

Richland County Public Works Standing Committee

Date Posted: July 7, 2025

NOTICE OF MEETING

Please be advised that the Richland County Public Works Standing Committee will convene on Thursday, July 10, 2025 at 4:00 PM in the Richland County Board Room of the Courthouse 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/public-works-committee/>

If you have any trouble accessing the meeting, please contact MIS Support at 608-649-4371 (phone) or mis@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 June 17, 2025 Meeting
6. Public Comment
7. Reports
 - A. Property Management Report: Departmental Activities
 - B. Highway Commissioner Administrative Report: Departmental Activities & Review Of Monthly Bills
8. Discussion & Possible Action: Resolution To Pay The Bills To The Richland County Snowmobile Alliance And The Hillsboro Trail Blazers From The 2024-25 Snowmobile Maintenance Grant
9. Discussion & Possible Action: Resolution Approving Free Admission To Richland County Fairgrounds For The Annual County Fair
10. Discussion & Possible Action: Rules & Regulations Of County Parks
11. Discussion & Possible Action: Public Works Standing Committee Meeting Frequency
12. Future Agenda Items
13. Correspondence
14. 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 Public Works Standing Committee.

Derek S. Kalish
County Clerk

Richland County Public Works Standing Committee

June 17, 2025

The Richland County Public Works Standing Committee convened on Thursday, June 17, 2025 in person and virtually at 6:00 PM in the County Boardroom of the Richland County Courthouse.

Call To Order: Committee Chair Couey called the meeting to order at 6:00 PM.

Roll Call: County Clerk Kalish conducted roll call. Committee member(s) present: Steve Carrow, Gary Manning, Kerry Severson, Steve Williamson, Marc Couey, and Daniel McGuire. Committee member(s) not present: Chad Cosgrove.

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

Approval Of Agenda: Motion by Severson second by Carrow to approve agenda. Motion carried and agenda declared approved.

Approval Of Minutes From May 8, 2025 Meeting: Committee Chair Couey asked if there were any corrections to the minutes from the May 8, 2025 meeting. Hearing none, Committee Chair Couey declared the May 8, 2025 minutes approved as published.

Public Comment: None.

Reports:

A. Property Management Report: Departmental Activities: County Maintenance Manager Randall Nelson reported that only 3 out of 10 air handlers are currently functional.

B. Highway Commissioner Administrative Report: Departmental Activities & Review Of Monthly Bills: County Highway Commissioner Joshua Elder provided brief overview of the monthly bills, departmental road maintenance activities, noted that he would be providing a new highway financial summary/report for the committee at the next meeting, and provided a brief update on the status of the bridge construction at the campus.

Discussion & Possible Action - Approval Of Countywide Vehicle Use Policy:

Administrator Clements provided brief background on policy. Motion by Williamson second by Severson to approve countywide Vehicle Use Policy. Brief discussion followed. Motion carried and countywide Vehicle Use Policy forwarded to full County Board for approval.

Discussion & Possible Action: Approval Of Bids For Boiler: Maintenance Director Nelson & Highway Commissioner Elder noted three bids were received before the stated deadline and briefly reviewed each bid. Bids received were as follows:

- 1.) Thermo Dynamics: option 1 for \$141,000 and option 2 for \$166,000
- 2.) ASAP Heating & Cooling: \$101,000
- 3.) Precision Controls & Service: \$97,171

Motion by Carrow second by Manning to accept bid received from Precision Controls & Service in the amount of \$97,171. Motion carried and item forwarded to full County Board for approval.

Future Agenda Items: None.

Correspondence: None.

Adjourn: Motion by Manning second by Couey to adjourn. Motion carried and meeting adjourned at 6:39 PM.



Derek S. Kalish
Richland County Clerk

Richland County Highway Department

JUNE 2025 Vouchers JULY 2025 Meeting			
No.	Vendor Name	Bill Summary/Description	Amt Paid
11P	PAYROLL	PAY PERIOD - 05/18/25 - 05/31/25	105,198.15
12P	PAYROLL	PAY PERIOD - 06/01/25 - 06/14/25	74,688.74
303	BADGER WELDING SUPPLIES	MATERIAL	\$ 7.75
304	BROOKS TRACTOR	PARTS/LABOR	\$ 19,284.34
305	GENUINE TELECOM	SERVICES	\$ 36.13
306	INSIGHT FS	FUEL	\$ 19,443.21
307	PREMIER CO-OP	MATERIAL	\$ 189.20
308	RICHLAND ELECTRIC CO-OP	MONTHLY ELECTRIC SERVICES	\$ 51.56
309	UNIVERSAL TRUCK EQUIPMENT	EQUIPMENT	\$ 186,925.00
310	ALLIANT ENERGY	MONTHLY ELECTRIC SERVICES	\$ 22.46
311	GORDON FLESCH	COMPUTER SERVICES	\$ 83.72
312	INSIGHT FS	FUEL	\$ 1,374.40
313	METAL CULVERTS, INC	MATERIAL	\$ 24,545.80
314	RICHLAND CENTER UTILITIES	MONTHLY UTILITIES	\$ 1,467.19
315	SOIL & ENGINEERING SERVICES	CAMPUS BRIDGE - CONCRETE CYLINDERS	\$ 72.00
316	TOWN & COUNTRY SANITATION	MONTHLY GARBAGE DISPOSAL & RECYCLING FEES	\$ 217.55
317	WE ENERGIES	MONTHLY ENERGY SERVICES	\$ 66.75
318	ANDERSON 360 SOLUTIONS	MSHA/SAFETY TRAINING	\$ 3,000.00
319	BADGER TOOLS AND SUPPLY	TOOLS	\$ 259.00
320	BADGER WELDING SUPPLIES	SUPPLIES	\$ 4,069.00
321	BINDL BAUER LIMESTONE	MATERIAL	\$ 12,919.80
322	BL SIGNS	LOGOS FOR EQUIPMENT	\$ 238.00
323	BOARD OF REGENTS - UW MILWAUKEE	CTH O DATA RECOVERY	\$ 5,212.71
324	BROOKS TRACTOR	PARTS/LABOR	\$ 1,480.11
325	CNH INDUSTRIAL	LEASE	\$ 15.00
326	DEBAUCHE TRUCK AND DIESEL	PARTS	\$ 646.62
327	DECKER SUPPLY CO	PARTS	\$ 1,715.93
328	DIPIAZZA, BONNIE	CLEANING SERVICES (JUNE)	\$ 570.00
329	DL GASSER CONSTRUCTION	MATERIAL	\$ 1,600.64
330	SWIDERSKI EQUIPMENT INC	EQUIPMENT	\$ 45,000.00
331	HALRON LUBRICANTS	MATERIAL	\$ 2,006.58
332	HARTJE TIRE AND AUTO	PARTS	\$ 97.40
333	HIGHWAY CONSTRUCTION PRODUCTS	SEDIMENT LOGS	\$ 1,124.80
334	ISTATE TRUCK CENTER	PARTS	\$ 389.91
335	JOHNSON TRACTOR	PARTS	\$ 2,381.40
336	KASTEN TOOLS AND EQUIPMENT	TOOLS	\$ 19.95
337	MASTERMANS	SAFETY EQUIPMENT	\$ 642.27
338	METAL CULVERTS	MATERIAL	\$ 17,172.72
339	MIDSTATES EQUIPMENT AND HYDRAULICS	PARTS	\$ 7,098.33
340	MIDWEST MOTOR SUPPLY CO	PARTS	\$ 478.31
341	MILESTONE MATERIAL	MATERIAL	\$ 1,703.96
342	MILLER-BRADFORD AND RISEBERG	PARTS	\$ 840.23
343	MSA	CAMPUS BRIDGE	\$ 5,152.02
344	NAPA AUTO PARTS	PARTS	\$ 1.51
345	PITNEY BOWES PURCHASE POWER	POSTAGE/RENTAL	\$ 259.86
346	PRECISE MRM	GPS	\$ 154.00
347	SEH	CTH O ASSISTANCE	\$ 3,643.71
348	SERWE IMPLEMENTS	PARTS	\$ 3,393.68
349	SIMPSONS TRACTOR	PARTS	\$ 25.70
350	SPRAYER SPECIALTIES	PARTS	\$ 409.22
351	TIM RAMBERG - RAM RESOURCES	SERVICES	\$ 1,793.84
352	UNIVERSAL TRUCK EQUIPMENT	SERVICES	\$ 155.00
353	VESTIS	RUGS, UNIFORMS, TOWELS, ETC.	\$ 696.40
354	WALSHS ACE HARDWARE	PARTS	\$ 141.41
355	WI DEPARTMENT OF TRANSPORTATION	STH 80	\$ 2,221.04
356	WISCONSIN METALS	PARTS/MATERIAL	\$ 1,030.00
357	YAHARA MATERIALS	MATERIAL	\$ 1,738.99
358	AUTO VALUE	PARTS/MATERIAL	\$ 4,841.12
Summary Total:			\$ 570,014.12

Richland County Highway Department
5/31/2025

	January 1 BALANCE	TAX ALLOCATION	FUND BUDGET	YTD REVENUES	YTD EXPENSES	FUNDS USED TO DATE	CURRENT FUND BALANCE
WORKING FUND BALANCE							
ADMINISTRATION	(413,259.00)	375,000.00	(38,259.00)	26,150.94	246,171.71	220,020.77	(258,279.77)
COUNTY HIGHWAY MAINT. & CONSTRUCTION	7,156.48	887,250.00	894,406.48	264,654.70	841,277.64	576,622.94	317,783.54
COUNTY TRUNK BRIDGE		100,000.00	100,000.00	207,128.00	422,038.65	214,910.65	(114,910.65)
COUNTY AID BRIDGE *	-	21,250.00	21,250.00	11,550.00	38,964.75	27,414.75	(6,164.75)
MACHINERY & EQUIPMENT	-	280,000.00	280,000.00	953,390.95	985,424.80	32,033.85	247,966.15
STATE & LOCAL MAINT. & CONSTRUCTION *	-	-	-	624,510.51	566,410.66	(58,099.85)	58,099.85
MATERIALS & SUPPLIES	-	-	-	130,919.22	128,222.39	(2,696.83)	2,696.83
FRINGE BENEFIT COST POOL *	(80,984.13)	-	(80,984.13)	176,458.68	319,128.37	142,669.69	(223,653.82)
TOTALS	(487,086.65)	1,663,500.00	1,176,413.35	2,394,763.00	3,547,638.97	1,152,875.97	23,537.38
Plus Equipment storage portion of Retained Earnings							264,366.35
							287,903.73
With the 2017 Highway Funds transfer restored: (shown as Debt Service Interest on the Highway Trial Balance)							1,539,658.22
Total Highway Plan Fund Balance W/O transfer							1,827,561.95

Richland County Committee

Agenda Item Cover

Agenda Item Name:

Department	Parks	Presented By:	Joshua Elder
Date of Meeting:	July 10th 2025	Action Needed:	Approval
Disclosure:		Authority:	
Date submitted:	July 2nd 2025	Referred by:	
Action needed by no later than (date)	July 10th 2025	Resolution	25-

Recommendation and/or action language:

Background: Annual Function. We are the middle person between the State of Wisconsin and the individual snowmobile clubs within the county. Each year we apply for and manage the grants for the clubs and are tasked with distributing their reimbursements. These funds come straight from the State of Wisconsin and have no affect on the county's tax levy. However proper actions and resolutions must be done to show accountability for the funds.

Attachments and References:

Financial Review:

(please check one)

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

Joshua Elder

Department Head


Administrator, Tricia Clements

RESOLUTION NO. 25-XX

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

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

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

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

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

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

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

VOTE ON FOREGOING RESOLUTION

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

AYES_____ NOES_____

RESOLUTION_____

FOR AGAINST

DEREK S. KALISH
COUNTY CLERK

DATED: JULY 15, 2025

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

Public Works Standing Committee

Agenda Item Cover

Agenda Item Name: Provide Free Access to the Richland County Fair

Department	Fair	Presented By:	Joshua Elder
Date of Meeting:	July 10 th 2025	Action Needed:	Approval
Disclosure:		Authority:	
Date submitted:	July 1st 2025	Referred by:	
Action needed by no later than (date)	August 30 th 2025	Resolution	25-

Recommendation and/or action language:

Background: County to allow free access onto fairgrounds during the annual county fair and only charge entrance fees for Grandstand Events. This is to entice more attendance to the annual fair. We have had issues in recent years attracting volunteer staff to man each gate and more requests from the public to lessen the overall cost of attending the fair.

Attachments and References:

Financial Review:

(please check one)

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

Joshua Elder

Department Head



Administrator, Tricia Clements

RESOLUTION NO. 25 - XX

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

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

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

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

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

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

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

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

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

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

BE IT FURTHER RESOLVED the resolution be effective upon passage.

VOTE ON FOREGOING RESOLUTION

AYES_____ NOES_____

RESOLUTION_____

DEREK S. KALISH
COUNTY CLERK

DATED: JULY 15, 2025

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

FOR AGAINST

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

Richland County Committee

Agenda Item Cover

Agenda Item Name:

Department	Parks	Presented By:	Joshua Elder
Date of Meeting:	July 10 th 2025	Action Needed:	Approval
Disclosure:		Authority:	
Date submitted:	July 7th 2025	Referred by:	
Action needed by no later than (date)	August 30 th 2025	Resolution	25-

Recommendation and/or action language:

Background: County to adopt new rules for the use of County Parks involving camping fees and procedures as recommended forward by the Parks Committee.

Attachments and References:

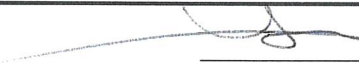
Financial Review:

(please check one)

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

Joshua Elder

Department Head



Administrator, Tricia Clements