed:	Approval of resolutions
Disclosure:		Authority:	
Date submitted:		Referred by:	
Action needed by no later than (date)		Resolution	Attached

Recommendation and/or action language: Motion to approve resolutions of formal endorsement for La Valle Telephone Cooperative Inc. and Richland-Grant Telephone Cooperative Inc. to assist in obtaining the Wisconsin Public Service Commission’s BEAD program.

Background:

“The federal government has released \$42 billion to be used nationwide to deploy broadband services. They are calling this BEAD (Broadband, Equity, Access & Deployment Program). Of that \$42 billion, Wisconsin got just over \$1 billion. The federal government identified areas where broadband is not available and is releasing funding for these areas. La Valle & Richland-Grant Telephone Cooperatives will be going after the remaining 463 serviceable structures within the County. The areas in yellow and black are the areas (see attached map)”. – Background info given by Josh Lien

Attachments and References: Resolutions

Financial Review: N/A

(please check one)

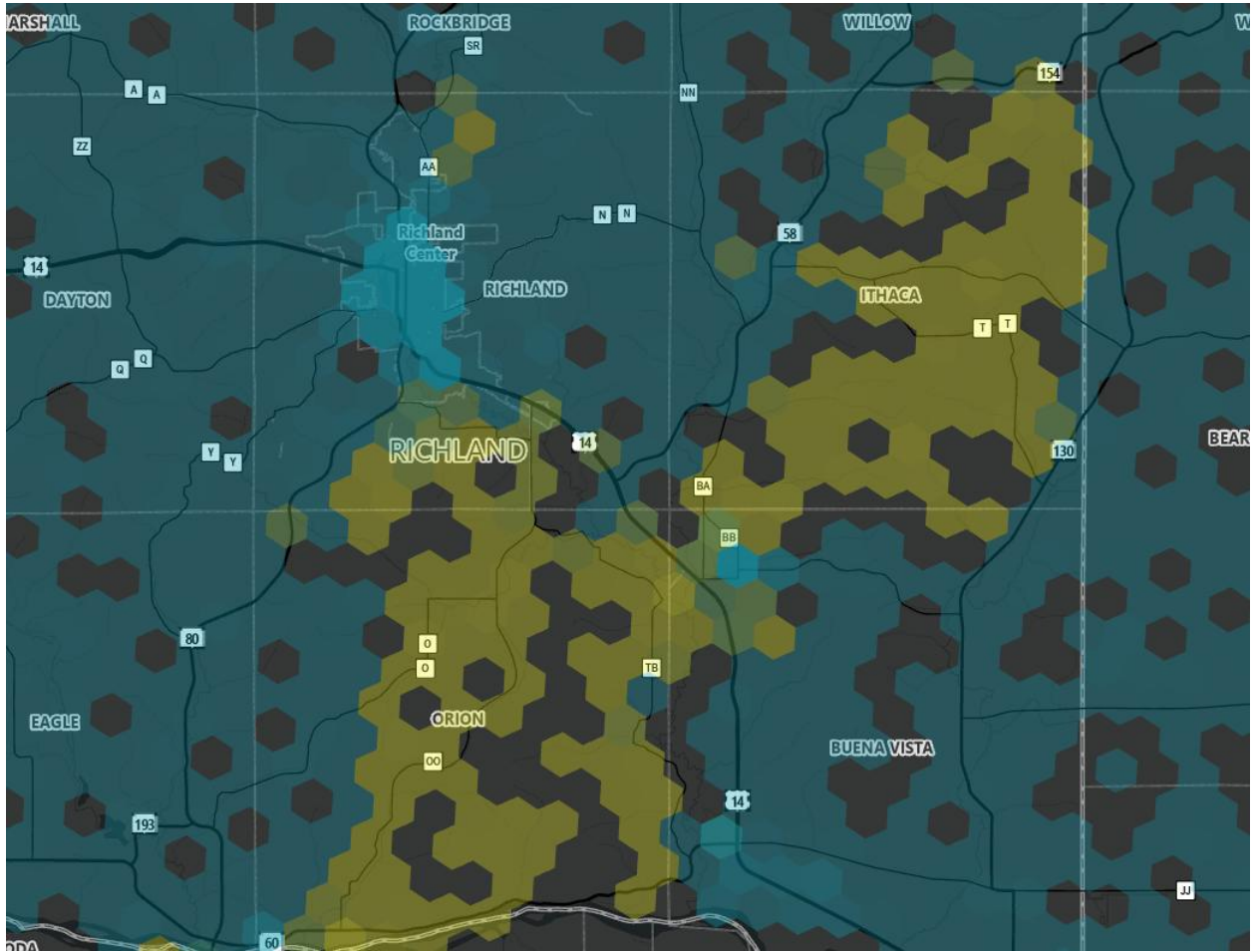
<input type="checkbox"/>	In adopted budget	Fund Number	
<input type="checkbox"/>	Apportionment needed	Requested Fund Number	
<input type="checkbox"/>	Other funding Source		
<input checked="" type="checkbox"/>	No financial impact		

Department Head

Interim County Administrator, Derek S. Kalish

Executive & Finance Standing Committee

Agenda Item Cover



Resolution of Formal Endorsement to La Valle Telephone Cooperative Inc. to Assist in Obtaining the
Wisconsin Public Service Commission's
Broadband Equity, Access, & Development (BEAD) Program

TO THE RICHLAND COUNTY BOARD OF SUPERVISORS:

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

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

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

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

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

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

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

WHEREAS, this resolution was approved by the Executive Committee on _____, on a vote of _____, by (names) voting in favor and _____ members voting against.

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

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

Resolution of Formal Endorsement to Richland-Grant Telephone Cooperative Inc. to Assist in Obtaining
the Wisconsin Public Service Commission's
Broadband Equity, Access, & Development (BEAD) Program

TO THE RICHLAND COUNTY BOARD OF SUPERVISORS:

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

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

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

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

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

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

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

WHEREAS, this resolution was approved by the Executive Committee on _____, on a vote of _____, by (names) voting in favor and _____ members voting against.

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

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

RESOLUTION NO. 24 - 70

Resolution Declaring The Executive And Finance Committee As The Interim Ethics Board Under Ordinance 23-6 Until Further Action By Board Before March 17, 2025 Or Whichever Is Earlier.

WHEREAS in March of 2023, the Richland County Board of Supervisors adopted a new ethics ordinance (Ord. #23-6), which created a body known as the Ethics Board, and

WHEREAS in March of 2024, the Board adopted news Rules, which included an updated Committee Structure Appendix, which did not identify which body would serve as the Ethics Board, and

WHEREAS the Executive and Finance Committee has been determined to be the most appropriate body to serve as the Ethics Board,

NOW THEREFORE BE IT RESOLVED by the Richland County Board of Supervisors that the Executive and Finance Committee shall serve as the Interim Ethics Board under Ordinance #23-6 until further action by Board before March 17, 2025 or whichever is earlier, and

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

VOTE ON FOREGOING RESOLUTION

AYES_____

NOES_____

RESOLUTION OFFERED BY THE EXECUTIVE &
FINANCE STANDING COMMITTEE
(10 SEPTEMBER 2024)

RESOLUTION ADOPTED

FOR

AGAINST

DEREK S. KALISH
COUNTY CLERK

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

X
X
X
X
X
X

DATED: SEPTEMBER 17, 2024

Executive & Finance Standing Committee

Agenda Item Cover

Agenda Item Name: Discussion & Possible Action: Update And Direction On Ethics Board

Department	County Administrator	Presented By:	Attorney Windle
Date of Meeting:	01-14-2025	Action Needed:	Direction on how to move forward with Ethics Board
Disclosure:		Authority:	
Date submitted:		Referred by:	
Action needed by no later than (date)		Resolution	

Recommendation and/or action language: Provide direction on how to move forward with the Ethics Board.

Background: Resolution No. 24-70 approved the Executive & Finance Standing Committee to serve as the interim Ethics Board until further action by the County Board before March 17, 2025 or whichever is earlier.

Minutes from the September 17, 2025 County Board meeting state the following:

Resolution No. 24-70 declaring the Executive and Finance Committee as the interim Ethics Board under Ordinance 23-6 until further action by Board was read by County Clerk Kalish. Motion by Manning second by Harwick that Resolution No. 24-70 be adopted. Discussion continued. Supervisor Hendricks asked how long the interim period would be and Chair Turk stated the Executive & Finance Standing Committee would serve as interim Board of Ethics until other arrangements have been determined. Motion by Woodhouse second by Glasbrenner to amend resolution to include “before March 17, 2025 or whichever is earlier” to resolution language. Motion carried. Discussion continued. Motion by Hendricks second by Severson to declare the Natural Resources Standing Committee as the interim Ethics Board. Brief discussion followed and Supervisor Carrow stated that as Chair of the Natural Resources Standing Committee, he felt the Executive & Finance Standing Committee is better equipped to serve as interim Ethics Board as items of this nature are atypical for the Natural Resources Standing Committee. Roll Call vote taken to designate the Natural Resources Standing Committee as the interim Ethics Board – Ayes: McKee, Hendricks, and Severson; Nays: Carrow, Miller, Brewer, Kramer, Manning, Gill, Glasbrenner, Harwick, Woodhouse, Turk, Frank, Williamson, Couey, Fleming, and Brookens; Present: McGuire. With 3 ayes and 15 nays, the motion to designation the Natural Resources as the interim Ethics Board fails and does not carry. Supervisor Kramer noted that citizen members are a component to some Ethics Boards. Motion to approve amended resolution carries with Severson and Hendricks opposed and the resolution 24-70 declared adopted.

Minutes from the September 10, 2024 Executive & Finance meeting state the following:

Discussion & Possible Action - Revision Of Ethics Ordinance And Code Of Conduct: Corporation Counsel Windle provided background on the current ethics ordinance. Corporation Counsel Windle noted that the code of ethics ordinance mentions standards but doesn't define standards of conduct and questioned whether or not the Board would like a code of conduct and ethics or a code

Executive & Finance Standing Committee

Agenda Item Cover

of conduct that contains ethics. Corporation Counsel Windle also noted that the composition of the Ethics Board needs to be determined, the current formatting of the hearing process conforms with due process, and that there is a lack of a clear enforcement method. Supervisor Couey stated he felt the code of conduct should be established first and Supervisor Glasbrenner noted that the county already has an ethics ordinance. Administrator Pesch shared communications from Andy Phillips regarding citizen committee members serving on an ethics board. County Board Chair Turk noted the need for something to be in place in the interim should the need arise. Motion by Glasbrenner second by Gill to approve the designation of the Executive & Finance Standing Committee as the interim Ethics Board. Motion carried and item forwarded to full County Board for approval.

Attachments and References: Resolution No. 24-70

Financial Review:

(please check one)

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

Department Head

Interim County Administrator, Derek S. Kalish
