

Richland County Public Works Standing Committee

Date Posted: October 2, 2025

NOTICE OF MEETING

Please be advised that the Richland County Public Works Standing Committee will convene on Thursday, October 9, 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 September 11, 2025 Meeting
6. Public Comment
7. Reports
 - A. Property Management Report: Departmental Activities
 - B. Highway Commissioner Administrative Report: Departmental Activities & Review Of Monthly Bills
 - C. Radio Tower Project Update
 - D. Review Of 10-Year Capital Improvement Plan
 - E. Pine Valley Community Village Water Update
8. Discussion & Possible Action: Prioritization Of Future Utilization Of County Facilities
9. Future Agenda Items
10. Correspondence
11. Adjourn

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

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

September 11, 2025

The Richland County Public Works Standing Committee convened on Thursday, September 11, 2025, in-person and virtually at 4:04 PM in the County Boardroom of the Richland County Courthouse.

Call To Order: Committee Chair Couey called the meeting to order at 4:04 PM.

Roll Call: Deputy County Clerk Hege conducted roll call. Committee member(s) present: Steve Carrow, Kerry Severson, Steve Williamson, Marc Couey, and Daniel McGuire. Committee member(s) absent: Gary Manning and Chad Cosgrove.

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

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

Approval Of Minutes From August 14, 2025 Meeting: Committee Chair Couey asked if there were any corrections to the minutes from the August 14, 2025 meeting. Hearing none, Committee Chair Couey declared the minutes approved as presented.

Public Comment: None.

Reports:

A. Property Management Report: Departmental Activities: County Maintenance Manager, Randall Nelson reported on various activities and projects including: the request for proposal process for the chiller project would start the next week and the new boilers for the courthouse were about 60% installed. Brief discussion ensued.

B. Highway Commissioner Administrative Report: Departmental Activities & Review Of Monthly Bills: County Highway Commissioner, Joshua Elder briefly reported that the most recent activities of the Highway department had been various mowing and drainage projects, work on the county highway O project, and planned repairs to the retaining wall for the cemetery on county highway E. Commissioner Elder presented the monthly bills for the County Highway Department and gave a brief explanation of several high dollar purchases including Flint Hills and Morton Salt. Extensive discussion ensued. Committee Chair Couey questioned Commissioner Elder on the needs vs wants for the Highway Department. Extensive discussion ensued.

C. Radio Tower Project Update: County Administrator Clements gave a brief update on the radio tower project and reported that there was a significant change order that would be coming through. Brief discussion ensued.

Discussion & Possible Action: 2025 Plow Truck Body Build: County Highway Commissioner Elder presented the two bids that were received for plow truck body builds. The first was \$198,856.00 from Universal Truck Equipment Inc and the second was \$197,046.00 from Monroe Truck Equipment Inc. Extensive discussion ensued. Motion by Carrow, seconded by Williamson to accept the bid for a 2025

Richland County Public Works Standing Committee

plow truck body build from Universal Truck Equipment Inc with a total of \$198,856.00. Motion carried and the bid for a 2025 plow truck body build from Universal Truck Equipment Inc with a total of \$198,856.00 was accepted and moved on to county board for final approval.

Discussion & Possible Action: Prioritization Of Future Utilization Of County Facilities: County Administrator Clements stated that the Public Works Standing Committee would take over the long range goals for the future utilization of county facilities and expressed the importance of developing a comprehensive long-range plan to address the needs and requirements for county offices. Administrator Clements asked the committee members present what information that they would like her to bring before them at the next meeting. Extensive discussion ensued. Supervisor Carrow requested that the building assessment documents be available for the committee to review.

Future Agenda Items:

Report: Review Of 10 Year Plan Document

Correspondence: None

Adjourn: Committee Chair Cosgrove entertained a motion to adjourn. Motion by Williamson, second by Severson to adjourn. Motion carried and meeting adjourned at 4:51 PM.

Respectfully submitted by,



Myranda H. Hege
Deputy County Clerk

Richland County Highway Department

SEPTEMBER 2025 Vouchers | OCTOBER 2025 Meeting

No.	Vendor Name	Bill Summary/Description	Amt Paid
18P	PAYROLL	PAY PERIOD - 8/24/25 - 9/6/25	110,839.56
19P	PAYROLL	PAY PERIOD - 9/7/25 - 9/20/25	75,499.22
464	ALLIED REDI MIX	MATERIAL	\$ 2,843.75
465	ARING EQUIPMENT	PARTS	\$ 14.65
466	BFI WASTE SERVICES	MONTHLY GARBAGE DISPOSAL & RECYCLING FEES	\$ 217.55
467	GENUINE TELECOM	SERVICES	\$ 36.13
468	GORDON FLESCH CO	COMPUTER SERVICES	\$ 63.85
469	INSIGHT FS	FUEL	\$ 2,578.11
470	PREMIER COOP	MATERIAL	\$ 268.91
471	RICHLAND CENTER UTILITIES	MONTHLY UTILITIES	\$ 1,753.76
472	RICHLAND ELECTRIC COOP	MONTHLY ELECTRIC SERVICES	\$ 310.14
473	SEH	CTH O	\$ 640.19
474	WE ENERGIES	MONTHLY ENERGY SERVICES	\$ 42.07
475	WIS POWER & LIGHT (ALLIANT ENERGY)	MONTHLY ELECTRIC SERVICES	\$ 21.73
476	ATCO INTERNATIONAL	MATERIAL	\$ 205.10
477	BADGER TOOL & SUPPLY	TOOLS	\$ 257.00
478	BARD MATERIALS	MATERIAL	\$ 1,249.60
479	BADGER WELDING SUPPLIES	SUPPLIES	\$ 831.73
480	CRAWFORD COUNTY HIGHWAY DEPT	LABOR/EQUIPMENT	\$ 4,353.03
481	DECKER SUPPLY CO	SIGNS/PARTS	\$ 6,024.42
482	DL GASSER CONSTRUCTION	MATERIAL	\$ 5,599.78
483	ENGINE CREEK FARMING	TOOLS	\$ 31.64
484	FAHRNER ASPHALT SEALERS	MATERIAL	\$ 19,136.04
485	FIRST ADVANTAGE	DRUG/ALCOHOL TESTING	\$ 123.36
486	GORDON FLESCH CO	COMPUTER SERVICES	\$ 84.96
487	HILLSBORO EQUIPMENT	PARTS	\$ 123.32
488	KASTEN TOOLS & EQUIPMENT	PARTS	\$ 31.95
489	MASTERMANS	SAFETY EQUIPMENT	\$ 319.31
490	MIDSTATES EQUIPMENT & SUPPLY	MATERIAL	\$ 17,444.23
491	MIDWEST MOTOR SUPPLY CO	PARTS	\$ 367.08
492	NAPA AUTO PARTS	PARTS	\$ 130.49
493	PINE RIVER LEASING	EQUIPMENT LEASE	\$ 1,200.00
494	PITNEY BOWES	POSTAGE/RENTAL	\$ 142.47
495	PRECISE MRM	GPS	\$ 154.00
496	RHYME	OFFICE SUPPLIES	\$ 127.03
497	ROCK SOLID FORMING	SUPPLIES	\$ 110.00
498	WI DEPARTMENT OF TRANSPORTATION	CTH O	\$ 61,156.49
499	YAHARA MATERIALS	MATERIAL	\$ 999.92
500	ALL AMERICAN DO IT CENTER	MATERIAL	\$ 218.95
501	ARING EQUIPMENT	PARTS/LABOR	\$ 14,818.32
502	AUTO VALUE	PARTS	\$ 1,885.48
503	BINDL BAUER LIMESTONE	MATERIAL	\$ 17,813.52
504	CHET'S FEED SEED N SUCH	MATERIAL	\$ 52.00
505	DEBAUCHE TRUCK & DIESEL	PARTS	\$ 88.54
506	DIPIAZZA, BONNIE	CLEANING SERVICES (SEPTEMBER)	\$ 480.00
507	INSIGHT FS	FUEL	\$ 23,418.44
508	HARTJE TIRE & AUTO SERVICE	PARTS	\$ 2,619.00
509	K&D TRUCK REPAIR SPECIALISTS	PARTS/LABOR	\$ 1,831.65
510	MILLER ELECTRIC	SERVICES	\$ 142.50
511	SCHMITZ JANITORIAL SUPPLY	SUPPLIES	\$ 129.45
512	SCOTT CONSTRUCTION	MATERIAL	\$ 2,252.16
513	SERWE IMPLEMENT	PARTS	\$ 4,910.35
514	SIMPSONS TRACTOR INC	PARTS	\$ 1,879.91
515	SEH	CTH O	\$ 640.19
516	VOLDEN TRUCK	PARTS	\$ 487.63
517	WALSH'S ACE HARDWARE	PARTS	\$ 255.73
518	WISCONSIN METALS	MATERIAL	\$ 41.00
Summary Total:			\$ 389,297.39

2023 – 2032 Capital Improvement Program
Facility work
Reviewed on October 9, 2025

Completed:

Heat Exchangers – Each office has at least one good/replaced one. There are 8 – 10 left to do throughout the building. We have one extra on hand.

Boiler replacement

Parking lot

Windows – southside of building around 60 done in 2024. Still need to do more.

LED lighting at Community Services building – starting

Pine Valley – pave alley road

Toilet facilities – Viola, rifle range, Pier Park

Blacktop in front of grandstands

Repaired the ADA at the grandstands

HVAC system and duct work at Fairgrounds

2 sand filters at Symons

Radio/Tower Improvements including Jail access door controls

Jail Shower repair

Some jail painting completed, some yet to do

Yet to complete:

Ceiling repair to law library and victim witness room

Signage – Not fully sure what this referenced

Lock and Key changes – cost of \$145,000

Chiller under the jail – to be done in 2026

Lift on east side to small court room

New carpet and paint for Register in Probate, jury room, law library, victim witness, child support and veterans

Heat controls update

Jury bathroom

Vault renovation

Lift from second to third floor

HVAC – Community Services building

Shed/carport for transportation van

HVAC system replacement for Ambulance – most likely not at current building as not there in 2023

Roof replacement at REC building

Bedroom improvement project at Ambulance

Stair project – Pier Park

Resurfacing of roads

Dump station at fairgrounds

Fairgrounds on city water

HVAC system – Symons

2 sand filters at Symons – not needed for another 4 – 5 years

Locker room drains

New jail and courthouse

Public Works Committee

Agenda Item Cover

Agenda Item Name: Prioritization of Future Utilization of County Facilities

Department:	Administration	Presented By:	Tricia Clements
Date of Meeting:	October 9, 2025	Action Needed:	Discussion
Date submitted:	October 2, 2025	Referred by:	Tricia Clements

Recommendation and/or action language: Discuss the 2023 – 2032 Capital Improvement Plan created in June of 2022. Review what items have been completed and assess the priority of the other items.

Background: Richland County has invested time and money over the past year plus to get a complete assessment of what the needs are for the county and their buildings. Now that all assessments are completed, it is time to start long range planning.

Attachments and References:

Financial Review:

(please check one)

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

Department Head


Administrator, Tricia Clements
