AGENDA FOR JULY 18, 2017 – 9:30 A.M.
WOOD COUNTY BOARD OF SUPERVISORS
WOOD COUNTY BOARD ROOM

CALL TO ORDER

ROLL CALL

INVOCATION: Chairman Pliml

READING OF THE MINUTES OF THE PREVIOUS MEETING

EXCUSALS: none

RESIGNATIONS: none

APPOINTMENTS/Re-APPOINTMENTS:
Board of Adjustment (3 year term) – Robert Ashbeck, Trent Miner, & William Winch (Alternate #1)

COMMENTS FROM THE PUBLIC REGARDING AGENDA ITEMS

ACKNOWLEDGEMENTS AND RECOGNITIONS: none

READING OF MINUTES OF COMMITTEE MEETINGS, RESOLUTIONS. RESOLUTIONS INTRODUCED BY COMMITTEES SHALL BE PRESENTED IMMEDIATELY FOLLOWING THE READING OF THAT COMMITTEE'S MINUTES INCLUDING AN INITIAL RESOLUTION AUTHORIZING THE ISSUANCE OF GENERAL OBLIGATION PROMISSORY NOTES IN AN AMOUNT NOT TO EXCEED $2,500,000 FOR HIGHWAY PROJECTS AND AN INITIAL RESOLUTION AUTHORIZING THE ISSUANCE OF GENERAL OBLIGATION PROMISSORY NOTES IN AN AMOUNT NOT TO EXCEED $2,750,000 TO REFINANCE $1.75 MILLION OF STATE TRUST FUND LOANS AND $1 MILLION FOR 2018 CAPITAL ITEMS IN THE 2018 BUDGET.

SPECIAL ORDERS OF BUSINESS:

2016 Park and Forestry Annual Report – Chad Schooley

Reuben Van Tassel – River Block update

PRESENTATION OF LETTERS, PETITIONS, REMONSTRANCES, COMMUNICATIONS AND OTHER DOCUMENTS.

SET DATE FOR NEXT COUNTY BOARD MEETING – August 15, 2017

ADJOURN

PROCEEDINGS OF WOOD COUNTY BOARD OF SUPERVISORS
June 20, 2017 - 9:30 a.m.

The Wood County Board of Supervisors composed of nineteen members convened at the Wood County Boardroom in Wisconsin Rapids, Wisconsin on June 20, 2017.

Chairman Pliml called the meeting to order at 9:30 a.m.

Supervisors present were: Ashbeck, Breu, Clendenning, Curry, Feirer, Fischer, Hamilton, Henkel, Hokamp, Kremer, LaFontaine, Leichtnam, Machon, Pliml, Polach, Rozar, Wagner, Winch, Zurfluh.

County Clerk Cepress gave the invocation and led the Pledge of Allegiance.

Motion by Feirer/LaFontaine to approve the minutes of the previous meeting. Motion carried by voice vote.

Motion by Hamilton/Fischer to accept the resignation of Brittany Boyer from the Ethics Committee. Motion carried by voice vote.

Motion by Leichtnam/Henkel to approve the following appointments:

McMillan Memorial Library Board of Trustees (3-year term) – Supervisor Clendenning
Wood County Wildlife Area Advisory Committee (3-year term) – Dale Weis, Scott Arneson, & Curt Pluke
North Central Regional Planning Commission (county appointee) – Jerry Nelson

Motion carried by voice vote.

Public comments: Supervisor Rozar introduced the new Director at Edgewater Haven, Cindy Robinson. Ms. Robinson gave the board a little background about herself. Supervisor Polach questioned the absence of the June 6th Executive committee minutes from the county board packet.

Acknowledgements and Recognitions: Long Term Employees were presented plaques by their department heads and thanked for their dedicated service to Wood County.

Committee minutes presented: Executive Committee, Executive sub-committee on River Block, Annex, Relocation/Remodeling, Wellness Board

RESOLUTION 17-6-1

Introduced by: Executive Committee

INTENT & SYNOPSIS: Accept and sign off on the quit claim deed of a 1.27 acre parcel located in the Town of Saratoga from a private individual.

FISCAL NOTE: Small savings by avoiding the tax deeding process.

Motion by Hamilton/Breu to adopt Resolution 17-6-1. Motion carried unanimously.

Committee minutes presented: Health and Human Services, Community Care Connections of Wisconsin

RESOLUTION 17-6-2

Introduced by: Health & Human Services and Judicial & Legislative Committees

INTENT & SYNOPSIS: To change the Programs and Services Description for County Departments section of the "Rules and Committees of the Wood County Board of Supervisors" so as to move Edgewater Haven from an independent program to a subunit of the Wood County Human Services Department.

FISCAL NOTE: Unknown. There are expected efficiencies and cost-savings anticipated which cannot be quantified accurately at this time

Motion by Fischer/Clendenning to adopt Resolution 17-6-2. Brief discussion as to what cost savings might be expected. Motion to adopt Resolution 17-6-2 carried. Voting no was Winch.

Committee minutes presented: Conservation, Education & Economic Development. Supervisor Leichtnam was recognized and gave an update to the board regarding water issues and a recent meeting of the "80 is Enough" group. Discussion followed. Golden Sands Resources, Conservation & Development Council, North Central ITBEC Board.

RESOLUTION 17-6-3

Introduced by: Conservation, Education & Economic Development Committee

INTENT & SYNOPSIS: To authorize the submittal of a state grant application and the subsequent appropriation of County funds and outside donations for a Household Hazardous Waste Clean Sweep program for Wood County, in 2018.

FISCAL NOTE: County Funds - $20,000
Anticipated State Grants - $9,000

Motion by Rozar/Clendenning to adopt Resolution 17-6-3. Motion carried unanimously.

RESOLUTION 17-6-4

Introduced by: Conservation, Education and Economic Development Committee

INTENT & SYNOPSIS: To allow the extraterritorial planning of areas outside of the boundaries of the City of Marshfield to be included in the City of Marshfield 2017-2037 Comprehensive Plan.

FISCAL NOTE: No cost to Wood County.

Motion by Feirer/Fischer to adopt Resolution 17-6-4. Discussion ensued. Questions regarding aspects of this resolution turned to Josh Miller, City of Marshfield Planner. Motion to adopt Resolution 17-6-4 carried. Voting no were Ashbeck, Winch, Curry, Clendenning and Polach.

As the time was 10:30 a.m. and the designated earliest time for the Special Order of Business regarding the final step in the Complaint Resolution Process, the Chairman called for a short break before it starts. Called back to order at 10:41 a.m.

SPECIAL ORDER OF BUSINESS
ESWEIN APPEAL

The Board considered the appeal of Mr. Eswein to the decision of the Independent Hearing Officer in the final step of the Complaint Resolution Process. Chairman Pliml briefly explained the Complaint Resolution Process

appeal procedures. Mr. Eswein and Human Resources Director Warren Kraft each gave a summation to the Board as to what the Board's position should be and why. The Board members deliberated in open session. Motion by Zurfluh/Fischer to affirm the decision of the Independent Hearing Officer to sustain the termination of the employment of Mr. Eswein. Discussion regarding the impact this decision will have on the application of policy in the future. Motion carried with a vote of 16 yes, 3 no. Voting no were Ashbeck, Polach and Clendenning. The County Clerk will inform parties in writing of the Board's decision.

RESOLUTION 17-6-5

Introduced by: Conservation, Education & Economic Development and Judicial & Legislative Committee

INTENT & SYNOPSIS: To support full funding of the Great Lakes Restoration Initiative (GLRI).

FISCAL NOTE: None

Motion by Hamilton/Clendenning to adopt Resolution 17-6-5. Motion carried unanimously.

RESOLUTION 17-6-6

Introduced by: Conservation, Education & Economic Development and Executive Committee

INTENT & SYNOPSIS: To seek County Board approval to amend the 2017 Wood County Department of Agriculture, Trade and Consumer Protection (DATCP) grant budget for unanticipated state aid monies and to appropriate those monies to the DATCP grant budget expenditures.

FISCAL NOTE: No cost to Wood County. The source of the funding is unanticipated revenue from the DATCP. The adjustment to the budget is as follows:

Account	Account Name	Debit	Credit
56122-480	DATCP Grant		$ 60,614.00
43586-480	State Aid	$ 60,614.00	
56122-481	DATCP Grant		$ 8,400.00
43586-481	State Aid	$ 8,400.00	

Motion by Curry/Leichtnam to adopt Resolution 17-6-6. Motion carried unanimously.

RESOLUTION 17-6-7

Introduced by: Conservation, Education & Economic Development Committee

INTENT & SYNOPSIS: To authorize the CEED Committee to appoint a Weed Commissioner and to enter into a contract with that Weed Commissioner that sets forth the powers and duties of that position.

FISCAL NOTE: No additional funds for contracting with a Weed Commissioner as the costs therefore would be paid by the land owners.

Motion by Rozar/Breu to adopt Resolution 17-6-7. Discussion ensued. Land Conservation Department Head, Shane Wucherphennig was called forward to answer questions from the board. Motion to adopt Resolution 17-6-7 carried. Voting no was Clendenning.

Committee minutes presented: Judicial and Legislative, Joint Legislative Committee, Highway Infrastructure &

Recreation.

SPECIAL ORDER OF BUSINESS
POWERS BLUFF DEVELOPMENT PROJECT

Parks Director, Chad Schooley came forward to present information to those assembled. He gave a Power Point presentation as well as handed out materials related to the project. He gave a history of Powers Bluff area itself and highlights of the long range plan that had been developed previously and that they are still following those recommendations. The 223 acre expansion property was acquired in 2012 with no cost to Wood County. Proposed design drawings of the new facility were presented as well as costs for building and estimated yearly revenue and cost to operate. He reviewed the Capital Campaign and funding sources. Mr. Schooley explained the grant application and use process and what options the board would have moving forward to continue or cease the project.

RESOLUTION 17-6-8

Introduced by: Highway, Infrastructure and Recreation Committee

INTENT & SYNOPSIS: To become eligible for State of Wisconsin Outdoor Recreation Grant Programs funding.

FISCAL NOTE: $3,215,000.00 for grant eligible portions of the Powers Bluff multi-use shelter building, entrance road, and parking lot.

Motion by Breu/Hokamp to adopt Resolution 17-6-8. Discussion ensued and centered on how any grant monies could be used, entering into debt, how much of the project could be covered by grant and status of private donations. Motion to adopt Resolution 17-6-8 carried. Voting no were Fischer and Winch.

RESOLUTION 17-6-9

Introduced by: Highway, Infrastructure and Recreation Committee

INTENT & SYNOPSIS: To acquire land for enrollment in Wood County Forest in exchange for land currently in the county forest program, and to seek Wisconsin Department of Natural Resources (DNR) approval of the proposed addition and deletion to the Wood County Forest.

FISCAL NOTE: The County will be responsible for paying associated recording and closing fees.

Motion by Rozar/Henkel to adopt Resolution 17-6-9. Motion carried. Voting no were Fischer, Winch, Curry and Machon.

Committee minutes presented: Aging and Disability Resource Center of Central Wisconsin, Fairgrounds Commission, Central Wisconsin State Fair Board of Directors, McMillan Memorial Library

RESOLUTION 17-6-10

Introduced by: Wood County Board of Supervisors

INTENT & SYNOPSIS: To recognize these Wood County employees for years of devoted and faithful service to Wood County.

Motion by Hamilton/Breu to adopt Resolution 17-6-10. Motion carried unanimously by voice vote.

Supervisor Kremer informed the board of an even taking place at Altenburg Farms tomorrow. Supervisor Polach questioned the status of salary being paid to Edgewater Interim Director, Jordan Bruce. Discussion and response. Supervisor Rozar gave explanation as to the absence of the Executive minutes. Short word from Building Maintenance Director Reuben Van Tassel that the River Block is on time and under budget.

Chairman Pliml declared the meeting adjourned at 12:33 p.m. Next scheduled county board meeting is July 18, 2017.

Respectfully Submitted
Cynthia Cepress
Wood County Clerk

REFERRALS FOR JULY 18, 2017 – COUNTY BOARD

- Resolution from Door County supporting legislation to allow only aggrieved parties to petition for a recount to ensure taxpayers are not responsible for any costs incurred in a recount, extend the time to submit recount costs from 30 to 45 days, shorten the recount petition deadline by two days to ensure submission of Wisconsin's Electoral College votes, and to give the county board of canvassers an additional day to begin their recount. Referred to Supervisors Clendenning and Wagner.

- Resolution from Outagamie County opposing legislation repealing Wisconsin's prevailing wage law. Referred to the Judicial & Legislative Committee.

- Resolution from Outagamie County calling on the State Legislature to pass legislation that creates a fair, nonpartisan procedure for the preparation of legislative and congressional redistricting plans and calling for an amendment to the Wisconsin Constitution giving the responsibility of legislative redistricting to a nonpartisan commission. Referred to the Judicial & Legislative Committee

- Resolution from Outagamie County supporting legislation permitting inmates confined to county jails, county houses of correction, or tribal jails under a Dept. of Corrections contract to leave the facility to participate in employment-related activities or other approved programs designated by the Dept. of Corrections in its contract with the local unit of government. Referred to the Public Safety and Judicial & Legislative Committees.

- Resolution from Outagamie County supporting legislation to allow a person, meeting certain requirements, to file a petition for expungement with the sentencing court after she or she completes their sentence, and if the petition is denied, be allowed to file another petition in two years. Referred to the Public Safety and Judicial & Legislative Committees.

EXECUTIVE COMMITTEE MEETING MINUTES

DATE: Tuesday, June 6, 2017
TIME: 8:30 a.m.
PLACE: Room 114, Wood County Courthouse
PRESENT: Al Breu, Michael Feirer, Lance Pliml, Donna Rozar, Ed Wagner
VIA TELEPHONE: Hilde Henkel
EXCUSED: Bill Clendenning
OTHERS PRESENT (for part of all of the meeting): Reuben Van Tassel, Brenda Nelson, Marla Cummings, Mike Martin, Adam Fandre, Amy Kaup, Cheryl Krohn, Terry Stelzer, Shane Wucherpfennig, Sue Kunferman, Brandon Vruwink, Jordan Bruce, Brent Vruwink, Dennis Polach, Bill Winch, Warren Kraft, Doug Passineau, John, Peckham, Lisa Keller, Paula Tracy, Jodi Pingel, Tim Deaton from The Horton Group.

The meeting was called to order by Chairman Wagner.

Public Comment – No public comments

Consent Agenda

Motion (Rozar/Feirer) to approve the consent agenda as presented. Motion carried unanimously.

Discussion was held regarding eliminating the CWED Loan Review Board. The Board rarely meets and is advisory only.

Motion (Breu/Henkel) to support eliminating the CWED Loan Review Board. Motion carried unanimously.

Maintenance Manager Van Tassel reviewed his Letter of Comments.

Van Tassel gave an update on the Courthouse and River Block construction projects. The Dispatch Center is on schedule for move-in the last week of June. The Data Center is close to operational at this time. Demolition for the new IT Department offices on second floor is underway. Several departments have moved into the River Block building and Human Services is moving their employees in. The River Block project budget looks good as the work is winding to a close. Wagner questioned if there are any other departments that Maintenance will be remodeling yet this year. Van Tassel stated that once the new Data Center is complete and the old Data Center is no longer needed, work on the Veterans office can be completed. He would also like to continue work on the new transformer project.

Risk Management Director Stelzer reviewed his Safety and Risk Management Letter of Comments. He is working with IT on storage of his legal files.

IT Director Kaup informed that the IT department is now in the space vacated by Human Services-Fiscal on the second floor of the Courthouse. This will be their last temporary move before they move into their permanent location on second floor. Kaup stated that the Human Services moves to River Block are going smoothly. Work continues on the TimeStar timekeeping system. Training for the departments is underway and IT is working with the 24/7 departments in regards to the Time Simplicity scheduling module.

Wellness Coordinator Fandre presented his update. He continues to do follow-up health coaching and research regarding why some employees choose not to participate in the Wellness program.

Sue Kunferman, on behalf of the Wellness Board, presented a proposal regarding cash and insurance premium incentive options for the Wellness program. Currently, the County covers 90% of health insurance premiums for employees, with employees being responsible for the remaining 10%. Under this proposal, the standard employee contribution to the health insurance premium would be changed to 20% for full-time employees. In order for employees to continue receiving 90% of their premium covered by the County, they would be required to participate in the Wellness program. If the employee chooses not to participate, the premium cost would be covered 80% by the County and 20% by the employee. Part-time employees would receive a 10% reduction in base premium for their participation. Qualification for the premium incentive would require employee participation in the health risk assessment (HRA), biometric screening, and one health coaching session. The yearly cash incentive of $475 will be continued (with a change to make the program based on a calendar year as opposed to the current October-September year). Implementation of this proposal will be in 2018. Brandon Vruwink expressed concerns that the benefits package would be less attractive in recruiting new employees. Jordan Bruce stated that new employees would automatically come in at the 90/10 premium split but would be required to meet the requirements when made available in order to stay at that contribution level.

Motion (Breu/Feirer) to adopt the proposed Wellness Incentives with Insurance Premium Incentive for 2018 as presented. Motion carried unanimously.

Deputy Treasurer Krohn reviewed the Department's Letter of Comments.

Krohn presented a resolution to accept and sign-off on a quit claim deed for a 1.27 acre parcel located in the Town of Saratoga from a private individual.

Motion (Rozar/Breu) to approve the resolution to accept and sign-off on a quit claim deed of a 1.27 acre parcel in the Town of Saratoga. The resolution will be forwarded to the County Board for consideration. Motion carried unanimously.

Pliml joined the meeting at 9:20 a.m.

Finance Director Martin stated that the 2016 audit is complete and that the audit went well. He wished to thank the department accountants and Deputy Finance Director Marla Cummings for their hard work in making the audit process run smoothly.

Discussion was held regarding ongoing issues with the Wisconsin Retirement System (WRA) account payments and reconciliations. Issues included a missed payment of approximately $137,000 in March of 2016 which was not corrected until January 2017. There were also variances between withholdings and payments in every month of 2016 and continuing into 2017 with a $31,000 credit for overpayment to the ETF with no distribution of overpayment to the departments or employees. Some employees have reported errors in their annual ETF statements for 2016 which show incorrect wages. Martin stressed the importance of getting the variance issues resolved and that it should be in the hands of Wood County to reconcile the account and not rely solely on the annual ETF reconciliation. Kraft indicated he has been working with the IT Department to resolve these issues but stated there will always be variances due to rounding issues. Kraft stated that WRS is moving toward monthly reconciliations of accounts. Wagner reported that discussions continue on whether or not new payroll software should be implemented. He has also asked IT and HR to move "with all due dispatch" to get these issues resolved.

The 2018-2022 5-year Capital Improvement Plan (CIP) summaries by department and funding source have been presented to all Committee members. Martin stated there is just over $3 million in tax levy requested for 2018, which is considerable more than is affordable. To put this in perspective, in 2017 only $225,000 was funded by levy. Wagner will be scheduling one or two special meetings to focus on the CIP to prioritize projects as well as a discussion of debt to determine the maximum amount of money borrowed each year. He requested Finance provide each Committee member with hardcopy sets of the CIP documentation/requests.

Chairman Wagner requested that the resolutions for borrowing for 2018 projects be tabled and brought back for consideration at the July Executive Committee meeting.

Shane Wucherpfennig presented a resolution to amend the 2017 Department of Agriculture, Trade and Consumer Protection (DATCP) grant budget for unanticipated state aid monies received.

Motion (Rozar/Henkel) to approve the resolution to amend the 2017 Department of Agriculture, Trade and Consumer Protection (DATCP) grant budget for unanticipated state aid monies received. The resolution will be forwarded to the County Board for consideration. Motion carried unanimously.

Finance Department correspondence was discussed as outlined on the agenda.

Henkel left the meeting at 9:30 a.m.

Human Resources (HR)

Warren Kraft stated that recruitment for the Finance Director position is underway. The job posting was posted on the County website, professional HR networks, and Kraft's LinkedIn account. Finance Director Martin has posted the job with the Government Finance Officers Association. Supervisors Rozar and Wagner will serve as the Executive Committee representatives for the initial review of the employment applications.

Mr. Kraft reviewed the components of the Grade Review process. The window of opportunity for employees to request a review of their position opens June 1st for submission to their supervisors by July 1st. After review and support, the documents are forwarded to Human Resources by July 31st to send on to the consultant for review. Departments are responsible for the $250 per review. By the September Committee meeting, the recommendations are reviewed and discussed. This year; however, the Committee is seeking a full market review of the Pay Plan, which may or may not impact the appeals that would be submitted. The consensus of the Committee is to proceed with the Grade Review process and that HR will hold sending them to the consultant until the market review is received and studied. Kraft will communicate this to the Department Heads.

Mr. Kraft introduced Tim Deaton from The Horton Group. Mr. Deaton provided a handout and discussed the health fund update, as well as trend analysis of the current plan year. The per employee per year pre-renewal projection is 15%. Mr. Deaton discussed stop loss. It was the consensus of the Committee to request The Horton Group to shop for a better rate for stop loss insurance.

After reviewing plan change options, reviewing large claims analysis, and incorporating the proposed incremental changes, the Committee expressed the belief that all employees need to be educated in the utilization of health care services.

Break: 10:05 a.m.
Reconvene: 10:10 a.m.

Mr. Deaton brought forward an innovative idea relating to reference based pricing, or in other words, auditing inpatient and outpatient invoices for valid billing/procedure codes and excessive charges. A critical part of this program is to educate members on what to look for on statements. This idea will be discussed further next month.

The Committee complemented Mr. Deaton on his presentation and the format of the report, and suggested plan change options for 2018.

Agenda items for next meeting: Resolution regarding installation of a communications tower on the UW Marshfield/Wood County campus.

Next month's Executive Committee meeting will be scheduled for Tuesday, July 11, 2017 at 8:30 a.m.

The Chair adjourned the Executive Committee meeting at 10:50 a.m.

Respectfully submitted and signed electronically,

Donna M. Rozar
Secretary

Human Resources agenda items minutes taken and prepared by Paula Tracy. Other minutes taken and prepared by Brenda Nelson. All minutes reviewed by the Executive Committee secretary.

EXECUTIVE COMMITTEE MEETING MINUTES

DATE: Tuesday, July 11, 2017
TIME: 8:30 a.m.
PLACE: Room 114, Wood County Courthouse
PRESENT: Al Breu, Bill Clendenning, Michael Feirer, Hilde Henkel, Lance Pliml, Donna Rozar, Ed Wagner
OTHERS PRESENT (for part of all of the meeting): Reuben Van Tassel, Brenda Nelson, Marla Cummings, Mike Martin, Adam Fandre, Amy Kaup, Cheryl Krohn, Terry Stelzer, Sue Kunferman, Brandon Vruwink, Jordan Bruce, Brent Vruwink, Dennis Polach, Bill Winch, Warren Kraft, Paula Tracy, Jodi Pingel, Rock Larson, Brian Della (PFM), Tim Deaton (The Horton Group)

The meeting was called to order by Chairman Wagner.

Public Comment – No public comments

Consent Agenda

Motion (Rozar/Henkel) to approve the consent agenda as presented. Motion carried unanimously.

Kraft requested that the Finance Director portion of the HR letter of comments be pulled from the Consent Agenda for discussion. A timeline for interviews needs to be established. Wagner indicated the entire Executive Committee would be invited to sit in on interviews; however, a representative from HR would be doing the questioning. Committee members may submit questions they would like asked of the candidates in writing to HR. Wagner will meet with Kraft and Rozar after the meeting for further discussion.

Maintenance Manager Van Tassel reviewed his Letter of Comments.

Van Tassel gave an update on the Courthouse and River Block construction projects. The River Block project continues to remain under budget with final work being done. Stelzer inquired about AEDs at the River Block building. Kunferman stated that there is one AED located in the Health Department on third floor.

Risk Management Director Stelzer reviewed his Safety and Risk Management Letter of Comments. He informed the Committee that he is recommending the worker's compensation rates for municipal operations employees for 2018 be lowered by 2 percent. Stelzer is also working on evacuation plans for the River Block building.

IT Director Kaup stated that the TimeStar payroll testing is going well.

Kaup requested education reimbursement for her spring 2017 semester in the amount of $3,081.48. Clendenning voiced his opposition of approving the reimbursement, citing that both the Judicial and Health and Human Services Committees have denied education reimbursement requests for employees. He stated there is nothing in the employee handbook that authorizes education reimbursement for a department head. The education reimbursement policy is meant to help employees advance in their department and a department head has no position to advance to. Clendenning asked to see where the written policy is that would authorize department head education reimbursement. HR Director Kraft stated that he would meet with Clendenning in the hall after the meeting to explain it; Clendenning declined his offer.

Motion (Rozar/Breu) to approve an education reimbursement to Amy Kaup in the amount of $3,081.48. Breu: yes; Clendenning: no; Feirer: yes; Henkel: yes; Pliml: yes; Rozar: yes; Wagner: yes. Motion carried.

Wellness Coordinator Fandre presented his update. He continues working on getting the portal ready for implementation of the premium discount program and hopes to get information out to the employees within the next two weeks. Rozar commented that she recently attended a conference in Philadelphia where the topic of insurance premiums was discussed. She stated some hospitals are even refusing to hire smokers due to the impact on insurance costs. Clendenning stated that he feels no one is working on trying to get health insurance costs down.

Deputy Treasurer Krohn reviewed the Department's Letter of Comments.

Krohn presented a resolution to cancel stale dated checks totaling $931.10 as recommended by the auditors.

Motion (Clendenning/Feirer) to approve the resolution to cancel stale dated checks totaling $931.10 as recommended by the auditors. The resolution will be forwarded to the County Board for consideration. Motion carried unanimously.

Finance Director Martin presented a resolution to amend the 2017 budget for Veterans Relief by transferring $4,000 from the fund balance account.

Motion (Pliml/Henkel) to approve the resolution to amend the 2017 budget for Veterans Relief by transferring $4,000 from the fund balance account. The resolution will be forwarded to the County Board for consideration. Motion carried unanimously.

Martin introduced Brian Della with PFM, an advisor on borrowing and structuring debt. Della presented information on proposed capital planning for Wood County and how the County could reach a "steady state" of borrowing. Chairman Wagner emphasized the need for a borrowing plan. The Executive Committee needs to determine how much, if any, money should be borrowed so that committee members can guide the departments they oversee in developing 5 year capital improvement plans.

Chairman Wagner presented the Capital Improvements Borrowing Plan for 2018. The focus was on setting a borrowing/levy limit for capital improvements. Wagner stated that the County has been very conservative with borrowing in the past and although we are hesitant to raise taxes, providing services to the taxpayers costs money. Clendenning believes that more borrowing should be done through a referendum. Feirer opposed a referendum for borrowing.

Motion (Pliml/Breu) to approve $5.25 million in borrowing for 2018. Breu: yes; Clendenning: no; Feirer: yes; Henkel: yes; Pliml: yes; Rozar: yes; Wagner: yes. Motion carried.

Martin presented a resolution for borrowing in the amount of $2,500,000 to fund highway improvement projects.

Motion (Breu/Rozar) to approve the resolution for borrowing in the amount of $2,500,000 to fund highway improvement projects. The resolution will be forwarded to the County Board for consideration. Motion carried unanimously.

Martin presented a second resolution for borrowing in the amount of $2,750,000 for the purpose of refinancing $1,750,000 of State Trust Fund loans borrowed in 2017 for capital improvements and $1,000,000 for 2018 capital improvement projects.

Motion (Henkel/Breu) to approve the resolution for borrowing in the amount of $2,750,000 to refinance $1,750,000 of State Trust Fund loans and fund $1,000,000 in capital improvement projects for 2018. The resolution will be forwarded to the County Board for consideration. Motion carried unanimously.

Discussion was held regarding the 2018 budget. Chairman Wagner announced that a 2 percent cost of living increase will be used on the wage scale for budgeting purposes.

A meeting of the Executive Committee to review all departments budgets was set for September 21, 2017 at 10:00 a.m. in the Courthouse.

Finance Department correspondence was discussed as outlined on the agenda.

Break at 9:57 a.m. Meeting reconvened at 10:05 a.m.

Human Resources (HR)

Mr. Kraft provided an update regarding relocating the payroll function. IT is taking the lead, especially as it relates to software. A team went to the City of Marshfield for a demo on the Dynamics payroll system. Reviewing payroll processes will be ongoing, and regular updates will be provided to the Committee.

Mr. Kraft reported that he received the request for proposals from two consulting firms for the market review of the County's pay plan. Although the quotes came in high, it was not unexpected. He suggested that the Committee study the proposals and discuss at the August meeting. Funding is an issue, as this was not budgeted for this year.

During the TimeStar parallel timekeeping testing it was discovered that comp time was not recorded properly as had been adopted by the County Board. Mr. Kraft shared the email he forwarded to department heads for the Committee's information.

Tim Deaton from The Horton Group reviewed 2018 projections to the health insurance plan. He also discussed the impact of high cost claims to the stop loss insurance premiums, and will seek alternatives that may reduce the anticipated increase to the stop loss policy. For budgeting purposes, it was the consensus of the Committee to use a 10% increase for 2018.

Mr. Deaton reviewed 2017 plan changes and presented potential 2018 plan changes for the Committee to review.

Motion (Rozar/Clendenning) to increase the office visit copay to $25.00, increase the specialist office visit copay to $50.00 and the Emergency Room visit copay to $250.00.

Discussion ensued.

Motion (Henkel/Breu) to amend the motion to change the Emergency Room visit copay to $200.00. Motion carried; Clendenning voted no.

With these changes, Mike Martin inquired how to implement the plan design savings. The Committee wants to see the savings put towards replenishing the health insurance reserves.

Mr. Kraft reminded the Committee as it moves through the budget process, last month reference based pricing, or in other words, auditing inpatient and outpatient invoices for valid billing/procedure codes and excessive charges was discussed. This procedure could be another alternative to help reduce the projected increase in 2018 claims costs to the County.

Next month's Executive Committee meeting is scheduled for Tuesday, August 1, 2017 at 8:30 a.m., room 114.

Motion (Rozar/Henkel) to adjourn the Executive Committee meeting at 10:50 a.m. Motion carried unanimously.

Respectfully submitted and signed electronically,

Secretary

Human Resources agenda items minutes taken and prepared by Paula Tracy. Other minutes taken and prepared by Brenda Nelson.

MEETING MINUTES
EC SUBCOMMITTEE ON THE
WISCONSIN RAPIDS ANNEX, RIVER BLOCK BUILDING, AND
RELOCATION/REMODELING OF COURTHOUSE DEPARTMENTS

Date: Thursday, June 22nd, 2017
Place: Room 231A Wood County River Block, 111 W Jackson St., Wisconsin Rapids, WI
Subcommittee members present: Al Breu, Bill Clendenning, Donna Rozar, Ed Wagner, Doug Machon
Others present for all or part of the meeting: Reuben Van Tassel, Brandon Vruwink, Dennis Polach, Dawn Schmutzer, Gus Mancuso and Heather McKellips (Incourage), Sue Kunferman, Kathy Alft, Amy Kaup, Sonia Hanneman (Trading Post), Michelle Goodwin Party Time Cakes)

1. Chair Clendenning called the meeting to order at 10:30 a.m.

2. **Public Comments:** Gus Mancuso stated that the room and location of meeting created accessibility concerns.
   Michelle Goodwin and Sonia Hanneman, downtown business owners, expressed customer parking concerns regarding the fourth row in the leased parking lot that their customers have been using prior to the leasing of the parking lot by Wood County.

3. Motion (Wagner/Breu) to approve the minutes of the May 5th meeting as distributed without comments, edits, or additions.

4. **Update of status of River Block parking/pedestrian safety:** Reuben stated the passes distributed to employees were serving their purpose. It was reiterated that there are 4 rows of parking in the lot across the street that are under lease. Final numbers of how many parking spaces the County will need are required. Doug, Ed, and Reuben will meet to come up with those numbers and report back to the Subcommittee. Options for consideration regarding customer parking concerns expressed will be discussed when those final numbers are tabulated.

   The Elk's lot has not been paved yet.

   Pedestrian safety (getting into River Block) was discussed. Risk Management needs to be pulled into the discussion to address customer and employee liability. Various reminders regarding pedestrian crosswalks were discussed. Corporation Counsel involvement was recommended in possible discussions with the City regarding those reminders. The Chair will discuss concerns with both departments.

5. **River Block project update:**

Reuben reported that the bulk of the project has been completed. A final invoice has been received. There is $187,170 of the contingency fund left. There is additional work that needs to be addressed. 1. A "Personnel lift" for the third floor was approved and will be purchased.

2. Sound issues in the Health Department (HD) and Break Room are being addressed. The HD is using some white noise machines and they are working in some areas. Since the noise is coming from the vents, anticipated installation of some ceramic insulation is going to be done.

3. The exterior doors need to be replaced at a cost of $27-28,000. There will be 4 pairs of new doors with new frames and 3 of them need automatic door operators. **Motion (Rozar/Machon) to approve the exterior doors replacement at a cost not to exceed $30,000. All ayes. Motion passed.**

4. No leaking was observed in the skylight above the breakroom over the past few weeks with all the rain.

b. Reuben reported that approximately $50,000 would be needed to set-up the unassigned space on the second floor as an auditorium in classroom style. It was the consensus of the Subcommittee that while desirable to have an auditorium, this expense could be capitalized over time to provide that space.

Moving expenses for the Health Department and Human Services is above the estimate provided by Rapps. This will need discussion at the Executive Committee.

6. The Dispatch relocation is being done well with 60% of the $125,000 budgeted. The racking of the IT equipment is being done and framing of the space is to start soon.

Issues that need further discussion: Employee breakroom, Finance Department location, Permanent space for Wellness Coordinator, HR possible relocation, 2nd elevator in Courthouse, Transformer needs. These issues will be put on a future agenda.

7. **Next meeting:** will be called at the discretion of the Chair.

8. The Chair declared the meeting adjourned at 11:54 p.m.

Minutes taken and respectfully submitted by,

Donna Rozar, secretary

Minutes in draft form until approved at the next scheduled meeting of the EC Subcommittee.

MINUTES

EXECUTIVE COMMITTEE SUBCOMMITTEE ON
WISCONSIN RAPIDS ANNEX, RIVER BLOCK BUILDING, AND
RELOCATION OF COURTHOUSE DEPARTMENTS
Friday, June 30th, 2017; 10:00am
Wood County Courthouse, Room 114

Members present: Bill Clendenning, Doug Machon, Al Breu
Members excused: Donna Rozar, Ed Wagner
Others present: Reuben Van Tassel, Ken Curry, Amy Kaup, Kathy Alft, Steve Kreuser, Joe Bachman, Chelsey Mazurek, Sonia Hanneman, Michelle Goodwin, Judy Fajnor, Fritz Schubert, Susan Feith, Bill Leichtnam, Chad Schooley, Angela Breunig, Dan Smith, Terry Stelzer, Lance Pliml, Peter Kastenholz, Steve Budnik, Joseph Zurfluh, Brent Vruwink, Ed Moreno, Greg Potter, Eren Feith, Lori Heideman, Dennis Polach

1. **The meeting was called to order at 10:00am.**

2. **Public comments-**
   Bill Leichtnam stated that he would like to speak on item 5b later in the meeting.

3. **Review/approve minutes of previous meeting.**

Motion made by Al Breu to approve the minutes. Motion seconded by Doug Machon. Motion passed unanimously.

4. **Courthouse remodeling/space needs**- Bill Clendenning commented that he spoke with Emergency Management about temporarily moving their office quarters to the 3rd floor. Steve Kreuser explained that office conditions have gotten worse, and that staff are consistently getting sick. There is also a concern with client privacy with their current office space. Judge Potter asked how much space they need, and then suggested temporarily using the reserve space by the courtroom. Bill asked Rueben if that would be doable. This could be a permanent solution. Doug Machon asked for clarification on the situation and Steve Kreuser and Reuben Van Tassel gave an overview of the concerns and the moisture problems. After hearing the overview there was a consensus of the committee to allow Emergency Management to temporarily move to the space on the third floor.

5. **River Block project update**
   a. **Parking/pedestrian safety-** Bill Clendenning stated that at the last meeting, he appointed a sub-committee of the subcommittee to review the parking situation downtown. Bill encouraged people to contact their alderperson for that city block, Joe Zurfluh Jr. and Hilde Henkel, the County Board representative for that area. Michelle Goodman, from Party Time Cakes spoke with Mayor Vruwink yesterday. According to Michelle, he stated that when he purchased that 15 years ago, he was under the assumption that there was a 99 year lease in place for that first row. He said that Gary from Gary's Coins should have that contract. Michelle contacted Gary to

get a copy of that contract. There were no other comments about the parking lot. Bill Clendenning asked Terry Stelzer to look into yellow pedestrian signs. Terry will speak to the City of Wisconsin Rapids about this.

b. **Potential auditorium**- Bill Leichtnam spoke in favor of the auditorium. The surplus furniture items in room 206a in the Riverblock building could be moved to the 12th Street location. Rueben stated that Human Services needs to have that location secure, if they items do get moved to that location. Bill Clendenning asked Reuben what the cost would be for the auditorium. Reuben responded that the sound system from the old auditorium could mostly be reused. The main expense would come from new tables and chairs. To get started, the surplus furniture, like the tables and chairs, in the hallway could be used, although this wouldn't be sufficient for a large audience or classroom setting.
c. **Surplus furniture** – this item was discussed in item 5a above.
d. **Overage on moving expenses**- Bill Clendenning talked to Peter Kastenholz about this. He stated that if the county received an estimate for $7,000, and was billed $10,000, that the county will most likely have to pay the difference. Kathy Alft asked which budget the difference would come out of. Bill Clendenning responded that the department director will have to take that to the committee to decide.

6. **The next meeting date location and time is to be announced.**

7. **The meeting was adjourned at 10:32am.**

Respectfully submitted,
William T Clendenning, William Clendenning, Chairman
Minutes by Katie Tomsyck, UW-Extension
Reviewed for submittal to County Board on 2-11-17

Maintenance Monthly Comments
From the Desk of Reuben Van Tassel

July 11, 2017

Demolition has begun on the new location for the IT department and work is finishing up on the Dispatch Center.

Met with representatives from Gappa to discuss security upgrades for the Courthouse.

Attended June 15th Health and Human Services Committee meeting.

Attended Security Committee meeting on June 22nd.

Maintenance Secretary attended Time Star training on June 22nd.

Attended Executive Committee meeting, Subcommittee on Wisconsin Rapids Annex River Block Building and Relocation of Courthouse Departments meetings, and weekly River Block and Dispatch/IT progress meetings.

Comments from the County Clerk
July 2017 Executive Committee Meeting

At my annual Wisconsin County Clerk's Association conference in Bayfield, I was sworn in as the past president. While this role isn't filled with a ton of responsibilities, there are still duties to attend to in the coming year. I was also appointed again as the District IV Chair and to the Conference Committee.

The education at conference centered on elections. This is a great time of the year to look in the rear view mirror and see what worked well in 2016 and what could use improvement. Of course legislators always feel there is room for improvement and continue to try to tweak the rules. Having administered a presidential election and a presidential recount in 2016, there was plenty of fodder for the sharing of experiences. One of the workshops I took related to the recount procedure. Preparing for, recruiting tabulators, best practices, streamlining processes, and so much more. These were the incredible training hours. In my 15 years as clerk, I've probably done a dozen recounts and you learn from each one. Everything we do in each election is engineered for transparency of and documentation of that election.

We're starting to gather info for the 2018 budget. In looking at our revenues for this year, we were kind of worried in the beginning that we would fall short. Now, it looks like we'll be right on target.

We're a little bit missing some of the history that Cindy Boyd took with her in her head, but Trent is doing a fabulous job in seeing things with new eyes. That is certainly needed after doing things the same way for so long. He has brought with him a knowledge in so many areas that we work with in this office and he has great ideas how to improve things.

Wood County
WISCONSIN

SAFETY & RISK MANAGEMENT

Safety & Risk Management
Letter of Comments – June 2017

Safety/Risk/Insurance/Work Comp - News & Activities:

- Safety Inspections at County Locations.
- Sharps containers for Sheriff's Departments.
- Lowering work comp rates for 2018.

Lost Time/ Restricted Duty/Medical Injuries: 4

- 05/28/2017 – Norwood HC – Employee sustained a laceration to the right thumb while handling a razor. Medical with restrictions. Back to full duty on 5/31/17.
- 06/01/2017 – Norwood HC – Employee sustained a strain to right ankle from a fall on stairs during an elopement. Medical Only.
- 06/20/2017 – Sheriff's – Employee sustained a strain to the right leg during a training exercise. Medical Only.
- 06/25/2017 – Edgewater – Employee sustained a left foot contusion when a clothing bucket landed on left foot.

First Aid Injuries: 6

- 05/29/2017 – Edgewater – Employee sustained a contusion to the right middle finger when pinched between objects.
- 05/26/2017 – Human Services – Employee sustained a cat bite to the left knee on a home visit.
- 06/08/2017 – Maintenance – Employee sustained a contusion to the nose from a tree branch while tree trimming.
- 06/11/2017 – Sheriff's – Employee sustained a left ankle strain when he missed the last step on stairs.
- 05/23/2017 – Corrections – Employee sustained a right wrist strain when a resident pushed open door as key was still inserted in lock.
- 06/19/2017 – Norwood HC – Employee sustained a urine splash while changing a Depends diaper.

Property/Vehicle Damage Claims: 1

- 06/10/2017 – Sheriff's – Squad #9 vs. Deer. Estimated loss of $2700.08.

Liability – Wood County - Notice of Injury and Claim: 2

- 06/07/2017 – Highway – Windshield damage claim from rock off of dump truck. Asking for new windshield. No estimate yet.
- 06/21/2017 – Highway – Resident windshield chip claim from pea gravel. No negligence on County end. Will recommend we deny claim.

Liability – Active Lawyer Notice of Injury and Claim / Lawsuits/ Court Cases/ EEOC claims/ etc.:

- Engen vs. Wood County Highway. 9/27/2011. Trial scheduled in May has been delayed.
- Waite retaliation claim. 10/04/2014. No updates.
- Suicide claim 3/4/2016 – Casperson.
- Rodeghier wrongful termination and discrimination claim filed with EEOC on 4/11/2017. EPL policy with Chubb is covering this claim.
- Jail Suicide 05/06/2017. No claim currently filed.

2017 Goals: Wood County Pro Active Injury and Loss Prevention initiatives.

Distributed sharps containers for Deputies to prevent BBP exposures.

2018 Worker's Compensation rate reduction

I am recommending a 2% rate reduction for all Municipal Operations employees for 2018 Workers Compensation charges due to lowered injury rates and increased fund balance.

Wood County worker compensation employee rate charges.

Classification Code	Job Titles	Wood County - Current rate per $100.00 of payroll	2018 Rates		2016 - State Rates - if insured	Difference per $100.00 of payroll	Rate change
WC1 - 8810	Admin/Clerical	0.22	0.22		0.25	0.03	same
WC2 - 9413	Municipal Operations	2.67	2.62		4.67	2.05	-2.00%
WC3 - 7720	Police	2.72	2.72		3.85	1.13	same
WC4 - 5507	Road Construction - Heavy Equipment Operator	6.82	6.82		7.79	0.97	same
WC5 - 9040	Hospital (non prof.) - C.N.A.	3.34	3.34		7.18	3.84	same

Interdepartmental Memo

May 30, 2017

To: Ed Wagner, Donna Rozar, Hilde Henkel, Al Breu, Mike Feirer, Bill Clendenning and Lance Pliml

From: Warren Kraft, Director of Human Resources

Subject: Human Resources (HR) Monthly Letter of Comments – May 2017

General Highlights:

- Continued working with the Executive Committee chairperson, the Finance Director and the IT Director regarding the proper home for payroll functions and appropriate software.
- Oversaw compilation of health insurance employee premium contributions for 2015 and 2016, per request of Finance Director, as part of annual audit. Secured additional data for Finance Director related to high cost insurance claims, as part of the audit.
- Continued to work with Finance Department to resolve reconciliation issues. Still awaiting WRS auditing of accounts.
- Participated in web conference training for TimeStar, the electronic time-keeping system to be implemented this year.
- Reviewed with IT and HR staff prioritizing implementation of the Employee Self-Service Module of the current HRMS system and implementation of the paperless office strategy. Worked with Corporation Counsel regarding priority question of completing pay schedules under the Compensation Plan.
- Met with department head about recurring employee matters and developed strategies for resolution; monitoring process. Consulted with department head and supervisor concerning employee attendance issues resulting in a performance improvement plan. Met with department head to review state employment law as applied to conviction records. Consulted with supervisor regarding an extension of the initial employment period for an individual. Met with department head concerning ongoing employee concern and developed strategies for resolution; monitoring progress. Consulted with department head regarding employee's request for additional time off after FMLA expires. Consulted with department head and supervisor concerning extension of initial employment period and implementation of performance improvement plan for an employee. Reviewed with department head the compensatory time off rules. Worked with oversight committee chairperson and department head regarding a supervisor's vacation award concern. Consulted with department head and supervisor to extend initial employment period for employee.

400 Market Street • P.O. Box 8095 • Wisconsin Rapids, Wisconsin 54495-8095 • Telephone (715) 421-8457 • Facsimile (715) 421-8692

- Consulting with Corporation Counsel, responding to a GANNETT request, sent to counties statewide, seeking copies of severance agreements drafted since January 1, 2012 and where payments exceed $10,000.
- Met with GANNETT reporter to review former employee's personal file; completed public records request.
- Regarding recruitment of Finance Director: Completed revision of Finance Director position description, per committee's direction, and circulated updated recruitment memorandum to Committee members. Developed job announcement with appropriate link to County website. Requested Finance Director submit announcement to Government Finance Officers Association for distribution. Distributed announcement on professional HR networks and LinkedIn account. **Will review with Committee next steps, such as Committee designating which member will conduct initial review to determine candidates for interview.**
- Discussed with two oversight committee chair-people potential personnel concerns arising from employee participation in a governmental meeting.
- Continued participation in follow-up recruitment activities for the Edgewater Haven Administrator position up under direction of Health and Human Services Committee.
- Participated in agenda-developing meeting of department heads who report to the Executive Committee.
- Met with department head and supervisor to review potential for developing a four 10-hour day work week for certain employees within a division.
- Continued support of outside counsel regarding discrimination complaint of former employee.
- Met with employee to review complaint and issue decision.
- Participated in every-other-month meeting of the Fox Valley Association of Human Resource Directors. Among the topics discussed:
    - Impartial Hearing Officer processes
    - Layoff and Recall processes
- With Paula, attended the spring meeting of the Wisconsin Association of County Personnel Directors. Topics included:
    - The New HR Landscape in the Trump Era and a Legal Update.
    - Compensation Strategies and Performance Management.
    - A wellness presentation on The Art of Mindfulness.
    - Roundtable discussions on Diversity/Sensitivity/ Bullying, Onsite Clinic/Wellness, etc.
    - Affordable Care Act: repeal and replace – where does it stand now?
    - HR transformation in a change-Adverse Environment.
- Begin preparation for former employee's appeal of an adverse Impartial Hearing Officer's decision to the full County Board on June 20.
- Worked with insurance consultants to secure post-employment health program participation (PEHP plan) data and impact on health insurance claims. Continued work with representatives of The Horton Group to review 2018 health insurance and other employer-sponsored benefits for 2018, including monthly teleconference. **The Horton Group will be present at the June 6 meeting (expected to be in attendance about 9:30 a.m.) to review year-to-date information and 2018 program options.**

- Worked with a Wellness Board member regarding incentive reviews to be presented to the May Wellness Board for further discussion. Participated in Board meetings to develop proposals for Executive Committee consideration at June 6 meeting.
- Continued to compile information received from other public sector IT Departments for internal staff compensation review.
- Monitored request-for-proposals process to conduct market review of Wood County Compensation Plan.
- Collaborated with colleague to survey public entities regarding recruitment packages of wages and benefits for supervisors and department heads. Also, collaborated with colleague regarding tobacco user surcharge for health insurance premiums.
- With Paula and Jodi, attended the monthly Stevens Point Area Human Resources Association (SPAHRA) meeting. The topic "Advanced Issues in FMLA Administration" was presented by Attorney Jennifer Mirus, Boardman & Clark LLP.
- Participating in 3rd Quarter Wellness Challenge: "Stress Less, Breathe More."
- Reviewed ergonomic assessment results with Wellness Coordinator.

Administrative – Paula Tracy

- Attended the Administrative Professional Program Advisory Committee meeting, held at Mid-State Technical College in Stevens Point.
- With Warren, attended the spring meeting of the Wisconsin Association of County Personnel Directors (WACPD). Topics included:
    - The New HR Landscape in the Trump Era and a Legal Update.
    - Compensation Strategies and Performance Management.
    - A wellness presentation on The Art of Mindfulness.
    - Roundtable discussions on Diversity/Sensitivity/Bullying, Onsite Clinic/Wellness, etc.
    - Affordable Care Act: repeal and replace – where does it stand now?
    - HR transformation in a Change-Adverse Environment.
- With Warren and Jodi, attended the monthly Stevens Point Area Human Resources Association (SPAHRA) meeting. The topic "Advanced Issues in FMLA Administration" was presented by Attorney Jennifer Mirus, Boardman & Clark LLP.
- Prepared a personnel file for an open records request. Met with Corporation Counsel and Warren to review the contents to be forwarded.
- Met with a supervisor to discuss potential department reorganization.
- Participated in web conference for TimeStar supervisor training. The session covered generic time card entry and supervisor level time card management tasks. Explained the annual reclassification appeal process with several employees.
- Revised several job descriptions in anticipation of recruitment.
- Researched and responded to email surveys from fellow colleagues relating to various positions, policies and procedures.
- Conducted seven exit interviews this month.
- Participating in 3rd Quarter Wellness Challenge: "Stress Less, Breathe More."

Payroll and Benefits – Jodi Pingel

- Continuing to work with the vendor directly, along with the assistance of IT on system updates/concerns.
    - WRS employer contributions are not accurately being distributed for employees working in multiple departments. The system is equally distributing between the numbers of allocations.
    - Wage calculations for partial hours are converting the rate of pay when finalizing the payout.
        - Product Development Manager has informed us that this is the way the system is designed. However, an additional example was given and they are researching further.
- Processing Family Medical Leave requests.
- WRS annual reconciliation corrections completed.
- Beginning stages of database creation for tracking medical enrollments for 1095C forms.
- Working with Finance on understanding processes and reconciling payroll expense, liability and clearing accounts.
- This month processed payroll for the April 23 - May 6 and May 7 – May 20 pay periods.
- April WRS Remittance.
- Tax Penalty Appeal completed and mailed.
- Confirmation of supervisor and hierarchy level in HRMS. This data will also be used for timecard approval in TimeStar.
- Involved in configuration, set-up and Administrator training for TimeStar electronic timekeeping system.
    - Assigned secondary supervisor/timecard approvers.
    - Inactivate General Ledger codes.
    - Create users for approvers not employed/paid by Wood County.
- Attended Employee Self Service-Open Enrollment webinar for implementation of benefit enrollment through ESS.
- With Warren and Paula, attended the monthly Stevens Point Area Human Resources Association (SPAHRA) meeting. The topic "Advanced Issues in FMLA Administration" was presented by Attorney Jennifer Mirus, Boardman & Clark LLP.
- Developed notification procedure for garnishment payments.
- Processed vacation donations received this month.

Recruitment – Angel Butler-Meddaugh

- Attended the 2017 Regional Talent Summit on May 25, 2017, located in Rothschild. Topics presented :
    - Future Workforce & Regional Economic Development.
    - Inspiring to Connect & Communicate: A New Digital Portal to Connect Talent.
    - Understanding & Accessing Non-traditional Pipelines.
    - Recruitment & Retention: Best practices for Attracting & Retaining Talent in a Competitive Marketplace.
    - Talent Development & the State Budget – Presented by Governor Scott Walker.
    - Taking Action: How Do We "Go and Do" Following What We've Learned Today?

The following chart shows position activity during the month. Positions that are filled are dropped from the list the following month.

Refilled Position	Department	Position	Status
Refilled	Dispatch	Dispatcher (1 FT & Eligibility List)	Deadline 6/14/17
Refilled	Edgewater	CNA (2 FT, 1 PT, 2 Casual)	Recruitment by Edgewater
Refilled	Edgewater	Recreational Therapist Aide (Casual)	Recruitment by Edgewater
Refilled	Edgewater	Dietary Aide (1 PT, 3 Casual)	Recruitment by Edgewater
Refilled	Edgewater	Administrator	Filled
Elig List	Edgewater	RN's (Establishing Eligibility List)	Recruitment by Edgewater
Refilled	Health	Health Promotion & Comm Spec (2)	Filled
Refilled	Health	Accounting Clerk (PT)	Deadline 5/29/17
Refilled	Highway	Mechanic	Deadline 5/30/17
Refilled	Highway	LTE Truck Operators (2)	Filled
Refilled	Highway	Truck Operator	Deadline 5/31/17
Refilled	Highway	Summer Help (2)	References
Refilled	Human Services	Support & Service Coordinator	Filled
Refilled	Human Services	Receptionist/Secretary	References/Background
Refilled	Human Services	Transportation Dispatch Coordinator	Filled
New	Human Services	Community Resources Manager	Filled
Refilled	Human Services	Secretary	References/Background
Refilled	Human Services	CCS/CSP Service Facilitators (2)	Filled
Refilled	Human Services	Economic Support Specialist	Deadline 5/30/17
Refilled	Human Services	FSET Case Managers (2)	Deadline 6/4/17
New	Maintenance	Maintenance Tech I	Deadline 5/31/17
Refilled	Norwood	LPN (Casual)	Recruitment by Norwood
Refilled	Norwood	Discharge Case Manager	Recruitment by Norwood
Refilled	Norwood	Dietary Aide (2 PT, 1 Casual)	Recruitment by Norwood
Refilled	Norwood	RN (1 FT, 2 PT)	Recruitment by Norwood
Refilled	Norwood	CNA (1 FT, 2 PT, 5 Casual)	Recruitment by Norwood
Refilled	Parks	Summer Help (LTE II) – 3	Filled
Refilled	Planning & Zoning	Code Technician	Deadline 5/28/17
Refilled	Sheriff	Cook (FT)	Filled
Refilled	Sheriff	Secretary (Casual)	Filled

Administrative Services – Kelli Quinnell

- Completed and submitted a Census requested by the U.S. Census Bureau.
- Met with departments using IMS-21 and Laserfiche software to view live demonstrations of how the programs are used to determine which would be a better fit for our department.
- Requested and attended one more demo of IMS-21 to ask final questions and review system capabilities one last time.
- Sent request-for-proposals on behalf of Warren Kraft, HR Director, for the Market Review of the Wood County Compensation Plan.
- Sent Organizational Reports to each department for their review to prepare for the implementation of TimeStar – continue to work with departments to make necessary changes and updates.

For specific information on HR activities, please contact the HR Department.

Interdepartmental Memo

June 27, 2017

To: Ed Wagner, Donna Rozar, Hilde Henkel, Al Breu, Mike Feirer, Bill Clendenning and Lance Pliml

From: Warren Kraft, Director of Human Resources

Subject: Human Resources (HR) Monthly Letter of Comments – June 2017

General Highlights:

- To ease potential payroll errors, the Department formally instituted a long-held practice that all pay-rate changes will be effective with the start of a pay period and notified department heads accordingly.
- Continued working with the Executive Committee chairperson, the Finance Director and the IT Director regarding the proper home for payroll functions and appropriate software, including the first of what is expected to be several conference calls with the vendor representatives. Participated in discussions about payroll rounding issues.
- Met with impacted employee, prepared memorandum for County Board, made statement to Supervisors concerning a former employee's appeal of an adverse decision by an impartial hearing officer.
- Oversaw compilation of health insurance employee premium contributions for 2015 and 2016, per request of Finance Director, as part of annual audit. Secured additional data for Finance Director related to high cost insurance claims, as part of the audit.
- Still awaiting WRS auditing of accounts.
- Participated in web conference training for TimeStar, the electronic time-keeping system to be implemented this year.
- Continued work with IT and HR staff prioritizing implementation of the Employee Self-Service Module of the current HRMS system and implementation of the paperless office strategy.
- Continued to meet with department head about recurring employee matters and developed strategies for resolution; monitoring process. Consulted with department head and supervisor concerning employee performance issues and developed strategies for resolution. Met with employee concerned about work relationships within department and made recommendations for an appropriate course of action. Met with an employee concerning working relationships within the office and discussed alternatives for future action.
- Consulting with Corporation Counsel, responding to a GANNETT request, sent to counties statewide, seeking copies of severance agreements drafted since January 1, 2012 and where payments exceed $10,000. (Two such documents have been released.)

400 Market Street • P.O. Box 8095 • Wisconsin Rapids, Wisconsin 54495-8095 • Telephone (715) 421-8457 • Facsimile (715) 421-8692

- In consultation with Corporation Counsel, processed two more public records requests from former employee; responded to outside counsel requests for information concerning the former employee's EEOC/ERD complaint.
- Participated in recruitment activities for Finance Director.
- Began review of proposals for Market Study of Wood County Compensation Plan.
- With Corporation Counsel, attended *(at personal expense)* the annual Municipal Attorney Institute, sponsored by the League of Wisconsin Municipalities. Topics included:
    - Ethics for Municipal Attorneys
    - Fourth Amendment Law
    - Risk Management and Insurance Issues
    - Framework and Strategies for Conducting Internal Investigations
    - A wellness presentation on The Art of Mindfulness.
    - Legislative and Municipal case Law Update
    - Roundtable discussions on legal issues
- Worked with insurance consultants to secure post-employment health program participation (PEHP plan) data and impact on health insurance claims. Monthly teleconference with representatives of The Horton Group. Continued work with representatives of The Horton Group to review 2018 health insurance and other employer-sponsored benefits for 2018, including monthly teleconference. **The Horton Group will be present at the July 11 meeting to review year-to-date information and 2018 program options.**
- Following Executive Committee approval, worked with Wellness Board members regarding communications to employees including reassurance to the Deputy Sheriffs' Association that Wood County would still honor the agreed-upon employee contribution to health insurance (Employer - 90%; Employee 10%) Note that the contract runs through December 31, 2019.
- Collaborated with colleague to survey public entities regarding recruitment packages of wages and benefits for supervisors and department heads. Also, collaborated with colleague regarding tobacco user surcharge for health insurance premiums.
- Completed participation in 3rd Quarter Wellness Challenge: "Stress Less, Breathe More."
- Participated in Real Colors training facilitated by Peter Manley and Chris Viau, University Extension, on June 13, 2017.
- An item of personal note: was on vacation at month's end, celebrating anniversary and wife's birthday, and spending time at two scout camps in WI & MN north woods.

Administrative – Paula Tracy

- Reviewed and pulled information from several personnel files for yet another open records request from a former employee. Met with Peter Kastenholz, Corporation Counsel and Warren to review the requested information. Forwarded Woznicki notices.
- Worked with Aspirus Business Health and Marshfield Laboratories to update after hours post-accident drug and alcohol testing procedures for our employees who possess a Commercial Driver's License (CDL).
- Revised several job descriptions in anticipation of recruitment.
- Reviewed job code numbers for the Human Services Department position descriptions. Collaborated with Jodi Pingel and Angel Butler-Meddaugh and will make changes in the HRMS system and renumber the position descriptions.

- Warren and I met with an employee concerned about work relationships within the department. Made recommendations for an appropriate course of action. Responded to a supervisor and employee relating to a personnel policy.
- Angel and I met with Warren to review promotional guidelines.
- Spoke with Sheriff Deputies' union President regarding health insurance premiums and the wellness incentive. Provided Warren with details of the discussion and asked that he get back to the union President.
- Attended TimeStar training facilitated by the IT team. The session covered the basics, maneuvering around the software and time card entry. I have attended both trainings offered by IT.
- Attended the monthly Stevens Point Area Human Resources Association (SPAHRA) meeting. The topic "Just Culture Policies: What You Need to Know" was presented by Attorney Jennifer Walther, Mawicke & Goisman, S.C.
- Participated in Real Colors training facilitated by Peter Manley and Chris Viau, University Extension, on June 13, 2017.
- Researched and responded to email surveys from fellow colleagues relating to various positions, policies and procedures.
- Conducted four exit interviews this month.
- Assisted Angel with Dispatch testing at Mid-State Technical College on June 29, 2017.
- Completed the 3rd Quarter Wellness Challenge: "Stress Less, Breathe More."

Payroll and Benefits – Jodi Pingel

- Continuing to work with the vendor directly, along with the assistance of IT on system updates/concerns.
  - WRS employer contributions are not accurately being distributed for employees working in multiple departments. The system is equally distributing between the numbers of allocations.
  - Wage calculations for partial hours are converting the rate of pay when finalizing the payout.
    - Product Development Manager has informed us that this is the way the system is designed. However, an additional example was given and they are researching further.
- Researching options for new payroll software, participate in webinars and demonstrations with Great Plains/Dynamics and Net@work/Infinity HR
- Processing Family Medical Leave requests.
- Request was made – On Hold - Database creation for tracking medical enrollments for 1095C forms
- This month processed payroll for the May 21-June 3 and June 4-June 17 pay periods included manually entering timecards for the June 22 payroll
- May WRS Remittance.
- Update payroll fringe report for reversed checks
- Update reusable timecards to reflect current Life Insurance fringe enrollment
- Testing HRMS 2017 upgrade in test environment
- Update Class 3 with Riverblock location for departments that have relocated
- June Cobra Remittance and vendor payments

- Updated Hours/Unites in HRMS to reflect the actual percentage of hours for part-time employees based on annual 2080 hours
- Transfer sick time hours to Catastrophic Sick Account (quarterly)
- TimeStar
  - Created users that are not ran through Wood County payroll
  - Assigned badge numbers for Norwood and Edgewater employees
  - Assigned comp time accrual plans to all employees
  - Assigned supervisor access to payroll clerks
  - Updated department supervisors and access
  - Assigned parent-child relationship for job codes
- Participated in Real Colors training facilitated by Peter Manley and Chris Viau, University Extension, on June 13, 2017.

Recruitment – Angel Butler-Meddaugh

- Attended a Cyber Recruiter Virtual User Group Meeting on June 8, 2017.
- Participated with Jason Grueneberg regarding interviews for his vacant Code Technician position on June 15, 2017. Final candidate was selected and references/background were completed. Offer was made and accepted.
- Participated in Real Colors training facilitated by Peter Manley and Chris Viau, University Extension, on June 13, 2017.
- Conducted Dispatch testing at Mid-State Technical College on June 29, 2017. Paula will be assisting. There were 74 applicants invited.
- Completed the 3rd Quarter Wellness Challenge: "Stress Less, Breathe More."
- Paula and I met with Warren to review promotional guidelines.
- Forwarded eight applications to Ed Wagner, Donna Rozar and Warren Kraft regarding the Finance Director position. Deadline is July 1, 2017, starting to review applications on June 26, 2017.

The following chart shows position activity during the month. Positions that are filled are dropped from the list the following month.

Refilled Position	Department	Position	Status
Refilled	Dispatch	Dispatcher (1 FT & Eligibility List)	Dispatch Testing 6/29/17
Refilled	Edgewater	CNA (1 FT, 3 PT, 4 Casual)	Recruitment by Edgewater
Refilled	Edgewater	Recreational Therapist Aide (Casual)	Recruitment by Edgewater
Refilled	Edgewater	Dietary Aide (2 PT, 2 Casual)	Recruitment by Edgewater
Elig List	Edgewater	RN's (1 PT, 1 Casual and Establishing Eligibility List)	Recruitment by Edgewater
Refilled	Edgewater	Accounting Services	Deadline 7/2/17
Refilled	Finance	Finance Director	Deadline 7/4/17
Refilled	Health	Health Screener – Oral	Deadline 7/9/17
Refilled	Health	Accounting Clerk (PT)	Filled
Refilled	Highway	Mechanic (2)	Filled
Refilled	Highway	Truck Operator	Interviewing 7/11 & 7/12
Refilled	Human Services	Receptionist/Secretary	Filled
Refilled	Human Services	Residential Aide (1FT & Casual)	Deadline 6/25/17
Refilled	Human Services	Crisis Interventionist (Casual)	Deadline 6/25/17
Refilled	Human Services	Secretary	Filled
Refilled	Human Services	Bus Driver (Casual)	Interviews 6/28 & 6/29
Refilled	Human Services	Economic Support Specialist	References/Background
Refilled	Human Services	FSET Case Managers (2)	Filled
New	Maintenance	Maintenance Tech I	Filled
Refilled	Norwood	LPN (Casual)	Filled
Refilled	Norwood	Discharge Case Manager	Recruitment by Norwood
Refilled	Norwood	Dietary Aide (2 PT, 2 Casual)	Recruitment by Norwood
Refilled	Norwood	RN (2 FT – Establishing Elig List)	Recruitment by Norwood
Refilled	Norwood	CNA (2 FT, 2 PT, 5 Casual)	Recruitment by Norwood
Refilled	Planning & Zoning	Code Technician	Filled
Refilled	Sheriff	Corrections Officers	Filled
Refilled	Sheriff	Secretary (Casual)	Filled

Administrative Services – Kelli Quinnell

- Completed and submitted an Occupational Employment Statistics Report requested by the Department of Workforce Development.
- Transmitted notices to two former employees regarding an open records request.
- Participated in Real Colors training facilitated by Peter Manley and Chris Viau, University Extension, on June 13, 2017.
- Responded to numerous questions relating to the new Wellness Program insurance premium incentive. Sent common questions to Sue Kunferman to compile a Frequently Asked Questions list to be placed on the Wood County Employee Intranet.
- Completed and continue to complete employee and setting updates in TimeStar.
- IMS-21 has been installed on my computer. This is one of the first steps in implementation of this electronic filing system in Human Resources.
- Will continue to work with IT to train and learn the IMS-21 system once the licenses have been paid for.
- Continue to research and record personnel file document types to be set up in IMS-21 before utilization of the system can occur.

For specific information on HR activities, please contact the HR Department.

WOOD COUNTY

ITEM# 1 - 1

DATE July 18, 2017

RESOLUTION# _____ Effective Date July 18, 2017

Introduced by EXECUTIVE COMMITTEE

Page 1 of 1 Committee

CAK

Motion:	Adopted:
1st _____	Lost:
2nd _____	Tabled:
No: ____ Yes: ____	Absent:

Number of votes required:

[X] Majority [ ] Two-thirds

Reviewed by: PAK , Corp Counsel

Reviewed by: _____ , Finance Dir.

		NO	YES	A
1	LaFontaine, D			
2	Rozar, D			
3	Feirer, M			
4	Wagner, E			
5	Fischer, A			
6	Breu, A			
7	Ashbeck, R			
8	Kremer, B			
9	Winch, W			
10	Henkel, H			
11	Curry, K			
12	Machon, D			
13	Hokamp, M			
14	Polach, D			
15	Clendenning, B			
16	Pliml, L			
17	Zurfluh, J			
18	Hamilton, B			
19	Leichtnam, B			

INTENT & SYNOPSIS: To cancel stale dated checks as recommended by the auditors. Said checks from County General Account as per office of the County Treasurer.

FISCAL NOTE: As per resolution-total to be canceled $931.10.

WHEREAS, we have received a recommendation from the County's outside audit firm that all stale dated checks be canceled, and

WHEREAS, the below listed checks are stale dated and appropriate for cancelling now.

Check No.	Date	Name	Amount
293663	4/7/2015	Danielle Harper	$29.34
477315	3/7/2014	Steven Baltzell	$60.60
478166	4/2/2014	Kelly Rivera	$30.00
479242	4/30/2014	Gary J Adamski	$.51
479247	4/30/2014	Jodie K Porter	$1.02
480100	5/21/2014	Patrick Weinfurter	$61.11
482825	8/13/2014	Jeffrey Peterson	$32.55
482885	8/13/2014	Marie Eibl	$12.91
487994	1/14/2015	Timothy Jennings	$35.10
489274	2/13/2015	Lloyd Brock	$25.51
492760	6/3/2015	Dana Craig Haagenson	$50.40
492761	6/3/2015	Joshua J Hendricks	$32.55
493805	7/1/2015	Mark G Atkinson	$35.10
494700	7/24/2015	Tony Altmann	$50.00
495280	8/12/2015	Scott Hinojos	$16.04
496402	9/11/2015	Eric J Stocco	$46.12
496749	9/23/2015	Park Motel	$100.00
497366	10/9/2015	Lynette J Heitzinger	$39.18
497600	10/14/2015	Seth Bayerl	$74.36
497750	10/21/2015	WI Coalition of Person Directe	$100.00
498031	11/4/2015	Monica Wyland	$17.00
498032	11/4/2015	Alexis Wyland	$16.00
499169	12/9/2015	Shelley L Schuh	$65.70

NOW, THEREFORE, be it resolved, by the Wood County Board of Supervisors, that the above listed stale dated checks in the amount of $931.10 be canceled.

WOOD COUNTY

ITEM# 1-2

DATE July 18, 2017

RESOLUTION# _____ Effective Date Upon passage and publication

Introduced by Executive Committee

MM

Motion:	Adopted:
1st	Lost:
2nd	Tabled:
No: Yes:	Absent:

Number of votes required:

[ ] Majority [X] Three-Fourths

Reviewed by: PAK, Corp Counsel

Reviewed by: MFM, Finance Dir.

		NO	YES	A
1	LaFontaine, D			
2	Rozar, D			
3	Feirer, M			
4	Wagner, E			
5	Fischer, A			
6	Breu, A			
7	Ashbeck, R			
8	Kremer, B			
9	Winch, W			
10	Henkel, H			
11	Curry, K			
12	Machon, D			
13	Hokamp, M			
14	Polach, D			
15	Clendenning, B			
16	Pliml, L			
17	Zurfluh, J			
18	Hamilton, B			
19	Leichtnam, B			

INTENT & SYNOPSIS: Initial resolution authorizing the issuance of general obligation promissory notes

FISCAL NOTE: Not to exceed $2,500,000

BE IT RESOLVED by the County Board of Supervisors of Wood County, Wisconsin that there shall be issued, pursuant to Section 67.12(12), Wisconsin Statutes, general obligation promissory notes in an amount not to exceed $2,500,000 for the public purpose of financing highway improvement projects. There be and there hereby is levied on all the taxable property in the County a direct, annual tax in such years and in such amounts as are sufficient to pay when due the principal and interest on such notes.

WOOD COUNTY

ITEM# 1-3

DATE July 18, 2017

RESOLUTION# _____

Effective Date Upon passage and publication

Introduced by Executive Committee

Page 1 of 1

Motion:	Adopted:
1st _____	Lost:
2nd _____	Tabled:
No: ____ Yes: ____	Absent:

Number of votes required:

[ ] Majority [X] Three-Fourths

Reviewed by: PAK , Corp Counsel

Reviewed by: MMM , Finance Dir.

		NO	YES	A
1	LaFontaine, D			
2	Rozar, D			
3	Feirer, M			
4	Wagner, E			
5	Fischer, A			
6	Breu, A			
7	Ashbeck, R			
8	Kremer, B			
9	Winch, W			
10	Henkel, H			
11	Curry, K			
12	Machon, D			
13	Hokamp, M			
14	Polach, D			
15	Clendenning, B			
16	Pliml, L			
17	Zurfluh, J			
18	Hamilton, B			
19	Leichtnam, B			

MM

INTENT & SYNOPSIS: Initial resolution authorizing the issuance of general obligation promissory notes

FISCAL NOTE: Not to exceed $2,750,000

BE IT RESOLVED by the County Board of Supervisors of Wood County, Wisconsin that there shall be issued, pursuant to Section 67.12(12), Wisconsin Statutes, general obligation promissory notes in an amount not to exceed $2,750,000 for the public purpose of refinancing $1,750,000 of State Trust Fund loans borrowed for 2017 capital projects and $1,000,000 for 2018 capital items in the 2018 budget. There be and there hereby is levied on all the taxable property in the County a direct, annual tax in such years and in such amounts as are sufficient to pay when due the principal and interest on such notes.

2

HEALTH AND HUMAN SERVICES COMMITTEE

DATE: June 15, 2017

PLACE: Edgewater Haven – Conference Room 110, Administration Building, Port Edwards

PRESENT: Donna Rozar, Adam Fischer, Brad Kremer, Dennis Pollach, Marion Hokamp, Jeffrey Koszczuk, D.O. and Jessica Vicente (arrived at 5:15 p.m.)

EXCUSED: Lori Slattery-Smith R.N., Tom Butke

ALSO PRESENT (for all or part of the meeting): Brandon Vruwink, Jordon Bruce (Human Services), Cindy Robinson (Edgewater Haven), Sue Kunferman (Health), Reuben Van Tassel (Maintenance), Rock Larson (Veterans), Bill Clendenning (County Board Supervisor), Peter Manley (UW Extension)

1) **Call to Order**
Meeting called to order at 5:00 p.m. by Chair Rozar.

2) **Quorum**
A quorum was declared.

3) **Public Comments**
There were no members of the public present to provide public comment. Cindy Robinson, the new Administrator for Edgewater Haven, introduced herself, as did the rest of the people in the room.

4) **Strategic Planning for Human Services/Norwood/Edgewater Haven**
Committee members voiced their top concerns/issues to begin the strategic planning process. Donna provided background about the resolution passed last meeting to bring Edgewater Haven under the Human Services Department. This resolution also passed in the Judicial and Legislative Committee and will go to full County Board on June 20. Peter Manley provided a general overview of the strategic planning process.

Brandon Vruwink shared budget information and discussed how some of the non-mandated services help to support unfunded mandated services. Brandon emphasized the importance of getting to a point where Human Services can think about prevention as opposed to being reactive as needs arise.

A lengthy discussion followed addressing continuation of the nursing home business, marketing opportunities, the aging population, capital improvements to Edgewater (i.e. private bathrooms), quality care, historical financial positions, "return on investment" on monies spent on services, and the tax implications of bonding for capital improvements.

Peter Manley summarized the discussion and indicated that a strategic goal would be to improve Edgewater's revenue/sustainability by:
- Moving the TBI from Norwood to Edgewater
- Training for staff to improve Case Mix Index (CME)
- Marketing
- Upgrading the facility (private restrooms)

There was Committee consensus to develop a capital improvement plan and work with fiscal services to identify a more detailed estimate of the potential return on this investment. Department heads were instructed to bring recommendations to the Committee for use of any vacated space that might occur in Norwood as a result of a move of the TBI to Edgewater. A follow-up strategic planning meeting will be scheduled at the next H & HSC meeting to continue discussion of strategic planning for Human Services.

5) **Discussion of Human Services space needs in Marshfield**
Chair Rozar indicated that Human Services is no longer required to vacate City Hall in Marshfield in September 2018 as previously indicated. This changed timetable allows more discussion of options to meet space needs. Chair Rozar will talk with Corporation Counsel about working with the City of Marshfield to evaluate the status of the Human Services lease. Cornerstone space needs need to not be forgotten as the leased space continues to deteriorate. Campus zoning with the Wood County Annex campus will likely need to be pursued in the City of Marshfield if an additional building is erected on the Wood County Annex property. This zoning might be worth pursuing sooner than later.

There were follow-up discussions regarding the consideration of the Marshfield Knights of Columbus Hall. Motion (Fischer/Kremer) to communicate with Knights of Columbus that Wood County is not prepared to make an offer on the building at this time and would like for Wood County to be listed as an exemption if they list the property with a realtor. Chair Rozar will make that contact. All ayes. Motion carried.

6) **Adjourn**
The Chair declared the meeting adjourned at 7:11 p.m.

Minutes taken by Sue Kunferman and reviewed by Marion Hokamp, Secretary.

Minutes subject to Committee approval

_____
Marion Hokamp, Secretary

HEALTH AND HUMAN SERVICES COMMITTEE

DATE: June 22, 2017

PLACE: Edgewater Haven Conf Room 110/Admin Building - Port Edwards

PRESENT: Donna Rozar, Adam Fischer, Dennis Polach, Jessica Vicente, Brad Kremer, Tom Buttke, Marion Hokamp, Lori Slattery-Smith, R.N. and Jeffrey Koszczuk, D.O. (both arrived during agenda item #4)

EXCUSED: - - -

ALSO PRESENT (for all or part of the meeting): Brandon Vruwink, Jo Timmerman (Human Services); Cindy Robinson, Kathleen Zellner (Edgewater Haven); Sue Kunferman, Kathy Alft, Erica Sherman (Health Department); Rock Larson (Veteran Services); Bill Clendenning (County Board Supervisor);

1) **Call to Order**
   Meeting called to order at 5:00 p.m. by Chair Rozar.

2) **Quorum**
   The Chair declared a quorum present.

3) **Public Comments**
   - Brad Kremer extended appreciation to Brandon Vruwink and Marion Hokamp for their attendance at Altenburg Farm's launch of the school/farm educational program.

4) **Health Department presentation: Maternal Child Health Home Visiting Program**
   Erica Sherman (Health Department Public Health Nurse) described the maternal child health home visiting program and shared a typical case management example.

5) **Consent Agenda**
   Norwood Health Center and Edgewater vouchers were pulled. Motion (Buttke/ Koszczuk) to approve the consent agenda. All ayes. Motion carried.

6) **Discussion and consideration of items removed from consent agenda**
   - EDGEWATER: Cindy Robinson and Chair Rozar responded to concerns regarding staffing vs contracted services.
   - NORWOOD HEALTH CENTER: Brandon Vruwink responded to questions regarding CNA exam testing, facility leasing costs, purpose of gas cards, and contracted services vs in-house staffing.

   There was Committee consensus to revisit the source of contracted services vs in-house staffing as part of the budget process. Motion (Kremer/Fischer) to approve the Norwood Health Center & Edgewater Haven vouchers pulled for discussion. All ayes. Motion carried.

7) **Financial Statements – Edgewater Haven, Human Services, Norwood Health Center**
   Financial statements were reviewed with specific questions answered by appropriate Department Heads.

8) **Discussion of Human Services space needs in Marshfield**
   For those absent from last week's Committee's strategic planning meeting, Chair Rozar shared a brief update with discussions that occurred.

9) **Discussion and Consideration of Human Services Department Organizational Structure**
   The resolution to bring Edgewater Haven under the umbrella of Human Services was approved at the June County Board meeting. Brandon Vruwink shared options for organizational structure given the anticipated change. Brandon responded to Committee concerns regarding costs for a new position and will look for budget neutral cost-savings. Motion (Vicente/Fischer) to create a Deputy Director position as a new FTE supported by increased efficiencies. All ayes. Motion carried.

10) **Resolution to amend Veterans Service Commission 2017 Budget**
    Rock Larson explained reasons for variance of budgeted expenditures. Motion (Fischer/ Koszczuk) to support the resolution as presented and forward to the Executive Committee for co-sponsorship and County Board for approval. All ayes. Motion carried.

11) **Health Department out-of-state travel request to attend the Health Care Coalition Response Leadership Course in Alabama, September 18-22, 2017 with all expenses paid with grant funds**
Sue Kunferman noted the purpose for this travel was approved at the April Committee meeting but date was rescheduled to September. Motion (Buttke/Fischer) to authorize attendance to the Health Care Coalition Response Leadership Course in Alabama with all expenses paid with grant funds. All ayes. Motion carried.

12) **Request from YMCA regarding street access off Chestnut Avenue in Marshfield**
Chair Rozar shared a letter received from the Marshfield YMCA requesting permission to construct a driveway off Chestnut Street to the YMCA's property. City officials and YMCA representatives will be invited to the July Committee meeting to address concerns and answer questions.

13) **Update regarding relocation of departments to the River Block Building and in the Courthouse**
The move into River Block is progressing well; however, moving costs have exceeded estimates provided by Rapp's. There was Committee consensus to share this information with Corporate Counsel for guidance. Bill Clendenning (Chair of the River Block EC Sub-Committee) agreed to take this to Peter Kastenholz. Rock Larsen provided an update with progress of the Courthouse remodel and associated moves.

14) **Legislative Issue Updates**
Department heads provided updates regarding issues pertaining to their departments.

15) **Items for Future Agenda**
The Chair noted items for future agendas.

16) **Next Meeting(s)**
- July 19, 2017, 5:00 pm, Edgewater Haven Conf Room 110/Admin Building - Port Edwards (for strategic planning purpose)
- July 27, 2017, 5:00 pm, Wood County Annex & Health Center Classroom – Marshfield

17) **Adjourn**
Chair Rozar declared the meeting adjourned at 7:27 pm.

Minutes taken by Kathy Alft and reviewed by Marion Hokamp, Secretary.

Minutes subject to Committee approval

_____
Marion Hokamp, Secretary
Health and Human Services Committee

The regular meeting of the Board of Directors of North Central Community Action Program, Inc. was held on Monday, May 8, 2017 at the United Way of Marathon County offices in Wausau. The meeting was called to order at 5:44 pm by President Peter Rotter.

Denis took roll:

Present	Absent	Staff
Rotter	Nikolai (ex)	Diane
Woller	Mueller	Pam
Sippel		Tony
Burgess		
McDonald		
Hass		
Yang		
Rozar		
Cass		
Kieper		
Degner		
Mach		
Robinson		

Roll call: Denis Burgess took roll call.

Introduction of Guests: Pam introduced Stephanie Cavadeas, CPA, Senior Auditor, from Wipfli LLC, who is here to present our 2016 audit. Katie Castern, Community Services Block Grant Coordinator for the Wisconsin Department of Children and Families, who is here to provide ROMA (Results Oriented Management & Accountability) training for the Board of Directors.

Minutes: A motion was made by Patsy Woller to approve the April minutes as printed. Second was made by Deb McDonald. Motion carried.

Annual Audit presentation: Stephanie Cavadeas distributed and presented an audit summary report. Stephanie discussed the different sections of our audit report. There were no findings or questioned costs. Stephanie discussed the differences in a low-risk versus not low-risk auditee. NCCAP is a low-risk auditee. Stephanie reviewed how major federal and major state programs are selected. Stephanie reviewed the differences in our Statements of Financial Position, Net Assets, and Statement of Activities from 2015 and 2016. Stephanie also reviewed a comparison between our agency and 11 other agencies of similar size and funding. Motion was made by Donna Rozar to approve the 2016 Audit report. Second was made by Patsy Woller. Motion carried.

ROMA Training: Katie Castern distributed a training packet. Katie reviewed the slides from how CSBG came about, what led to ROMA, and ROMA requirements, including, focus on services and strategic thinking. Katie discussed outcomes vs. outputs and why we need ROMA. The staff and Board of Directors completed an activity on outcomes and outputs. Katie discussed the benefits of ROMA and why showing results is critical. Donna Rozar asked which Department was ultimately responsible for the requirements. Sue Sippel asked about program bench marks. Katie Castern discussed the

Organizational standards and accountability. Denis Burgess asked how funding was determined and Katie explained the numbers and percentages of low income people in your service area.

Yang asked if we monitor what we do and the changes we make. Diane explained we have goals and monitoring and reporting for every program. Sue Sippel explained some programs want you to serve less people with more intensive services. Donna Rozar discussed some of the reasons she sees people are in poverty. Diane asked if there was something we could do as agency to address those reasons. Sue Hass pointed out some times you assist a family and it breaks the cycle of poverty. Peter Rotter gave examples of outcomes that could possibly be worse without assistance. Diane reported a partner agency refused funding because they didn't want to complete the reporting and monitoring. Steve Robinson asked about a central area to assist people. Diane explained the computer software and Coordinated entry required to serve the most in need.

Next Meeting Date: Our next meeting will be July 10, 2017.

Adjourn: Peter Rotter declared the meeting adjourned at 7:06 pm.

Health Department Report
June 22, 2017

If you have any questions about this report, please contact Sue Kunferman at 715-421-8928 (W) or 715-213-8493 (Cell) or skunferman@co.wood.wi.us

ADMINISTRATIVE REPORT – SUE KUNFERMAN, RN, MSN

- It continues to be a busy time in our legislature. An Omnibus budget motion was passed that provides $500,000 annually over the biennium to local health departments for communicable disease investigation and control. This would be new money if the budget passes with this line item in it. Simultaneously, the Local Health Protection Act, or AB 293, has passed out of the health committee and is awaiting a vote by the full Assembly. This legislation originally would have provided $5 million over the biennium to local health departments to combat communicable diseases, but was amended by its author to match the line item in the state budget at $500,000. It's a starting point and is more than we currently receive (no funding) to carry out over 20 state mandates around communicable disease control.
- Ty Zastava, our Family Health and Injury Prevention Supervisor, has resigned to stay home with her children. We wish Ty the very best! She has been an amazing asset to our department over the last 11 ½ years. Knowing that the 2018 budget will be very challenging for Wood County, I've decided not to fill this with a management position and to take on those supervisory duties as well as our emergency preparedness work myself. While we work to assess the needs of our department, we will keep the position open and anticipate filling it with a staff-level individual, likely a health educator, in the coming months.
- We continue conversations with our local health care providers about how they might be able to efficiently share current electronic health record data with us in a de-identified manner. This would help us to better assess the health of our communities and evaluate the impact of our population health efforts. The data platforms available to house this data are quite expensive. We've conducted an overview of data platform options and are looking to select one that will be in common with other jurisdictions in central Wisconsin and our health care providers as well. We are also hoping that our area providers will assist in funding the platform that is selected.

COMMUNITY HEALTH IMPROVEMENT PLANNER REPORT – KRISTIE RAUTER EGGE, MPH

Healthy People Wood County

A draft Coalition Member Recognition Plan was created. A coalition wide Communication Outline and Coalition Member Interest Survey were also drafted.

Brighter Futures

The coalition has divided into action teams to better tackle the goals of the group. The YRBS/PATCH Action Team has reviewed the 2017 Youth Risk Behavior Survey results which included all Wood County public schools. The data was put into tables comparing 2017 and 2015 county data alongside 2016 North Wood County and 2013 state and federal data. These tables were distributed to school leaders along with a report specific to their school. The team will further discuss questions for 2018, survey distribution plans, and plans for further school support in August. The Family Support Action Team is currently working to gather more information about services offered in the county. An asset map will be created to guide the team with future plans. The Oral Health Action Team will be submitting a grant to Delta Dental to support the work of Aspirus Doctors' Clinic in implementing oral health screenings at well-child exams. This proposal will also include a community education component and provider networking piece.

Recreate Health

- *Healthy Food Promotion and Retail:* Healthy checkout lanes and *Go, Slow, Whoa* programming have been implemented in the following locations: Quality Foods West Grand, Quality Foods Baker Street, Piggly Wiggly (Nekoosa), and Pick N' Save (Marshfield). Lynz Jordan, a health educator and nutritionist with the Wood County WIC program, will sustain the program through her connection with WIC.
- *Enhance active infrastructure:* River Rider Bike Share rolled out on Thursday, June 1st. There are three bike share locations with two additional locations pending. The three locations are: Hotel Mead and Conference Center, Quality Foods West Grand, and Quality Foods Baker Street. Pending locations include South Wood County YMCA and Aspirus Riverview Hospital & Clinic.

AOD Prevention Partnership

The Wood County Drug Task Force has shifted the five individual pillar reports to the following month's meeting. Subsequently, June's narrative will refer to May's meeting and so on. Melony from the Health Department is part of the Harm Reduction Pillar and that pillar's topics of discussion in May included the needle exchange start-up happening with the Aids Resource Center of Wisconsin's (ARCW) led at Aspirus Riverview Hospital. The goal is to open the exchange in the newly constructed space scheduled for completion in the summer of 2018. To begin this

process, the ARCW will conduct an initial meeting of stakeholders in July 2017 to discuss logistics, legalities, and promotion. The ARCW will train staff, donate all supplies, and donate 16 hours/month of staff time, the Health Department may be able to donate two hours/month, and volunteers would be needed for staffing any additional hours. A two-day Recovery Coach training will take place in August 2017. Contact the Marathon County Health Department at 715-261-1900 for more information. Recovery Coach Troy Neumann suggested brainstorming with local recovering addicts at Alcoholics Anonymous and Narcotics Anonymous meetings to determine what they are currently doing to socialize without alcohol and drugs. The consensus is to support an alcohol/drug-free lifestyle by providing social activities that aren't permeated with derailing substances. The Wisconsin State Prevention Training will be held June 13th-14th in Wisconsin Dells. On May 4th Lunch n' Learns were held in Marshfield and Wisconsin Rapids on Adverse Childhood Experiences.

The Marijuana Workgroup continues to work on brochures and presentations. A new Alcohol Workgroup is currently "under construction" and will be meeting for the first time in July 2017. The coalition, in partnership with youth volunteers from East Junior High School, took part in the *Parents Who Host* campaign by distributing materials around Wisconsin Rapids.

Mental Health Matters

The coalition continues to work toward achieving its goals. This coalition has increased its membership by three members. A showing of the movie *Resilience* took place in Marshfield on May 1st, 2017 with an attendance of 87 adults and childcare was provided for 4 children.

ENVIRONMENTAL HEALTH REPORT – NANCY EGGLESTON, R.S.

Complaints

Sixteen complaints were investigated in Wood County—three of these were licensed establishments. One caller reported illness after eating a shake at a restaurant. There were no other reports of illness and no employees were ill at the restaurant, so no further follow-up was required. A patron complained of expired bagels being sold at a convenience store. The store claimed that they inform people that the food is expired. This is a quality issue rather than a safety issue. Two complaints were regarding iron in water at rental units; the landlord tried to check out the situation and was denied entry by the tenant—this complaint is on hold until the tenant cooperates with the landlord. One complaint was regarding ripped carpeting. Greg contacted the owner and they are working on replacement. Five complaints of mold were received. These were in rental units. Callers were provided with information on how to handle mold clean up and were advised to seek medical care if they were experiencing health problems due to the mold. Inspections were done at two of the locations and landlords were notified of the issue. One complaint was regarding sewage in the basement. The inspection revealed sewage in the basement and a bed bug infestation. Abatement orders were written to the home owner. A complaint of wet carpeting was investigated because water was entering the building from snow piles. The tenant is trying to mitigate the issue with a pump. One complaint was regarding cats living with elderly people who could not take care of them. Relatives will assist them. Another was of a person feeding cats in a neighborhood and the cats were killing birds. This was referred to local building inspection. A tenant complained that a landlord turned off power and water before they were done moving out. The landlord was contacted.

New Businesses and Changes in Ownership

Ascendency Ink upgraded to a combined body art license for both tattooing and body piercing. Marco's Pizza opened in Marshfield. Rose of Sharon Homestead moved to a new location. They conduct retail meat sales. There is a new ice cream truck in Pittsville doing business as Maxine's Sweet Treats. White Sands Mini Golf has a new owner and upgraded the food license to sell pizza. Provision Partners Summer Hideaway holds a retail food license and opened in Pittsville.

County Park Beaches

Summer beach sampling has begun. The beach sampling done prior to the Memorial Day weekend resulted in high bacteria counts for two of the beaches. This was likely due to the excessive rainfall in May. A Beach Advisory was issued for the beaches at North Wood County Park and Dexter Park. Testing will continue in June.

Training Sessions

The new Environmental Health staff attended ICS (Incident Command System) 400 training for emergency preparedness, as well as New Public Health Professional training, provided by the Department of Health Services. Jessica Childs attended HACCP (Hazard Analysis Critical Control Point) Training. This training is required every 5 years for all Environmental Health Specialists. Environmental Health Staff also participated in pepper spray training

in the event it is needed during complaint inspections. Greg provided training for day care providers on pests of concern such as bed bugs, cockroaches, ticks, and fleas. Greg also did a Lunch and Learn on insect pests.

HEALTH PROMOTION AND CHRONIC DISEASE TEAM REPORTS

Oral Health Program - Wendy Ruesch, RDH, CDHC

During the 2016/2017 school year the Healthy Smiles Sealant program provided an oral screening and oral health education for 1614 children. Fluoride treatments were applied on 1596 children and 2076 sealants were placed on 591 children. The Healthy Smiles Head Start program provided 788 fluoride treatments and oral screenings for 323 children. The number of children found with unmet dental needs totaled 488 and all of these children were referred to their dentist or case managed for dental treatment. The program applied for Wisconsin Seal-A-Smile funding for the 2017/2018 school year. We were awarded $9250.00 in funding from St. Joseph's Ministry Foundation for July-December 2017. The (Oral) Health Screener position is currently vacant and we will be recruiting to fill by August.

COMMUNICABLE DISEASE TEAM REPORTS

Communicable Disease Update – Alecia Pluess

- During the month of May, Wood County had 23 cases of chlamydia and 3 cases of gonorrhea. Four cases of Hepatitis C were also investigated.
- Also during the month of May, 2 cases of salmonella, 2 cases of giardia, 1 case of campylobacter, and 1 case of E. coli were investigated.
- Tick activity is starting to increase. Wood County received 11 suspect cases and 3 confirmed cases of Lyme disease in May. There was also one confirmed case of anaplasmosis.
- There was 1 case of blastomycosis investigated in May.
- Wood County had four confirmed cases and two suspect cases of pertussis during May.
- On May 16th, Greg Kolodziej and Jean Rosekrans presented to the Marshfield Caring Hands group on the subject of lice, ticks, and bed bugs.
- Erica Sherman and Jean met with a provider group on May 22nd to discuss immunization rates in Wood County.
- Jean was on WFHR radio on May 26th and discussed tick safety and enteric safety (including animal contact, back yard chickens, and swimming/pool safety).

Lead Update – Jean Rosekrans

Kate Carlson and Jean went on 1 lead home inspection and 1 follow-up to a previous inspection.

June 2017
Health and Human Services Committee
Edgewater Haven
Jordon Bruce

In the month of May we had 14 admissions and 5 readmissions. Current census on the Behavior Wing is 10 residents. Census comparison to last year:

May 2016 – 61.5 average census with 13 rehab
May 2017 – 56 average census with 5.6 rehab

Admissions/Discharges Comparison:

May 2016 – Admissions 14/Discharges 14/Readmissions 2
May 2017– Admissions 14/Discharges 10/Readmissions 5

Edgewater is happy to have hired Cindy Robinson as our Administrator. Cindy's first day was June 12. She will be orientating with Jordon Bruce over the first couple of weeks. We have identified several trees on our grounds that are not in good health or pose an issue to buildings or utilities and should be removed before the weather brings them down where we do not want them. From the storm on June 12, we had a tree comedown on the power lines and we lost power for nearly 11 hours. During this outage, our generator also failed due to a wiring issue which was corrected by the service company. Our staff did an excellent job during this event. We are recruiting for an Accounting Technician-Billing Clerk as we have an upcoming retirement. The walk-in cooler is schedule to be installed in late June. We are also training on our new time keeping system which will go live in July.

Marketing-May 2017

Edgewater continues onsite visits to referral sources as needed to assess potential admissions and provide information to those who have no facility of choice.

Social services continue frequent contact with area hospitals, hospice, assisted living, medical supply, home health and related agencies.

Edgewater sponsors a monthly Memory Café and weekly Veterans' Café in the community. Edgewater residents continue to attend.

Edgewater continues the monthly Lowell Center ad.

Edgewater will coordinate with Heartland Hospice, who will review information about Power of Attorney for Health Care documents at our Family Council meeting this Spring.

Edgewater attended the 2017 Senior Expo at the Hotel Mead and Conference Center. There were over 100 in attendance.

Edgewater will host a Farmer's Market each Monday throughout the season.

Edgewater staff will meet with Navihealth to review our quarterly statistics r/t Security Health Plan subscribers.

CVSO Report to the Wood County Health and Human Services Committee

Meeting Date: June 22, 2017

Caseload activity for May - 12 new veterans served. During the month of May we completed 318 federal forms:

- 18 intent to file a claim (this marks the effective date while we assist the veteran in gathering all the required supporting documentation)
- 65 new claims for disability compensation
- 1 new claim for pension
- 1 New claim for surviving spouse benefits (DIC or pension)
- 17 new applications for VA Healthcare
- 32 Appointment of Claimants Representative (POA for American Legion, VFW, DAV etc.)
- 14 Burial and marker applications

Activities:

1. Completed as of May 12, 2017:
   a. May 15-19 – CVSO Association Spring Training Conference in Bayfield WI.
   b. May 26 – Wood County Veterans Memorial ceremony 11:00 in front of the Courthouse.
   c. May 29 – Memorial day Ceremony with Vesper American Legion Post 520.
   d. May 31 – Selected staff attended Wood County Human Services class on Dementia: Crisis Prevention/Planning & Legal Structures (includes chapter 51, 54 & 55 process).
   e. June 1 – American Legion Post 56 Marshfield
   f. June 14 – Tomah VAMC Quarterly CVSO and congressional liaison meeting.
   g. June 14- Wood County Veteran Service Commission Meeting.

2. Near Future:
   a. June 20 Wood County CCS Coordination Committee meeting.
   b. June 21 – Southern Wood County Homelessness Coalition
   c. June 30 – Northeast CVSO regional meeting in Tomahawk WI.
   d. July 16 – National Atomic Veterans Day.
3. Long Term:
   a. August 23 – Central Wisconsin Veterans Expo at the Crossview Church (formerly Woodlands).
   b. August 30 – September 4 – Central Wisconsin State Fair.
   c. September 8 – Fort McCoy Retiree Appreciation Day.

Office updates:

1. Wood County veteran hiring initiative: No progress in this reporting period.
2. Central Wisconsin Veterans Expo planning. As lead agent on this August 23, 2017 event the invitations for other agencies to participate have been sent. Agencies include the Federal VA Hospital (Tomah), Federal VA Regional Benefits Office (Milwaukee), State Department of Veterans Affairs, the various Veteran Service Organizations, and other regional/local agencies. Programs to be covered:

a. Environmental hazards veterans were exposed to as well as the health risks & compensation
    i. Agent Orange
    ii. Burn Pits
    iii. Gulf war illness
    iv. Camp Lejeune water contamination
b. Military Sexual Trauma
c. Mental health to include but not limited to
    i. The crisis of veteran suicide
    ii. Post-Traumatic Stress Disorder.
d. Veterans Pension and disability programs
e. VA healthcare
f. Homeless veterans and low income veteran programs
g. Veteran Education programs
h. Veteran employment
i. VA Home Loans

3. National Atomic Veterans Day. The Wisconsin Legislature has proclaimed July 16, 2017 national Atomic Veterans Day (see attached release). The CVSO association of Wisconsin contacted Representative Tusler after this joint resolution was introduced to have the Department of Justice Radiation Exposure Compensation Act (RECA) program highlighted in the press release. This program can bring additional monetary restitution to individuals and their survivors.

WOOD COUNTY HUMAN SERVICES DEPARTMENT REPORT
June 14, 2017

Director's Report by Brandon Vruwink

We are in the midst of moving all operations to the River Block building. To date, the transition has gone well. By the close of this month, we will have all Human Services staff, with the exception of our Centralia team, located at River Block.

The State Budget process has come to a standstill, while most of the budgetary work that will impact Human Service programs has come before the Joint Committee on Finance other elements of the budget have yet to be decided. We are watching the budget process carefully as the state budget could have a significant impact on our department's budget.

The Human Services Department will be exploring additional training opportunities for staff. Training that is beneficial to our entire department has traditionally been offered at our All Staff meetings twice per year. Unfortunately, due to time constraints, this has only allowed for about an hour and a half of training twice per year. While this has proven very useful, it would be even more beneficial if we could allow for additional time outside of our All Staff meetings. I will be working with the management team to develop additional training opportunities. The training will not be position specific but rather focused on professional development for all Human Services staff.

I provided an update in February regarding the prospect of moving forward with "Organizational Effectiveness". This is a program that is facilitated by the University of Wisconsin; the purpose is organizational development with the focus being on one key departmental goal. I have explored this initiative in detail and have determined that it has the potential to provide great benefits to our department. I am very excited about this opportunity and will be working with the Organizational Effectiveness team to develop a timeline for us to begin this project.

Personnel Update: Angela Schlagenhaft accepted the Transportation Coordinator position; her first day with Wood County Human Services was June 5th.

Behavioral Health/Long Term Support Services Update by Stephanie Gudmunsen

The Behavioral Health Division continues to see increased waiting times for services. Some of our programs do not allow waiting lists and therefore admissions must be prioritized over the programs that allow waiting lists. In addition, some of the most acute needs have also been prioritized and do not get put onto a waiting list. This may leave some people waiting for services for many months. Some are able to get services from other agencies in the community, some decide not to participate in services at all and some just wait until they can get in. The most difficult resource for people to find is psychiatry and in many cases, individuals have no other option other than our clinic.

Behavioral Health Division programs with waiting lists:
Outpatient Mental Health intake: 45
Psychiatrist: 34 (requires a mental health intake appointment first)
AODA intake: 23
Community Support Program: 30
Children's Long Term Support Waiver and/or Children's Community Options Program: 38

Programs that do not allow waiting lists:
Birth to Three
Comprehensive Community Services
Crisis Intervention

This year we have seen an increase in the number of individuals needing to live in a Community Based Residential Facility. The reasons for this vary from person to person, but these placements are only approved if all other attempts to support the person in the community have failed or if the individual is stepping down from a more restrictive level of care. We also saw increases in the cost of these placements. Both of these factors have led to an overage in this area of the budget. The options to correct this overage are to deny future placements and to try to move currently placed individuals back into the community with supports. Denying a placement is not an option in some cases. While we are over-spending in this area, we have significantly under-spent so far this year in the area of institutional placements such as Trempealeau IMD and Winnebago Mental Health Institute. Utilizing funds for a community placement rather than an institutional placement is better for the individual and is more cost effective. In order to continue to avoid most institutional placements as well as acute hospitalizations, we have to be able to offer regular and frequent contact with staff/providers, access to medication and medication monitoring, meaningful social activity and residential placement if needed.

Family Services Update by Beth Ferdon

Our biggest news is that our division has completed our move over to the River Block Building. As with all moves, there were moments of stress and frustration, but overall our move went well and all the staff in Family Services are getting settled into their new space. Now that we are in our new space we are working on creating a smooth flow for the various tasks that need to be done on a daily basis to work with the people we serve. My thanks to everyone who exercised patience and worked very hard to make this move a success.

In May, Director Brandon Vruwink and I, along with staff and supervisors from Child Protection Intake Assessment and Ongoing Services attended training on the new procedures being initiated by the State to review child deaths and other egregious incidents. The new procedures will focus on system change to prevent further incidents and are consistent with procedures developed through research regarding ways that safety can best be managed. The staff that attended this training felt that this approach will be less difficult to go thorough after an incident has occurred and could better help all child welfare workers manage child safety more effectively.

We have submitted an application for the Community Intervention Grant, which is designed to help provide services to Juvenile Justice youth. We plan to develop a program designed to provide mentoring and coaching to youth and their parents in order to change criminal thinking patterns and assist parents in learning to hold youth more accountable as well as build healthier coping skills. It is hoped that this will help us to reduce recidivism, secure detention days and out of home placements.

There are no new hires during this month for our division as we are fully staffed, however we do have several new workers since January who are doing well and undergoing the trainings required for new child welfare workers. We are also welcoming back two workers from family leave. It is great to have full teams and we look forward to working together.

Norwood Health Center Update by Jordon Bruce

We have ordered furniture for our Outpatient Treatment offices and once we receive the furniture at the end of June, this office remodel will be completed. I have completed two phone interviews with Psychiatry Residents that would be available in July 2018. Both interviews went well and both candidates are very interested. I will continue to work with our recruitment firms to move forward with on-site interviews. I will be orientating the Edgewater Administrator during the week of June 12.

Norwood Maintenance Department by Lee Ackerman

Work began on replacing original pneumatic HVAC controls on (3) of our fans with digital controls. These first fans were chosen because they serve living units and I felt they would benefit the most from the upgrade.

The A/C chiller officially started regular use; a start-up service was performed by Complete Control to fine tune settings and address communication issues with our HVAC program.

Work began and finished on remodeling three outpatient psychiatric offices and two adjacent bathrooms. Work was completed for $3227.15 and many man-hours.

State surveyors arrived this month. Overall the architect newly assigned to our facility noted that the building looked "very nice", especially for its age. He was also very pleased with the records we keep in the compliance binder. We did receive cites for Annual Sprinkler Test not being done within a year of the last and for items left in a stairwell. Both of these were corrected immediately.

We learned that we were not awarded a grant from the WI Energy Office which we applied for in April.

Norwood Health Information Department by Jerin Turner

Liz, Krissy, and I went to the QAPI meeting in Waukesha and came back with a lot of ideas and resources to begin implementing a better QAPI program at Norwood. Our first meeting was postponed due to survey, so it will be rescheduled once I ask around what a good time for people would be.

I designed a new tool to use for assisting with collecting information for QNET for the reporting year 2018. This will help social work, nursing, and I collect information in basically real time and stay on top of the collection.

Paul is getting a new desk out front. Aside from the desk looking more modern, it offers better HIPAA compliance with partitions, equipment placement, and countertop placement.

May 2017 Referrals for TBI Unit

Date	From	Patient	Status	Additional Info(Insurance/appropriate)
5/4/2017	UW Madison	male	denied	Not TBI, Medicare; looking for SNF
5/10/2017	Mayo	male	denied	Kidney failure with MI; looking LTC
5/12/2017	Mayo	male	denied	Alcoholic encephalopathy- looking for LTC

WOOD COUNTY

ITEM# 2- 1

DATE July 18th, 2017

RESOLUTION# _____ Effective Date Upon postage & publication

Introduced by Health & Human Services, Executive Committees

RAL

Motion:	Adopted:
1st _____	Lost:
2nd _____	Tabled:
No: ____ Yes: ____	Absent:

Number of votes required:

[ ] Majority [X] Two-thirds

Reviewed by: PAK , Corp Counsel

Reviewed by: MKB , Finance Dir.

		NO	YES	A
1	LaFontaine, D			
2	Rozar, D			
3	Feirer, M			
4	Wagner, E			
5	Fischer, A			
6	Breu, A			
7	Ashbeck, R			
8	Kremer, B			
9	Winch, W			
10	Henkel, H			
11	Curry, K			
12	Machon, D			
13	Hokamp, M			
14	Polach, D			
15	Clendenning, B			
16	Pliml, L			
17	Zurfluh, J			
18	Hamilton, B			
19	Leichtnam, B			

INTENT & SYNOPSIS: To amend the 2017 budget for Veterans Relief with a transfer of available appropriations from fund balance.

FISCAL NOTE: FISCAL NOTE: No additional cost to Wood County. The additional appropriations needed in the Veterans Relief account is available in a non-lapsing fund balance, and the adjustment to the budget is as follows:

Account	Account Name	Debit	Credit
54710	Veterans Relief		$4,000
34210	Fund Balance	$4,000	

Source of Money: N/A

WHEREAS, Veterans Relief budget is expected to incur expenditures in excess of amounts appropriated during the adoption of the 2017 budget, and

WHEREAS, it is expected that the amount of the additional expenditures will be approximately $4,000.00, and

WHEREAS, the Veterans Relief has a $ 5,598.08 in total equity, and

WHEREAS, the $4,000.00 will have no impact on the county tax levy, and

WHEREAS, rule 26 of the Wood County Board of Supervisors states that "an amendment to the budget is required any time the actual costs will exceed the budget at the function level", and

THEREFORE BE IT RESOLVED, to amend the Veterans Relief budget to reflect a transfer out of appropriations of $4,000.00 from the Fund Balance (34210) and transfer in appropriations of the same amount to the Veterans Relief Budget (54710), and

BE IT FURTHER RESOLVED, that pursuant to Wis. Stats. 65.90 (5), the County Clerk is directed to publish a Class I notice of this budget change within 10 days.

Minutes of the Wood County Public Safety Committee

DATE: June 19, 2017

PRESENT: Mike Feirer, Dennis Polach, Joe Zurfluh, Brad Hamilton

EXCUSED: Bill Winch

OTHERS PRESENT: Steve Kreuser, Bill Clendenning, Thomas Reichert, Lori Heideman, Dara Hamm, Nanci Olson, Lance Pliml, Laura Clark, Mark Stickney, Dan Brandl, Amy Kaup, Sarah Christensen, Craig Lambert

LOCATION: Wood County Courthouse

1. **Call to Order:**

   Mike Feirer called the meeting to order at 1:00 p.m.

2. **Review minutes of May 8, 2017:**

   Motion by Hamilton, second by Polach to approve the minutes of the May 8, 2017 meeting as presented. Motion carried unanimously.

3. **Public Comments:**

   No public comments.

4. **Emergency Management Department:**

   a. **Communications May 2017 Claims:**

   The Committee reviewed the Communications May 2017 claims.

   b. **Communications Report:**

   The Committee reviewed the Communications report.

   c. **Emergency Management May 2017 Claims:**

   The Committee reviewed the Emergency Management May 2017 claims.

   d. **Emergency Management Activity Report:**

   The Committee reviewed the Emergency Management Activity Report.

e. Work Relief Program Presentation:

The Committee viewed the PowerPoint presentation given by Steve Kreuser. Steve answered any questions that the Committee had.

5. Dispatch Department:

a. Dispatch May 2017 Claims:

The Committee reviewed the Dispatch May 2017 claims.

b. Dispatch Report:

The Committee reviewed the Dispatch Report as presented. Lori answered all questions from the Committee.

c. Staff Update:

Lori stated that they received over 80 applications for the open dispatcher position. After reviewing the applications, they will be administering testing to approximately 65 individuals in late June. She hopes to conduct interviews in mid-July and make an offer of employment by the beginning of August.

d. Space Needs/Move Update:

The move date for dispatch is tentatively scheduled for July 26. Lori talked about the mold on her office walls and the ceiling tiles falling down.

e. CIS Administrative Function Discussion:

Lori talked about CIS and how they have been having problems with too many people being able to change things. An officer is coming up wrong in some reports, etc. Amy Kaup spoke about how IT has some concerns with how CIS is set up and that there are too many people making too many changes that aren't in a uniform manner. Amy stated that they will be bringing these concerns up at the next Central Records meeting.

6. Set date, time and location of next meeting:

July 17, 2017
1:00 p.m.
Wood County Annex & Health Center – Marshfield, WI

7. Humane Officer:

a. Humane Officer Report:

The Committee reviewed the Humane Officer report. Humane Officer Kinney stated dog bites are up, however it's attributed to school being out.

b. May 2017 Claims:

The Committee reviewed the Humane Officer May 2017 claims.

8. Coroner:

a. Coroner Report:

The Committee reviewed the Coroner report. Coroner Hamm stated she has been asked to chair the Child Death Review Team Committee.

b. May 2017 Claims:

The Committee reviewed the Coroner May 2017 claims.

9. Sheriff's Department:

a. Correspondence:

Sheriff Reichert stated he received notification from the Tavern League that there are some gambling machines at four area businesses in the Wisconsin Rapids/Rudolph area that are in violation of the statutes. Sheriff stated he sent out letters to each establishment. He stated the establishments need a Class B license to have gambling machines and the four businesses he sent letters to do not have a Class B license.

b. May 2017 Claims:

The Committee reviewed the Sheriff's Department May 2017 claims.

c. Jail Stale Dated Checks – Resolution:

Laura Clark spoke about the stale dated checks from the jail. These are checks that have been issued a while ago and have not been cashed by the recipient. She explained the jail will be going to debit cards in the near future in hopes to alleviate this problem.

Motion by Hamilton, second by Zurfluh to pass the resolution of stale dated checks from the jail. Motion carried unanimously.

d. Discuss CBRF Options:

Supervisor Clendenning as well as County Board Chairman Pliml discussed the CBRF building the county owns on Airport Avenue. Decisions will need to be made by the Executive Committee on what is going to happen regarding the ownership of the building.

e. Marshfield Office:

Sheriff Reichert stated he received an email from the Director of Norwood, Jordon Bruce. The email stated they propose raising the rent for the Marshfield Office Sheriff's Department

by approximately 22%. Sheriff Reichert shared his feelings of why he feels this is unfair, especially due to the fact that the Sheriff's Department paid for all the renovations from the Sheriff's Department budget. Supervisor Wagner subsequently put out a memo last week stating there would be no increase in rent.

f. CD/DVD Data to District Attorney's Office:

Supervisor Zurfluh explained he asked for this item to be on the agenda as it was brought up in a Central Records meeting of the costly effect it is having on smaller departments. District Attorney Lambert was present and explained why his office is requesting all DVD/CDs be sent up when the original report is filed with their office. He cited getting reports in a piece meal fashion is not acceptable. However, with all agencies now having body cameras as well as squad cameras, this poses a significant amount of work and money to get the CD/DVDs downloaded. Another issue is the arresting agency getting the videos from "all" agencies that were present during the incident.

Discussion was held regarding options of some type of shared system that everyone with access can get the videos, etc. The "Cloud" was talked about in which IT Director Amy Kaup stated there are significant costs involved when "retrieving" information from the "Cloud." The main issue is cost and how are agencies going to pay for it. This needs to be looked at further. A Central Records meeting will be held to discuss this further with all agencies present as well as DA Lambert.

g. Updates:

Crimestoppers: See report.

Safe Ride Initiative: None

Criminal Justice Task Force: See report.

K9: See report

Courthouse Security: See report.

h. Jail Items:

All jail reports were reviewed. Sheriff Reichert explained EMP is going strong, as the average is over 29 inmates out on EMP during the month of June.

10. <u>May 2017 Claims: Dispatch, Communications, Emergency Management, and Sheriff:</u>

Motion by Zurfluh, second by Polach, to approve the May 2017 claims of all Public Safety Committee Departments. Motion carried unanimously.

11. <u>Agenda Items:</u>

Jail Overtime Reports

12. <u>Adjourn:</u>

Motion by Hamilton, second by Polach to adjourn at 2:06 p.m. Motion carried unanimously.

Minutes taken by Wood County Emergency Management & Wood County Sheriff's Department.

Electronically signed by Michael Feirer on 6-21-17.

Michael Feirer, Chairman
Public Safety Committee

Humane Officer Olson Report
April 24 – May 21 2017

4-24 WC6028 Dog Bite, follow up/report. 6800 block of Oak Road, Vesper. 46

4-24,28; WC6066 Dog Bite, victim's hand bit while petting friends dog; 5400 block of Accola Rd, Pittsville. 74, 74

4-25,26; WC6086 Women walking her dog was attacked by neighbors loose dog, her dog fought back causing injury to loose dog. 600 block of Ranger Rd. Saratoga. 0, 4

4-25, 27, 5-10, 19 WC4726 Continued investigation in welfare check on dogs, removed 5 more dogs, Open Case. 60,60,60,22

4-26, 28; WC5914 Aggressive dogs bothering neighbors, owners are to build a fence. 10900 Main St. Hewitt 78, 78

4-27, 5-3 WC16-15267 Further investigation and reports. 0, 0

4-29; NPD1090 Dog Bite, quarantine order follow up; child was bit by family dog. Wood Ave. 18

5-1; WC5310 Neglect of a dog follow up, reported from 64th street S. 16

5-5,7; GR1626 Welfare check on several cats 5800 block of Ponderosa Circle. 10,10

5-6,7; WC6759 Dog Bite, victim states stray dog came on her porch and bit her in the face and left. 500 block of highway 73. 8,8

*5-8 Public Safety Meeting. 84

5-8,9 WR8694 Child reported to school nurse that family dog bit him over the weekend, mom states this was not a bite. 200 Block of 12th Ave. S. Wisconsin Rapids. 18,18

5-9,14 WC6921 Welfare check on several dogs, 5800 block of Yellowstone Rd, Auburndale WI 66,66

5-11,12 WR8968 Child let their aggressive dog out the door, dog attacked dog being walked by owner causing 7 puncture wounds, 500 block of Oak Street Wisconsin Rapids. 16,16

5-13,14 WR9100 given a dog bite from Marathon County in which victim lives in Wis Rapids; victim currently on a probation hold and moved between two jails before I learned the bite did happen in Marathon County and turn case back over to them. 0,18

5-13 GR1846 Dog Bite, aggressive dog got loose and bit neighbor in the leg. 3800 block of Ben Franklin drive, Grand Rapids 12

5-15,16 WR9281 Cat Bite. Victim let a stray cat into his mobile home where it bit him several times. 1150 block of 16th Street North, Wisconsin Rapids. Stray cat taken to humane society for quarantine. 22,22

5-16,17,18; PE975 Dog Bite. Aggressive dog loose at apartment complex bit the neighbor while trying to attack the small dog the neighbor was holding. 370 block of 1st Street, Wisconsin Rapids. Dog taken to humane society for quarantine once owner was finally located. 12,12,12

5-18,19; WR9550 Dog Bite. Grandma was bit by dog owned by grandson at 440 block of Case Ave. Wisconsin Rapids. 14,14

5-20,21; WC7551 Several dead cattle tied up in barn. Open investigation. 0, 52

5-21; WR9744 Dog attacked another dog 2 days ago, just reported now. Happened near High Street, Wisconsin Rapids. 0

Wood County
WISCONSIN

OFFICE OF CORONER
DARA HAMM

DATE: 6/2/17
TO: Wood County Public Safety Committee
FROM: Dara Hamm, Wood County Coroner
SUBJECT: Monthly Activity Report

The following is a list of services rendered by the Wood County Coroner and her Deputies for May 2017:

Calls for Service/Death Investigations	92
Investigations Involving Sudden or Suspicious Deaths	9
Death Certificates Signed	21
Cremation Permits Signed	58
Traffic Fatalities Investigated	3
Suicides Investigated	0
Drownings	0
Fire Fatalities	0
Homicides	0
Autopsies Performed	2
Suspected Overdoses	2
Disinterments	0

Remarks:

Nothing

Respectfully submitted,

Dara Hamm

Dara Hamm
Wood County Coroner

Wood County
WISCONSIN

SHERIFF'S
DEPARTMENT

Thomas Reichert
SHERIFF

June 5, 2017

Sheriff Reichert:

During the month of May, the Crime Stoppers program received 37 tips that were forwarded to the appropriate agencies for follow-up.

I attended our monthly meeting at the Pittsville Fire Department on May 16th, where we had our regular business meeting and voted on several payouts from tips received.

Scott Drew

400 Market Street • P.O. Box 8095 • Wisconsin Rapids, Wisconsin 54495-8095 • Telephone (715) 421-8715 • Facsimile (715) 421-8754
1600 N Chestnut Avenue • Marshfield, Wisconsin 54449-0096 •Telephone (715) 384-5345 • Facsimile (715) 384-4602

Wood County
WISCONSIN

SHERIFF'S DEPARTMENT

Thomas Reichert
SHERIFF

TO: Sheriff Thomas Reichert

FROM: Lieutenant Charles Hoogesteger

DATE: 5/25/17

RE: K9 Program – May 2017

TRAINING –

1. K9 Toro: On May 18, 19, and 20, Deputy Pidgeon and K9 Toro completed a re-certification class hosted by the Sauk County Sheriff's Department. This training consisted of building searches for subjects as well as narcotic detection.

2. K9 Ace: Throughout this month Deputy B Christianson and K9 Ace conducted several training exercises. These included Narcotics detection, tracks and apprehensions. Deputy Christianson was able to incorporate other officers from outside agencies and went over their role while utilizing a K9 Unit.

COMMUNITY/DEMOS

1. K9 Toro: Deputy Pidgeon conducted two demonstrations for a 4K class at Woodside Elementary in Wisconsin Rapids. He explained to them what a K9/Police Dog is used for and demonstrated some of those things as well. Deputy Pidgeon and K9 Toro also conducted a demonstration John Edwards High School in Port Edwards for a high school class.

2. K9 Ace: Deputy Christianson and K9 Ace conducted a demonstration for Bright Horizons Daycare In Marshfield during Police Week.

DEPLOYMENTS (K9 TORO)

1. Agency Assist – WRPD requested the assistance from Deputy Pidgeon as well as K9 Toro for two school searches for narcotics. The first was at Lincoln High School and the second was at East Junior High. In both deployments, no narcotics were located.

2. Agency Assist – Port Edwards requested the assistance from Deputy Pidgeon as well as K9 Toro for a search of John Edwards High School. There were no narcotics / indications observed.

3. Agency Assist – WRPD requested assistance from Deputy Pidgeon and K9 Toro for a search after a suspect in a burglary/assault incident fled the scene.

DEPLOYMENTS (K9 ACE)

1. Agency Assists – Deputy Christianson conducted a perimeter search of the exterior of the Jail for contraband. No items were located.

2. Agency Assist – Deputy Christianson also conducted an assist with the Port Edwards Police Department during a traffic stop. No items located.

WOOD COUNTY JAIL
January - June 2017
DAILY POPULATION / INMATES SHIPPED OUT / EMP

Day	January			February			March			April			May			June		
	Total	SK	EMP	Total	SK	EMP	Total	SK	EMP	Total	SK	EMP	Total	SK	EMP	Total	SK	EMP
1	174	81	18	196	76	16	199	70	21	208	73	23	225	73	26	203	75	28
2	178	81	18	192	74	16	207	75	26	208	71	23	221	78	26	199	73	28
3	177	79	18	187	79	16	207	78	27	212	70	23	219	81	29	196	75	28
4	165	79	18	193	79	17	207	78	28	211	72	24	218	84	30	204	75	28
5	158	71	18	194	79	17	208	78	28	205	78	25	212	80	30	201	75	26
6	158	72	17	195	79	17	208	78	26	204	77	24	208	83	28	197	73	26
7	164	80	17	196	79	17	203	76	25	204	83	25	214	83	28	189	69	28
8	166	80	17	191	75	17	199	75	24	213	82	25	211	82	28	189	73	31
9	173	80	17	198	78	18	200	74	24	217	81	25	218	78	30	194	71	32
10	182	87	17	198	77	17	199	74	25	221	81	24	218	81	29	196	75	33
11	174	80	16	198	81	17	204	74	25	215	80	24	219	79	29	199	75	31
12	174	79	17	199	81	16	205	75	24	214	78	25	213	81	28	199	75	29
13	178	77	18	199	80	17	206	75	24	215	77	25	219	84	30	191	73	30
14	181	75	18	188	76	17	209	74	23	204	78	24	218	82	30			
15	183	75	18	192	74	18	205	72	23	206	77	24	216	82	28			
16	183	75	17	194	73	18	202	75	23	209	77	24	215	79	28			
17	189	73	17	195	73	18	199	73	23	212	77	24	211	78	28			
18	180	71	16	199	70	19	195	73	22	205	74	25	208	75	27			
19	182	69	15	203	71	18	196	73	21	207	73	26	209	73	27			
20	181	68	15	201	71	18	199	73	21	204	73	26	210	78	27			
21	183	76	15	201	71	17	195	73	21	203	78	26	208	77	26			
22	185	75	15	204	77	19	200	75	24	208	78	26	211	76	26			
23	196	75	15	202	76	19	209	75	25	213	78	26	206	72	28			
24	198	70	16	194	72	19	208	76	24	215	78	25	208	71	28			
25	195	72	15	194	74	21	208	75	23	208	76	25	199	68	29			
26	187	76	16	194	74	21	209	75	22	210	76	28	197	71	31			
27	185	76	15	196	74	21	210	74	21	208	74	26	197	78	30			
28	185	80	15	201	71	20	209	75	21	214	75	26	201	78	30			
29	185	80	13				211	75	23	219	74	27	203	78	30			
30	192	79	13				210	75	23	226	74	27	205	78	29			
31	191	75	16				208	75	23				205	75	30			
WCJail	180.1			196.2			204.3			210.6			211.0			196.7		
Shipped	76.3			75.5			74.7			76.4			77.9			73.6		
EMP	16.3			17.9			23.6			25.0			28.5			29.1		
Avg Length of Stay (Days)	19.6			19.2			22.1			27.6			26.5					

2017 Yearly Averages

Total	**200**
Safekeeper	**75.75**
EMP	**23**

Color indicates low population
Color indicates high population

Overtime Breakdown 2017 (hrs.)

Month	Funeral Leave	Fill In OT	FMLA	Sick Leave	Training	TOTAL
January	0	0	0	0	0	0
February	0	0	0	0	0	0
March	0	0	0	0	0	0
April	0	0	0	0	0	0
May	0	0	0	0	0	0
June	0	0	0	0	0	0
July	0	0	0	0	0	0
August	0	0	0	0	0	0
September	0	0	0	0	0	0
October	0	0	0	0	0	0
November	0	0	0	0	0	0
December	0	0	0	0	0	0
TOTALS	0	0	0	0	0	0

Overtime Breakdown 2016 (hrs.)

Month	Funeral Leave	Fill In OT	FMLA	Sick Leave	Training	TOTAL
January	0	0	0	0	0	0
February	0	0	0	0	0	0
March	0	0	0	0	0	0
April	0	0	0	0	0	0
May	0	0	0	0	0	0
June	0	0	0	0	0	0
July	0	0	0	0	0	0
August	0	0	0	0	0	0
September	0	0	0	0	0	0
October	0	0	0	0	0	0
November	0	0	0	0	0	0
December	0	0	0	0	0	0
TOTALS	0	0	0	0	0	0

Electronic Monitoring
2017
Monthly Savings vs. Out of County Housing

Month	Monthly Savings	YTD 2017 Total Amount	2016 Total Amount
January	$26,290.75	$26,290.75	$19,355.16
February	$26,077.43	$52,368.18	$25,488.90
March	$38,065.14	$90,433.32	$29,683.61
April	$39,022.50	$129,455.82	$27,940.11
May	$45,968.51	$175,424.33	$22,581.02
June	$0.00	$175,424.33	$28,564.47
July	$0.00	$175,424.33	$33,871.53
August	$0.00	$175,424.33	$27,581.10
September	$0.00	$175,424.33	$27,784.02
October	$0.00	$175,424.33	$36,290.92
November	$0.00	$175,424.33	$37,149.42
December	$0.00	$175,424.33	$36,613.51
TOTAL	$175,424.33	**$175,424.33**	**$352,903.77**

EMP Average for month x number of days in month = bed days
Bed Days x $52.03 = Monthly Savings

SAFEKEEPER HOUSING

2017

MONTH	Facilitiy	Facility	Facility	WAUPACA	MONTH TOTAL	2017 YTD TOTAL	2016 YTD TOTAL
JANUARY	$0.00	$0.00	$0.00	$82,125.00	$82,125.00	$82,125.00	$82,125.00
FEBRUARY	$0.00	$0.00	$0.00	$82,125.00	$82,125.00	$164,250.00	$82,125.00
MARCH	$0.00	$0.00	$0.00	$82,125.00	$82,125.00	$246,375.00	$82,125.00
APRIL	$0.00	$0.00	$0.00	$82,125.00	$82,125.00	$328,500.00	$82,125.00
MAY	$0.00	$0.00	$0.00	$82,125.00	$82,125.00	$410,625.00	$82,125.00
JUNE	$0.00	$0.00	$0.00	$0.00	$0.00	$410,625.00	$82,125.00
JULY	$0.00	$0.00	$0.00	$0.00	$0.00	$410,625.00	$82,125.00
AUGUST	$0.00	$0.00	$0.00	$0.00	$0.00	$410,625.00	$82,125.00
SEPTEMBER	$0.00	$0.00	$0.00	$0.00	$0.00	$410,625.00	$82,125.00
OCTOBER	$0.00	$0.00	$0.00	$0.00	$0.00	$410,625.00	$82,125.00
NOVEMBER	$0.00	$0.00	$0.00	$0.00	$0.00	$410,625.00	$82,125.00
DECEMBER	$0.00	$0.00	$0.00	$0.00	$0.00	$410,625.00	$82,125.00
TOTALS	**$0.00**	**$0.00**	**$0.00**	**$410,625.00**	**$410,625.00**		**$985,500.00**

2017 is a 75 average

Wood County Sheriff's Department Kitchen Report – 2017			
Month	***Number Meals Served***	***Food Preparation Cost***	***Cost per Meal (Includes Labor)***
January	*8,737*	*$8,856.38*	*$1.79*
February	*9,438*	*$8,715.24*	*$1.62*
March	*10,746*	*$10,675.45**	*$1.89*
April	*10,876*	*$10,067.34*	*$1.54*
May	*10,768*	*$11,157.62*	*$1.70*
June			
July			
August			
September			
October			
November			
December			
TOTAL			

**3 pay periods*

KITCHEN EXPENSES						
	2011	***2012***	***2013***	***2014***	***2015***	***2016***
Food Costs	*$82,721.69*	*$80,975.87*	*$105,800.61*	*$88,754.51*	*$78,490.02*	*$89,116.92*
Labor	*$115,392.50*	*$112,299.72*	*$114,966.43*	*$111,781.37*	*$103,601.47*	*$92,985.76*
	$200,125.19	***$193,275.59***	***$220,767.04***	***$200,535.88***	***$182,091.49***	***$182,102.68***
Meals	***88,494***	***84,357***	***103,993***	***86,637***	***77,044***	***88,993***
Cost Per Meal	***$2.26***	***$2.29***	***$2.12***	***$2.31***	***$2.36***	***$2.04***
Cost Per Day	***$6.78***	***$6.87***	***$6.36***	***$6.93***	***$7.08***	***$6.12***

WOOD COUNTY

ITEM# 3-1

DATE July 18, 2017

RESOLUTION# _____ Effective Date Upon passage & publication.

Introduced by Public Safety

Motion:	Adopted:
1st _____	Lost:
2nd _____	Tabled:
No: ____ Yes: ____	Absent:

Number of votes required:

[X] Majority [ ] Two-thirds

Reviewed by: PAK , Corp Counsel

Reviewed by: _____ , Finance Dir.

		NO	YES	A
1	LaFontaine, D			
2	Rozar, D			
3	Feirer, M			
4	Wagner, E			
5	Fischer, A			
6	Breu, A			
7	Ashbeck, R			
8	Kremer, B			
9	Winch, W			
10	Henkel, H			
11	Curry, K			
12	Machon, D			
13	Hokamp, M			
14	Polach, D			
15	Clendenning, B			
16	Pliml, L			
17	Zurfluh, J			
18	Hamilton, B			
19	Leichtnam, B			

INTENT & SYNOPSIS: INTENT & SYNOPSIS: To cancel stale dated checks as recommended by the auditors. Said checks are from the Wood County Jail inmate account as per office of the Wood County Sheriff.

FISCAL NOTE: As per resolution – Total to be cancelled $532.96

WHEREAS, we have received a recommendation from the County's outside audit firm that all stale dated checks be canceled, and

WHEREAS, the below listed checks are stale dated and appropriate for canceling now.

Check #	Name	Date	Amount
18292	Thiede, Christopher	2-11-14	$38.45
18342	Tarnowski, Nicholas	4-2-14	$45.44
18818	Wierzba, Marcin	8-16-14	$25.41
18927	Lyp, Raymond	10-1-14	$67.15
18955	Manning, Jessica	11-5-14	$26.14
19006	Lee, Jason	12-21-14	$63.25
19015	Fellows, Reid	12-27-14	$97.22
19409	Harrison, Clayton	5-27-15	$21.00
19544	Wilcox, David	5-27-15	$73.90
20033	Cepress, Jeffrey	12-18-15	$75.00

THEREFORE BE IT RESOLVED by the Wood County Board of Supervisors that the above listed stale dated checks in the amount of $532.96 be cancelled.

#4

MINUTES
CONSERVATION, EDUCATION & ECONOMIC DEVELOPMENT COMMITTEE
TUESDAY, JUNE 20, 2017
WOOD COUNTY COURTHOUSE, ROOM #115, WISCONSIN RAPIDS WI

Members Present: Hilde Henkel, Kenneth Curry, Robert Ashbeck, Bill Leichtnam, Adam Fischer and Harvey Petersen.

Staff Present: Land & Water Conservation Staff: Shane Wucherpfennig & Lori Ruess.
UW Extension Staff: Peter Manley.

Others Present: Dist. #14 Supervisor Dennis Polach, Dist. #15 Supervisor Bill Clendenning.

1. **Call to Order.** Chairperson Hilde Henkel called the CEED meeting to order at 9:00 a.m.

2. **Public Comment.** None.

3. **Review Correspondence.** No Correspondence to review.

4. **Consider/Take Action on Wild Parsnip Weed Commissioner Resolution.**
Shane Wucherpfennig stated that a copy of the resolution to appoint a Weed Commissioner for the containment and destruction of noxious weeds was included in the CEED packet for the Committee to review.

Chairperson Henkel stated that the resolution did not clarify the term of appointment, exactly what the weed commissioner would be doing, or how it was going to be funded. Wucherpfenning explained the resolution would authorize a licensed individual to spray for wild parsnip on the right-of way of town roads. If there is wild parsnip beyond the road right-of-way, the landowner will be contacted and with the landowner's permission, the weed commissioner will spray the wild parsnip at no cost to the landowner. The money for the chemical has been donated and the weed commissioner will be an unpaid position. It is important to move quickly on this resolution due to the timing of the wild parsnip bloom. Brief discussion followed.

Motion by Bill Leichtnam to approve the resolution to appoint a Weed Commissioner for the containment and destruction of noxious weeds. Second by Harvey Petersen. Motion carried unanimously.

5. **Discuss Land & Water Conservation funding.**
Bill Leichtnam referred to an email he received from Jim VandenBrook, Wisconsin Land + Water, regarding possible reduction in funding for Land & Water Conservation Departments. Shane Wucherpfennig said he saw the email and does not see a need for a resolution at this time. Chairperson Henkel requested that Wucherpfennig stay on top of any action that may be taken on the proposed reduction in funding and keep the CEED informed.

6. **Adjourn.**

Motion by Adam Fischer to adjourn at 9:12 am. Second by Bill Leichtnam. Motion carried unanimously.

Respectfully submitted,

Kenneth A Curry

Kenneth Curry, Secretary
Minutes by Lori Ruess, Land & Water Conservation Dept.
Review for submittal to County Board by Kenneth Curry (approved on June 22, 2017 @ 9:25 a.m.)

MINUTES
CONSERVATION, EDUCATION & ECONOMIC DEVELOPMENT COMMITTEE
WEDNESDAY, JULY 5, 2017
WOOD COUNTY COURTHOUSE, ROOM #115, WISCONSIN RAPIDS WI

Members Present: Hilde Henkel, Kenneth Curry, Robert Ashbeck, Bill Leichtnam, Adam Fischer and Harvey Petersen – excused at 10:17 a.m.

Staff Present:
Planning & Zoning Staff: Jason Grueneberg and Adam DeKleyn.
Land & Water Conservation Staff: Adam Groshek and Lori Ruess.
UW Extension Staff: Peter Manley and Matt Lippert.

Others Present: Dist. #8 Supervisor Brad Kremer, Dist. #14 Supervisor Dennis Polach, Dist. #15 Supervisor Bill Clendenning, Dist. #16 Supervisor Lance Pliml, Peter Kastenholz, Corporation Counsel, Scott Suder, Enbridge Energy and Denise Sonnemann, Enbridge Energy.

1. **Call to Order.** Chairperson Henkel called the CEED meeting to order at 9:00 a.m.

2. **Public Comment.** Dennis Polach had questions regarding specific items on pages 12, 18, and 20 of CEED packet. Chairperson Henkel stated his questions would be addressed under agenda items 6) Land & Water Conservation Department and 7) Economic Development.

3. **Review Correspondence.**
   A. Jason Grueneberg stated that Wood County has funded a booth for $2,500 at the State Fair in the past. This year they are looking for volunteers to staff the booth. Volunteer hours are 9 a.m. - 3:30 p.m. and 3:30 p.m. - 10 p.m. He passed around a sign-up sheet for those interested in volunteering.
   B. Bill Leichtnam mentioned he is interested in attending the County Conservationist meeting at the Mead Inn on July 14th for the special bonus session on Livestock Siting rules & revisions.
   C. Bill Leichtnam handed out a report: Wisconsin among 12 Worst States for Drinking Water Safety.
   D. Adam Groshek shared information on the August 16th North Central Area Land & Water Conservation Association Summer Tour hosted by Oneida County. Registration deadline is August 9th and is limited to the first 50 registrants.

4. **Consent Agenda.** The Consent Agenda included the following Items: 1) minutes of the June 7, 2017 and June 20, 2017 CEED meetings, 2) bills from Planning & Zoning, Land & Water Conservation and UW Extension and 3) staff activity reports from Jason Grueneberg, Adam DeKleyn, Justin Conner, Jeff Brewbaker, Kim Keech, Victoria Wilson, Shane Wucherpfennig, Tracy Arnold, Adam Groshek, Emily Salvinski, Lori Ruess, Peter Manley, Matt Lippert, Sarah Siegel, Jodi Friday, Chris Viau, Kyli Brown and Jeremy Erickson.

   A. Minutes of June 7, 2017. No additions or corrections needed.
   B. Minutes of June 20, 2017. No additions or corrections needed.
   C. Department Bills. No questions or comments.
   D. Staff Activity Reports. Questions on pages 12, 18, & 20 will be addressed under numbers 6 & 7.

Motion by Robert Ashbeck to approve and accept the June 5, 2017 and June 20, 2017 CEED minutes, bills from Planning & Zoning, Land & Water Conservation and UW Extension, and staff activity reports as presented. Second by Adam Fischer. Motion carried with Bill Leichtnam opposed as he wants to make a statement.

Bill Leichtnam commented on the previous meeting (June 5, 2017) motion to move "Water Issues" on the agenda under Land & Water Conservation Department. He had a concern with an agenda item he requested to put on this meeting agenda under Land & Water Conservation being omitted. Chairperson Henkel suggested that this be discussed under agenda item 6B.

5. **Risk and Injury Report.** None to report.

6. **Land & Water Conservation Department.**
   A. Appoint a Wood County Weed Commissioner for 2017. Discussed appointing Eron Agronomics as Wood County Weed Commissioner for a one year term. Concerns expressed included appointing a firm versus a person. Will employees be certified/licensed pesticide applicators? Discussion followed.

      Peter Kastenholz stated the County should enter into a contract with the firm even if the firm is not receiving compensation.

Motion by Harvey Petersen to appoint Eron Agronomics as the Wood County Weed Commissioner for 2017. Second by Adam Fischer. Motion carried unanimously.

   B. Update on SE Wood County Groundwater meeting. Peter Manley gave a brief overview of the June 22nd SEWC Groundwater Group meeting. Representative Scott Krug reviewed the 2017 Act 10 Legislation on high capacity wells and Scott Provost, DNR Water Quality Specialist, presented information on the 4-Mile Creek and 10-Mile Creek Watersheds. The next meeting is scheduled for July 31st.

      Bill Leichtnam expressed concerns with an agenda item being omitted from this CEED meeting agenda. At the June 20th County Board meeting Lance Pliml recommended that the nine recommendations Bill Leichtnam brought up at County Board be brought to the CEED Committee to consider. Following discussion, Chairperson Henkel requested a copy of the specific issues to be addressed be forwarded to the CEED and put on the September CEED meeting agenda for consideration/action.

   C. Consider resolution pertaining to eminent domain statute. Jason Grueneberg presented a resolution to encourage the state to adopt legislation repealing the ability of interstate and international petrochemical transmission companies from utilizing eminent domain authority in Wisconsin. The resolution was drafted by Corporation Counsel following a request from the "80 Feet is Enough" group at the June 7th CEED meeting. Lengthy discussion followed.

      Lance Pliml stated that he had a lengthy conference call with Wisconsin Counties Association and there is no bill pending in state legislature and no sponsors of such bill. WCA would like the steering committee to review how it impacts everything, not just oil, and would like some time to study this issue.

Scott Suder, Enbridge, expressed his concerns with the resolution. He stated Enbridge does not have a new project and has no new regulatory or eminent domain authority. He reviewed the steps Enbridge is required to take for permits and summarized their obligations to stakeholders, landowners & affected communities in the event of a new project.

Adam Fischer and Bill Leichtnam suggested having both entities attend a meeting to be educated on the facts.

Motion by Kenneth Curry to take no action on the resolution pertaining to eminent domain statute at this time.

It was asked that the motion be re-opened to amend. Amended motion follows.

Motion by Kenneth Curry to take no action on the resolution pertaining to eminent domain statute until a need arises. Second by Harvey Petersen. Motion carried unanimously.

The question regarding an unpaid nonmetallic mining forfeiture on Tracy Arnold's staff report (page 12 of the packet) was addressed at this time.

7. Economic Development.

A. Discussion of application process and eligible projects for 2018 Economic Development funding consideration. Jason Grueneberg reviewed past Economic Development requests from organizations and stated he is looking at implementing an application process for future Economic Development funding requests. He asked the committee for guidelines on what should be funded and what to include in the application. Lengthy discussion followed.

Motion by Bill Leichtnam to go forward with the application process as discussed. There was no second to the motion as it was decided to hold a special CEED meeting on July 18th for consideration/action of the application.

B. Review and discuss draft mission statement for Wood County Economic Development. Following review of Draft # 3 and Draft # 4 of the Economic Development Mission Statement the following motion took place.

Motion by Adam Fischer to move forward with Draft # 3 of the Economic Development Mission Statement. Second by Bill Leichtnam. Motion carried unanimously.

The questions regarding shoreland ordinance investigations (page 18 of CEED packet) and use of complete names in minutes (page 19 of CEED packet) were addressed at this time.

8. UW Extension.

A. nEXT Generation Reorganization Update Peter Manley gave an update on the nEXT Generation Reorganization. Jason Hausler has been selected as the Area 7 Extension Director. Department Heads will continue on until December 31, 2017. Department Heads will work jointly with AED. Beginning in 2018, Department Head functions will be negotiated. Many of the present functions will be carried out by existing Department Heads or county staff.

A Memorandum of Understanding is being developed that will provide a broad outline of expectations for the state and county.

The 2017 July – December 133 contract should be available in August for the Committee to sign. In 2018 and thereafter, 133 contracts and work plans will be updated annually. The work plan will provide more specific expectations of staff, county and state.

The Assistant Dean, Regional Director, and AED will meet with Department Heads to present staffing options & fiscal impacts.

B. Soils and 4-H Leader's Accounts Peter Manley updated the work done in uncovering the discrepancies found in two accounts and notification to all staff. He outlined the next steps he will follow in trying to rectify the accounts.

C. Matt Lippert gave a brief Agricultural report and handed out information on invasive plants (Wild Parsnip and Giant Hogweed) along with Seasonal Growing Degree Unit and Precipitation Deviation charts for Marshfield and Arlington.

9. Schedule Next Meeting.
The next regular CEED meeting is scheduled for Wednesday, August 2, 2017 at 9:00 a.m. at the Wood County Courthouse in Room #115.

10. Agenda items for next meeting.
A. July 18th Special CEED meeting – Consider/approve Economic Development funding application.
B. August CEED meeting – 2018 Budgets.
C. September CEED meeting – Consider/action on nine recommendations (Bill Leichtnam).

11. Schedule any additional meetings if necessary.
A special CEED meeting will be held on Tuesday, July 18th at 9:15 a.m. at the Wood County Courthouse in Room #115.

12. Adjourn.

Motion by Adam Fischer *to adjourn at* 11:30 a.m. *Second by* Robert Ashbeck. *Motion carried unanimously.*

Respectfully submitted,

Kenneth A Curry

Kenneth Curry, Secretary
Minutes by Lori Ruess, Land & Water Conservation Department
Review for submittal to County Board by Kenneth Curry (approved on 07/10/17 @ 1:37 p.m.)

NOTE: ***The following resolution was presented to the CEED Committee at their meeting of July 5, 2017, however did not pass out of committee for consideration by the county board.***

INTENT & SYNOPSIS: To encourage the state to adopt legislation repealing the ability of interstate and international petrochemical transmission companies from utilizing eminent domain authority in Wisconsin.

FISCAL NOTE: No direct impact upon the county.

WHEREAS, Wis. Stat. s. 32.02(13) allows interstate and international petrochemical transmission companies to obtain approval of the Public Service Commission to utilize eminent domain authority to condemn property in Wisconsin for purposes of developing and operating oil and gas pipelines and terminals, and

WHEREAS, Wis. Stat. s. 32.02(9) grants Wisconsin corporations that transmit gas, oil or related products in pipelines, which products are directly or indirectly for sale to the public, to have condemnation authority, and

WHEREAS, the Conservation, Education and Economic Development Committee has reviewed draft legislation that would end the ability of the out of state petrochemical companies to have condemnation authority and believe that it is in the best interest of the citizens of Wood County for the state to adopt such legislation.

NOW, THEREFORE, THE WOOD COUNTY BOARD OF SUPERVISORS HEREBY RESOLVES to go on record supporting the rescission by the state legislature of Wis. Stat. s. 32.02(13) which gives authority to interstate and international petrochemical transmission companies to exercise eminent domain powers in Wisconsin.

Feb. 2017 Wood County Board Packet

Correspondence

Subject: FW: Questions on Eminent Domain
Attachments: Eminent DomainWLC (2).pdf; ATT00001.htm

From: Dan Bahr <bahr@wicounties.org>
Date: February 1, 2017 at 9:48:54 AM CST
To: Amy Dias <dias@wicounties.org>
Subject: Questions on Eminent Domain

WCA Ag, Environment, and Land Use Steering Committee Members,

The Wisconsin Counties Association has long made a diligent effort to ensure that points of view on each side of different issues are presented to its members. Recently, the Wisconsin Safe Energy Alliance (WISE) presented to the WCA Ag, Environment and Land Use Steering Committee. Some questions have been raised regarding particular statements in that presentation on the Enbridge Pipeline and the issue of Eminent Domain. Several of the WISE presenters made reference to changes in state eminent domain policy made in the final "999 motion" of the 2015-17 biennial state budget.

In 2016, the Wisconsin Legislative Council responded to questions from Rep. Adam Jarchow, regarding whether changes related to Eminent Domain were actually made in the budget's final "999 motion" or if they were made in the budget at all.

Please see the memo from the Wisconsin Legislative Council below:

For further explanation, WCA will invite a representative from the Wisconsin Legislative Council to address this topic and take your questions at our next meeting.

Thanks,

-Dan

Dan Bahr
bahr@wicounties.org

Feb. 2017 Wood County Board Packet

Correspondence

WISCONSIN LEGISLATIVE COUNCIL

Terry C. Anderson, Director

TO: REPRESENTATIVE ADAM JARCHOW

FROM: Larry Konopacki, Principal Attorney

RE: Provisions in 2015 Act 55 Related to Oil Pipeline Companies

DATE: February 25, 2016

This memorandum provides brief answers to questions that you posed regarding the impact of the recently enacted state budget bill (2015 Act 55) on the eminent domain powers of companies that own and operate pipelines for carrying oil or related products in this state, and on state regulations applicable to these companies.

1. Does Act 55 grant any new powers of eminent domain or condemnation authority to oil pipeline companies?

No. Act 55 does allow an oil pipeline company that is authorized to use eminent domain authority to be organized as a different type of business other than a "corporation," but the Act did not expand the eminent domain authority of such companies.

2. Does Act 55 change any of the state permitting requirements that oil pipeline companies must meet to site, construct, or operate a new or expanded oil pipeline?

Act 55 did not change any state permitting requirements specific to oil pipelines. At the local level, the Act did prohibit towns and counties from imposing requirements that are expressly preempted by federal or state law as conditions for approving a conditional use permit for an oil pipeline, and prohibited them from imposing insurance requirements on an operator of an oil pipeline company if it carries specified insurance. There is some question as to whether towns or counties had either of these authorities prior to the Act.

Act 55 also made certain generally applicable changes to state regulations that may apply to particular oil pipeline projects, such as the changes to shoreland zoning and culvert permitting laws contained in the Act, but the Act did not contain any changes specifically applicable to oil pipeline companies.

If you have any questions, please feel free to contact me directly at the Legislative Council staff offices.

LAK:jal

One East Main Street, Suite 401 • P.O. Box 2536 • Madison, WI 53701-2536
(608) 266-1304 • Fax: (608) 266-3830 • Email: leg.council@legis.wisconsin.gov
http://www.legis.wisconsin.gov/lc

Activities Report for Shane Wucherpfennig June 2017

- **June 5** – Attended Judicial & Legislative meeting to give an update on progress made with the Wild Parsnip project.
- **June 6** – Attended Executive Committee meeting.
- **June 7** – Attended CEED Meeting.
- **June 8 & 9** – Worked on Construction plans for 2017 projects.
- **June 12 & 13** – Worked on Construction plans for 2017 projects.
- **June 14** – Met with Tom from Badger Sandstone on site to discuss reclamation progress.
- **June 14** – Worked on NMFG grant report and reimbursement request for DATCP funds.
- **June 15** – Staff Meeting
- **June 15** – Attended a Tree Farm Field Day planning meeting at the Richard and Mary Czaja Tree Farm.
- **June 16** – Attended PACRS meeting.
- **June 19** – Worked on Construction plans for 2017 projects.
- **June 20**– Attended Special CEED Mgt.
- **June 20**– Attended County Board.
- **June 20**– Field Work mapping Wild Parsnip in Rudolph Township.
- **June 21**– Attended Discovery Farm/Mill Creek Farmer Field Day.
- **June 22**– Assisted at Ralph Smircheck Cover crop field day in Greenwood, WI.
- **June 26**– Mapping Wild Parsnip in Sigel Twp.
- **June 27**– Worked on contracts & As Built's, signed FSA contracts.
- **June 28** – Attended a DNR Enforcement meeting Mark Vobora (Tri-Star Dairy) and DNR folks to discuss enforcement options at the DNR Bldg.

Activities Report for Tracy Arnold 06-2017

Wildlife Damage Abatement and Claims Program

- Maintaining DNR database with current Wood County information
- Working through issues with landowners and the new GoWild program to issue shooting permits
- Continue to enroll landowners for the 2017 year
- Acquiring apiary supplies to prevent bear damage
- Designing one permanent fence, trying to finalizing them with landowners before submitting them to DNR for approval
- Preparing for permanent fence
- Conducted 250 acres of alfalfa appraisals

Non-metallic mining reclamation program

- No forfeiture payment from B & R Excavating to date (since June 12, 2013)
- Updating NMM databases
- Site visit to Badger Sandstone to check on reclamation status, GPS, photo documentation of visit, will conduct a vegetative analysis of entire site in the next couple weeks
- Investigated complaint calls that came in regarding mining

Land and Water Conservation

- Entering stream flow data into the SWIMS database for 16 sites (authorized by state to enter data)
- Chair of the Youth Education Committee for the WI Land+Water
- Secretary of the North Central Land and Water Conservation Area Association
- Worked with the Natural Resource magazine on our Rusty Crayfish trapping project
- Released the Purple loosestrife beetles on the plants at Port Edwards elementary
- Completed the Annual Safety Training as requested
- Take Joel (intern) in field whenever I'm going out
- Started planning the 2018 Fall CEED Tour with Land & Water, UWEX and Planning and Zoning
- Assisting with the planning of the Dairy Berry Breakfast- Friday June 16th at Lincoln High School. As part of the 10th Annual Cranberry Blossom Festival
- Presented at the WI Association of Agricultural Educators Conference
- Trained a landowner to do an acoustic bat monitoring survey route
- Counselor at conservation camp for high school students
- Ordered supplies for tree sale
- Reserved trees for the 2018 tree sale

Activities Report for Adam Groshek –June 2017

Land and Water Resource Management Program/Animal Waste Storage Ordinance/CREP Activities:

~Re -design, further wetland and soil investigations, cost estimates, and calculations for the 2017 earthen manure storage lagoon for Tom Hamus near Auburndale.

~Confirmed the manure storage structure for Richard Cournoyer that was full to the brim with a temporary containment berm was completely emptied onto some higher ground.

~CREP environmental benefit reports and contract discussion, signing for re-enrolls for Haffenbredl's, Laidlaw's, Richardson's, and Weiler's and others coming soon.

~Wayerski manure storage pit expansion and new barn manure transfer system plan review and issuance of waste storage/transfer permit. Assisting DNR with wetland investigation required for site.

~Start of plan for Mike Duckett above ground manure storage for stack of mostly manure solids.

~Multi-Discharger Phosphorus Variance research, presentation to CEED, and follow-up discussions.

~Transfer system permit issuance for Grass Ridge Dairy.

~Ron and Mary Knuth proper well decommissioning cost share assistance.

~Staff meetings to discuss health insurance premium differences and future staff funding with cuts etc.

~Attendance of the June Dairy-Berry Breakfast.

~Review of the new draft of the 313-Manure Storage standard that will affect future siting of manure pits and depth of soil investigations and thicknesses of liners.

~Discovery Farms Mill Creek Watershed tour of Mullins Cheese, Eron Farms, and Marshfield WWTP on some Phosphorus TMDL measures that are taking place so far.

~Start of well decomissioning plan for Ralph Aschenbrenner's old dug/drilled well.

~WE Energies erosion control plan review and filing.

~Attendance of the Farmers of Mill Creek Watershed Council's summer field day with included Bazooka Farmstar manure injection demonstration and rainfall simulator. Discussion with farmers and lake property owners of the benefits of the farm practices and witnessed firsthand the ability of farmers to be able to get onto no-tilled/cover cropped fields with recent wet weather but not able to get onto conventionally tilled fields for planting.

~Assisting the new LWCD intern Joel in getting to know the department functions and starting to work on a few projects.

Activities Report for Lori Ruess –June 2017

- Completed May sales tax report and submitted report to Finance.
- Completed annual safety training.
- Typed resolution for approving Wood County Weed Commissioner
- Watched TimeStar electronic time card video for Supervisors
- Attended June 20th special CEED meeting and typed minutes.
- Reviewed general ledger and payroll registers and completed journal entries to correct June payrolls.
- Attended June 15th staff meeting to discuss new electronic time card, health insurance premium difference and staff schedules and completed meeting minutes.
- Completed cost share contract for Ron & Mary Knuth – well decommissioning
- Competed cost share contract for Ralph Aschenbrenner – well decommissioning
- Submitted Ra-Con (Ray & Connie Milz) CREP re-enroll agreement to DATCP.
- Completed journal entry request for monthly fuel charges and vehicle maintenance/repair from Highway Dept. and forwarded to Finance.
- Organized County Board and CEED packet information and took to County Clerk's office.
- Finalizing summer newsletter to send to printer

Activities Report for Emily Salvinski
June 2017

- **June 1.** Mapped cranberries to get accurate acreage. Attended webinar for CCA continuing educational units (grazing, burning, and biodiversity)
- **June 2.** Reviewed 1 NMP. Looked over manure ordinance attribute table in arcmap
- **June 5.** Completed 2015 590 summary sheet. Completed recording of current review results. Added fields to ArcMap.
- **June 6**. Reviewed 1 NMP. Mapped fields to snap, then to arcmap.
- **June 7.** Attended CEED meeting. Worked on wild parsnip field guide.
- **June 8.** Finished wild parsnip field guide
- **June 9.** Worked on 2017 NMP status report
- **June 12.** Added AWO permit numbers to individuals in my NMP master list
- **June 13.** Researched info for article in newsletter, started writing
- **June 14.** Helped farmer finish his NMP. Reviewed and edited NMFE reimbursement form. Viewed no-till webinar for CCA credit.
- **June 15.** Staff meeting. Submitted NMP info to DATCP. Submitted NMFE reimbursement request.
- **June 16.** Reviewed 1 NMP. Looked up links to add to website.
- **June 19.** Field and office mapping of wild parsnip and leafy spurge. Invasive guide editing.
- **June 20.** Helped prep and print large map of wild parsnip infested area. Visited landowner to map locations of chemical treatment. Completed invasive guide.
- **June 21.** Camp Bird Conservation Camp
- **June 22.** Camp Bird Conservation Camp
- **June 23.** Camp Bird Conservation Camp
- **June 26.** Office mapping of treatment locations.

Conservation, Education & Economic Development Committee Report
for the month of June 2017

PETER MANLEY

Wood County UW-Extension, Community Resource Agent

- I attended and processed paperwork related to the June 7 CEED meeting.
- I conducted four radio programs this month in Marshfield and Wisconsin Rapids. Topics included water testing (June 6,8) and insects (June 27, 29).
- Chris Viau and I conducted training in the COLORS program for Human Resources and Health and Human Services staff in both Wisconsin Rapids and Marshfield (June 13 and 14). This training helps people understand how people approach work and helps them communicate more efficiently.
- I made progress on planning a forestry field day; attending a planning meeting – June 15 and developing information and pictures for a field day guidebook, June 26.
- I began discussions with Nekoosa officials for a strategic planning project.
- I facilitated another session of the Southeast Wood County Groundwater Group, June 22.
- We had two speakers, Representative Scott Krug and Scott Provost, DNR Water Quality Specialist.
- I assisted with training 4-H camp counselors for an environmental camp in July.
- I had several "state" meetings this month, mostly having to do with the reorganization. A tenure forum was held to discuss changing tenure expectations, June 1. The Community Resource Development program met to discuss reorganization, June 5. There was a Department Head teleconference, June 28.

MATT LIPPERT

Wood County UW-Extension, Agriculture Agent

- Dairy Breakfasts! I attended and assisted with the preparation of the Wisconsin Rapids Dairy Berry Breakfast, Pittsville FFA Alumni Breakfast, Marshfield Mayor's Breakfast, Marshfield FFA Alumni Breakfast and Auburndale FFA Alumni Breakfast. We had on display information about the upcoming 2018 Farm Technology Days at all of these events. Information included how to become a volunteer or a sponsor and general information about the show. Also at the Mayor's Breakfast, I was involved with the Outstanding Senior Recognition program. Seniors from the Agriculture Programs at 12 area schools were recognized and received a scholarship.
- Wood County hosted Area Animal Science Days, one of three of this event held in the State. Youth attend to learn and demonstrate their skills through competition in dairy and livestock and sometimes other area livestock areas as well. I was responsible for the Dairy portion of the day, this involved recruiting 20 head of cattle from area farms to provide 5 classes of animals to supplement the 12 animals that were selected from the Holstein Cattle housed on the grounds for the district Holstein show held the following day. Cattle had to be trained to lead be of similar age and milking condition and washed up for the event. Participants placed eight classes and gave oral reasons on their placings, as well as answered questions about the type traits of the animals.

- I assisted in the ring with the District 4 Holstein Show. 152 head were shown in the show palace on an extremely rainy Thursday this June.
- I attended an in-service for Agents Programming in Dairy at the Arlington Agriculture Research station.
- I assisted with a spring workshop for the Mill Creek Watershed Farmers. No till practices, cover crops and manure injection were highlighted as techniques to improve surface water quality.
- I participated in the interview selection process for a new director of the State Soil and Forage laboratory which is located in Marshfield.
- One issue of the Central Wisconsin Agriculture Specialization Newsletter was produced and distributed during the month.
- Two issues of the Cranberry Crop Management Journal were produced during the month.
- I met with the board of the Wood County Farm Bureau. They are planning a number of activities to increase the knowledge of the general public about farm issues.
- I traveled to Seattle Washington during the end of the month to serve as a national advisor to the youth at the National Holstein Convention, approximately 300 youth from across the nation come to participate and compete in leadership, skill, knowledge and speaking events. This year is the end of my four year commitment to this program.

SARAH SEIGEL

Wood County UW-Extension, Family Living Educator

- Attended a Cancer Clear and Simple Facilitator Training on June 1 in Stevens Point. Cancer Clear and Simple is a set of educational materials about cancer. The program may be a possible partnership with Marshfield Clinic and Aspirus.
- Presented to the CEED committee on the Community Food Center Discussion taking place in Wood County. June 7
- Listened to the County Health Rankings and Roadmaps Wisline. The wisline is sponsored by UW-Extension and our health coalition coach. Each month different topics are covered to give resources on how to use the County Health Rankings and Roadmaps website and resources in our local coalitions. June 8
- Taught Becoming Money Smart at the Marshfield Transition Shelter on June 8
- Listened to a UW-Extension North Central Wisline with my office colleagues. The Wisline provided an update on what is taking place within UW-Extension. June 12
- Lead a Book Club discussion for my colleagues on "Personal Finance for Dummies" The book club is part of the Financial Security State Team. June 12
- Worked at the United WE Can Event at the Rafter's Baseball Game on June 14. The event is sponsored by the south Wood County Hunger Coalition and raised awareness for food insecurity and hunger in south Wood County.
- Taught the Wood County Wellness Lunch & Learn: *Summer Time Fun & Safety* on June 15. The lunch & learn was videotaped and is available for all county employees along with being available on Wisconsin Rapids Community Access Channel. Wood County Wellness Lunch & Learns are a partnership between Wood County UW-Extension, Wood County Wellness and the Health Department.
- Worked at the Dairy Berry Breakfast on June 16 at Lincoln High School.

- Taught Becoming Money Smart class at the Hannah Center on June 19 in Marshfield.
- Talked on the radio (WDLB & WFHR) on June 20 & 22. My topic was *Farmers' Markets and Berries!* I talked about the importance of farmers' markets, how to navigate the markets and what to do with Berries!
- Listened to a Focus on Family Living Wisline on June 22. The wisline is presented by our program director.
- Had a meeting with my mentor team about my tenure document on June 23 in Wautoma.
- Listened to part 2 of the "Personal Finance for Dummies" book club. June 26, 2017
- Co-Facilitated the Community Food Center (large group) Meeting on June 27 at MSTC.
- Listened to a WEAFCS board meeting on June 27. I am currently the WEAFCS secretary.
- Taught Rent Smart class at the Hannah Center on June 27.
- I attended coalition meetings throughout the month for Recreate Health, United WE Can subcommittee, south Wood County Financial Stability coalition, south Wood County Hunger Coalition, south Wood County Homeless, Stuff the Bus, and the Community Food Center sub-committee.

JODI FRIDAY

Wood County UW-Extension, FoodWIse Nutrition Educator

- Youth lessons in-school have wrapped up for the year. I will be teaching youth at the Boys & Girls Club in Portage County in July.
- Taught at the South Wood County Emerging Pantry (SWEPS) once this month (6/1). Due to family circumstances, I have taken some sick leave the last two weeks of the month and have been unable to teach at the pantry. The pantry was very understanding of my situation and is welcome to my return in July.
- Attended the Eat Smart, Be Active curriculum training for the Expanded Food and Nutrition Education Program (EFNEP). The Wood/Portage County FoodWIse team will be programming in EFNEP in 2018. (6/5 & 6/6).
- Presented to the CEED Committee on the Community Food Center Discussions (6/7).
- Attended two Community Food Center planning meetings (6/7 & 6/22)
- Taught four sessions of Nutrition for the Young at Heart to residents of 10th Avenue Apartments (6/8, 6/15, 6/22 & 6/27).
- Participated in United WE Can (6/14). The event reached over 1,200 community members to raise awareness related to hunger. Over 6,000 food items were donated and distributed to local hunger relief programs.
- Meet with South Wood County Emerging Pantry manager Dale Davis to discuss potential education opportunities at SWEPS. A series of monthly education is slated to start in August (6/15).
- Attended one Recreate Health Coalition meeting (6/15).
- Participated in one Wood/Portage County FoodWIse meeting (6/21)
- Participated in a Community Food Center meeting. The meeting focused on next steps of the group including what data is currently being collected and future opportunities to solicit end-user feedback and engagement (6/27).
- Attended a FoodWIse Food Preparation training (6/28).

- Attended a Program Evaluation and Reporting System (PEARS) training. PEARS is the new FoodWIse data entry and reporting system. (6/29).

KYLI BROWN

Wood County UW-Extension, 4-H Program Advisor

- Continue to update and maintain the Wood County 4-H Facebook site. We are up to 655 fans.
- Coordinated the Upham Woods Camp Counselor training sessions on June 30th. Camp counselors that attend an overnight camp must go through 8 hours of training. I helped to facilitate this first training where we focused on Communication, leadership and mentoring skills. I worked with youth from Wood, Marathon, Clark and Juneau that are tenth grade and up.
- Respond to phone calls and emails regarding 4-H enrollments, questions, feedback and planning meetings for 4-H.
- Talked on the radio May 30th and July 1st
- Held Cloverbud Day Camp on June 27th for 21 k-2nd grade youth at Lonely Oak Farm near Milladore.
- Attended Farm Tech executive meeting on June 26th
- Worked with Chris Viau to facilitate Area Animal Science Days on June 21
- Working with families to negotiate the Fair Entry program for the Junior Fair.

CHRIS VIAU

Wood County UW-Extension, 4-H Youth Development Educator

The following is an overview of Youth Development activities:

- 4-H Club and Program Management
  - Coordinate and teach Meat Animal Quality Assurance Workshop
    - 55 youth participants
  - Leadership Washington Focus Trip Planning and Logistics
    - Continue planning for 2017 trip
    - Bus logistics and lodging details
  - 4-H Area Animal Science Days Organizing Committee Meeting
    - Very Successful Event!
    - Participants from 9 counties (over 125 youth)
    - Numerous Wood County volunteers assisting
    - Lunch stand was a 4-H Club fundraiser (225 lunches served)
    - CWSF and City of Marshfield donated facility use for event
    - Dairy, Livestock, Horse, and Small Animal educational and competitive judging events
  - 4-H Club and Volunteer Management concerns-Ongoing
    - Club bylaws concern and meeting to remedy
    - 4-H Club potential merger-address concerns

- Central WI State Fair
  - Work with office staff to ensure completion of Jr. Fair tasks

  - Jr. Fair Board June Meeting
- Other
- Administrative
  - Support Staff Transition-reassignment and training
  - State and Regional Phone Conferences and Meetings
  - 4-H Youth Development Liaison Responsibilities- 25% FTE

JEREMY ERICKSON

Wood County UW-Extension, Horticulture Educator

- Conduct Wood County Master Gardener Training
- Coordinate mentors and leaders for new Master Gardeners taking class
- Appear on WFHR Rapids Radio
- Appear on WDLB Marshfield Radio program
- Attend Master Gardener Membership meeting
- Assist clients with Horticultural related questions
- Coordinate Education Workshops with Master Gardener Volunteers
- Schedule Continuing Education classes for fall semester at UW Marshfield
- Attend Marshfield Community Garden Committee meeting
- Facilitate tour of Rapids Community Garden

TO: Conservation, Education & Economic Development Committee

FR: Jason Grueneberg, Planning & Zoning Director
Adam DeKleyn, County Planner
Justin Conner, GIS Specialist
Jeff Brewbaker, Code Administrator
Kim Keech, Admin Services 5
Victoria Wilson, Admin Services 4

RE: Staff Report for July 5, 2017

1. **Administrative (Jason Grueneberg)**

    a. Code Technician – The Code Technician position has been filled by a very qualified Wood County resident, Stevana Skinner. Stevana will start with Wood County on July 10th.

2. **Economic Development (Jason Grueneberg)**

    a. City of Pittsville Meeting – On June 6th I met with the City of Pittsville Mayor, Dale Nichols. The purpose of the meeting was to get an overall update on activity in the City, and discuss housing options and availability, as well as economic development activity.

    b. Marshfield Economic Development Board – On June 19th, I attended the Marshfield Economic Development Board Meeting. Agenda items included the Marshfield Residential Incentive Program (MRI) an update on the Wenzel Plaza planning, and discussion on budget planning.

    c. Regional Economic Growth Initiative (REGI) – On June 13th, the REGI Board of Directors met at Ho Chunk Casino in Nekoosa. Updates were provided on fundraising, Alexander Field grant funding request, the Nekoosa/Rome hospitality study, and municipal strategic planning activity. James Webster from Ho Chunk was also appointed to the REGI Board.

    d. Central Wisconsin Economic Development (CWED) Fund – On June 12th and June 21st, I participated in the CWED Executive Committee meetings. Loan modifications were considered for approval, and further discussion took place on renewing the administrative services contract with CAP Services.

3. **Planning (Adam DeKleyn)**

    a. City of Nekoosa Comprehensive Outdoor Recreation Plan (CORP) – Planning committee met to develop park recommendations/priorities and a capital improvements plan. Other relevant Nekoosa planning documents were reviewed and incorporated into the plan to provide consistency. The plan is over halfway complete.

b. Plat Review Officer – (7) CSM's and (1) condo plat were submitted for review/approval. (3) CSM's and (1) condo plat were approved/recorded. (6) CSM's are pending approval.

c. 2017-2037 City of Marshfield Comprehensive Plan – Request brought before CEED Committee and County Board to allow extraterritorial planning provisions to be included in the Comp. Plan (Approved).

d. Wood County Parks and Open Space Plan – Met with Parks and Forestry Director to develop a tentative time frame for completion. Plan is in early development stages. Initial background work has started.

e. Town of Seneca Comprehensive Plan – Plan is in early development stages. Initial background work has started.

f. Code Administration – Back-up inspector due to office vacancy.

4. Land Records (Justin Conner)

a. Wisconsin Land Information Association (WLIA) Spring Meeting – Attended WLIA meeting in Fond du Lac. Moderated NG911 discussion panel.

b. Parcel Mapping – Parcel mapping is caught up. Parcel changes are updated on the GIS web map within a week, on average, of being recorded in the ROD office.

c. Map Gallery – Working on an online map gallery to organize all web maps and apps in one place. http://app.woodcogis.com/mapgallery

5. Code Administrator's (Jeff Brewbaker)

a. Private Sewage Program, Permitting, Maintenance and Violations

i. (**15**) on-site investigations/inspections/compliances
ii. (**0**) septic system verification letters & failing system investigations
iii. (**0**) failing septic system orders, (**1**) holding tank maintenance violations & settlements
iv. (**13**) soil tests reviewed, (**4**) hydrograph reports reviewed, (**2**) interpretive soils report reviewed
v. (**1**) holding tank plan reviews, (**5**) conventional plan reviews, (**5**) mound plan review
vi. (**11**) sanitary permits reviewed
vii. (**3**) court cases for malfunctioning septic system and overfull holding tanks **(0)** referrals servicing, **(5)** referrals invoices
viii. (**1**) sanitary system easements
ix. Answered phone calls, emails and met in office regarding permitting and inspection questions.

b. Floodplain Ordinance Investigations and Permitting

i. (**3**) site inspections, meetings or enforcement
ii. (**1**) permit issued, screening sites or Letter of Map Amendment (LOMA)
iii. (**0**) DNR Approved flood studies reviewed
iv. (**0**) Cranberry farm certification
v. **(0)** Updated Community Assistance Visit Violations
vi. Answered questions from citizens regarding building in floodplain and shoreland areas.

c. Shoreland Ordinance Investigations and Permitting

i. (**1**) general shoreland permits reviewed & issued
ii. **(0)** Shoreland permit denied (NEPCO Lake)
iii. (**1**) mitigation plans reviewed, (**0**) exempt structure affidavit
iv. (**4**) onsite pre-construction inspections, meetings & enforcement, compliances
v. (**0**) navigability determinations
vi. Answered phone calls and met with various people at the counter regarding shoreland zoning requirements.

Jeff Brewbaker will be attending Wetland Training on June 26-28 in Lacrosse, WI. The title of the course is "Basic Wetland Delineation Training Workshop" UW-Lacrosse.

6. Office Activity (Kim Keech and Victoria Wilson)

a. Monthly Sanitary Permit Activity. There were 19 sanitary permits issued in May 2017 (4 New, 13 Replacement and 2 Reconnects) with revenues totaling $4,675. There were 15 sanitary permits issued in May 2016 (5 New, 12 Replacements, 2 Reconnects and 2 Non-Plumbing) with revenues totaling $4,900.

There were 65 sanitary permits issued through May 2017. For comparison purposes, following are totals through the same period for the previous five years: 2016 – 53, 2015 – 41, 2014 – 50, 2013 – 66 and 2012 – 60.

b. 2017 Tax Refund Intercept Program (TRIP) As of June 27th, Wood County received an additional $1,121.75 on one case. To date, Wood County has received $5,458.69 on eight outstanding cases.

c. 2016 Program Fee Notices – Paperwork for small claims action for approximately 22 property owners for failure to pay program fee will be referred in batches of 5 to Wood Co Corp Counsel.

d. 2017 Maintenance Notices – Septic Maintenance Notices, ATU (Aerobic) Maintenance Notices, White Knight Maintenance Notices and Farmer

Exempt Holding Tank Maintenance Notices were mailed on Monday, April 24th with a due date of Friday, August 11th. There were 2,413 mailed between the four notices.

e. Sanitary Permit Document Imaging Project Status. Sanitary permits for the years 1982 – 2015 are available for viewing on the Wood County's website www.co.wood.wi.us/Departments/PZ. 2016 Sanitary Permits will be prepped and scanned in fall 2017.

f. Enforcement Activities Update.

i. Small Claims

June 27th - The following cases were scheduled::

i. (1) Allowing discharge of wastewater to the ground surface and into zones of seasonal or periodic saturation. (court case settled)

2. (1) Pumping wastewater from a holding tank without being licensed to do so and connecting a sewer line from a home designed for human habitation without first obtaining a Wood County Sanitary Reconnect Permit.

July 18th – The following cases were scheduled:

1. (1) Failure to properly service holding tanks
2. (5) Failure to pay 2016 program fee.

ii. Contempt Hearing Nothing scheduled.

iii. Updating and compiling a court case database as to court case status in an excel document.

g. Wisconsin Fund Grant Program – The Joint Finance Committee on Thursday, May 11th on a 12-4 vote adopted ongoing funding for the Wisconsin Fund Grant Program through June 30, 2021. Please encourage those who may qualify to complete and submit applications for funding.

Economic Development Board meeting
May 4, 2017

Present:	Wagner, Buttke, Trussoni, Martin, Sennholz
Absent:	Dickrell, Meissner, Staab
Others:	Angell, Krogman, Olson, Eloranta, Knoeck, Grueneberg, Fischer and media

Meeting was called to order at 3:00 p.m. by Jason Angell, Director of Development Services.

Nominations were held for Economic Development Board Chairperson

Buttke nominated Sennholz

EDB2017-07 Motion by Buttke, second by Trussoni to close nominations for Chairman of the Economic Development Board and elect Sennholz.
Motion carried

The meeting was turned over to Sennholz

Nominations were held for Economic Development Board Vice-Chair

Wagner nominated Dickrell

EDB2017-08 Motion by Wagner, second by Trussoni to close nominations for Vice-Chair and elect Dickrell

EDB2017-09 Motion by Martin, second by Wager to approve the minutes from the March 2nd meeting
Motion carried

Identify potential conflicts of interest
None

Citizen Comments
None.

Discussion and possible action on matters related to EDB priorities
Marshfield Residential Incentive Program: This program is going well. There is a lot of interest. CEED Committee liked the 2 year option. Support is there, will depend on the budget.

Economic Development Corporation: Sennholz reported that he is looking for a person to run the Corporation. He is looking at banks for funding.

Downtown Redevelopment: Wenzel Family Plaza was awarded WEDC grant for the full $250,000. Funding will be as follows:

$250,000 - Grant
$490,000 - Gifts

$ 10,500 – Public Campaign
$200,000 - City of Marshfield
$ 10,000 – Main Street
$200,000 - EDB

Knoeck and Angell are working with SEH to develop plans. Financial estimates were low due to additional utility and Charter work that needs to be done. Bids need to be out by the end of May, beginning of June

Eloranta handed out a suggestion for programming for the plaza and the costs. She is planning the following:

Farmers Markets: June – September (17)
1st Thursday Concerts: June – September (4)
3rd Thursday Concerts: June – September (4)
Hot Time in the City (1)
Hob City Days Festivities (2)
Holiday Parade (1)
Hot Chocolate 5K (1)

Total Events Days: 30

Event Budget

Farmers Market - $1,000
1st & 3rd Thursday Concerns - $8,000
Hot Time - $2,000
Hub City Days Festivities $25,000
Holiday Parade - $1,500
Hot Chocolate 5K - $4,000

Total budget is $41,500

Main Street will seek sponsors for these events, but is asking EDB to provide a safety net up to $5,000

Economic Development Activity Updates

Eloranta – Property meeting will be held. Programming at Hardacre Park will be beginning

Olson – Hatch program is being held in Wisconsin Rapids, Wausau, and Marshfield. This program is a partnership with BrightStar Wisconsin Foundation and NEWaukee. Participants pitch their idea in front of judges and a live audience. The winner receives a $2,000 award and moves into the final competition. The winner of that competition wins $10,000.

Angell – Development activities are picking up. Development agreement has been signed in the Nikolai Industrial Park. 2 businesses exploring expansions

Future Agendas

Next month budget discussions will begin

Next meeting will be held on June 1st

Meeting adjourned at 3:50 p.m.

Respectfully submitted,

Amy Krogman
Administrative Assistant III

CWED Executive Committee Meeting Minutes
Thursday, March 9, 2017 3:00 PM
Stevens Point City Hall – Community Development Department
1515 Strongs Avenue, Stevens Point, WI 54481

1) Call to order – 3:00 PM, President Ostrowski

   President Ostrowski called the meeting to order.

   Roll Call: Michael Ostrowski, Jason Angell (phone), Jason Grueneberg, Richard Holden (phone), Ken Maule (phone), Paula Cummings

   Quorum: Yes

2) Minutes of the January 19, 2017 meeting.

   Motion by Treasurer Grueneberg to approve the minutes of the January 19, 2017 Executive Committee meeting; seconded by Vice President Angell.

   Motion carried.

3) Adjourn into closed session pursuant to Wisconsin Statutes 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) relating to the following:

   a. Modifying and /or extending the administrative services agreement with CAP Services.

   Motion by Treasurer Grueneberg to adjourn into closed session; seconded by President Ostrowski.

   Roll Call:

   Yeas: Jason Angell, Jason Grueneberg, Richard Holden, Ken Maule, Michael Ostrowski

   Nays: None

   Motion carried.

4) Reconvene into open session for possible action on the above.

   No action taken.

5) Adjourn.

   Meeting adjourned in closed session at 3:46 PM.

Drafted and submitted by Secretary Holden

MINUTES OF THE JUDICIAL AND LEGISLATIVE COMMITTEE

DATE:	June 20, 2017
TIME:	9:15 a.m.
PLACE:	Room 317A, Wood County Courthouse
TIME ADJOURNED:	9:20 a.m.
MEMBERS PRESENT:	Chairman William Clendenning, Bill Leichtnam, Kenneth Curry, Dave LaFontaine
MEMBERS ABSENT:	Ed Wagner
OTHERS PRESENT:	Peter Kastenholz, Dennis Polach

At 9:15 a.m., Chairman Clendenning called the meeting to order.

1. Public comments. None.

2. A joint resolution with CEED Committee on Great Lakes Restoration Initiative funding was reviewed by the Committee. **Moved by LaFontaine, seconded by Curry, to approve the resolution for full funding of the Great Lakes Restoration Initiative. All ayes.**

3. **Moved by LaFontaine, seconded by Curry, to adjourn. All ayes.** Meeting adjourned at 9:20 a.m.

Minutes taken by Peter Kastenholz and approved by Kenneth Curry.

Kenneth Curry

Kenneth Curry, Secretary (signed electronically)

DENNIS POLACH WCB-14

MINUTES OF THE JUDICIAL AND LEGISLATIVE COMMITTEE

DATE:	July 7, 2017
TIME:	8:30 a.m.
PLACE:	Room 115 Wood County Courthouse
TIME ADJOURNED:	10:42 a.m.
MEMBERS PRESENT:	Chairman William Clendenning, Ed Wagner, Bill Leichtnam, Kenneth Curry, Dave LaFontaine
OTHERS PRESENT:	Peter Kastenholz, Lance Pliml, Warren Kraft, Brent Vruwink

1. At 8:30 a.m., Chairman Clendenning called the meeting to order.

2. Public comments. None.

3. **Moved by LaFontaine, seconded by Curry, to approve the minutes of the June 5 and 20, 2017, Committee meetings. All ayes.**

4. The Committee reviewed monthly voucher reports of the departments they oversee. **Moved by Curry, seconded by Leichtnam, to approve the payment of vouchers. All ayes.**

5. The Committee reviewed department reports. **Moved by Curry, seconded by Leichtnam, to approve the department reports. All ayes.**

   Significant discussion had about the complaint resolution process itself and the county board's role in that system. There is some dissatisfaction with the process but no action is being taken at this time to modify it.

   Child Support Director Brent Vruwink explained e-filing and the additional time it takes his office to perform this function. **Moved by Wagner, seconded by Curry, to have Wagner communicate with Clerk of Court Cindy Joosten and Brent Vruwink on the workload allocation resulting from the implementation of e-filing. All ayes.**

6. The Committee reviewed the notices of injury/claim of Nicholas Goldberg and David Lehman. These notices will be provided to the county board.

7. There were no new animal claims against the County.

8. Employee health insurance. The Chair had concerns about the Wellness Board deciding to change the employee portion of the health insurance premium from 10% to 20%. Human Resources Director Warren Kraft advised how the Executive Committee directed the Wellness Board to enhance employee participation. Kraft explained how the wellness program has used the "carrot" approach so far and to improve participation now needs to use the "stick" approach to improve the wellness of the employees. Supervisor Wagner shared the procedural history.

The requirements for employees to get the 10% premium level are minimal. Specifically, they are: 1) complete a health risk assessment (HRA) questionnaire; 2) complete biometric screening (height, weight, blood pressure, lab work, etc.); and 3) complete one health coaching session.

The information shared allayed some of the concerns. It was pointed out by Chairman Pliml that the Wellness Board only makes recommendations to the Executive Committee and doesn't determine policy.

9. Discussion on recent developments in the payroll system. Executive Committee Chairman Wagner explained why glitches are taking place and how they are being addressed. Basically, these are complex software programs that require a lot of adjusting.

10. The Committee reviewed correspondence and legislative issues.

    a. Resolution on prevailing wage rate legislation. The Committee members expressed strong support for prevailing wages and related many instances where it was needed. **Moved by Wagner, seconded by LaFontaine, to approve the resolution opposing legislation to repeal Wisconsin's prevailing wage law. All ayes.**

    b. Resolution on non-partisan procedure for redistricting plans. Some discussion was had on how timely the resolution is but the Committee thinks the law needs to change as soon as possible so there is no reason to hold off on passing the resolution at this time. **Moved by LaFontaine, seconded by Leichtnam, to approve the resolution to support the creation of bipartisan procedures at a state level for redistricting plans. All ayes.**

    c. Per diem for Supervisor Leichtnam to attend SE Wood County Groundwater meeting. Committee discussed who Supervisor Leichtnam is representing when he attends these meetings. Based on Leichtnam being a member of CEED and Judicial & Legislative, the Committee supports payment. **Moved by Wagner, seconded by LaFontaine, approve Supervisor Leichtnam receiving per diem to attend SE Wood County Groundwater meetings. All ayes.** The payments approved are for the last meeting and future meetings of the SE Wood County Groundwater entity.

11. County Board rules. Mention was made that newly enacted Rule 43 should be reviewed to discuss feedback concerning it.

12. Review of Committee goals. The vice-chair will present this information at the next meeting.

13. Agenda items for the August 2017, meeting:
    - County Board Rules, including Rule 43.
    - Review of Committee goals.

14. The next committee meeting will be August 4, 2017, at 8:30 a.m.

15. There being no objections, meeting adjourned at 10:42 a.m.

Minutes taken by Peter Kastenholz and approved by Kenneth Curry.

Kenneth Curry
Kenneth Curry, Secretary (signed electronically)

Wood County Criminal Justice Task Force Minutes
March 22, 2017

Present: Adam Stublaski, Dept. of Corrections; Caitlin Saylor, Dept of Corrections; Cindy Joosten, Clerk of Courts; Jackie Arnold, Clerk of Courts; David Dickmann, Public Defender; Lori Heideman, Wood County Dispatch; Shawn Woods, Nekoosa PD; Craig Lambert, District Attorney; Patrick Zeps, Marshfield PD; Melvin Pedersen, Grand Rapids PD; Bill Clendenning, Wood County Board; Greg Potter, Branch 1; Emily Nolan Plutchak; Public Defender; Lance Pliml, Wood County Board; Todd Wolf, Branch 3, Trisha Anderson, Victim Witness.

Judge Potter called meeting to order. No additions or corrections to Minutes of 12/7/16 meeting and minutes are approved. No additions to today's agenda. No public comments

Restitution Changes Per Act 355 – Trisha Anderson addresses victim's not getting restitution. She asks Justice Task Force for help and presents new legislation. See attached. She states that the Clerk of Courts can collect restitution and do tax intercept. She asks that Clerk of Courts speak to task force and have victims speak at task force as to hardship of not receiving restitution. Cindy Joosten addresses group and explains that she does not have the manpower at this time to collect restitution when a defendant is released from probation. Probation & Parole indicates that they are stepping up efforts to collect the restitution when defendant is on probation. Trisha talks about a program that has been tried that has increased collections significantly. It will be put on agenda for next meeting. She will also attempt to get some victims to come in and speak at next meeting. A question arose as to what Wood County history is in collecting restitution. Those numbers will be looked into and Clerk of Courts and Probation and Parole will provide those numbers at the next meeting.

Pre-Trial/Jury Trial Process and Efiling – Judge Potter addresses difficulties with efiling and how that affects new PTC process. Discussion of possible issue regarding Public Defender appointing counsel and not having the criminal complaints. Possible solution would be to push initial appearance back 3 weeks after bond hearing. David Dickmann thinks that efiling is working well now. Other efiling issues are discussed. Victim Impact Statements are discussed. Victim Impact Statements should be sent to Judges for review.

Restorative Justice – Trisha Anderson states that Victim Impact Panel was held on 3/14/17 and 48 people attended. There was a total of 62 people signed up. There were 4 warrants requested for defendants that did not show. Trisha is asking if anyone is interested in taking over for her if the Justice Task Force decides to continue the program. Craig Lambert feels it is a good program and it should be continued. The Restorative Justice committee does not meet. David Dickmann adds that most counties have a Criminal Justice person that handles Victim Impact Panels.

Drug Court – Todd Wolf states that Drug Court received a 5-year grant, but is reviewable. As a requirement of the grant, there must be an oversight committee, which he feels would be this committee. He will be providing statistics to be reviewed at future meetings. Risk assessment tool will be re-evaluated. CBRF is no longer being funded by the County and it is being worked on to get it back in the county budget. Future of CBRF is uncertain at this time. County Board is unsure if building will be used or sold. Drug Court currently has 31 participants. Group seems to be progressing at the current time.

Juvenile Issues – None at this time.

Round Table:

DA Craig Lambert states that they have a new ADA, Leigh Neville-Neil. She is from Brown County.

Trisha Anderson introduces Act 356, which is effective 4/1/17, which addresses confidentiality program run by DOJ. Mail for victims who fear for their safety goes to an address in Madison and then is forwarded to them. Family Center and PDC may be using the program. Webinar is being held at Safe at Home Wisconsin.

Shawn Woods from Nekoosa PD indicates that there have been no problems with efiling.

David Dickmann states that they will be adding public defender attorneys to his district and one will probably be added to Wood County. He questions work space in the courthouse for the attorneys.

Cindy Joosten states that the Clerk of Courts Office has been working on criminal efiling, as it was implemented on 2/28/17.

Probation & Parole received a thank you from Team Leadership class. Adam Stublaski introduces Caitlin Saylor, a new supervisor at Probation & Parole. Judge Wolf questions ATR form from Marathon County. He likes the form and wonders if local Probation department can adopt the form. Caitlyn says she likes it too and will try to implement the form.

All restitution worksheets are confidential. Confidentiality of Victim Impact Statements is still being discussed. May be on a case-by-case basis. It will be discussed more at next meeting.

Judge Potter raises issue with the District Attorney about the late advising to the courts of the unavailability of witnesses. He said it is not fair to the defense counsel of the late notice. They need to notify Court and defense counsel as soon as they know of the unavailability of witnesses and conflicts.

Meeting adjourned at 1:10

Submitted 4/28/17
Jackie Arnold
Deputy Clerk of Courts

Wood County
WISCONSIN

CHILD SUPPORT
AGENCY

JULY 2017

MONTHLY REPORT TO THE JUDICIAL AND LEGISLATIVE COMMITTEE
Prepared by Child Support Director Brent Vruwink

- Staff attended training on the TimeStar, electronic time card system. The Child Support Agency will be having staff manually enter their time on the system.
- I plan to attend the Department Head meeting on July 13th.
- I will be attending WCSEA meetings in Black River Falls on July 13th and 14th.
- As I have mentioned in recent reports the Child Support Agency has seen an increased workload with the advent of e-filing. We estimate that it takes about 8 hours per week to complete the e-filing work. We have a shared employee with Maintenance and Finance that currently works 4 hours per week for the agency. Maintenance has indicated they would like to discontinue sharing the employee with Child Support in 2018. In order to make up for the loss of the shared employee and the increasing workload from e-filing, I will be discussing with you the possibility of hiring a person to work 12 hours per week to do e-filing and scanning work.
- The state has asked Wood County to participate in a review of the Self-Assessment manuals the Bureau of Child Support reviewers use during the annual Self-Assessment. I appointed Vicki Stoflet from our agency to be part of the review team.
- As an agency we are working on a process to clear up as many outstanding child support warrants as possible. Our goal is not to arrest and incarcerate the individuals with warrants but to help them overcome the barriers that are preventing them from making payments or finding employment.
- Two staff members and I will be attending the Transition Fair at Jackson Correctional Institution on August 1st. This is an opportunity for us to connect with inmates that will be released from prison in the near future.
- Shannon Lobner and I continue to be involved with the statewide data warehouse project.
- The May performance numbers are in and remain strong. We currently are meeting and exceeding all the federal performance measures.
- The current IV-D case count is 3,957.

400 Market Street • P.O. Box 8095 • Wisconsin Rapids, Wisconsin 54495-8095 • Telephone (715) 421-8430 • Facsimile (715) 421-8418

Wood County
WISCONSIN

CORPORATION
COUNSEL OFFICE

Peter A. Kastenholz
CORPORATION COUNSEL

5-

MONTHLY REPORT TO THE JUDICIAL AND LEGISLATIVE COMMITTEE
July 2017

1. Goals. Not much happened in this area this month. See comment #6.

2. Mark Eswein Complaint Resolution Process. Mr. Eswein, the former Highway Dept. employee who appealed his termination via the Complaint Resolution Process had his final review by the county board at the June county board meeting. Paula Tracy and I assisted County Board Chair Pliml in arranging for that hearing. I think it is unlikely that Mr. Eswein will pursue any type of discrimination action against the County. The committee may want to provide input on the hearing procedures.

3. I gave a few presentations over the past month pertaining to civil commitments. One presentation was to a large group of social workers and nurses and the other was to a smaller group of about 30 law enforcement officers. Unlike most of my presentations, these will be compensated via grants and should result in excess of $1,500 in revenues.

4. I am still working with the UW Commission on their cell tower project, principally on the contract and the wetlands issue.

5. 2017 Municipal Attorneys Institute. As I have explained to some of you before, the corporation counsels' association puts on spring and fall training sessions but they are not particularly worthwhile from my perspective, so I seldom attend them. Meanwhile, the city and village attorneys put on a very useful annual training session that I typically attend as do many of the other corporation counsels. I don't care much for attending seminars, especially multi-day affairs, as they don't seem to me to be efficient or cost effective ways to learn. Anyway, I attended this year's conference and have a binder containing all of the presentation materials from the programs that I will use in the future for reference materials. As usual, the presentations were quite diverse, including: the regulation of cell towers, police power and home rule, ethics for municipal attorneys, the fourth amendment, municipal finance issues, risk management and insurance issues in contracting, software licensing, an update on governmental takings, conducting internal investigations, immigration issues and finally, legislative and municipal case law updates.

6. Both Lisa and I use a lot of our vacation time over the summer months. Since we don't employ replacement staff for either of us, rather, I cover what needs to be done immediately with respect to her workload and she brings in outside counsel to show up for court for me, we tend to get a bit behind in non-pressing matters over these months. It is not a problem per se, it is just a situation that you should be aware of

RECEIVED

JUN 2 6 2017

WOOD CO CORP COUNSEL

RECEIVED

JUN 2 6 2017

NOTICE OF INJURY AND CLAIM

5.

To: Wood County Clerk
400 Market Street
Wisconsin Rapids, WI 54494

Pursuant to sec. 893.80, Wis. Stats., you are hereby notified of this claim for damage against Wood County.

THE INCIDENT

Date: 6-21-17

Time: 2000

Place: Hwy A in wood county town of Richfield

The circumstances giving rise to my claim are as follows:
I was driving on Hwy A where they have put rec gravel down, a semi drove past and kicked up a piece of gravel and chipped my windshield on my truck.

The names of county personnel involved are: Unknown

The names of other witnesses are: None

THE CLAIM

I request the following monetary or other relief: repair or replace the chip / windshield on my truck.

6-23-17
Date

Signature
Print Name: Nicholas Goldberg
Address: 6709 Grant Road
Vesper, WI 54489

Phone: 715-323-5451

(Rev. Feb. 09)

cc: Corp Counsel, Risk Mgmt, Hwy

RECEIVED

JUN 1 3 2017

WOOD CO. CORP. COUNSEL

NOTICE OF INJURY AND CLAIM
(APPENDIX Q)

To: Wood County Clerk
400 Market Street
Wisconsin Rapids, WI 54494

Mailing Address: Wood County Clerk
PO Box 8095
Wisconsin Rapids WI 54495

Pursuant to sec. 893.80, Wis. Stats., you are herby notified of this claim for damage against Wood County.

THE INCIDENT

5-

Date: 6-7-17

Time: During work hrs 6-4

Place: Asphalt Plant Parking lot

The circumstances giving rise to my claim are as follows:
My truck was parked in parking lot and trucks were hauling asphalt all day passed my truck and when I left work I had a crack in the windsheild. When trucks were coming into plant they drive past the parking area.

The names of county personnel involved are:

The name of other witnesses are: Joachim Mangen

THE CLAIM

I request the following monetary or other relief cost of new windsheild

6-9-17
Date

David Lehman
Signature
Print Name: David Lehman
Address: 5811 Redding Rd
Rudolph WI 54475

Phone: 715 459-8612

RECEIVED
JUN 12 2017

Copy to: CorpCnsl, Risk Mgmt, Hwy

105

WOOD COUNTY

ITEM# 5- 1

DATE July 18, 2017

RESOLUTION# _____ Effective Date July 18, 2017

Introduced by Judicial & Legislative Committee

Page 1 of 1

LAD

Motion:	Adopted:
1st _____	Lost:
2nd _____	Tabled:
No: ____ Yes: ____	Absent:
Number of votes required:	
[X] Majority [ ] Two-thirds	
Reviewed by: PAK , Corp Counsel	
Reviewed by: _____ , Finance Dir.	

		NO	YES	A
1	LaFontaine, D			
2	Rozar, D			
3	Feirer, M			
4	Wagner, E			
5	Fischer, A			
6	Breu, A			
7	Ashbeck, R			
8	Kremer, B			
9	Winch, W			
10	Henkel, H			
11	Curry, K			
12	Machon, D			
13	Hokamp, M			
14	Polach, D			
15	Clendenning, B			
16	Pliml, L			
17	Zurfluh, J			
18	Hamilton, B			
19	Leichtnam, B			

INTENT & SYNOPSIS: To oppose legislation to repeal Wisconsin's prevailing wage law.

FISCAL NOTE: none

WHEREAS, Wisconsin's prevailing wage law was enacted in 1931 and required employers to pay workers what local workers were being paid in the area. Changes were made to the law in 1996 and significant changes were made in the 2015-17 State Budget. Beginning January 1, 2017, prevailing wage was eliminated for all but state projects, state agencies, and state highway projects if they are $48,000 or more for single trade and $100,000 or more for multi-trade. Federal prevailing wage laws are still effective on any public building or works project that receives $2,000 or more of federal funds; and

WHEREAS, Governor Walker's 2017-19 Biennial Executive Budget includes language repealing Wisconsin's prevailing wage requirement. Both the Senate and Assembly have also proposed legislation eliminating Wisconsin's prevailing wage law; and

WHEREAS, this resolution urges the Legislature to support Wisconsin workers by opposing the repeal of Wisconsin's prevailing wage law because the skilled construction tradesmen and women working on our public infrastructure deserve to be paid a fair minimum wage. Wisconsin is already experiencing a worker shortage and a skills gap. Repealing prevailing wage will only make the problem worse.

NOW, THEREFORE, THE WOOD COUNTY BOARD OF SUPERVISORS HEREBY RESOLVES to urge the Governor and State Legislature to protect Wisconsin workers by opposing legislation to repeal Wisconsin's prevailing wage law.

BE IT FURTHER RESOLVED that the Wood County Clerk be directed to forward a copy of this resolution to all Wisconsin counties, and to the Governor and Legislature.

WOOD COUNTY

ITEM# 5-2

DATE July 18, 2017

RESOLUTION# _____ Effective Date July 18, 2017

Introduced by Judicial & Legislative Committee

Motion:	Adopted:	
1st _____	Lost:	
2nd _____	Tabled:	
No: ____ Yes: ____	Absent:	

Number of votes required:

[X] Majority [ ] Two-thirds

Reviewed by: PAK , Corp Counsel

Reviewed by: _____ , Finance Dir.

LAD

INTENT & SYNOPSIS: To support the creation of a bipartisan procedure at the state level for the preparation of legislative and congressional redistricting plans.

FISCAL NOTE: None.

		NO	YES	A
1	LaFontaine, D			
2	Rozar, D			
3	Feirer, M			
4	Wagner, E			
5	Fischer, A			
6	Breu, A			
7	Ashbeck, R			
8	Kremer, B			
9	Winch, W			
10	Henkel, H			
11	Curry, K			
12	Machon, D			
13	Hokamp, M			
14	Polach, D			
15	Clendenning, B			
16	Pliml, L			
17	Zurfluh, J			
18	Hamilton, B			
19	Leichtnam, B			

WHEREAS, currently under the state constitution, the legislature is directed to redistrict legislative districts according to the number of inhabitants at its next session following the decennial federal census by the majority party, and at the same intervals, the legislature also reapportions congressional districts pursuant to federal law; and

WHEREAS, legislative and congressional redistricting plans enacted pursuant to this procedure are used to elect members of the legislature and members of Congress in the fall of the second year following the year of the census; and

WHEREAS, historically legislative and congressional plans in Wisconsin have been subject to partisan influence that put the desire of politicians ahead of the electoral prerogative of the people; and

WHEREAS, the 2011 process to draw the maps and fight litigation contesting those maps cost taxpayers nearly $1.9 million; and

WHEREAS, a panel of federal district court judges has ruled that the redistricting that was done in Wisconsin in 2011 was unconstitutional; and

WHEREAS, redistricting to achieve partisan gains is improper, whether it is done by Republicans or Democrats.

NOW, THEREFORE, THE WOOD COUNTY BOARD OF SUPERVISORS HEREBY RESOLVES to support the creation of a bipartisan procedure at the state level for the preparation of legislative and congressional redistricting plans, and

BE IT FURTHER RESOLVED that the process promotes more accountability and transparency and prohibits the consideration of voting patterns, party information, and incumbents' residence information or demographic information in drawing the maps, except as necessary to ensure minority participation as required by the U.S. Constitution.

BE IT FURTHER RESOLVED that the County Clerk is directed to send a copy of this resolution to the Governor of the State of Wisconsin, the Wisconsin Counties Association, the Wisconsin Towns Association, the League of Wisconsin Municipalities, all members of the state legislature, and to each Wisconsin County.

6

MINUTES OF THE
HIGHWAY, INFRASTRUCTURE & RECREATION COMMITTEE

DAY & DATE:	Monday, July 10, 2017
PLACE:	Wood County Highway Department, 555 17th Ave North, Wisconsin Rapids, WI 54495
MEETING TIME:	8:00 A.M.
ADJOURNMENT TIME:	11:00 A.M.
MEMBERS PRESENT:	Chairman Al Breu, Supervisor Marion Hokamp, Supervisor William Winch, Supervisor Joseph Zurfluh
EXCUSED:	Supervisor David LaFontaine
OTHERS PRESENT:	Dennis Polach, Wood County Board Supervisor; Bill Clendenning, Wood County Board Supervisor; Chad Schooley, Parks and Forestry Director; Fritz Schubert, Forest Administrator; Douglas Passineau, Highway Commissioner; Caitlin Carmody, Highway Accounting Technician; Kris Hawley, Village of Hewitt Trustee; Dan Borchardt, MSA Professional Services; Ken Josephson, citizen from Marshfield

1. Call meeting to order. Meeting called to order by Supervisor Breu at 8:01 am.
2. Public comments.

   Supervisor Clendenning stated that he has been getting complaints regarding mowing operations on CTH W. Apparently, a member of the public is mowing along the highway right-of-way and it has been causing issues. Breu stated the issue could be revisited when Passineau was present for the second half of the meeting.

3. Approve minutes of the June, 1, 2017 Highway, Infrastructure, and Recreation Committee meeting(s).

   A correction to the minutes was made. "Ken J. from Marshfield" was corrected to "Ken Josephson from Marshfield".

   Motion to approve the minutes of the June 1, 2017 HIRC meeting with the correction to Mr. Ken Josephson's name spelling by W. Winch and seconded by M. Hokamp. All in favor. Motion carried.

PARKS:

4. Parks Construction Supervisor report.
   a. Current projects update.

      Schooley pointed out the revenue of the recent auction to be $1995.00. He stated that it has been the policy of the committee in the past to put that revenue into a non-lapsing equipment fund because it will be used to purchase new equipment. Due to the recent County Board rules update, this would need to be approved by the HIRC and Executive Committee.

      Motion to put $1995.00 revenue from recent auction into the non-lapsing Parks and Forestry equipment fund and to forward said motion to the Executive Committee for approval made by W. Winch and seconded by J. Zurfluh. All in favor. Motion carried.

b. Employee matters.

Motion to approve the Parks Construction Supervisor report by J. Zurfluh and seconded by M. Hokamp. All in favor. Motion carried.

5. Office Supervisor report.
   a. Snowmobile/ATV Reports.
   b. Office Update.

Motion to approve the Office Supervisor report by W. Winch and seconded by J. Zurfluh. All in favor. Motion carried.

6. Park and Forestry Director report.

Zurfluh asked for more information on the bullet point on Schooley's report regarding the dam monitoring software problems. Schooley stated they have electronic monitoring at both the Dexter dam and the Wazeecha dam, though they are run on different programs. The Dexter dam's program can be problematic because it causes server issues to the point where they have to contact Information Technology staff on off hours to have the server reset. They are looking into replacing the Dexter dam's monitoring program with the same program they have for the Wazeecha dam.

Breu asked if the heavy rains have impacted dam operations at all. Schooley stated it has resulted in a lot of overtime for their staff and the DOT is planning bridge repairs downstream of the Dexter dam sometime in July.

Schooley shared that he had contacted Planning and Zoning regarding completion of a Certified Survey Map for the Dexter Shop. He was told to speak with a private contractor. He contacted one who provided an estimate of $1,200 for completion of the CSM. However, upon discussion with Peter Kastenholz of Corporation Counsel, Schooley was advised that a CSM is not required for sale of a property. Therefore, the committee determined that a CSM would not need to be completed.

a. 2016 Parks and Forestry Annual Report

Winch stated his desire to have the Parks and Forestry finances separate to get a better idea of what the Parks have for revenues and expenses, and what Forestry has for revenues and expenses. Zurfluh asked Schooley what additional burden that would place on the office staff. Schooley stated it wouldn't be too hard to separate out their labor expenses, except in the cases where Forestry staff is working on Parks projects and vice versa. Schubert pointed out there there is also shared equipment that would need to be tracked separately then. Schooley stated that they do divide out the budgets by line items, but there are a lot of overlapping expenses that could be challenging to divide out – mostly labor and equipment related. Schubert stated that if the committee would like them to pursue this further, they would need to do some additional research and brainstorming before being able to present anything to the committee. The committee felt this would be appropriate and requested that Schooley and Schubert prepare some information to present at a later meeting.

Winch asked how Parks and Forestry will maintain a zero percent increase in their tax levy this year. Schooley explained that the Parks and Forestry Department has

maintained the same tax levy for the past several years for the operating budget. The fluctuation of the tax levy is due to approved capital improvements for the department. Schooley explained that they have been under their budgeted tax levy every year for the past several years. Schubert also explained that they do receive funding from other grants and programs and those factor into their budget.

Motion to approve the 2016 Parks and Forestry Annual Report by M. Hokamp and seconded by J. Zurfluh. All in favor. Motion carried.

b. Special Use Permits.

- Walk for Life fundraiser
  Saturday, May 12, 2018
  South Park enclosed shelter building
  They do pay for use of the building.
- Maxine Kramer, Ice cream truck permit
  Schooley stated that he requested more information from Ms. Kremer about her request, but has not heard anything in response.
- Aqua Skiers Inc.
  August 6, 2017 and August 20, 2017
  Red Sands Beach closure for practice
  These were not included in the original schedule of closure dates but they have been printed in the fliers that the club sends out. August 6th would be an additional practice prior to their nationals tournament. August 20th falls after the nationals tournament. There is currently a shelter building rental on August 20th. Schooley has not yet contacted the renters to find out if they would have an issue with the closure.

  Zurfluh stated that he is fine with the 6th practice if it is necessary for nationals or world tournament preparation, however, he feels like it should have been included in their original requested dates. He did not agree with the 20th practice as it falls after their tournament, it was not included in their original request, and there is a potential conflict with shelter building usage.

  Motion to approve the Aqua Skiers Special Use Permit for August 6th, but deny the August 20th request made by J. Zurfluh and seconded by M. Hokamp. All in favor. Motion carried.

Motion to approve the Walk for Life fundraiser Special Use Permits by J. Zurfluh and seconded by M. Hokamp. All in favor. Motion carried.

Motion to approve the Parks and Forestry Director report by M. Hokamp and seconded by W. Winch. All in favor. Motion carried.

FORESTRY:

7. Forest Administrator report.
   a. Timber Sale Update

      Schubert stated that the biggest factor in the decline in sales this last month was the wet ground conditions. Harvesting restrictions also play a role in that. He is hoping for more activity next month with drier weather.

   b. Timber Contract Extensions

Schubert presented 9 timber contract extensions. He stated that completion of timber contracts largely depends on weather conditions and with the wet conditions this winter and spring, it has been difficult for many of their contractors to complete their contracts. Schubert recommended extending the 9 contracts to July of 2018.

Motion to grant the nine presented contract extensions for completion by July 1, 2018 with no increase in stumpage made by J. Zurfluh and seconded by M. Hokamp. All in favor. Motion carried.

Motion to approve the Forest Administrator's report by W. Winch and seconded by J. Zurfluh. All in favor. Motion carried.

8. Correspondence.

   Schooley shared with the committee an email regarding a citizen's complaint of the use of the Red Sands Beach by the Aqua Skiers. Zurfluh stated he appreciated seeing an actual signed email instead of just comments on social media as they held more merit in his eyes.

   Schooley also shared a news article regarding a spring wildflower guided walk hosted by Dr. Robert Freckman at Powers Bluff Park.

9. Approve payment of bills. **Motion to approve the payment of bills by J. Zurfluh and seconded by W. Winch. All in favor. Motion carried.**

10. Revenue report. **Motion to approve the revenue report by M. Hokamp and seconded by J. Zurfluh. All in favor. Motion carried.**

Committee took a break at 9:16 AM and resumed at 9:28 AM.

HIGHWAY:

11. Village of Hewitt Quiet Zone

    Kris Hawley, Village of Hewitt Trustee, was present. He stated that there has been a significant amount of research done on the detrimental effects of train horns on the environment and on community health. The Village of Hewitt Fire Department (FD) had expressed concerns regarding the proposed quiet zone and Hawley believes those concerns have been addressed and accounted for in their planning. Hawley stated he has had trouble getting a response from the FD on the revised plans due to scheduling conflicts.

    Dan Borchardt, MSA Professional Services, was present to represent the Village of Hewitt ad-hoc committee as well. His business has completed a 60% plan and are open to comments and suggestions on this plan. He stated that this plan addresses concerns raised by the FD. He specifically pointed out that the FD had questioned how they would be able to turn onto Birch with 22' axles. In their 60% plan, they have planned to cut the curbhead off at the turn and widen it with asphalt. Birch Ln does only lead to one house.

    Passineau inquired about the lost street parking with the new road plan. Borchardt stated that the Village would lose 200' of parking by the tracks and 250' on the north side.

    Breu asked if the Village would have to acquire any property to make this plan work. Borchardt stated that the land around the improvements is owned by the railroad company.

Breu stated his concern of the road width for access by implements of husbandry. Borchardt stated that with the shoulder and curb, they would have 18' lanes of hard roadway to operate on.

Breu asked if the road would still be a straight shot after the addition of the median. Borchardt stated that in the northbound lane it would be, but in the southbound lane, it would not.

Borchardt stated that the FD had also questioned the lack of pedestrian access on the proposed plan. Borchardt stated that the project is not long enough to accommodate pedestrian access. The FD had also stated concerns about losing access to Apple Ln. Borchardt stated that they could put in removable posts and hard surface to make a right turn into the intersection possible and that in an emergency situation, it would suffice.

Winch asked if they would have crossing arms and lights at the tracks. Borchardt stated they would keep the lights and signing but that they would not have crossing arms as the Federal Railroad Administration does not deem them necessary and there would be a significant cost to the Village to put them in.

Passineau asked how the Village intended to get the FD to cooperate on the matter. Zurfluh recommended a special meeting for all concerned parties to convene and move the plan forward. Breu stated he would like to see a written statement from the FD approving the plan before he would feel comfortable approving it as it would be negligent of the county to approve the plan if there were still safety concerns.

Borchardt asked if there was anything that the Highway Department was concerned about. Passineau stated he would like to see parking there still, but that the loss of parking is really on the Village as the Highway Department is only responsible for the 11' lanes.

Hawley stated his frustration as the Village has been holding public meetings on this matter for two years and the FD only came to one meeting. Zurfluh stated he understood the frustration, but that the HIRC had not been included since the beginning and would need to give the matter appropriate attention.

Hawley stated that there is apparently a Fire Chiefs' meeting on Wednesday, July 12th.

Zurfluh recommended holding a special meeting in Marshfield for all interested parties to attend and discuss. The committee and the Village of Hewitt agreed upon Wednesday, July 19th, 2017 at 8:00 PM at the Marshfield Highway Shop on Galvin Ave.

12. Pittsville Shop

Passineau stated there are only a few staff left reporting out of the Pittsville shop. They are getting closer to selling the shop, but have not begun the process yet. When they do, the plan is to keep the salt sheds and sell the buildings. There would be a loader left at the salt sheds as well with electric hookup. Supervisor Clendenning asked if the revenue from the sale of that shop would go into a non-lapsing account. Passineau stated that the Highway Department originally funded that building, so the revenue from the sale would go back into their own accounts.

13. Personnel Matters

Passineau stated that there are two new mechanics starting today and they will be interviewing to fill the open truck operator position on Tuesday and Wednesday.

14. Frac Sand

    Passineau stated that he has seen no activity at the frac sand plant. With the funding received via frac sanding and the STP-Rural program, CTH H west will be milled and repaved probably next year.

15. Current Projects

    Supervisor Clendenning asked about mowing operations on CTH W. Passineau stated they mow once a summer on county highways and they do not mow back to the fence line. If private individuals are mowing the right-of-way, they would need a permit to do work in the right-of-way.

16. Payment of Bills

    Motion to approve payment of Wood County Highway bills by J. Zurfluh and seconded by M. Hokamp. All in favor. Motion carried.

17. Accounting Supervisor's Report

    Motion to approve the Accounting Supervisor's report by J. Zurfluh and seconded by M. Hokamp. All in favor. Motion carried.

18. Correspondence. None.

19. Next meeting date: July 19th, 2017 at 8:00 PM at Wood County Highway Department, 2300 N. Galvin Ave, Marshfield, WI 54449 and August 3rd, 2017 at 8:00 AM at Wood County Highway Department, 555 17th Ave N, Wisconsin Rapids, WI 54495.

20. Motion to adjourn.

    Motion to adjourn by W. Winch and seconded by J. Zurfluh at 11:00 AM. All in favor. Motion carried.

Signed by, Secretary Marion Hokamp

Marion Hokamp

Minutes taken by Caitlin Carmody, Highway Accounting Technician

PARKS CONSTRUCTION SUPERVISOR REPORT

July 10, 2017

By D. Quinnell

CURRENT PROJECTS

- New doors are going into the 64th street vault toilet.
- The stone bridge at North Park is contracted and contractor will start 7/10.
- Shady Rest Vault toilet is ongoing.

MAINTENANCE OPERATIONS

- All parks and campgrounds are open and are under usual maintenance duties for the summer i.e. (cleaning, beach maintenance, down and dangerous tree removal, campground maintenance. etc.).

EMPLOYEE MATTERS

- We are planning an employee meeting and appreciation picnic in August.
- We will be converting to the Electronic time keeping July 16.

OTHER

- We had another auction, the proceeds are: $1995.00

WOOD COUNTY PARK & FORESTRY

OFFICE SUPERVISOR REPORT

July 10, 2017

By: Sandra Green

SNOWMOBILE:

- 2nd half snowmobile billing reports are almost complete. I am still waiting on the reports for the Bakerville Sno Rovers. A total of $ $39,493.85 for maintenance from the State of Wisconsin will be distributed among the snowmobile clubs.

ATV:

- There was no ATV meeting in June. The next one is July 10th and I plan on attending.
- Randy Bowden submitted his ATV maintenance reports. I am waiting for the end of the month information for Alliant Energy and maintenance entries and then I will submit this information to the state for reimbursement.

OFFICE:

- Attended the June HIRC meeting and took minutes.
- Worked with Rangers every Monday morning to reconcile campground money.
- Continued to work on the 2016 Wood County Parks & Forestry Annual Report and Power Point.
- Prepared the Powers Bluff Recreation Project power point presentation for Chad to present at the County Board meeting.
- Sent out several letters of violations that occurred in the campgrounds and at the boat landings.
- Ordered "Request for Leave of Absence" forms Diamond Business Graphics.
- In the process of updating the "HOW TO" documents for the office.
- Attended the Wellness Committee meeting on June 20th.
- As Wellness Champ, placed materials on the 2nd floor bulletin board at River Block.
- Provided Wellness materials to employees in the field.

Parks and Forestry Director Report

By Chad Schooley, Parks and Forestry Director
July 10, 2017
HIRC meeting

- The continued frequency and volume of rain that we've been receiving has kept our dam operators very busy.
- Office staff has been working on the 2016 Parks and Forestry Annual Report. A copy has been included in the packet.
- The resolution allowing me to apply for outdoor recreation grants for the Powers Bluff Project, which was approved at the June County Board meeting, has been forwarded to the DNR. The application that I submitted in April is now complete.
- Met with Adam Dekleyn, Wood County Planner, to start the planning process for the Wood County Parks, Recreation and Open Spaces Plan update.
- I am working with IT staff on issues that we are having with the dam monitoring software. They are looking into cost estimates that will improve the quality and reliability of the system.
- I have done some background work regarding the upcoming Dexter Shop sale. I will bring that information to the meeting.
- I have been communicating with DOT and DNR staff regarding maintenance needs at the Dexter Dam, specifically downstream areas affecting the State Highway 54 bridge abutments.

June events – 52 shelter reservations, Youth Outdoors Skills event

Special Use Permits

- Saturday, May 12, 2018, South Park, First Choice Pregnancy Resource Center Walk For Life fundraiser. Event use walk trail around the lake. The enclosed shelter building is reserved for this event.
- Request from Maxine Kremer to bring ice cream truck into parks and sell products to park users. Additional information has been requested to present at the HIRC meeting.
- Request by Aqua Skiers Inc. to add August 6 and 20 to their schedule of beach closures at Red Sands Beach.

FOREST ADMINISTRATOR REPORT

July 10, 2017

By: F.Schubert

Timber Sale Activity

TIMBER SALE BALANCES AS OF 6/30/2017					
JOB NUMBER	CONTRACTOR	ENDING MONTH BALANCE	CONTRACT AWARD	PAYMENTS RECEIVED THIS MONTH	YEAR AWARDED
725	SCHREINER	(450.54)	53,235.00	0.00	2013
735	VERSO	($5,050.16)	$ 47,513.00	$6,342.03	2015
		Payments Received This Month:		**$ 6,342.03**	
	2017 Forestry Revenue:	**$ 154,281.52**			

Timber Sale Activity (June)

Jobs Started: **#756 Schreiner Forestry**

Jobs Continuing/Reactivated: **None**

Jobs Gone Inactive: **None**

Jobs Finished: **#735 Verso**

Smg: L:\Parks\HIRC\Min2017\P&F Reports\Forest Administrator

PARK AND FORESTRY DEPARTMENT
REVENUE SUMMARY 2017

JUNE REVENUE - JULY HIRC

BUDGETED 2017 REVENUES	46721 SOURCE	2017 FEES	YTD REVENUE 2017	YTD REVENUE 2016	MONTH 2017	MONTH 2016	ACTUAL REVENUE 2016
$ 196,000.00	Credit Card PAY PAL	PAY PAL Camping Reserv. ONLY	$ 128,807.42	$ 118,692.14	$ 37,531.43	$ 28,537.29	$ 208,649.58
$ 5,000.00	Camping Reg. Office	Cash or Check/Pd. At Office	$ 2,192.79	$ 1,726.59	$ 390.36	$ 782.93	$ 2,562.09
$ 80,000.00	Self-Registration	$18	$ 24,134.60	$ 28,243.60	$ 9,588.63	$ 9,933.65	$ 80,418.01
$ 25,000.00	Electricity	$5	$ 6,150.70	$ 7,180.19	$ 2,260.66	$ 2,725.12	$ 21,995.79
$ 1,500.00	Water/Sewer	$7	$ 152.60	$ 240.76	$ 26.54	$ 39.81	$ 751.89
$ 40,000.00	Wood	$6	$ 9,621.80	$ 10,829.38	$ 5,710.90	$ 6,265.40	$ 30,881.51
$ 8,000.00	Ice	$2.00/$5.00	$ 1,516.59	$ 2,070.14	$ 1,014.22	$ 1,528.91	$ 7,171.26
$ 600.00	Soda	$1	$ 34.12	$ 66.82	$ 34.12	$ 66.82	$ 332.17
$ 600.00	Dump Fee	$7	$ 333.41	$ 182.93	$ 147.87	$ 140.28	$ 1,159.64
$ 500.00	Storage Fee	$10	$ 102.36	$ 70.14	$ 18.96	$ 51.18	$ 580.08
$ 200.00	Washer/Dryer	2.00/wash&dry 1 full load	$ 8.53	$ 147.39	$ 8.53	$ 129.38	$ 436.97
$ 50,000.00	Shelter - Enclosed	$100/$150/$175/$200/$225	$ 23,918.68	$ 20,843.57	$ 5,006.61	$ 3,379.14	$ 47,107.32
$ 3,000.00	Shelter - Open	$75/$125	$ 2,321.62	$ 2,085.28	$ 189.57	$ 758.29	$ 2,653.98
$ 25,000.00	PB-Tube/Ski/Board-TKTS	$8/$9	$ 32,798.58	$ 20,366.21	$ -	$ -	$ 20,366.21
$ -	PB-Concessions	15% of total food sold (-taxes)	$ 299.83	$ 241.04	$ -	$ -	$ 241.04
$ 1,000.00	PB-RENTALS	$8/$10	$ 1,216.10	$ 712.81	$ -	$ -	$ 712.81
$ -	PB Project Donations	CASH/CHECK/PAYPAL	$ 1,240.00	$ 1,000.00	$ -	$ -	$ 100.00
$ 2,500.00	X-Country Skiing	$5/daily; $15/annual; $40/family	$ 1,342.58	$ 1,537.05	$ -	$ -	$ 1,565.48
$ 1,100.00	Parks Pulpwood	MARKET PRICE	$ -	$ -	$ -	$ -	$ -
$ 12,000.00	Miscellaneous*	See Below	$ 4,869.20	$ 11,342.35	$ 4,857.20	$ 11,320.17	$ 11,641.51
$ 23,000.00	Boat Launch	$20/annual; $5/daily	$ 13,774.79	$ 16,851.68	$ 5,235.52	$ 5,807.60	$ 22,842.95
$ 475,000.00			$ 254,836.30	$ 244,430.07	$ 72,021.12	$ 71,465.97	$ 462,170.29

Miscellaneous* 6/2/17 PB Land Rental $4745 6/21/17 DONATION $25 6/29/17 GIFT CERT $92

BUDGETED 2017 REVENUES	45123 SOURCE	2017 FEES	YTD Revenue 2017	YTD Revenue 2016	MONTH 2017	MONTH 2016	ACTUAL REVENUE 2016
$ 750.00	Violations	$25.00	$ 175.00	$ 225.00	$ 100.00	$ 200.00	$ 500.00
$ 750.00			$ 175.00	$ 225.00	$ 100.00	$ 200.00	$ 500.00

BUDGETED 2017 REVENUES	46813 SOURCE	2016 FEES	YTD Revenue 2017	YTD Revenue 2016	MONTH 2017	MONTH 2016	ACTUAL REVENUE 2016
$ 385,000.00	Timber Sales	CONTRACTED	$ 154,128.54	$ 227,214.36	$ 5,707.83	$ 24,372.81	$ 520,613.04
	Wood Cutting Permits	$10.00 each/$9 County/$1 Township	$ 153.00	$ 171.00	$ 9.00	$ 27.00	$ 306.00
$ 385,000.00			$ 154,281.54	$ 227,385.36	$ 5,716.83	$ 24,399.81	$ 520,919.04

7

Central Wisconsin State Fair
Board of Director Minutes
June 19, 2017

ROLL CALL:
Present: Jeff Hartman, Jeremy Carolfi, Andy Keogh, Sara McFarland (Schmitt), Jeff Viergutz, Lisa Blanchard (Jr. Fair), Bob Ashbeck (County), Dale Christiansen
Excused: John Hartman, Jason Zaleski
Public Present: Neal Potts, Tim Heeg, Peggy Sue Meyer-Miller, Kenni Bores, Patti Bores, Sharon Schaefer, Cheyenne Karl, Scott Karl, Ed Turner, Tabitha Turner, Lori Salzmann

The meeting of the Central Wisconsin State Fair was called to order at 7:05pm in the Jr. Fair Building at the Central Wisconsin State Fair Grounds.

Andy made a motion to approve the minutes and Sara seconded them. The finance report was presented, there was discussion about the new layout of the financial reports. Andy motioned to approve the financial report and Bob seconded the motion. Dale introduced himself and gave his Executive Director's Report. Dale stated that he developed a team to assist him with community introductions, sponsorships and other tasks. The new sponsorship program was presented and a letter was sent out to past sponsors. Lisa gave a Jr. Fair report consisting of the Fairest of the Fair, fair concerns, judges, and the FairEntry program. Many items on the agenda were tabled for the June meeting due to bad weather. Bob presented the county commission report, the steel on the grandstands was sandblasted and repainted and concrete was sealed. Bob told the history of the commission and stated they took a loan out for a new roof on the round barn and windows in the exhibition building.

Old Business: Sara gave a report about the Fairest of the Fair competition. The new Fairest of the Fair is Alysha Bauer, Fairest of the Fair Runner-Up is Madison Vinter, Jr. Fairest of the Fair is Jenna Snortheim and Jr. Fairest Runner-Up is MyKayla Gerretson. Kenni Bores who is the 2016 Jr. Fairest gave a report about events they have already participated in.

There were many people present that submitted their resumes for the 4 open positions on the board. Patti, Peggy, Tim, Neal, Sharon, Scott, Cheyenne, and Lori introduced themselves, presented their fair experience and expressed their concerns and reasons why they wanted to become members. Andy moved and Jeremy seconded to accept with regret Ed Wagner's resignation from the board. A meeting time was then established for Monday, June 26th to discuss and vote on new members.

New Business: Jeff announced that Sara got married last Saturday and that there was cake available to celebrate.

Jeremy made the motion to adjourn and Bob seconded the motion.

Respectfully submitted,

Sara McFarland (Schmitt)
Central Wisconsin State Fair
Board of Directors Secretary

Central Wisconsin State Fair
Board of Director Special Meeting Minutes
June 26, 2017

ROLL CALL:
Present: Jeff Hartman, Andy Keogh, Sara McFarland (Schmitt), Jeff Viergutz, John Hartman (Jr. Fair), Bob Ashbeck (County), Dale Christiansen
Absent: Jeremy Carolfi
Public Present: Lori Salzmann

The meeting of the Central Wisconsin State Fair was called to order at 7:00pm in the Fair Office at the Central Wisconsin State Fair Grounds.

There was discussion about the applicants as resumes were passed around to be looked at by current board members. There was also discussion about the term lengths of the current positions and Jeff Hartman said that they would look for that information. All present board members voted for 4 applicants. Andy counted ballots and it was decided that all applicants, accepted or declined, would be notified by Wednesday, June 28th. While waiting for the final count, there was an update on the Fairest of the Fair events.

The new board members were announced as: Tim Heeg, Peggy Sue Meyer-Miller, Scott Karl, and Dave Urban. This positions take effect as of July 17th, 2017.

Sara made a motion of adjourn and Andy seconded the motion.

Respectfully submitted,

Sara McFarland (Schmitt)
Central Wisconsin State Fair
Board of Directors Secretary

7

DRAFT
Subject to Approval

MINUTES

McMillan Memorial Library
Board of Trustees
June 21, 2017

President Zacher called the regular monthly meeting of the McMillan Memorial Library Board of Trustees to order at 4:00 p.m.

ROLL CALL ATTENDANCE:
Present: Anne Zacher, Andrea Galvan, David Farmbrough, Kevin Finbraaten, Colleen Dickmann, Susan Bovee, William Clendenning, William Jacobs, and Scott Kellogg.
Administration: Andrew Barnett and Brian Kopetsky

CORRESPONDENCE: A note of thanks was received from the school district for being able to hold their annual art exhibit and reception at the Library. A thank you note and $50.00 donation was received from DAR. A note of thanks was also received from the Children's Festival organizers for the Library's participation. The Library was notified that William Clendenning has been reappointed to the Library Board.

MINUTES: **A motion to approve the Minutes of the May 17, 2017 and June 5, 2017 Special Library Board meeting was made by Colleen Dickmann, second by William Clendenning. Motion carried.**

TREASURER'S REPORT: Mr. Barnett presented the financial reports for June 2017. **A motion to approve the financial reports and payment of the Operating and Endowment Fund bills was made by William Clendenning, second by Kevin Finbraaten. Motion carried.**

DIRECTOR'S REPORT:
Library Use and Events – Summer programs are underway, including Tuesday free lunches for children. Local Singer / songwriter Ron McCabe will perform on June 22. Carrie Newcomer is in concert on July 13. Two concerts are already booked for the 2018 series - Patrick Ball and Irish / Americana band Switchback. The move of the Young Adult collection to the Commons is complete. Mr. and Mrs. Doug Egre donated an original painting by Jay Paul Bell, which is temporarily displayed in the Director's office.
Budget – Mr. Barnett reviewed library revenue streams. (Copy attached to original Minutes.)
Solar Project – Insurance is being finalized. Roofing warranty forms have been filed. Permits are in the City's hands. Panels have been ordered and should be here soon. A crane will lift them to the roof for installation.
Library Board - Two Library Board members ended their tenure with this meeting. Colleen Dickmann is retiring from her ex-officio position as Superintendent and William Jacobs is not seeking reappointment. The Board presented them with plaques recognizing their years of service. Dr. Dickmann will be replaced by new school district superintendent Craig Broeren or his designee. Kevin Finbraaten's position expires at

the end of June. The Board has an additional vacant position. The president, vice-president and treasurer terms are also expiring and only the treasurer is eligible for re-election.
Miscellaneous – Interviews are scheduled for the vacant Adult Services Manager position. I will be out of town on vacation June 29 – July 10.

COMMITTEE REPORTS: No committees met during this time period.

OLD BUSINESS: The deterioration of the main parking lot was discussed. Mr. Barnett will follow up on the parking lot issue.

NEW BUSINESS: David Farmbrough was chosen to develop the slate of officers for the July meeting.

A motion to adjourn was made by William Clendenning, second by Scott Kellogg. Motion carried and the meeting adjourned at 4:59 p.m.

The next regular monthly meeting of the McMillan Memorial Library Board of Trustees will be held in the McCourt Conference Room on July 19, 2017 at 4:00 p.m.

Respectfully submitted,
Brian Kopetsky, Acting Secretary

7

Draft
MINUTES
SCLS BOARD OF TRUSTEES
May 25, 2017 12:15 p.m.
SCLS Headquarters

Present: J. Ashford, A. Bhasin, P. Behling, F. Cherney, P. Cox, M. Furgal, J. Harrington, J. Healy-Plotkin, N. Long, K. Michaelis, M. Nelson, P. Nelson, R. Owens, A. Pawlak, R. Seltzer, L. Sipiorski, A. Weier
Also Present: K. Goeden, M. Van Pelt, William Zimdars, David ODahl & Jessica Cannady, Wegner CPAs
Absent: M. Hokamp,
Excused: H. Bauman, N. Brien

Call to Order: K. Michaelis, President, called the meeting to order at 12:15p.m.

a. Introduction of guests/visitors: A. Bhasin was introduced as the newly appointed Dane County representative to the SCLS Board. Bill Zimdars, former SCLS trustee and president & PCPL trustee, attended the meeting and was introduced as well.
b. Changes/additions to the agenda: The board will participate in a PLSR exercise under "Discussion".
c. Requests to address the board: None

Minutes: R. Owens moved approval of the April 20, 2017 minutes. Motion seconded and carried.

Bills for Payments: P. Behling reviewed the bills for payment in the amount of $196,404.66 and moved approval. N. Long seconded. Motion carried.

Financial Statements: K. Goeden

Presentation: Audit Report – Wegner CPAs: Dave ODahl and Jessica Cannady

Committee Reports:

a. Advocacy: Ron Johnson has not signed either letter in support of libraries but Tammy Baldwin signed both. A. Weier noted she attended a recent LD&L meeting and they discussed a budget amendment which was drafted for a $1.5 million increase for library system aids. Funding options are being explored. M. Van Pelt noted Sue Martin wrote a letter to Ron Johnson noting her support of libraries. ALA has been stressing the support of businesses by and for libraries. More than 80 major companies supported IMLS.
b. Bylaws – The next Bylaws meeting will be September 28th following the board meeting. They will discuss the language of dissolution and conflict of interest.

Action Items: None

SCLS Foundation Report: M. Van Pelt noted the Cornerstone Event will take place at the 5100 in McFarland on November 2nd. Larry Martin is the Cornerstone recipient. A fourth award for Outstanding Library Volunteer has been added to the event. The Middleton Public Library will be joining the Foundation. The Rio Community Library is in negotiation to determine if they will join the foundation.
A reminder has been provided to the member libraries to nominate recipients of the Cornerstone awards including the Outstanding Library Volunteer.

System Director's Report:
There was an inquiry about whether or not the Waunakee Public Library building project had been approved. The City of Waunakee City approved the funding for the new library plans and the land has been purchased. http://www.hngnews.com/waunakee_tribune/news/local/article_78e0531c-246b-11e7-b805-fb1de5a3c4c4.html

Several other libraries in the system have had updates to their buildings. Rome recently completed an addition and the grand opening will be held June 10th. Randolph recently received new carpeting and roof repair. Currently Deb Haeffner, Building & Design Consultant, is in the process of receiving quotes for work for Plain, Rock Springs and Sauk City.

Discussion: Public Library System Redesign (PLSR) exercise with Library Directors and SCLS staff:
The board was asked to write down their "fears" and "hopes" regarding the PLSR process. A compilation of the results from the SCLS staff, Member Library Directors and the SCLS Board will be put together. The information will be forwarded to the PLSR Steering Committee.
Some questions that were asked include: What really is the problem we are trying to solve? Equity of Service? What does that mean? We don't have equity of funding throughout the state. So unless you have a single pot of money paying for it, you won't receive it.
Do we collectively have a clear idea of a goal?
What were the thoughts and fears that the directors shared at the All Directors meeting? Is there a difference between smaller and larger libraries?
K. Goeden has been appointed to the PLSR HR steering committee. V. Teal Lovely has been appointed to the PLSR Funding committee.

Administrative Council (AC) Report: All Directors met May 18, 2017. You may view the minutes here: http://www.scls.info/committees/ac/index.html

Other Business:
a. ALA Legislative Day Report – F. Cherney: You may view his report here.

Information Sharing: None

The next board meeting will be held on June 22, 2017

Meeting adjourned at 1:30 p.m.
Heidi Moe, Recorder

BOT/Minutes/5-25-2017