

Richland County County Facilities Planning Committee

Date Posted: January 15, 2026

NOTICE OF MEETING

Please be advised that the Richland County Facilities Planning Committee will convene on Thursday, January 22, 2026, at 5:00 PM in the Richland County Boardroom 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/ad-hoc-county-facilities-planning-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 The January 6, 2026 Meeting
6. Public Comment
7. Discussion Of Current And Future Space Needs, Structural Soundness, And Safety For The Sheriff's Office
8. Discussion Of Current And Future Space Needs, Structural Soundness, And Safety For The County Jail
9. Discussion & Possible Action: Review Of Small And Large Courtroom Layouts
10. Discussion & Possible Action: Set Future Meeting Date(s)
11. Correspondence
12. Future Agenda Items
13. 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 County Facilities Planning Committee.

Derek S. Kalish, County Clerk

Richland County
County Facilities Planning Committee

January 6, 2026

The Richland County Facilities Planning Committee convened on January 6, 2026, in person and virtually at 5:02 PM in the County Boardroom of the Richland County Courthouse.

Call To Order: County Clerk Kalish called the meeting to order at 5:02 PM.

Roll Call: County Clerk Kalish conducted roll call. Committee members present: Steve Carrow, Rod Perry, David Turk, and Steve Williamson. Committee member(s) absent: Sandra Kramer, Melvin “Bob” Frank, and Marc Couey.

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

Approval Of Agenda: Motion by Turk second by Carrow to approve agenda. Motion carried and agenda was approved.

Discussion & Possible Action – Election Of Committee Chair & Vice-Chair: Motion by Perry second by Carrow to elect Turk Committee Chair and Williamson Committee Vice-Chair. Motion carried and Turk declared Committee Chair and Williamson declared Committee Vice-Chair.

Public Comment: None.

Discussion & Possible Action: Review Of Committee Function, Expectations, And County Facilities Plan Creation Timeline: Administrator Clements provided overview of the proposed planning timeline and forms to be used during the process. Carrow asked if the radio towers, parks, or fairgrounds would be included in the planning and Turk noted they should be on the list of things to review. Perry stated that the county should be proactive with funding opportunities. Administrator Clements stated that a completed long-range plan should help with the utilization of funding sources. Carrow approved of forms to be used and noted that detailed information from Department Heads would be helpful in the review process. Administrator Clements noted the small and large courtrooms are not included on the review list but the layouts as they currently stand are unsafe and urged committee members to review packet before meetings. Motion by Perry second by Williamson to approve schedule as presented. Motion carried.

Discussion & Possible Action: Set Future Meeting Date(s): Next meeting set for January 22, 2026, at 5 PM.

Correspondence: None.

Future Agenda Items: Items indicated on approved schedule.

Adjourn: Motion by Perry second by Carrow to adjourn. Motion carried and meeting adjourned at 5:34 PM.



Richland County
County Facilities Planning Committee

Derek S. Kalish
County Clerk

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