

## FINANCE AND PERSONNEL COMMITTEE

May 4, 2021

The Richland County Finance and Personnel Committee convened at 1:00 p.m., Tuesday, May 4th, 2021, in the County Board Room at 181 W. Seminary Street and via videoconference and teleconference.

Committee members present included County Board Supervisors Shaun Murphy-Lopez, Marty Brewer (left at 2:52pm), Marc Couey, Linda Gentes, Melissa Luck, Don Seep, and David Turk(absent).

1. **Call to Order:** Committee Chair Shaun Murphy-Lopez called the meeting to order.
2. **Proof of Notification:** The Committee Chair Shaun Murphy-Lopez verified that the meeting had been properly noticed. Copies of the agenda were sent by email to all Committee members, WRCO and County department heads, a copy was posted on the Courthouse Bulletin Board and a copy was emailed to The Richland Observer and the Valley Sentinel.
3. **Agenda Approval:** Motion by Brewer, second by Couey for approval of the Agenda. All Ayes. Motion carried.
4. **Previous Meeting Minutes:** Motion by Couey, second by Luck for approval of the minutes for the April 16, 2021 meeting of the Finance and Personnel Committee. All Ayes. Motion carried.
5. **Fund review\*:** No motion/action on this item.
6. **Capital improvements review prioritization\*:** Motion by Brewer, second by Seep to accept capital improvement & capital projects review prioritization list as presented with possible future action when stimulus funding is defined. No vote. Motion by Murphy-Lopez, second by Gentes to postpone acceptance of the capital improvement & capital projects review prioritization list as presented with possible future action when stimulus funding is defined until May 21<sup>st</sup> meeting. 5 Ayes 1 Nay. Motion Carried.
7. **Salary Plan Progression:** Motion by Seep, second by Murphy-Lopez to implement Option #2 to initiate a step increase for 2022 budget year. Roll Call vote: 3 ayes 3 Nays. Motion defeated. Motion by Brewer second by Couey to implement option #1 to initiate the aging wage schedule. Roll Call Vote 3 & 3. Motion by Murphy, second by Gentes to postpone until the May 24<sup>th</sup> meeting. Roll Call vote: 6 ayes. Motion carries.
8. **Process for developing 2022 operating budget\*:** Motion by Murphy-Lopez, second by Brewer for the departments to present preliminary budgets directly to the Finance & Personnel Committee. All Ayes. Motion carried. Motion by Seep, second by Gentes to have the supervisory committee approval. All Ayes. Motion carried.
9. **Update Accounts Payable Specialist job position name\*:** Motion by Luck, second by Couey to approve changes in the Richland County Handbook, Wages Schedule reflecting the name change to Deputy Clerk/Accounts Payable Specialist. All Ayes. Motion carried.

- 10. Create 5 positions in HHS\*:** Motion by Seep, second by Gentes to approve adding the 5 Southwest Workforce Development Board (SWWDB) leased staff members as full-time county positions within Health & Human Services. Roll Call vote 3 Ayes & 3 Nays, motion defeated.
- 11. Eliminate Assistant Shop Foreman & Create Highway Mechanic position\*:** Motion by Brewer, second by Seep to 1) Eliminate the Highway Assistant Shop Foreman position (Grade H). 2) Create (an additional) Highway Mechanic positions (Grade G). 3) Approve wage modifier, of half-grade, for (both) the Highway Mechanic positions to be included in the Highway Handbook Addendum. 4) Present resolution to the County Board with necessary policy document changes. Motion by Murphy-Lopez, second by Couey to amend original motion to add to the wording “to replace wage modification and allow Highway commissioner to put them at step 4” All Ayes, motion carried.
- Amended motion to 1) Eliminate the Highway Assistant Shop Foreman position (Grade H). 2) Create (an additional) Highway Mechanic positions (Grade G). 3) Approve wage, for (both) the Highway Mechanic positions to be included in the Highway Handbook Addendum. 4) Present resolution to the County Board with necessary policy document changes. Also to allow the Highway Commissioner to put them at step 4. All Ayes, amended motion carried.
- 12. Finance/Payroll Computer System:** Motion by Couey, second by Luck to approve the one years’ extension of the existing service contract with Avenu Enterprise Solutions, LLC, as entered under emergency authorization in February following a system failure. All Ayes. Motion carried
- 13. Highway projects using short-term borrowing funds\*:** Motion by Luck, second by Couey to approve Highway Department to use \$650,000 of short-term funds to be used in county truck improvements. All Ayes. Motion carried.
- 14. Mask Mandate:** Motion by Murphy-Lopez, second by Luck to refer the issues of requiring masks in county-owned buildings to the Health & Human Services Board. All Ayes. Motion carried.
- 15. Strategic Planning:** Motion by Murphy-Lopez, second by Gentes to refer discussion & possible adoption of the Richland County Strategic Plan 2021-2024 as developed through South West Regional Planning Commission to a special session of the county board. All Ayes. Motion carried.
- Motion by Murphy-Lopez, second by Couey to recess for 5 minutes and returned at 3:19pm
- 16. Closed Session Pursuant to Wisconsin State Statute 19.85:** (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 —Union negotiations. Motion by Luck, second by Couey to go into closed session. All Ayes. Motion carried.
- 17. Return to open session:** Motion by Gentes, seconded by Couey to return to open session. All Ayes. Motion Carried.

**18. Possible Action on items discussed in closed session:** No action taken.

**19. Future agenda items:** none offered.

**20. Adjournment:** Motion to adjourn to May 21st, 2021 by Couey, seconded by Luck. All Ayes. Motion Carried.

Josh Bell  
Richland County — Accounting Supervisor