

**AGENDA FOR AUGUST 15, 2017 – 9:30 A.M.
WOOD COUNTY BOARD OF SUPERVISORS
WOOD COUNTY BOARD ROOM**

CALL TO ORDER

ROLL CALL

INVOCATION: Supervisor Rozar

READING OF THE MINUTES OF THE PREVIOUS MEETING

EXCUSALS: none

RESIGNATIONS:

APPOINTMENTS/Re-APPOINTMENTS:

Wood County Library 5 Year Long Range Plan Committee –Supervisor Hokamp
Ethics Committee – Matt Susa (replacing former employee Brittany Boyer)

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 \$1,000,000 FOR HIGHWAY PROJECTS.

SPECIAL ORDERS OF BUSINESS:

Volk Field Combat Readiness Training – Lt. Col. Chris Hansen, Colonel May and Chief Gross

Highway presentation regarding additional funding for highway projects

2016 Park and Forestry Annual Report – Chad Schooley

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

SET DATE FOR NEXT COUNTY BOARD MEETING – September 19, 2017

ADJOURN

PROCEEDINGS OF WOOD COUNTY BOARD OF SUPERVISORS

July 18, 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 July 18, 2017.

Chairman Pliml called the meeting to order at 9:35 a.m.

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

Chairman Pliml gave the invocation and led the Pledge of Allegiance.

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

Motion by Hamilton/Fischer to approve the appointment of Robert Ashbeck, Trent Miner to three year terms on the Board of Adjustment and William Winch as Alternate #1. Motion carried by voice vote.

Public comments: Michelle Boernke, Regional Associate Dean of Administration/Finance and Campus Administrator was on hand to give an update regarding the STEM building project. She advised that flooring is going in, paint is going up and everyone is invited to a ribbon cutting taking place on Tuesday, September 12th at 7:30. She thanked the board for their support.

Committee minutes presented: Executive Committee. Supervisor Clendenning in response items in the Executive Committee's June 6, 2017 minutes questioned if the situation regarding a miscalculation in WRS has been fixed. Finance Director, Mike Martin gave an explanation from the Finance Department's perspective. Supervisor Clendenning asked for an explanation as to a reason that the initial borrowing resolution went from 4.7M to 2.5M. Executive Committee Chair Wagner offered explanation. Motion by Clendenning/Winch that the education reimbursement approved at the July 11th Executive Committee for IT Director Kaup be denied. At 9:50 a.m. a fire alarm occurred. The board room was evacuated. Upon return, discussion continued and centered on the Personnel Policy Handbook's wording, or lack of wording making reimbursement for this expense possible. Motion carried. Voting no were LaFontaine, Rozar, Feirer, Wagner, Breu, Henkel, Curry, Pliml. Reimbursement is denied. Executive sub-committee on River Block, Annex, Relocation/Remodeling, Wellness Board

RESOLUTION 17-7-1

Introduced by: Executive Committee

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.

Motion by Hamilton/Leichtnam to adopt Resolution 17-7-1. Motion carried. Supervisor Clendenning announced that he inadvertently voted to abstain. No objection was heard to change his vote to a yes. Voting no was Winch.

SPECIAL ORDER OF BUSINESS

CAPITAL IMPROVEMENTS BORROWING PLAN

Executive Committee Chairman Wagner, Finance Director Martin with advisory assistance from Springsted

representative Joe Murray, presented financial information to the board regarding the next two resolutions being presented today regarding borrowing. Outlined was information regarding anticipated levy limits and debt service and how it relates to funding both the highway borrowing and the refinancing of the State Trust Fund loan and funding of capital projects, as well as what this means to the taxpayers of the county, status of our current debt as well as the plan to achieve a leveling off of baseline borrowing so that there would be no impact on taxes after a number of years. There is a need to set limits, prioritize projects and set goals related to county debt.

RESOLUTION 17-7-2

Introduced by: Executive Committee

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

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

Motion by Rozar/Kremer to adopt Resolution 17-7-2. Motion by Breu/Zurfluh to amend resolution from \$2.5M to the \$4.7M that was originally requested for Highway projects. Discussion and clarification ensued. Questions regarding amount of impact to tax rate. Motion to amend carried. Voting no were Fischer, Ashbeck, Winch, Henkel, Curry, Machon, Pliml, Leichtnam. Motion to adopt Resolution 17-7-2 as amended to \$4.7M failed. Voting no were Fischer, Ashbeck, Winch, Curry, Machon. Clarification regarding Roberts Rules of Order was heard by Corporation Counsel. Original resolution in its un-amended form can be brought back before the board. Motion by Hamilton/Rozar to bring the un-amended/original resolution back to the floor. The original un-amended resolution for \$2.5M is before the board. Further discussion as to ramifications of the effect of passage or fail and procedural questions. Motion by Wagner/Breu to amend the original resolution from \$2.5M to \$3.5M. Discussion regarding the amendment. Motion to amend Resolution 17-7-2 passed. Voting no were Fischer, Ashbeck, Winch, Curry, Machon. Motion to adopt Resolution 17-7-2 as amended to \$3.5M failed. Voting no were Fischer, Ashbeck, Winch, Curry, Machon. Motion by Hamilton/Leichtnam to bring back to the floor, the original, un-amended Resolution 17-7-2. Motion to adopt Resolution 17-7-2 failed. Voting no were Fischer, Ashbeck, Winch, Curry, Clendenning.

RESOLUTION 17-7-3

Introduced by: Executive Committee

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

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

Motion by Hamilton/Wager to adopt Resolution 17-7-3. Discussion, questions, clarification ensued. Motion by Curry/Leichtnam to amend Resolution 17-7-3 to remove the 1M for capital projects and leave untouched the 1.75M for the refinance of State Trust Fund Loans. Motion carried. Voting no were LaFontaine, Rozar, Feirer, Wagner, Breu, Ashbeck, Henkel, Pliml, Zurfluh. Finance Director Martin was recognized by the chair and informed the board that given the amendment to this resolution, that a $\frac{3}{4}$ vote was no longer needed to pass. A simple majority would suffice. Resolution 17-7-3 as amended passed unanimously.

Corporation Counsel informed the board that in certain situations, a short recess can be called for interaction of board members in an effort to sway those voting no to reconsider. A short recess was called. Motion by Ashbeck/Hokamp to reconsider the original Resolution 17-7-2 for \$2.5M for highway projects. Motion carried. Voting no was Winch. The original and un-amended Resolution 17-7-2 was reintroduced. Motion by Hamilton/Kremer to adopt Resolution 17-7-2. Further discussion and procedural clarifications. Motion to

adopt Resolution 17-7-2 carried. Voting no were Rozar, Ashbeck, Curry.

Committee minutes presented: Health and Human Services, North Central Community Action Program,

RESOLUTION 17-7-4

Introduced by: Health & Human Services and Executive Committee

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

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:

<u>Account</u>	<u>Account Name</u>	<u>Debit</u>	<u>Credit</u>
54710	Veterans Relief		\$4,000
34210	Fund Balance	\$4,000	

Motion by Fischer/Feirer to adopt Resolution 17-7-4. Motion carried unanimously.

Committee minutes presented: Public Safety

RESOLUTION 17-7-5

Introduced by: Public Safety

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

Motion by Zurfluh/Hamilton to adopt Resolution 17-7-5. Motion carried unanimously.

Committee minutes presented: Conservation, Education & Economic Development, Judicial & Legislative

RESOLUTION 17-7-6

Introduced by: Judicial & Legislative Committee

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

FISCAL NOTE: none

Motion by Hamilton/LaFontaine to adopt Resolution 17-7-6. Motion carried. Voting no were Rozar, Fischer, Kremer, Winch, Henkel, Pliml.

RESOLUTION 17-7-7

Introduced by: Judicial & Legislative Committee

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.

Motion by Hamilton/LaFontaine to adopt Resolution 17-7-7. Motion to adopt Resolution 17-6-7 carried.
Voting no was Breu.

Committee minutes presented: Highway Infrastructure & Recreation, Central Wisconsin State Fair Board of Directors, McMillan Memorial Library, South Central Library Service,

Brief words from Building Maintenance Director Reuben Van Tassel with a River Block project update. The bulk of the project is completed and under budget. There is \$200K of project money still available. The deferred items may be looked at and accomplished with this money. Courthouse remodel for dispatch and data center is getting done.

Motion by LaFontaine/Henkel to adjourn at 12:25 p.m. Next scheduled county board meeting is August 15, 2017.

Respectfully Submitted
Cynthia Cepress
Wood County Clerk

REFERRALS FOR AUGUST 15, 2017 – COUNTY BOARD

- Resolution from Door County supporting full funding of the Coastal Zone Management Program in the upcoming federal budget. Referred to Chairs of Executive and Judicial & Legislative Committees
- Resolution from Door County opposing Aquila Resources, Inc. Back Forty Mine Project and urging the Michigan Department of Environmental Quality to deny any further permitting for the project. Referred to Chairs of Executive and Judicial & Legislative Committees
- Resolution from Door County supporting full funding of \$300 million for the Great Lakes Restoration Initiative (GLRI) in the upcoming federal budget.
- Resolution from Outagamie County opposing any legislation proposing the selling of the current Green Bay Correctional Institution and building a new, privately-owned facility and encourage the Governor to require the creation of an inventory of facilities with open and rentable jail beds. Referred to Judicial & Legislative and Public Safety Committees.

EXECUTIVE COMMITTEE MEETING MINUTES

DATE: Tuesday, August 1, 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
EXCUSED: Mike Feirer at 10:00 a.m.
OTHERS PRESENT (for part or all of the meeting): Reuben Van Tassel, Brenda Nelson, Marla Cummings, Mike Martin, Adam Fandre, Amy Kaup, Jason DeMarco, Heather Gehrt, Terry Stelzer, Sue Kunferman, Brandon Vruwink, Jordan Bruce, Shane Wucherpfennig, Chad Schooley, Dennis Polach, Adam Fischer, Brad Kremer, Warren Kraft, Paula Tracy

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.

Discussion was held regarding terminating the Executive Subcommittee on River Block and Courthouse remodeling. The River Block project is almost finished with the exception of the last Human Services group moving from Centralia and completion of a possible auditorium. Rozar believes that any further decision-making can be brought to the Executive Committee by the Maintenance Manager. Wagner would like to see a final report on the projects brought before the Subcommittee at the August 7th meeting. Henkel stated it would be wrong to end the Subcommittee without thanking all the members for their hard work.

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. Progress continues on the IT offices. Dispatch will be moving into their new space next week. Rozar asked about having an open house of the new Dispatch Center. Feirer will include that on the next Public Safety Committee agenda. The parking situation at River Block was discussed. The Elks lot is now available for employee parking. The question was raised whether part of the Elks lot could be opened for public parking to alleviate some of the issues the local businesses are having with adequate parking for their customers. Brandon Vruwink encouraged waiting on doing so until all Human Services employees are moved into the building and summer vacations are taken to get a true picture of the parking needs of the employees. Clendenning stated he was approached about hosting Business after Hours in the River Block building. Security concerns were discussed due to the amount of confidential information housed in the building. Allowing general public access into the building once it is closed for business will need to be discussed.

Risk Management Director Stelzer reviewed his Safety and Risk Management Letter of Comments. Clendenning asked why there was no mention of the false fire alarm that occurred during the July 18th County Board meeting, and also why no announcement was made about it being a false alarm. An announcement was made but the current PA system in the building is very old and not always easily heard. Van Tassel is looking into an upgrade of the PA system.

Stelzer would like to change the wage distribution in his budget to more accurately reflect the amount of time spent on workers comp versus insurance work. Currently it is split 75/25 but Stelzer would like it to be 50/50 as that is more accurate. Furthermore, it is his understanding that payroll is having issues with the current split for WRS. Martin reminded the Committee that workers comp wages are non-levy as opposed to insurance wages, which are levy funded. Wagner stated that the matter would be further revisited during budget discussions.

The IT Letter of Comments was reviewed. IT Director Kaup reported that the TimeStar system configuration continues to address the needs of individual departments. TimeStar went live for the first group of departments on July 30th. Phone system and network upgrades have been completed. The Citrix farm was down due to expired certificates. Kaup apologized to Treasurer Gehrt as this occurred at an inopportune time for the Treasurer's office when they were in Marshfield collecting property taxes.

Wellness Coordinator Fandre presented his update. He is in the process of holding informational meetings at various Wood County locations to explain the Wellness program and the newly implemented insurance premium discount. He has issued approximately 80 vouchers for new participants wanting to participate in the Wellness program. Rozar commended Fandre on the communication documents he provides to employees. Clendenning questioned how members of the Wellness Committee are picked and discussion was held regarding same.

Treasurer Gehrt reviewed the Department's Letter of Comments. She, along with the Deputy Treasurer, opened the office the morning of Saturday, July 22nd, to collect taxes. They did not get the response they had hoped for. Gehrt stated that if they consider doing Saturday property tax collection in the future, it will be on the last Saturday of July and with more advertising.

Pliml joined the meeting at 9:10 a.m.

Gehrt presented a resolution to authorize the tax deeding of 17 County properties.

Motion (Breu/Feirer) to approve the resolution to authorize the tax deeding of 17 properties within the County. The resolution will be forwarded to the County Board for consideration. Motion carried unanimously.

Gehrt presented a resolution to sell a tax deeded property in the Town of Saratoga.

Motion (Rozar/Henkel) to approve the resolution to sell a tax deeded property in the Town of Saratoga. The resolution will be forwarded to the County Board for consideration. Motion carried unanimously.

Finance Director Martin sought proposals from Springsted and PFM to provide services for the County's debt issuance later this year. They are comparable firms. Martin and Deputy Finance Director Cummings reviewed the proposals and recommend remaining with Springsted.

Motion (Pliml/Breu) to continue utilizing the services of Springsted for Wood County's debt issuance needs. Motion carried unanimously.

Martin requested guidance from the Committee as to how they would like budget documents presented to them. In the past, each member received two large binders containing complete budgets for each department. Rozar suggested having a few sets of binders available to be shared by the Committee members. Pliml stated that he would like to see an electronic version of the budget versus the large paper copies. Henkel would like to see paper copies of the budget summaries.

Discussion was held regarding funding Capital Improvement Projects (CIPs) and the need for the Executive Committee to set limits and let oversight committees prioritize projects requested by their departments. Rozar requested a meeting focusing on CIPs prior to the September 21st budget meeting. **A CIP meeting was scheduled for Wednesday, August 30th at 8:30 a.m. in conference room 114.**

Finance Department correspondence was discussed as outlined on the agenda.

Break at 9:44 a.m. Meeting reconvened at 9:50 a.m.

With Chairman Pliml now in the room, discussion took place regarding an open house at the River Block Building. The consensus of the Committee was that it would be a good idea but expressed concerns about serving alcohol on county premises in addition to the concern of confidentiality issues in the departments with the public in the building. The cost of the event was also discussed. The consensus of the Committee was to direct Reuben Van Tassel and Jason Grueneberg to gather information as to a potential date as well as make recommendations regarding the details of the event.

Human Resources (HR)

The Committee discussed a full market analysis for 240 positions versus bench mark positions, thinking the latter could bring the cost down. Also discussed was that if the county went to the full-fledge review, it should be included in the 2018 budget. Mike Martin stated there is \$420,000 in contingency and could be used for unforeseen projects. The Committee directed Mr. Kraft to identify bench mark positions and those critical-skills positions within departments. The Committee's intent is to consider a market review of those positions to determine what adjustments might be made across the entire plan while still maintaining internal equity between the pay groups. Mr. Kraft asked for clarification on retaining the hiatus on salary grade reviews.

Motion (Pliml/Rozar) to continue to put salary grade reviews on hold and not move forward with them. Motion carried. Voting no: Clendenning

Sue Kunferman brought forward a resolution to create one full-time (1.0 FTE) Environmental Health Sanitarian or Environmental Health Assistant position, with no increase in budgeted tax levy.

Motion (Rozar/Clendenning) to approve creation of one full-time (1.0 FTE) Environmental Health Sanitarian or Environmental Health Assistant position, with no increase in budgeted tax levy.

Motion carried unanimously.

Mr. Kraft's intent was to bring forward revisions to the Employee Policy Handbook; however, the Committee Chairman requested review of the revised Educational Policy, based upon numerous questions. The draft policy was distributed and will be discussed next month.

Motion (Pliml/Henkel) to go into closed session at 10:30 a.m. pursuant to Wisconsin State Statute §19.85 (1)(c) to:

- **Consider employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. Specifically the IT Director has asked the Chairman to have the Committee to consider personnel actions covered under this section.**
- **Discuss the status of the recruitment for the Finance Director position.**

**Roll call vote: Henkel: yes; Pliml: yes; Breu: yes; Clendenning: yes; Rozar: yes; Wagner: yes.
Motion carried.**

Motion (Rozar/Henkel) to return to open session at 11:15 a.m. Motion carried unanimously.

Next month's regular Executive Committee meeting is scheduled for Tuesday, September 5, 2017 at 8:30 a.m. in room 114.

Motion (Rozar/Wagner) to adjourn the Executive Committee meeting at 11:16 a.m. Motion carried unanimously.

Submitted and signed electronically,

Donna M. Rozar

Secretary

Human Resources agenda items minutes taken and prepared by Paula Tracy. Other agenda item minutes taken and prepared by Brenda Nelson. All minutes reviewed by the Executive Committee secretary and in draft form until approved at the next Executive Committee meeting.

1

**EXECUTIVE COMMITTEE
SUBCOMMITTEE TO INTERVIEW
FINANCE DIRECTOR APPLICANTS
MEETING MINUTES**

DATE: Tuesday, July 25, 2017
TIME: 8:30 a.m.
PLACE: Room 115, Wood County Courthouse
PRESENT: Bill Clendenning, Donna Rozar, Ed Wagner
OTHERS PRESENT: Dennis Polach, Paula Tracy, Angel Butler-Meddaugh

The meeting was called to order by Chairman Wagner.

Public Comment – No public comments.

Motion (Clendenning/Rozar) to go into closed session pursuant to §19.85(1)(c)&(e), Wis. Stats. to interview candidate(s) for the Director, Finance position and to discuss the qualifications of the candidate(s). Rozar: yes; Clendenning: yes; Wagner: yes.

Motion (Clendenning/Rozar) to return to open session. Motion carried unanimously.

Motion (Clendenning/Rozar) to adjourn the Executive Committee meeting at 12:15 p.m. Motion carried unanimously.

Respectfully submitted and signed electronically,

Donna M. Rozar

Secretary

Minutes taken and prepared by Paula Tracy and reviewed by the Executive Committee secretary.

MEETING MINUTES
EXECUTIVE COMMITTEE SUBCOMMITTEE ON
WISCONSIN RAPIDS ANNEX, RIVER BLOCK BUILDING AND
RELOCATION OF COURTHOUSE DEPARTMENTS
Tuesday, July 18, 2017
Wood County Courthouse, Room 115

Members present: Bill Clendenning, Doug Machon, Al Breu, Donna Rozar, Ed Wagner

Others present (for part or all of the meeting): See attached sign-in sheet

1. The meeting was called to order by the Chair at 12:35 a.m.

2. Public comments-

Gary Rosencrans commented on downtown parking concerns. He stated that his understanding was that there was a 99 year lease for businesses to have access to the spaces in the 1st row for tenant use when he bought the building.

Susan Feit stated there was nothing in documents (lease) she had that substantiated that understanding.

3. Minutes of previous meeting.

Motion (Wagner/Breu) to approve the minutes of the June 30th meeting. All ayes. Motion carried. The reminder was given that a recording was made by Party Time Cakes of this meeting and is available upon request.

4. **Courthouse remodeling/space needs update-** Reuben stated that Emergency Management is now in a temporary location on the third floor of the Courthouse. Furthermore, he stated there will need to be a review of space need concerns at the Courthouse with long-term option decisions that will be within budget.

The overage for moving expenses by the Human Services Department was negotiated down \$3000. This overage will be discussed at the next Executive Committee meeting for method of payment.

5. **River Block project update**

a. **Parking/pedestrian safety**—Ed Wagner, Reuben, and Jason G from Planning and Zoning met with the WR mayor and 3 city staff members. (Ed Wagner's notes from this meeting on file.) WR has agreed to monitor angled parking more closely and enforce posted time limits. The City is not in favor of mid-block crosswalks but will look at pedestrian crosswalks for increased safety after trends are determined.

The Elks' lot was finished and striped over the weekend and ready for use by county employees. Department heads were encouraged to let their employees know of its availability and encourage them to use the lot. Utilization of those spaces will be monitored.

b. **Parking concerns from area businesses**—Concerns expressed by area businesses are for employee parking for tenants of the building, not customer parking. The group present was reminded that the lease the County has with Mead-Witter states that the parking spaces are

only available for county employee parking. The concern regarding handicapped/elderly parking was expressed. It was noted there is no restriction on Elk's lot parking spaces. There was further discussion on the approximately 100 space lot by the Tribune building, currently occupied by Incourage. The Incourage employees present stated that although the lot is included in future Incourage development plans, those spaces could be used as a temporary solution and are willing for folks to use those spaces at their own risk. The lot is not in pristine condition. Employees will be notified of this lot availability. There was extension discussion of the concerns expressed by area businesses. Motion (Wagner/Breu) to recommend to the Executive Committee that a portion of the Elk's lot be opened to public parking. All ayes. Motion carried.

- c. **Third floor build-out**—The Subcommittee was informed that the Mead-Witter Foundation has received a permit for a permanent wall and will be moving forward with the installation of this wall.

6. The next meeting date location and time is to be announced and at the discretion of the Chair.

7. The meeting was adjourned by the Chair at 1:47 p.m.

Respectfully submitted,

Donna Rozar

Secretary (signed electronically)

Sign-in sheet for
EC Subcommittee
Mtg July 18, 2017

Dawn Schmutzer

Gary Rosencrans

Kevin Hanneman

Ken Curry WCB II

Eric Hanneman - Trading Post

Michelle Goodwin Party Time Cakes

DENNIS POEACH

WCB

Corey Anderson

Encourage

Gus Mancuso

Encourage

Brandon Uruwink

WCHSP

Joni Heideman

WC dispatch

~~Sp~~ Faith

MWF

Leslie Wanta - Book World

Robert Ashbeck - Co Bd member

Amy Kaup - Systems

Zach Uruwink, Mayor WR

**MEETING MINUTES
EXECUTIVE COMMITTEE SUBCOMMITTEE ON
WISCONSIN RAPIDS ANNEX, RIVER BLOCK BUILDING AND
RELOCATION OF COURTHOUSE DEPARTMENTS**

**Monday, August 7, 2017
Wood County Courthouse, Room 115**

Members present: Bill Clendenning, Doug Machon, Al Breu, Donna Rozar, Ed Wagner

Others present (for part or all of the meeting): Shawn Johnson (Mead Witter Foundation),
Dennis Polach, Adam Fischer, Brandon Vruwink, Sue Kunferman, Amy Kaup, Dawn Schmutzer, Lori
Heideman, Reuben VanTassel, Lance Pliml

1. The meeting was called to order by the Chair at 1:15 p.m.

2. Public comments- None

3. Minutes of previous meeting.

The Chair declared the minutes of the July 18 th meeting approved as distributed.
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4. **Courthouse remodeling/space needs update-** a. A discussion of the work left to be done at the Courthouse produced the following list of item yet to be addressed (this list is not intended to be inclusive):

- Veterans Service offices renovations
- Transformer work
- Employee breakroom
- Wellness Coordinator's office
- Court space and security issues (need the judges' involvement regarding 3rd floor remodeling)
- 2nd elevator in the Courthouse
- Prisoner transfer and movement
- Permanent location for Emergency Management
- Bathroom remodeling/updating

The discussion also included the need to consider moving forward with the River Block 2nd floor auditorium over the months/years.

b. Considering available space in the Courthouse---on the first floor, the IT space is available as is the room by the Veterans Service offices which is being considered for future security needs; on the second floor is the space vacated by the Human Services Fiscal offices which the Sheriff's Department would like remodeled for their needs, and lastly, on the third floor, input from the judges needs to take place before any remodeling is considered. General discussion on available space with no decisions made on its future use.

c. A discussion of options was held with the above discussions.

4. **Motion (Clendenning/Wagner) to recommend to the Executive Committee that this Subcommittee be dissolved or redirected for some future charge at the discretion of the Executive Committee. All ayes. Motion carried.**

5. No future meetings will be scheduled.

6. The Chair declared the meeting adjourned at 2 p.m.

Submitted and signed electronically,

Donna Rozar

Secretary

Wood County Employee Wellness Board Meeting Minutes

Tuesday, June 6, 2017

Wood County Courthouse, Room 115

Board members present: Amy Kaup, Donna Rozar, Dawn Schmutzer, Warren Kraft (HR Director—ex-officio), Jordan Bruce, Sue Kunferman

Also present: Amanda Handrahan (Aspirus Business Health by phone), Adam Fandre (Wellness Coordinator), Lisa Keller (IT), Tim Deaton (Horton Group)

1. Chair Kunferman called the meeting to order at 10:55 a.m.
2. Introductions were made around the table
3. Public comments: none
4. Motion (Kaup/Jordon) to receive and place on file the minutes from the May 30, 2017 meeting as presented. All ayes. Motion carried.
5. It was reported that the Executive Committee approved the recommendation made by the Wellness Board regarding cash and health insurance premium incentives. The employee premium portion will go from 20% to 10% with wellness participation. There was general discussion on the details of employee participation and the cost-savings as well as to how to communicate this approval to the employees. The information needs to be disseminated the new hires and employees who did not participate in the biometric screening, HRA, and health coaching can do so by October 31th to receive the discounted premium for 2018. The wellness program needs to be clearly explained as well as a clear explanation of the incentivize premium payment. Talking points need to be developed with communication with employees. A quick update with an indication that more information is to come will be sent out to employees.
6. There was no update from the Wellness Committee at this time.
7. General employee wellness updates will be done at the next regularly scheduled meeting.
8. Future agenda items were noted.
9. Next meeting: August 7th, 1-3 pm, EOC Room, Wood County River Block Building
10. The Chair declared the meeting adjourned at 11:20 a.m.

Respectfully submitted,

Donna M. Rozar

Donna Rozar, secretary (electronically signed)

Minutes in draft form until approved at the next Wood County Wellness Board meeting



Wood County

WISCONSIN

MAINTENANCE
DEPARTMENT

Maintenance Monthly Comments From the Desk of Reuben Van Tassel

August 1, 2017

The Maintenance Department welcomed a new employee on July 17th. Samuel Eggleston has joined the department as a Maintenance Technician I.

Met with Jason Grueneberg, Ed Wagner, and City representatives on July 6th to discuss parking issues at the River Block building.

Attended Department Head meeting on July 13th.

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

Continue to assist with details for the moves into River Block and the relocations in the Courthouse.



Wood County WISCONSIN

SAFETY & RISK MANAGEMENT

Safety & Risk Management Letter of Comments – July 2017

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

- Sharps containers for Sheriff's Departments.
- Working on evacuation documents for River Block Building.

Lost Time/ Restricted Duty/Medical Injuries: 3

- 06/29/2017 – Highway – Employee sustained contusions to the back area when a riding mower tipped over on an incline. Medical injury with restrictions.
- 07/13/2017 – Corrections – Employee sustained a BBP exposure while reaching for a falling razor. Medical Only.
- 07/23/2017 – Sheriff's Rescue – Employee sustained a burn to the right hand putting out a fire. Medical Only.

First Aid Injuries: 2

- 07/04/2017 – Corrections – Employee sustained a contusion to the right thumb when he shut his car door on it.
- 07/13/2017 – Norwood Health Center – Employee sustained a bite to the left arm while restraining a combative resident.

Property/Vehicle Damage Claims: 2

- 07/01/2017 – Sheriff's – Squad #17 vs. Deer. Estimated loss of \$1946.80
- 07/12/2017 – Sheriff's – Squad #9 vs. Deer. Estimated loss of \$1889.40.

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

- 06/15/2017 – Highway – 4 Vehicle damage claims from County Highway A chip seal job. Asking for \$924.28
- 06/28/2017 – Highway – Resident side window crack claim from mower rock. Asking for \$287.90

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 until 2018.
- 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.

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

Distributed sharps containers for Deputies to prevent BBP exposures.

Evacuation plan updates for Wood County River Block building.

Comments from the County Clerk
August 2017 Executive Committee Meeting

Budget 2018 – Looking at projections, we’re going to fall short of budgeted money in Committees and Commissions. There were more meetings held this year than were projected in last year’s budget. We’ll have about a \$17,000 short fall by years end. That being said, I will be increasing the budget for next year in anticipation of more per diems being claimed.

Each year, we are visited by an inspector for the U.S. Department of State. This on-site inspector looks at the processes and procedures we utilize as passport acceptance agents. In July we were visited and spent the afternoon being quizzed and simulating various out of the ordinary situations in relation to passport applications. This was a great opportunity to talk through those oddball scenarios with an expert in the field. He was impressed with the staff and the adherence to protocol that we demonstrated.

Licenses

Marriage Licenses Jan.-June (average per month)

August and September tend to be the highest months of issuance

2013 = 28

2014 = 30

2015 = 28

2016 = 28

2017 = 25

Passport Applications Jan. -June (average per month)

January tends to be the highest month of applications

2013 = 40

2014 = 47

2015 = 61

2016 = 68

2017 = 61

Have you ever wondered about the bas-relief carvings on the courthouse? Who did them? What they stand for? Trent did some research and in materials from the vault, he gleaned their history from a story in the Marshfield News Herald & Wisconsin Rapids Daily Tribune Centennial Days edition of 1956.

When looking at the west side of the monument, one receives the impression that there is more glass area than stone. Although following modern architectural trends, the new Courthouse gets away from the cold, stern, somber effect most buildings of its type today engender.

Gray stone, however, lacks an emotional appeal. To point up the human interest, Architect Donn Hougen engaged a well-known sculptor, Adolph Wolter, Indianapolis, Ind., to carve six bas-reliefs, five of which have the county’s human resources as their central theme. The other, located on the right side of the ground floor entrance, features symbols of the material and immaterial things which sum up Wood County’s first 100 years.

At the left of the northwest entrance is a sculpture showing a lumberjack standing before a stump, leaning forward on his axe. Behind the husky outdoorsman are trees depicting the county’s once-majestic pineries. The whole of this slab portrays early industry in this county.

Opposite the lumberjack at the northwest doorway is a farmer with a basket of produce in his hand. Beyond the farmer stand the items germane to Wood County agriculture: A tractor, crops and livestock.

Above the left side of the other stairway entrance, the southwest, is a cheese factory worker, typifying the cheese industry in Marshfield and its contiguous area. Come cheeses, milk cans and tanks complete the set of symbols.

Education and citizenship, closely allied, combine in the bas-relief above the right side of the southwest stairway. In the foreground are a teacher, a child and books. Superimposed at the bottom are silhouettes of Presidents George Washington and Abraham Lincoln. Above the central figures wave the American and Wisconsin flags.

The symbols of the Tri-City area are to be gleaned from the mural sculpture at the left of the center doorway. Represented are a paper mill worker against a background which includes paper-making machines, a roll of paper, a riverside powerhouse, the river itself, a power line tower and day farming symbols.

The final carving shows the scales of Justice surrounded by a church steeple, a barn, the sun as representing the climate, trees, grain, gears from the paper-making machinery, a generator, a dam on the Wisconsin River, a wheel of cheese and a saw blade which symbolizes the present woodworking industry.



Wood County WISCONSIN

INFORMATION TECHNOLOGY

July, 2017

- ◆ GCS property tax system, vendor for replacement property tax software, is being used for tracking deed and parcel data, receipting tax payments, and generating reports. Electronic assessment data is uploaded on a regular basis by Treasurer Department staff. Open records requests are being fulfilled using the GCS data. The GCS software was successfully upgraded in July 2017.
- ◆ Support for Norwood Healthcare Center and Edgewater Haven is ongoing. Edgewater Haven Matrix, software for billing and clinical charting, user setup is being modified and enhanced to allow for more tracking. Matrix software for both Edgewater and Norwood is scheduled for a large upgrade in August 2017. After upgrade completion access to the Matrix software will be available on the county intranet page. The server address for MatrixCare and Point of Care will change, this means current shortcuts will be rendered obsolete and post upgrade access can be obtained from the county intranet links.
- ◆ RtVision, Highway Department time and materials tracking software, was successfully upgraded in July 2017.
- ◆ The TimeStar, electronic time card and time tracking, system configuration continues. System configuration, which requires coordination between IT, HR and the Finance Department is being continually updated to address the needs of each department. System configuration includes multiple functions like importing employee data, assigning pay groups, assigning time tracking types, setting access permissions, etc. Hardware clock configuration issues have been addressed.

The implementation schedule spans from April to September 2017. Administrative training, supervisor training, and hardware clock training is complete. Five days of hourly training sessions for employees is being conducted again in late July and early August. Additional training sessions will be scheduled as needed.

Custom electronic time card training documentation and instructions have been posted to the Wood County employee intranet page. IT encourages all employees to review the training documents.

<https://www.co.wood.wi.us/Employee/IT/Timestar.aspx>

The custom training posts are updated on a regular basis as we move through the training process. Multiple “train-the trainer” sessions scheduled for early June 2017 have been conducted and continue. The first group of parallel testing began June 18th 2017 and has been extended from 2 to 3 full pay periods. The second group of parallel testing is scheduled to begin July 30th and will include at least 2 pay periods. Tentative GO LIVE date for select departments will be July 30th, other GO LIVE dates will be determined as we progress through the parallel testing process.



Wood County WISCONSIN

INFORMATION TECHNOLOGY

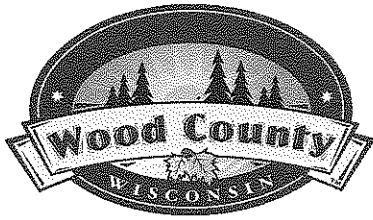
- ◆ Time Simplicity, the add on module that will provide scheduling software to select department, has been installed on our servers. Data collection for scheduling software is complete. There will be 2 scheduling software training sessions held August 14th & August 18th. The addition of the TimeStar & Time Simplicity software will eliminate the need for manual paper time card tracking and entry and provide a staff scheduling solution for select departments.
- ◆ Work on the Planning and Zoning Sanitary Permit system will continue in September 2017. Zoning permit data entry into the SCO Unix system needs to be replaced with added functionality in the sanitary permit web application. Sanitary permit entry into the web based system is complete.
- ◆ Discovery phase of conversion for the remaining 5 systems on the SCO Unix server is complete. However, additional systems that require archive data were discovered and will require analysis and solution development. Replacement system creation and implementation of these system continues as we plan to decommission the SCO Unix server in 2017.
- ◆ Data from the archived Human Services server, Pathlinks, was recovered and presented to Human Services financial staff for approval. Approval has not yet been received.
- ◆ Configured all of the dispatch software on the new PCs. These PCs have added functionality and reliability for the dispatchers in their new area on 2nd floor.
- ◆ Installed and configured Employee Self Service (ESS) and HRMS2017 in test environment. This will allow us to prepare for installing in to production at the end of July.
- ◆ Ordered and installed a Mondopad for Human Services to replace a failed Video Conference system.
- ◆ Began work on improving remote control & monitoring systems for Dexter and Wazeecha dams.
- ◆ Began work on improving security and HIPAA compliance in Winscribe, the dictation software used by Sheriff's Department and Human Services.
- ◆ Replaced the expired certificate that validates Wood County sites and applications. A certificate is a security feature that allows a web browser to verify the identity of the website or service. It is needed for secure communication between servers and clients. This item is what was responsible for Citrix downtime due to the age of our Citrix farm. Much needed updates are being planned.
- ◆ Met with State IT staff to discuss moving State equipment that currently occupies Clerk of Court space to the new Shared Data Center.



Wood County WISCONSIN

INFORMATION TECHNOLOGY

- ◆ 658 helpdesk requests were created in June, with staff completing 617 tickets leaving 348 open requests. These numbers represent service requests from departments throughout the County.
- ◆ Planning for the IT Department move, Dispatch move, and Shared Data Center build is ongoing. Both Dispatch and IT have begun to occupy the new Data Center. IT will continue to move equipment from current to new Data Center over the next couple of months.
- ◆ Kicked off a major network and phone system upgrade. During this project Routers at Norwood, Highway, Edgewater, and the Courthouse were replaced. Voice Gateways were added to Edgewater and Norwood to allow added faxing and analog communication capabilities. As a result of upgrading the phone system software, Singlewire Informacast (Paging Software) had to be upgraded from version 9.1 to version 11.5; Vista Point (Phone Attendant Software) was upgraded from version 4.4.38 to version 4.4.73; Call Manager, Unity Connect (Voicemail), IM (Instant Message) and Presence Server was upgraded from 9.1 to 11.5. During this time SRST (these are lines available during a total network outage) was tested and staff was trained on how to clean up Call Manager after moving several sites to the new RiverBlock location. This was a huge upgrade and very necessary upgrade which took a tremendous amount of IT staff resources to complete.
- ◆ Set up an upgrade test environment for the Human Services clinical software, TCM, in preparation for an upgrade in late July.
- ◆ In the month of July approximately 17 PC's were configured and 11 were placed.
- ◆ Updated the iPad instructions and provided a training session at the beginning of County Board regarding a new procedure for downloading packets.
- ◆ Attended a Central Records meeting on July 20th to discuss DVD/CD concerns between law enforcement agencies and the District Attorney's office. An upcoming upgrade to Arbitrator, the Squad/Body Camera System, will make sharing videos easier and less time consuming. IT will continue to monitor the release of this upgrade and work with the Sheriff's Department to get it installed.



Wood County

WISCONSIN

HUMAN RESOURCES DEPARTMENT

Interdepartmental Memo

July 25, 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 – July 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.
- 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.
- Met with department head regarding employee matter and developed strategies for resolution; monitoring process. Consulted with department head and supervisor concerning employee performance issues and developed strategies for resolution.
- Met with Corporation Counsel and Paula Tracy to review and discuss a public records request from GANNETT regarding a former employee.
- Shared Request for Proposals with the Executive Committee for Market Study of the Wood County Compensation Plan. Will discuss further at August meeting.
- Continued work with representatives of The Horton Group to review 2018 health insurance and other employer-sponsored benefits for 2018. The Horton Group was present at the July 11 meeting to review year-to-date information and 2018 program options.
- An item of personal note: was on vacation at month's end, at scout camp.

Administrative – Paula Tracy

- Continued with the open records request from last month. After receiving no opposition from those who received the Woznicki notices, made copies of requested information. After check cleared, provided requester with information.
- Received from the Medical Review Officer, the quarterly Commercial Driver's License (CDL) random drug and alcohol testing list. Made contact with affected departments to schedule drug and/or alcohol testing appointments. Have one month to schedule and get results back.
- Revised several job descriptions in anticipation of recruitment.
- Received budget packet from Finance Department. Reviewed instructions and began the process of preparing next year's budget projections.
- Responded to several supervisors relating to personnel issues and made recommendations for an appropriate course of action.

- Met with Warren Kraft and Peter Kastenholz regarding a public records request from GANNETT regarding a former employee. Reviewed personnel file and had available information ready for the requester to review.
- Assisted Angel Butler-Meddaugh with Finance Director recruitment. Participated in interviews.
- Researched and responded to email surveys from fellow colleagues relating to various positions, policies and procedures.
- Conducted three exit interviews this month.

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. System is not rounding the payout and cuts off at two (2) decimal points.
 - 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.
 - Once accrual balances are housed in TimeStar, time off balances will no longer be printed on pay stubs. In addition, we can create new pay codes to eliminate the non-rounding concern.
- 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 June 18-July 1 and July 2-July 15 pay periods included manually entering timecards for the July 6th payroll.
- New Hire Orientations on July 3, July 10 and July 17.
 - Add New Hire information to HRMS
 - Enroll new employees in elected insurance plans
 - Create users and add assignments for new hires in TimeStar (Security Group, Pay Group, Badge Number, PBJ Identifier, Supervisor, Accrual Plan)
- Vacation awards.
- Terminations – Cancel insurance benefits, COBRA notification, report final earnings and hours to WRS, PEHP.
- June WRS remittance.
- Quarter 2 Tax Report completed and filed.
- Testing HRMS 2017 upgrade in test environment.
- Testing HRMS – Employee Self Service for benefit elections and pay stub retrieval.
- July COBRA remittance and vendor payments.
- Retirement Annual Reconciliation completed with WRS.
- Attended Department Head meeting.
 - HRMS payroll rounding concern and tentative fix in place with transition to TimeStar.

- Effective date of pay rate changes should be the first day of the pay period to eliminate any errors that may occur with manual adjustments.
- Updated New Hire, Termination and Personal Action forms on the HR intranet.
- Vacation Donation-create a bank for employees on approved leave to use if eligible.
- Renewed annual service contract with Sage.
- 2018 Pay periods and Pay dates document created.
- TimeStar
 - Assisting with employee and supervisor questions related to the usage of TimeStar
 - Time Clock testing and training at Norwood.
 - Working with IT on configuration updates and verifying data export
 - Implemented an updated Timecard training in Orientation to include TimeStar basics
 - Provide instructions to Norwood supervisors on removing Auto Lunch

Recruitment – Angel Butler-Meddaugh

- Working with Cindy Joosten in filling the Chief Deputy Clerk of Courts position.
- Conducted Dispatch testing at Mid-State Technical College on June 29, 2017. Paula assisted. Interviews will be scheduled in August. Two applicants will be hired and an eligibility list established.
- Conducted Finance Director interviews on July 25, 2017.
- Establishing eligibility lists for female and male Corrections Officers.
- The following chart shows position activity during the month. Positions that are filled are dropped from the list the following month.

<u>Refilled Position</u>	<u>Department</u>	<u>Position</u>	<u>Status</u>
Refilled	Dispatch	Dispatcher (1 FT & Eligibility List)	Interviews in August
Refilled	Edgewater	CNA (1 FT, 4 PT, 3 Casual)	Recruitment by Edgewater
Refilled	Edgewater	Recreational Therapist Aide (Casual)	Recruitment by Edgewater
Refilled	Edgewater	Dietary Aide (2 PT, 1 Casual)	Recruitment by Edgewater
Elig List	Edgewater	RN's (1 PT)	Recruitment by Edgewater
Refilled	Edgewater	Accounting Services	Refs/Background
Refilled	Finance	Finance Director	Interviewing 7/25/17
Refilled	Health	Health Screener – Oral	Interviewing
Refilled	Health	WIC Nutritionist/Educator-LTE (PT)	Deadline 7/30/17
Refilled	Health	Environmental Hlth Spec/Asst	Deadline 8/6/17
Refilled	Highway	Truck Operator	Filled
Refilled	Human Services	Residential Aide (1FT & Casual)	Background/Refs
Refilled	Human Services	Crisis Interventionist (Casual)	Background/Refs
Refilled	Human Services	Birth to Three Program Coordinator	Deadline 7/31/17
Refilled	Human Services	Bus Driver (Casual)	Filled
Refilled	Human Services	Economic Support Specialist	Filled
Refilled	Human Services	Legal Services/APS Coordinator	Deadline 8/6/17
New	Maintenance	Maintenance Tech I	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	Sheriff	Corrections Officers	Filled
Refilled	Veteran's	Veteran's Rep 7	Filled
Refilled	Veteran's	Veteran's Rep 5	Deadline 7/25/17

Administrative Services – Kelli Quinnell

- Assisted Paula Tracy with preparing documents for a public records request. Presented Reporter with documents requested in the aforementioned request.
- Sent a reminder email to Department Heads for performance evaluations that are due and past due. I will continue to send these monthly to all departments except for those who have specifically requested to not receive them.
- Sent out emails to supervisors with employees that started working for Wood County between July 1, 2016 and June 30, 2017 to remind them of the mandatory Boston Mutual meetings that all employees hired in this time frame must attend.
- Reconciled June and July benefit invoices.
- Responded to multiple requests for employee and FTE counts.
- Collecting Emergency Contact forms for all employees who do not have one on file. Entering them into HRMS as they are received.
- Sent out second request email to employees who have not yet returned their Emergency Contact Forms.
- 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.

TREASURER'S REPORT

08-01-2017

By: H. Gehrt

- I went to Marshfield on July 17 to make sure that the computers were up and running for the tax collections that following day. There were issues with connecting to the Citrix on the county's end. This issue went on for over 4 hours and was finally resolved when we finally got to speak with a network analyst from the county.
- Nanci Marti, Real Property Lister, and I went to Marshfield on July 18 to collect taxes. There were issues with the County's IT Department and certificates, which caused the tax collection connection to go down for over 2 hours. During this time, we needed to hand write receipts for customers and apologize for the inconvenience. This caused a longer wait period for some customers.
- Next year, the Marshfield Finance Department will be in a new location, but I hope that they will still be accommodating to us and allow the county to do tax collections from their new location. If that is not possible, then we will need to look into other places to collect taxes as this one day in Marshfield usually nets over \$350,000 in collections and is a good way to hear from the constituents on the northern end of the county.
- Cheryl Krohn, Deputy Treasurer, and I tried something new by collecting taxes on Saturday, July 22. This did not get the response that I was hoping for, so if I was to offer Saturday hours again, I would more than likely try it the last Saturday of the month and maybe do a little bit more "advertising".
- The office staff is busy with tax collections and getting the Statement of Assessments signed off by municipalities and submitted to the State.
- July payments from the State of Wisconsin for shared revenue, first dollar credit, computer aid, and school levy were received in the amount of \$8,866,749.18.
- I put a copy of the department budget in the packet for your review.
- I have a resolution to tax deed 17 properties that the County currently holds tax certificates on. 10 of these properties currently have homes on them, 4 of the properties are vacant or have had a building removed from the property, and 3 are commercial lots.
- I have a resolution to sell a property that was quit claimed deeded to the county last month. This parcel is a trail located in the Town of Saratoga and only beneficial to the landowners that utilize it. I contacted all parties that have an easement to the property and this is the only party that stepped forward to purchase it. I would suggest going ahead and selling this parcel and putting it back on the tax roll.

RESOLUTION#

Introduced by

Health & Human Services Committee and Executive Committee

Page 1 of 1

Committee

Motion:	Adopted:	<input type="checkbox"/>
1 st	Lost:	<input type="checkbox"/>
2 nd	Tabled:	<input type="checkbox"/>
No: _____	Yes: _____	Absent: _____
Number of votes required:		
<input checked="" type="checkbox"/> Majority	<input type="checkbox"/> Two-thirds	
Reviewed by: <u>PAK</u> , Corp Counsel		
Reviewed by: <u>MPA</u> , Fin. Dir.		

SK

INTENT & SYNOPSIS: To create one full-time (1.0 FTE) Environmental Health Sanitarian or Environmental Health Assistant position.

FISCAL NOTE: Anticipated wages and benefits at Grade 8, depending upon qualifications, up to Step 6:

Wages:	\$52,416
Fringes (Includes health and life insurances):	\$25,696
Total:	\$78,112

		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			

Source of wages and fringes: Adams County and Juneau County licensing revenue; public transient non-community water systems contract with the Department of Natural Resources (DNR)

WHEREAS, the Wood County Health Department entered into an Agreement with Adams County Health & Human Services and Juneau County Health Department to provide comprehensive environmental health services in their jurisdictions, and

WHEREAS, the number of establishment inspections exceed projected numbers by 227 (50% increase), and

WHEREAS, the number of unsafe wells resulted in nearly double the projected expectation of well inspections, and

WHEREAS, the Wood County Health Department has a need for an additional Environmental Health position in order to effectively inspect, license, and enforce codes and local ordinances, and

WHEREAS, the DNR transient non-community water systems contract is \$48,082 above budgeted revenue, and

WHEREAS, the increase in personnel cost is fully funded by the increased licensing revenue generated in Adams and Juneau counties, and with additional DNR contract dollars, and

WHEREAS, the 2017 budgeted tax levy request of \$1,390,822 will not increase as a result of the FTE change.

NOW, THEREFORE BE IT RESOLVED that the Wood County Board of Supervisors authorizes the 1.0 FTE increase for the Wood County Health Department with no tax levy increase to the 2017 budget as presented.

EXECUTIVE COMMITTEE

ED WGNER (CHAIR)

DONNA ROZAR

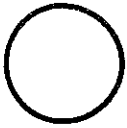
BILL CLENDENNING

HILDE HENKEL

MICHAEL FEIRER

AL BREU

LANCE PLIMI



RESOLUTION#

Introduced by

EXECUTIVE COMMITTEE

Page 1 of 1

Committee

CAK

Motion:	Adopted:	<input type="checkbox"/>
1 st	Lost:	<input type="checkbox"/>
2 nd	Tabled:	<input type="checkbox"/>
No: _____	Yes: _____	Absent: _____
Number of votes required:		
<input checked="" type="checkbox"/> Majority <input type="checkbox"/> Two-thirds		
Reviewed by: <u>PAK</u> , Corp Counsel		
Reviewed by: <u>MTH</u> , Finance Dir.		

INTENT & SYNOPSIS: To accept offer of sale of property.

FISCAL NOTE:	Offered Amount	\$1,000.00
	R.E. Taxes	(418.19)
	Publication fees	(71.00)
	Abstracting fees	(400.00)

GAIN**\$110.81**

WHEREAS, in lieu of tax deed, the property owner had quit claim deeded the property to Wood County,

WHEREAS, Wood County asked the adjacent land owners if there was any interest in the property as this is a shared driveway situation and,

WHEREAS, Wood County received an offer to purchase from one of the adjacent land owners and,

WHEREAS, it is beneficial for Wood County to sell this property so as to obtain deficient tax revenues and to place the property back on the tax roll:

THEREFORE BE IT RESOLVED, that the following offer be accepted

18-00206 That part of the Southeast one-quarter of the Northwest one-quarter of Section 11, Township 21 North, Range 6 East, Town of Saratoga, Wood County, Wisconsin, described as follows: Commencing at the Southeast

corner of the Southeast one-quarter of the Northwest one-quarter; thence West 639.49 feet, thence North 33 feet, for the point of beginning, thence North 902.68 feet, thence West 33 feet, thence North 132 feet more or less, and to the South line of the parcel of land described in Volume 501 of Deeds on Page 865, Wood County Records, thence West 33 feet; thence South to the North line of Church Avenue, thence East 66 feet to the point of beginning.

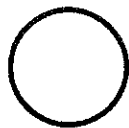
OFFER

\$1000.00

APPRAISED AMOUNT

\$1000.00

Property is Possum Trail, Town of Saratoga.



RESOLUTION#

Introduced by
Page 1 of 5

EXECUTIVE COMMITTEE

Committee

CAK

Motion:	Adopted: <input type="checkbox"/>
1 st _____	Lost: <input type="checkbox"/>
2 nd _____	Tabled: <input type="checkbox"/>
No: _____ Yes: _____	Absent: _____
Number of votes required:	
<input checked="" type="checkbox"/> Majority	<input type="checkbox"/> Two-thirds
Reviewed by: <u>PAK</u>	, Corp Counsel
Reviewed by: <u>[Signature]</u>	, Finance Dir.

INTENT & SYNOPSIS: Tax deed eligible property – authorize the tax deeding of property in compliance with Section 75.14, Wisconsin Statutes.

FISCAL NOTE: TAXES 2008 – 2016	\$189,136.16
SPEC. CHARGES	30,479.45
DEL UTILITIES	1,804.45
SPEC. ASSESSMENTS	4,971.18
PUBLICATION FEES	1,637.63
TAX DEEDING EXP.	2,664.00

TOTAL **\$230,692.87**

		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, Wood County holds tax certificates which have not been Redeemed as provided by law on the described land, and,

WHEREAS, there are delinquent taxes and special charges owing since **2008**. It is in the best interest of the County to tax deed this property so it may be sold and put back on the tax roll.

WHEREAS, Notice of Application for taking Tax Deed has been served on owners of record as provided by Section 75.12, Wisconsin Statutes.

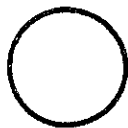
NOW THEREFORE BE IT RESOLVED by the Wood County Board of Supervisors, that the land described be taken by tax deed pursuant to Section 75.14, Wisconsin Statutes.

03-00045 Lot 4 of Wood County Certified Survey Map No. 5382 (recorded in Volume 18 of Survey Maps at Page 282) being part of the Southwest one-quarter of the Southwest one-quarter of Section 21, Township 25 North, Range 3 East and also being part of the Northwest one-quarter of the Southwest one-quarter of Section 21, Township 25 North, Range 3 East, Town of Cameron, Wood County, Wisconsin.

Taxes 2008-2016	\$20,034.62
Special Charges	\$1,157.28
Publication Fees	\$207.00
Tax Deed Expense	\$150.00

Property is located at 10574 Washington Ave, Town of Cameron.

03-00072A A parcel of land in the Northwest Quarter of the Northwest Quarter of Section 29, Township 25 North, Range 3 East, described as follows: Commencing at a point 233.3 feet East of the Northwest corner of said Section and 33 feet South of the center line of State Trunk Highway Ten, run thence Southerly on an angle of 88 degrees 53 feet from the South line of said highway 457 feet, thence Easterly on an angle with said line of 90 degrees 191.45 feet, thence North parallel with the West line 453.5 feet to the ~~32~~theast corner of said tract, thence West along the South line of State Trunk Highway Ten, 191.45 feet to the point of the beginning containing two acres of land, And



RESOLUTION#

Effective Date:

Introduced by

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commencing at a point on the East line of Highway 13 and 10, 56.55 feet East, and 234 feet South of the Northwest corner of Section 29, Township 25 North, Range 3 East; run thence East at right angles to highway, 168.25 feet; thence South and parallel with highway 258.9 feet; thence West 168.25 feet to the East line of the highway; thence North along the East line of highway 258.9 feet to the point of beginning, containing 1 acre more or less, excepting the North 10 feet thereof previously conveyed to Lester L. Wickershiem and Rita Wickershiem, husband and wife, as joint tenants, by Quit Claim Deed dated May 27, 1954, and recorded May 29, 1954, at 8:53 A.M. in Volume 277 of Deeds, at page 441, Wood County Records, And commencing at an iron pipe on the East line of Highway 13 and 10, 56.55 feet East and 234 feet South of the North corner of Section 29, Township 25 North, Range 3 East; thence East at right angles to the highway 168.25 feet to a wooden stake which is the point of beginning; thence continue East at right angles to the highway, 10.3 feet to an iron pipe; thence Southerly at a counterclockwise angle of 90 degrees 33 feet to said line 258 feet to an iron pipe; thence Westerly at a counterclockwise angle of 92 degrees, 47 feet to said line 12.45 feet to an iron pipe; thence Northerly at a counterclockwise angle 86 degree 40 feet to said line 258.9 feet more or less to the point of beginning, all in the Northwest Quarter of the Northwest Quarter of Section 29, Township 25 North, Range 3 East, Wood County, Wisconsin. The above lands all being in the Town of Cranmoor, Wood County, Wisconsin. Excepting from the above lands Lot 1 of Wood County Certified Survey Map No. 4500 (recorded in Volume 15 of Survey Maps at Page 300). Further excepting from the above all lands used, deeded or platted for highway purposes. And further excepting Lot 1 of Wood County Certified Survey Map No. 9657 (recorded in Volume 34 of Survey Maps at Page 157.)

Taxes 2011-2016	\$17,411.78
Special Charges	\$798.24
Publication Fees	\$129.74
Tax Deed Expense	\$222.00

Property is located at 10480 State Hwy 13, Town of Cameron.

06-00483N Lot 2 of Wood County Certified Survey Map No. 539 (recorded in Volume 2 of Survey Maps at Page 239)(Robert C. Schroeder Certified Survey Map #1) being part of the Northeast one-quarter of the Southwest one-quarter of Section 26, Township 22 North, Range 3 East, Town of Dexter, Wood County, Wisconsin.

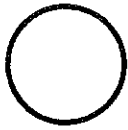
Taxes 2012-2016	\$1,871.09
Publication Fees	\$50.78
Tax Deed Expense	\$79.00

Property is located at 3059 Pine Lane, Town of Dexter.

07-00993A Lot 1 of Wood County Certified Survey Map No. 1891 (recorded in Volume 7 of Survey Maps at Page 91) being part of the Northwest one-quarter of the Northwest one-quarter of Section 34, Township 22 North, Range 6 East, Town of Grand Rapids, Wood County, Wisconsin.

Taxes 2011-2016	\$14,462.20
Special Charges	\$623.00
Publication Fees	\$81.56
Tax Deed Expense	\$152.00

Property is located at 3410 Griffith Ave, Town of Grand ~~33~~ Rapids.



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07-03151 Lot 15 of Merry Manor, Town of Grand Rapids, Wood County, Wisconsin.

Taxes 2011-2016	\$1,121.60
Special Charges	\$623.00
Publication Fees	\$127.92
Tax Deed Expense	\$227.00

Property is located at 4531 78th St S, Town of Grand Rapids.

07-03651 Lot 34 of Brookwood Estates, Town of Grand Rapids, Wood County, Wisconsin.

Taxes 2011-2016	\$23,665.79
Special Charges	\$623.00
Publication Fees	\$81.56
Tax Deed Expense	\$154.00

Property is located at 4530 Westwood Dr., Town of Grand Rapids.

07-03652 Lot 35 of Brookwood Estates, Town of Grand Rapids, Wood County, Wisconsin.

Taxes 2011-2016	\$1,105.52
Publication Fees	\$66.56
Tax Deed Expense	\$156.00

Property is vacant land South of 4530 Westwood Dr., Town of Grand Rapids.

09-00360A Lot 1 of Wood County Certified Survey Map #9891 (recorded in Volume 35 of Survey Maps at page 191) being part of the Southeast one-quarter of the Southwest one-quarter of Section 23, Township 22 North, Range 2 East, Town of Hiles, Wood County, Wisconsin.

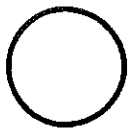
Taxes 2011-2016	\$11,492.93
Publication Fees	\$65.78
Tax Deed Expense	\$158.00

Property is located at 10244 State Hwy 54, Town of Hiles.

14-01221 Lot 3 in Block 16 of Babcock, Town of Remington, Wood County, Wisconsin.

Taxes 2012-2016	\$1,989.40
Publication Fees	\$92.86
Tax Deed Expense	\$77.00

Property is located at 1632 Oak St, Town of Remington.



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33-00259 Lot 15 of Block 5 of the City of Marshfield, Wood County, Wisconsin.

Taxes 2012-2016	\$1,381.40
Special Charges	\$17,928.83
Delinquent Utilities	\$110.49
Publication Fees	\$45.52
Tax Deed Expense	\$93.00

Property is located at 213 W Doege St, City of Marshfield. Note: Building is razed.

33-02545E The Easterly 65 feet of the Westerly 165 feet of the Southerly 156 feet of Lot 6, Block V of John P. Hume's 1st Addition to the City of Marshfield, Wood County, Wisconsin.

Taxes 2011-2016	\$5,943.62
Delinquent Utilities	\$24.93
Publication Fees	\$65.78
Tax Deed Expense	\$229.00

Property is located at 1205 E Doege St, City of Marshfield.

33-03099 Lots 12 and 11, excepting the Southerly 2 feet of Lot 11, Anton Schmidt Subdivision, City of Marshfield, Wood County, Wisconsin, and the West 8 feet of the vacated alley lying East of the said lots.

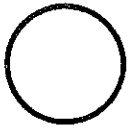
Taxes 2012-2016	\$14,585.83
Delinquent Utilities	\$261.66
Publication Fees	\$62.08
Tax Deed Expense	\$81.00

Property is located at 603 N Walnut Ave, City of Marshfield.

33-03137J A part of Lot 1 of Tuttrup Addition to the City of Marshfield, Wood County, Wisconsin described as follows, to wit: Beginning at a point on the East line of Cedar Street which is 154 South of the point where the East line of Cedar Street intersects with the South line of Grant Street, and running thence Southerly along the East line of Cedar Street a distance of 44 feet; thence Easterly, at right angles to Cedar Street 165 feet; thence Northerly, parallel with Cedar Street, 44 feet; thence Westerly at right angles to Cedar Street 165 feet to the point of beginning.

Taxes 2012-2016	\$6,190.06
Special Charges	\$7,445.97
Delinquent Utilities	\$1,407.37
Publication Fees	\$87.60
Tax Deed Expense	\$77.00

Property is located at 717 N Cedar Ave, City of Marshfield.



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33-03289A Lot 1 of Wood County Certified Survey Map No. 8083 (recorded in Volume 27 of Survey Maps at Page 283) being part of the Northwest fractional one-quarter of the Northwest one-quarter of Section 6, Township 25 North, Range 3 East, City of Marshfield, Wood County, Wisconsin.

Taxes 2012-2016	\$13,036.11
Special Charges	\$1,280.13
Special Assessments	\$4,971.18
Publication Fees	\$45.52
Tax Deed Expense	\$90.00

Property is vacant land located west of 2121 W Veterans Parkway, City of Marshfield.

34-01104 Lot 14, Block 3, Outlook Addition, City of Wisconsin Rapids, Wood County, Wisconsin.

Taxes 2010-2016	\$676.41
Publication Fees	\$123.60
Tax Deed Expense	\$239.00

Property is vacant land north of 370 18th Ave N, City of Wisconsin Rapids.

34-01105 Lot 15, Block 3, Outlook Addition, City of Wisconsin Rapids, Wood County, Wisconsin.

Taxes 2010-2016	\$10,644.25
Publication Fees	\$123.60
Tax Deed Expense	\$239.00

Property is located at 370 18th Ave N, City of Wisconsin Rapids.

34-13390 Lot 1 of Wood County Certified Survey Map No. 8799 (recorded in Volume 30 of Survey Maps at Page 99) being part of Lots 3 and 4 of East Side Annex Assessor's Plat No. 18, City of Wisconsin Rapids, Wood County, Wisconsin.

Taxes 2012-2016	\$43,523.55
Publication Fees	\$180.17
Tax Deed Expense	\$241.00

Property is located at 3310 8th St S, City of Wisconsin Rapids.

HEALTH AND HUMAN SERVICES COMMITTEE

DATE: July 19, 2017

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

PRESENT: Donna Rozar, Adam Fischer, Brad Kremer, Dennis Polach, Tom Buttke, Jessica Vicente, Lori Slattery-Smith R.N., Marion Hokamp (arrived during the tour)

EXCUSED: Jeffrey Koszczuk, D.O.

ALSO PRESENT (for all or part of the meeting): Brandon Vruwink, Jordon Bruce (Human Services), Cindy Robinson (Edgewater Haven), Kathy Alft (Health), Rock Larson (Veterans), Bill Clendenning (County Board Supervisor)

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

Chair Rozar announced the Human Services budget public hearing will be held August 16, 2017 at 1:00 p.m. in the Wood County Annex & Health Center classroom.

4) Presentation by property owner in Marshfield regarding possibility of relocating Human Services City Hall offices and Cornerstone

Chris and Erin Howard, LMH Properties, introduced themselves. Rozar stated she toured of this building with Adam Fischer, Brandon Vruwink, and Reuben Van Tassel as a possibility for relocating both the City Hall Human Services offices and Cornerstone. Chris and Erin described their project proposal to provide leased space for Human Services and responded to Committee member questions.

5) Strategic Planning for Human Services/Norwood/Edgewater Haven

Jordon Bruce and Cindy Robinson led the Committee on a tour of Edgewater Haven. Upon return from the tour and with Committee consensus, the closed session was moved up to before the strategic planning discussion.

6) Closed Session

Motion (Buttke/Fischer) to convene into closed session pursuant to 19.85(1)(e) Wis. Stats. for deliberating or negotiating the purchasing of public properties; Rozar: Aye, Fischer: Aye, Kremer: Aye, Polach: Aye, Hokamp: Aye, Slattery-Smith: Aye, Buttke: Aye, Vicente: Aye. Motion carried. The Committee went into closed session at 6:16 p.m. for information gathering purposes only as it pertains to considerations of leased space in Marshfield.

7) Open Session

Motion (Kremer/Fischer) to return to open session at 6:29 p.m. All ayes. Motion carried. The Committee returned to open session to continue with Strategic Planning discussion for Human Services.

[Lori Slattery-Smith excused]

Initial discussion was specific to Edgewater Haven and focused on the importance of getting details for capital improvement dollars budgeted. Jordon Bruce and Cindy Robinson continue to work on gathering concrete revenue numbers. Discussion led to consequences if not compliant with surveys and Jordon described how the least likely desirable fix would be done if Edgewater Haven received a citation.

Supervisor Fischer expressed concern with where the conversation was going, noting we need to list goals and create policy, before focusing on the bonding issue. Chair Rozar shared that the goals discussed at the prior meeting relating to Edgewater Haven were 1) providing quality care, 2) upgrading the facility, and 3) enhancing marketing. Although these goals were not formalized, Rozar thought there was Committee consensus they were worth pursuing.

Supervisor Kremer stated there is uncertainty of where the \$1 million of proposed bonding that was removed from the resolution would go, and there is a reasonable assumption that it would not go to Edgewater Haven. He further stated that more knowledge needs to be shared with county board members; people who don't understand what the Committee is proposing, and where Edgewater Haven will be in 5 or 10 years. A lengthy discussion surrounding mandated services transpired. Brandon Vruwink shared an electronic copy of mandated services of the Human Services Department and described the rankings within.

Motion (Buttke/Kremer) to charge Human Services (Community, Norwood, and Edgewater Haven) to include a narrative of improvements with historical perspectives, along with short- and long-term goals as part of their budget presentations next month. All ayes. Motion carried. For clarification purposes, this would not be a strategic plan but rather a summary of mandated services, outcomes, success stories, etc. This will become a work in progress as part of the budget process.

8) Next meeting

- July 27, 2017, 5 pm, Wood County Annex & Health Center, Classroom - Marshfield

9) Adjourn

Chair Rozar declared the meeting adjourned at 7:58 p.m.

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

Minutes subject to Committee approval

Marion Hokamp, Secretary

HEALTH AND HUMAN SERVICES COMMITTEE

DATE: July 27, 2017

PLACE: Wood County Annex & Health Center Classroom – Marshfield

PRESENT: Donna Rozar, Adam Fischer, Dennis Polach, Jessica Vicente, Brad Kremer, Marion Hokamp, Tom Buttke (arrived during agenda item #4 discussion)

EXCUSED: Lori Slattery-Smith, R.N., Jeffrey Koszczuk, D.O.

ALSO PRESENT (for all or part of the meeting): Brandon Vruwink, Jo Timmerman (Human Services); Cindy Robinson (Edgewater Haven); Sue Kunferman, Kathy Alft (Health Department); Rock Larson (Veterans Services); Bill Clendenning, Mike Feirer (County Board Supervisors); John Nystrom (YMCA CEO)

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

- Supervisor Kremer asked for the protocol with closed session participation, questioning who is allowed in those sessions.

4) Request from YMCA regarding street access off Chestnut Avenue in Marshfield

Committee members received a letter from the YMCA requesting an easement for driveway access to their property off Chestnut. Motion (Fischer/Kremer) to grant the YMCA the ability to survey the land to see if it is cost effective to construct a driveway from Chestnut Street to the YMCA's property. John Nystrom, YMCA CEO, provided a brief update with their project plans. At this time, the opportunity for a second entrance is being explored. 6 ayes, 1 opposed (Polach opposed because he didn't understand what the Committee's future intent would be). Motion carried.

5) Discussion of Marshfield Human Services space needs

Rozar provided an update regarding RFPs for the sale of City Hall and how they might affect the lease for Human Services. Supervisor Fischer would like to continue consideration of all options and table any decision regarding space needs for Marshfield Human Services until more is known about the factors influencing the need to make those decisions.

6) Consent Agenda

Edgewater Haven and Human Services vouchers were pulled. Motion (Buttke/Vicente) to approve the consent agenda. All ayes. Motion carried.

7) Discussion and consideration of items removed from consent agenda

- EDGEWATER HAVEN – Supervisor Fischer questioned the purpose of the Menards-Plover invoice. Cindy Robinson stated this was part of the capital outlay project for lighting upgrades. Brandon Vruwink suggested purchases be made locally. Committee members shared the same philosophy.
- HUMAN SERVICES – Supervisor Fischer questioned payment to the Drake House. Brandon Vruwink provided an explanation and noted the CBRF generates revenue. Adam also expressed concern with numerous out-of-home placement payments. Brandon responded to concerns and described significant progress over the years in the number of placements, supporting individuals with community resources instead of expensive placements. Brandon also responded to questions from Supervisor Kremer regarding potential marketing opportunities if we kept these placements in County. Brandon provided explanations to additional questions from Brad regarding purpose of claims.
- Motion (Kremer/Hokamp) to approve the Edgewater Haven and Human Services vouchers. All ayes. Motion carried.

**8) Financial Statements – Edgewater Haven, Human Services, Norwood Health Center
Quarterly Reports – Veterans Service, Health Department**

Financial statements and quarterly reports were reviewed with specific questions answered by appropriate Department Heads.

9) Review of updated Wood County Health Department Continuity of Operations Plan (COOP)

Sue Kunferman explained the significance of the document. Motion (Fischer/Buttke) to approve the Health Department Continuity of Operations Plan. All ayes. Motion carried.

10) Health Department development of new non-lapsing budget for Adams/Juneau revenues & expenditures
Sue Kunferman and Kathy Alft explained the purpose of a separate budget for Adams and Juneau county environmental health services. Motion (Fischer/Kremer) to approve a new, non-lapsing budget for Adams/Juneau revenues and expenditures. All ayes. Motion carried.

11) Health Department resolution creating a 1.0 FTE Environmental Health Specialist/Assistant position to support additional workload, funded with environmental health program revenue
Sue Kunferman explained reasons for an additional FTE and noted no Wood County tax levy support is needed for this position. Motion (Buttke/Fischer) to support the resolution as presented and forward to the Executive Committee for co-sponsorship and County Board for approval. All ayes. Motion carried.

12) Human Services resolution to authorize placement at Northwest Regional Juvenile Detention Center
Brandon Vruwink explained reasons for the additional treatment option and why a resolution is necessary to authorize this placement. Motion (Kremer/Fischer) to support the resolution as presented and forward to the Judicial & Legislative Committee for co-sponsorship and County Board for approval. All ayes. Motion carried.

13) Discussion of Human Services Department Organizational Structure
Brandon Vruwink shared how creation of an Administrative Services section has taken place which he anticipates will lead to various efficiencies. The Deputy Director position remains a work in progress and Brandon stated it would be prudent to wait and go through the budget process before making any decisions.

14) Discussion of Norwood Health Center and Edgewater Haven Nursing Home budget fund types
Jo Timmerman explained the difference between Enterprise funds and Special Revenue funds, and reasons for reverting Norwood back to an Enterprise fund. Jo briefly described the process for this change and noted Finance is in agreement. Motion (Buttke/Hokamp) to change Norwood back to an Enterprise fund. Jo was asked to bring this to the Executive Committee for information only. All ayes. Motion carried.

[Jessica Vicente excused during agenda item #14 discussions]

15) Additional funding awarded to Wood County's Food Share Employment & Training (FSET) Program
Brandon Vruwink described the additional funding Wood County will receive based on the success with Wood County's FSET program.

16) Discussion of comp time calculations for exempt employees
Sue Kunferman shared concerns with how current policy defines comp-time calculation for exempt employees. Motion (Fischer/Kremer) to direct Kunferman to meet with the Human Resources Director to initiate change with County policy to allow comp-time calculation after 38.75 hrs/wk or 40 hrs/wk based on exempt employee status of hire. If unable to reach a satisfactory agreement, Sue is directed to follow-up with the Executive Committee. All ayes. Motion carried.

17) Update regarding relocation of departments to the River Block Building and in the Courthouse
The move into River Block is nearly complete.

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

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

20) Next Meeting(s)

- August 23, 2017, 5:00 pm, Edgewater Haven Conf Room 110/Admin Building - Port Edwards (for budget review of Human Services ... Community, Norwood, and Edgewater)
- August 24, 2017, 5:00 pm, Edgewater Haven Conf Room 110/Admin Building - Port Edwards

21) Adjourn
Chair Rozar declared the meeting adjourned at 7:32 p.m.

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 Annual meeting of the Board of Directors of North Central Community Action Program, Inc. was held on Monday, July 10, 2017 at the United Way of Marathon County offices in Wausau. The agenda being duly posted and following the by-laws this meeting qualified as the annual meeting. The meeting was called to order at 6:04 pm by President Peter Rotter.

Tony took roll:

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

Roll call: Tony Francis recorded attendance.

Introduction of Guests: Diane introduced Program Compliance Coordinator Barb Larson.

Minutes: A motion was made by Steve Robinson to approve the May minutes as presented. Second was made by Holly Kieper. Motion carried. Some board members did not receive a complete copy of the minutes. People receiving email copies stated they only received the second page. Tony handed out copies to those who wanted them.

NCCAP Information Update/Request: Diane informed the board the new retirement plan, a 403(b) was rolled out in June. The implementation went smoothly and 99% of the staff decided to contribute their own monies to the plan. Contributions are between 1% and 12%, with the effective date July 1, 2017. Diane thanked the board for allowing the dissolution of the Simple Sep and the implementation of a thrift plan.

Request to allow Executive Director to donate 40 hours PTO time to an employee with major health issues: The board members were in favor, motion was made by Sue Sippel to approve the donation. Second was made by Patsy Woller. Motion carried.

Request was made to the board by Diane to allow a change in the personnel policy to allow staff to donate accrued PTO time to another staff member who qualifies for a "serious health condition": There were many questions from the board: Q 1. What qualifies as a 'serious health condition'. A1. Diane said the definition should follow FMLA standards, requiring a doctor's form and signature. Diane will get wording for policy out to the board in time for the August meeting. Q 2. Does the time go into a bank for future use or given directly to the employee? A2. The time goes directly to the employee at the time of donation. NCCAP does not want an unassociated accrual on the books. Q 3. Does the cost of the PTO go into the bank as the receiver's rate of pay or the donors? A3. It goes to the receiver at the donor's rate of pay. Q 4. What about liability for discrimination (i.e. Someone not contributing to one

person but does so for another)? A4. As stated in Appendix B, the donors name and hours donated will not be disclosed to the recipient. It truly remains a gift.

Motion to approve allowing employees to donate accrued PTO time was made by Holly Kieper. Second was made by Sue Hass. Motion carried.

Marshfield office location: Diane informed the Board of happenings in the Marshfield location. No action was requested or needed at this time. North Central Community Action Program will be moving it's Marshfield location out of the United Way offices. Originally, NCCAP was going to follow the Job Center to the new Community Center, however, the remodeling of the new location will not be complete until the end of 2017. Diane gave notice to the United Way in March of 2017 stating NCCAP would vacate the premises by July 31. She failed to ask for an additional accommodation in case the remodel was not completed on time. In June, NCCAP found out that there were major issues with the new location and the move could not take place for several months. At that same time Paula Jero, Executive Director of the Marshfield Area United Way had a discussion with Barb Larson as to what NCCAP would be doing now because she tentatively had a new tenant for NCCAP's space? Barb immediately shared this information with Diane and Diane responded to Paula in person on June 5, stating NCCAP would find another temporary space and NCCAP was grateful for the rented space and partnership we had enjoyed with the United Way in the previous years. Space at St. Vincent de Paul (across the street from our current location) was subsequently secured.

Since St. Vincent de Paul also runs a food pantry it would be awkward to also screen for the Soup or Socks pantry. Diane decided to advise Soup or Socks that NCCAP would be unable to screen until we moved into our permanent site at the Community Center. She also informed both Cheryl Hartl, Executive Director of Soup or Socks and Paula Jero, Executive Director of the Marshfield Area United Way that North Central Community Action would no longer cover staff shortages in the Marshfield office (due to our Program Compliance Coordinator having to perform other duties in our three office sites). It isn't an efficient use of grant funding. It costs NCCAP \$167.36 per day for a staff person to travel from the NCCAP Rapids office to cover the pantry screening. NCCAP will continue to screen Soup or Socks clients in our office when staff is present, which is much of the time. Discussion ensued between Soup or Socks and the United Way stating that NCCAP was implementing a major change to their grant funding and Paula Jero, Executive Director advised Diane Sennholz that she was going to recommend to her board that funding be cut by \$6165. In theory, this equates to \$14,796.00 (yearly value) of funding the United Way grants NCCAP. Something appears to be amiss because our grant is written with most of our funding going to homeless prevention and housing dollars, not administrative dollars. Food pantry screening is an administrative function.

The United Way board meeting will take place sometime in August and Diane will attend. Soup or Socks has requested an emergency meeting with their board and that meeting will take place July 18th at 4:30 pm at the Zion United Methodist Church. Diane will attend and has asked Donna Rozar to attend the meeting as a member of the NCCAP board. Donna agreed.

By-Law Change – Meeting Dates: A motion was made by Sue Sippel to approve the Wording changes. Second was made by Steve Robinson. Motion carried. We will have a meeting in August to discuss changing our Annual meeting to the month of September.

Weatherization Report: Tony reported we met our goals for FY-17. Production was higher than anticipated but was needed to spend out the funds as overall job costs were lower than predicted. Tony explained the process he has been working on to partner with home rehab programs has been very difficult. We have been sending referrals to them but haven't had any clients complete the process as of yet. DEHCR (the state) has informed us that they are working on wording for the next contract to require the home rehab programs use a percentage of their funds on weatherization deferrals.

AmeriCorps Program: Recruitment fair went well. Steve our AmeriCorps director feels confident we will have enough members to kick off the program year August 15, 2017.

Skills Enhancement Grant: Awarded waiting for State Budget to be approved.

HUD/ Balance of State Grant: Awarded, actual funding amount not advised yet due to key staff leaving at the State level.

Next Board meeting is scheduled for August 14.

Adjourn: Peter Rotter declared the meeting adjourned at 7:18 pm.

MINUTES OF THE VETERANS SERVICE COMMISSION

DATE: June 14, 2017

PLACE: Room 115 Courthouse, Wisconsin Rapids, WI 54494

MEETING CALLED TO ORDER AT: 4:00 P.M.

MEETING ADJOURNED AT: 4:57 P.M.

MEMBERS PRESENT: Beverly Ghiloni, Beth Martin and Tom Heiser

MEMBERS ABSENT: none

ALSO PRESENT: Rock Larson, Wood CVSO secretary to the Veterans Service Commission

Thomas Heiser called the meeting to order at 4:00 p.m.

1. Public input: None.
2. The January 10, 2017 minutes were reviewed. Beth Martin moved to approve the minutes and seconded by Beverly Ghiloni. Motion passed unanimously.
3. At 4:06 p.m. Beverly Ghiloni moved and Beth Martin seconded to enter closed session pursuant to exemption contained in Chapter 19.85(1)(f), to audit grants and loans to needy veterans and address new applications for grants. Motion carried unanimously. Tom Heiser moved and Beth Martin seconded to exit closed session at 4:40 p.m. Motion carried unanimously.
4. Beth Martin moved and Tom Heiser seconded to approve the \$4129.08 in new loans, new grant in the amount of \$44.99, collection of \$1,170 in loan payments and administrative expenses totaling \$161.49. Motion carried unanimously. Making the total outstanding loans equal to \$12,842.82.
5. Commission members were given the per diem and travel documents for this meeting.
6. The current amount authorized for 2017 veterans relief of \$3,750 has been committed. The Commission discussed a request to the county board for authorization to use some of the non-lapsing fund. The current balance of that fund is \$5598.08 with an additional \$1170.00 in loan repayment funds to be added at the end of the year. A motion made by Beth Martin and second by Beverly Ghiloni to request \$4,000 from the non-lapsing fund be authorized for veterans relief. Motion carried unanimously. Secretary was instructed to prepare the request and submit it to the county board.
7. Request for the 2018 Veterans Service Commission Budget. In accordance with Chapter 45.86(2) of the Wisconsin State Statutes, the Wood County Veterans Service Commission discussed the budget request for 2018. Beth Martin moved and Beverly Ghiloni seconded that the commission request no increase in administration costs (currently \$411.00) and an increase in veterans relief to \$5,000.00 and not to use money from the non-lapsing fund for the initial budget. That would be a tax levy increase of \$1750.00 Motion carried unanimously.

8. The next meeting will be held on January 9, 2018 at 4:00 P.M. in the Courthouse, in Wisconsin Rapids.

9. Beth Martin moved and Tom Heiser seconded a motion to adjourn at 4:57 p.m. Motion carried unanimously.

Rock A. Larson, Administrative Secretary, VSC

2

WOOD COUNTY HUMAN SERVICES DEPARTMENT REPORT

July 19, 2017

Director's Report by Brandon Vruwink

Wood County's FoodShare Employment and Training Program was recently awarded additional funding for Federal Fiscal year 2018. This award provided an additional \$400,000 to our program. Wood County was one of two regional providers in the state that was awarded additional funding.

The Human Services Department welcomed Edgewater Haven Nursing home to our department last month. We have begun to integrate our fiscal team, and will be working to develop collaborative relationships throughout the department. The greatest opportunity for collaboration exists between Edgewater Haven and Norwood Health Center.

I was asked to participate on the Behavioral Health Training Partnership Steering Committee for the term of 2017-2019. Participation on this committee will allow Wood County to have input on the training that is provided statewide. The need for Behavioral Health services continues to increase, so does the necessity for quality training. I look forward to representing Wood County on the steering committee.

Wood County Human Services will begin an Organizational Effectiveness project beginning on August 31st. The first meeting will bring the sponsor teams together to begin discussing the focus of the project and provide some background to the facilitators. This project will focus on improving the working relationship between our Behavioral Health and Family Services Divisions. I look forward to working on this project with our department and welcome the support of the Organizational Effectiveness team from the University of Wisconsin.

Personnel Update: Leanna Becker accepted the receptionist position serving the Division of Community Resources, her first day with Wood County Human Services was July 3rd. Ben Maassen and Nicole Holder both accepted positions as case managers for Wood County Human Services's FoodShare Employment and Training program. Ben's first day was June 26th and Nicole started on July 10th.

Behavioral Health/Long Term Support Services Update by Stephanie Gudmunsen

The last month has been focused on the move to River Block. Staff did a wonderful job preparing for the move, helping our consumers get prepared, and they worked very hard to limit disruption to services as much as possible. The CCS and CSP drop in area turned out beautiful. Staff have decorated and organized and put together an inviting and relaxing space for our consumers to spend time. Everything looks brighter and cleaner including the pool table which was re-felted when it was moved over. Prior to the move, case managers brought consumers over for tours of the space to help everyone feel comfortable with the transition. We are grateful for the beautiful kitchen area that was installed and eager to use the new space for activities. We were also fortunate that Tammie's Furniture and Mattress Gallery in Wisconsin Rapids generously donated a brand new couch and end table for the drop in area.

The Outpatient Clinic was the last group to move over from the 12th Street location. The new location is a significant change for our consumers. Staff did a great job of decorating the space to make it feel more inviting and homier for consumers. We are working through logistical issues due

to the clinic staff being on two different sides of the building and the group rooms being in areas behind locked doors. We will continue to work through things as they come up with the goal of our consumers feeling welcome, safe and their privacy protected.

Our surveyor from the State of Wisconsin Department of Quality Assurance was on site at River Block on 7/12 to conduct a review of the new location for our program certifications and to conduct a case review of an individual who completed suicide several months ago. No citations were issued and no significant concerns were noted in the case review. Our program certifications will all be updated with the new location.

Family Services Update by Beth Ferdon

During the past month the Family Services Division has been busy adjusting to our new work environment at the River Block Building. As with any move, we are finding that being in a new setting means adjustments to procedures and work flow. We have been able to establish our new routines and are becoming comfortable with our new home.

We are also working towards implementing some new procedures designed to enhance our ability to support in home safety for child welfare cases and supervision for juvenile justice cases. We are hoping that these enhanced safety checks and provision of more in home supports will help us return children home sooner, maintain them in their homes safely, and prevent recidivism with juvenile justice cases. We hope to begin to implement some of these procedures within the next month and more fully implement them during the late summer and fall.

During the past two months, we have been able to return several youth to the community from more restrictive placements and are working to provide the necessary support to ensure that these youth remain stable in their community setting.

On July 15 we were able to use some donation money to have a foster parent appreciation night at the Rafters game. Several of our foster families received free tickets, hats and complimentary hot dogs and soda. In addition, the Rafters also allowed us to have a table set up so that we could provide information and raise awareness about foster care and the need for foster parents. Staff reported that the table was busy and felt that this may have been an effective recruitment effort as well as a good way to help the community understand what we do. We all had a great time at the game, even though it was a hot night!

Support Services Update by Jan Pelot

Personnel: Samantha Johns has been hired 6/26/17 as Outpatient Clinic Secretary located at River Block.

Technology: We continue to work with IT on the upgrading of our scanning software through Vanguard Software. The upgrade, which was scheduled to be completed by the end of 2016, was delayed.

We are working with IT on telephone and computer placement and hook-ups from the Courthouse, 12th Street, and Centralia into the River Block building. Centralia staff and copier will transition to the new location mid-August.

Records/Facilities: There remains some Outpatient Clinic, Fiscal and miscellaneous closed records temporarily stored in the 12th Street file storage location until file storage at River Block is completed.

Fiscal Services Update by Jo Timmerman

Norwood: The side-by-side test runs of the electronic payroll system are not functioning correctly. Times recorded in the TimeStar system do not match employees' hard copies of time cards. Managers and the Payroll Clerk are working through corrections and attempting to determine why the system is not calculating times correctly from staff entries but have not been able to do so as of yet. We are working with IT and Human Resources to rectify the issues that we are having.

There is also a problem with the punch clocks in that they do not allocate staff time correctly as punched. The Payroll Based Journal entry system for Norwood's CMS time study reporting is not working correctly either. The only solution offered thus far is to first punch the time clock and then re-enter data when the employee gets to a computer station; this solution is not a viable one, we will continue to work with IT on other potential solutions.

With the addition of Edgewater to the Human Services Department consideration needed to be given to fund type for the Edgewater Division. Our other health care facility is currently a special revenue fund whereas Edgewater is an Enterprise fund. In discussing the matter with Finance Department our consensus was, pending committee approval, it would be more logical to return Norwood Health Center to enterprise fund status, as both facilities' operations are those of an enterprise fund model.

Community: Staff currently is working on the WIMCR/CCS (Wisconsin Medicaid Cost Report/Comprehensive Community Services) cost report. Programs reported to WIMCR/CCS are: Outpatient Clinic services, Day Treatment services, Case Management and Crisis Stabilization services out of Bridgeway. Cost reporting of these various services renders settlement payments available for offset of some losses incurred from Medicaid covered services provided to our consumers.

Edgewater: I have begun working with fiscal staff at Edgewater. They participated in budget training on June 29th along with Edgewater's management staff.

I have been reviewing their General Ledger and 2017 budget. I have identified some areas of concern – the therapy services contract and nursing costs are two of those.

I am reviewing staff assignments and work flow of the Fiscal unit. In the coming weeks we will work to align the Edgewater Fiscal Unit with the Community and Norwood Fiscal units to create a cohesive bond across all Fiscal operations.

Recruitment for the Accounting Technician-Billing position is progressing and interviews are being conducted.

2018 Budget Project: The 2018 budget project began with a training of managers and staff on June 29th on the document, all the elements of the document as well as procedure and expectations to produce a successful budget for Human Services. Project time tables were established and discussed with managers. Managers and staff have begun working through their respective pieces.

Norwood Health Center Update by Jordon Bruce

I have finished orientating Cindy at Edgewater Haven and will continue to collaborate with her on an on-going basis. I am continuing to phone interview Psychiatry candidates and set up on-site interviews as new resumes are received. We did hire Christa Pierce our new Psychiatric Mental Health Nurse Practitioner (PMHNP) and she will start on August 15. Christa will mainly be working in the outpatient clinic at River Block and possibly at Norwood one day a week. We are staying busy trying to incorporate TimeStar and make the program work into our facility operations as it does not seem as easy to work with or as customizable as once communicated. We are working with IT and HR to come up with the best solutions.

Norwood Nursing Department by Liz Masanz

The nursing department has hired a couple of new nurses to work the 12-hour weekender position. In addition, the nurses have started their 8 and 12 hour shifts on this month's schedule and it has been working well so far. The department is excited to be giving the nurses this opportunity for flexibility. Our readmission rate to the admissions unit is substantially lower this year than the past few years as we continue to collaborate with Network for the Improvement in Addiction Treatment (NIATx) on reducing our 30-day readmissions. We feel the increased length of stay in the hospital has helped lower our readmission rate. The average daily census for June was 9.2.

Norwood Maintenance Department by Lee Ackerman

Work has been completed for replacing original pneumatic HVAC controls on three of our fans with digital controls. Though most of us will not notice a significant difference, we are seeing more consistent air temps. Focus on Energy incentive application has been submitted, which should yield several thousand dollars in rebates. Plans are underway to finish the next fan on the list once the roof repairs have been made (late summer/early fall).

Exploratory excavating was performed on our water main pipes to determine if a possible leak had formed as we discovered water pooling in our green space. The water tested positive for fluoride which indicated that there was a leak in our water main. Fortunately, the pipes were found to be in excellent condition and no further repairs are needed. I have arranged to have the Wood County Highway Department make final repairs to the pavement and the excavator will be returning to smooth out the yard. Cost for work should add up to approx. \$6,000 to be paid out of operating budget.

Inventory for the maintenance department is underway.

Norwood Dietary Department by Larry Burt

Congregate meals for the month of June totaled 11,441. Year-to-date totals are 65,292 meals. Total revenues through June: \$294,601.58

Norwood Health Information Department by Jerin Turner

On the 21st, the QAPI public hospital meeting will be held here at Norwood.

I discussed the QAPI program and the expectations for the hospital unit with Liz and Kristi. We discussed Brown County's survey results and how we can improve on areas before our survey.

I added a Medicare/Medicaid checklist to assist the billing department know what days are covered under the CMS guidelines.

I also plan on doing a risk analysis walkthrough for HIPAA by the second week of July.

June 2017 Referrals for TBI Unit

Date	From	Patient	Status	Additional Info(Insurance/appropriate)
6/1/2017	Gunderson La Crosse	male	declined	TBI, not therapy candidate - UHC Medicaid
6/7/2017	Thedacare, Neenah	male	declined	no TBI
6/29/2017	Aspirus, Wausau	female	declined	Medicare A
6/29/2017	North Memorial MN	female	pending	No Guardian, homeless- no county of residence

2

July 2017
Health and Human Services Committee
Edgewater Haven
Cindy Robinson

In the month of June we had 12 admissions and 4 readmissions. Current census on the Behavior Wing is 10 residents. Census comparison to last year:

June 2016 – 56.50 average census with 8 rehab

June 2017 – 54.50 average census with 5 rehab

Admissions/Discharges Comparison:

June 2016 – Admissions 14/Discharges 12/Readmissions 5

June 2017 – Admissions 12/Discharges 11/Readmissions 4

Jordan Bruce officially turned the keys over to Cindy Robinson and she is now solo in the role of Nursing Home Administrator at Edgewater Haven Nursing Home. Edgewater Haven became part of the Human Services Department. The trees that were damaged /fallen from the storm in June have been taken down and the debris has been cleaned up. We compared 2 bids for the 4 weakened trees that need to be removed. The bid we are considering is \$6,030. The other option would be to present the project to the Park and Forest Department to see if they would consider removal of the trees. We are actively recruiting, as a result of retirement, for an Accounting Technician-Billing Clerk. The walk-in cooler has been installed. Wipfli has scheduled a date for July to review our MDS methods to access for improving CMI.

Marketing-June 2017

New Nursing Home Administrator began visiting competitive facilities to familiarize and introduce self.

NHA meeting referral sources and personally doing onsite visits to assess potential residents and develop relationships with referral sources.

Introduced methods of tracking ;(forms, postings) referrals to increase effectiveness of follow up and for future reference. Increase ownership to the IDT team.

Social Services continue frequent contact with area hospitals, hospice and other referral sources.

Sponsorship of monthly Memory Café and weekly Veteran's Café, our residents attend

Edgewater visited Rapids Mall Farmer's Market in an attempt to recruit for the Edgewater Farmer's Market.

Meet with Navihealth and reviewed quarterly stats, we are qualifying provider.

CVSO Report to the Wood County Health and Human Services Committee

Meeting Date: July 27, 2017

Caseload activity for June - 21 new veterans served. During the month of May we completed 268 federal forms:

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

Activities:

1. Completed as of July 19, 2017:
 - a. June 20 Wood County CCS Coordination Committee meeting.
 - b. June 21 – Southern Wood County Homelessness Coalition
 - c. June 21 – River Cities Community Access interviews of WI Rapids Veteran Staff
2. Near Future:
 - a. August 7-8 -VA Central Office mandatory webinar training on Decision Ready Claims process
 - b. August 23 – Central Wisconsin Veterans Expo at the Crossview Church (formerly Woodlands).
 - c. August 30 – September 4 – Central Wisconsin State Fair.
 - d. September 8 – Fort McCoy Retiree Appreciation Day.

Office updates:

1. Wood County veteran hiring initiative: No progress in this reporting period.
2. The Veterans Representative 7/ Office manager resigned ending employment the last week of June. The position was posted for one week receiving 51 applicants. The Leita Sosin our Veterans Representative 5 was selected and accepted the position. The Veterans Representative 5 position is posted until Monday July 24 currently 83 people have applied. Applicants are being ranked considering the following categories- veteran status, education, case management, customer service, social media, medical knowledge, veterans benefit knowledge. The top applicants after this screening will be asked to interview. Hopefully the process will be complete and we will be fully staffed before the Veterans Expo on the 23rd.
3. We received the second reimbursement check for the State Department of Veterans Affairs Grant in the amount of \$7431.00 completing the \$11,500.00 grant. This grant covered the period of July 2016 – June 2017.
4. Wisconsin Homeless Veterans Update. The Wisconsin Department of Veterans Affairs (WDVA)lost its long term Federal VA grant to provide homeless services in two of their three locations (King and Union Grove). This is effective the start of the Fiscal Year October 1, 2017. Earlier this year the Veterans Assistance Foundation closed its homeless program located on the Tomah VA Medical Center grounds. King and Tomah programs are where our office has used both programs extensively in the

past. This means all homeless veteran dedicated beds except in Milwaukee area offered by center for Veterans Issues and the remaining WDVA program at Chippewa Falls.

5. VA Decision Ready Claims Training August 7-8. This training will require that both our offices be closed to the public those two days. The program will allow us to further prepare cases for the VA. Having local resources (non-VA employees) complete lengthy steps formerly completed by the VA and then allowing the VA to process the claim within 30 days. This will hopefully then become our standard and our clients will receive the compensation they are entitled to much quicker by our case management. It will also allow us to review and correct problems with the medical exams and opinions. Attached are the VA Decision Ready Claims overview and the two day course outline.
6. At the request of Supervisor Kremer attached is a list of the mandated programs and un-mandated programs for the Veteran Services Department.

Health Department Report

July 27, 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

- I attended my first meeting of the Wisconsin Association of Local Health Departments and Boards (WALHDAB) board of directors. I was recently elected to serve a two-year term as Secretary.
- I'm beginning to update and review our many emergency preparedness and response plans. I'll be briefly reviewing our Continuity of Operations (COOP) plan with you at our meeting.
- We are continuing our work to become a trauma-informed agency. I plan to connect with Brandon to see if there are ways our agencies can work together as I know they are contemplating similar initiatives.
- Our management team has reviewed and updated our program prioritization worksheets that we use during our budgeting process. You will see them soon as they will be submitted to you with our budget proposal.
- We continue our branding work, which is a requirement of national public health accreditation. We've conducted an internal survey and an external survey and we are in the process of reviewing that data.
- I was able to attend the Marshfield Medical Center Commemoration and ribbon cutting ceremony.
- I serve on the statewide Health Care Coalition advisory board and we were informed this month that hospital funding for emergency preparedness work is at risk of being eliminated for Wisconsin. We are told that public health funding should be relatively stable, with perhaps a small reduction.

COMMUNITY HEALTH IMPROVEMENT PLANNER REPORT – KRISTIE RAUTER EGGE, MPH

Recreate Health

- *Food Promotion & Retail Goal:* Through our WIC grant we were able to purchase beautiful farmers market promotion yard signs. These yards signs point viewers to the [woodcountymarket.com](http://www.woodcountymarket.com) website!
- *Food Systems Goal:* Wisconsin Farm to School Steering Committee is hosting a procurement training workshop. It is in Wausau on August 22nd and is free of charge. Please consider this great opportunity; it would be great to have a group attend! <http://www.cias.wisc.edu/KYBKYS/>

Mental Health Matters

David Strong started working for the Wood County Health Department May 22nd. David is leading the Mental Health Matters coalition. During the month of June, the Suicide Prevention and QPR sub-committee met to discuss their progress in trainings and the possible need for a Training of Trainers workshop. It was suggested that David reach out to Debi Traeder to set up the workshop for the fall. Working with the AmeriCorps member Megan Larson, David developed an agenda for the first quarterly Mental Health Matters full coalition meeting. An informative mass email was sent out to the coalition members as well as individual introductory emails from David.

AOD Prevention Partnership

Ashley Normington joined the Wood County Health Department on June 5th as Health Promotion and Communication Specialist. She will be serving as coalition coordinator for the Healthy People Wood County AOD Prevention Partnership coalition.

The Wood County Drug Task Force had a presentation by Dr. Eric Smiltneek from ThedaCare on Vivitrol (Naltrexone), an extended release injectable used to treat opioid and alcohol addiction. The Prevention Pillar is brainstorming dynamic speakers that will draw interest from the community for future presentations. The Harm Reduction pillar discussed updates to the ARCW needle exchange program in Wisconsin Rapids, recovery coach training, and substance-free social activities for those in recovery. The Workplace Pillar finalized their employer survey and reviewed the survey results to be reported out in August. The Law Enforcement and Treatment/Recovery Pillar did not meet last month and the July meeting was cancelled.

More than 300 people attended the 2017 Statewide Substance Abuse Prevention Training on June 13th and 14th in Wisconsin Dells. The training offered 48 breakout sessions and keynote presentations from Dr. Jim Harris, Opportunities Consulting Services, on *Leading with Hope & Optimism in Challenging Situations* and Carlton Hall, CADCA, on *Moving Upstream: Prevention Coalitions Role in our Nation's Opioid Crisis*. The training offered many opportunities for prevention professionals to network and gain valuable knowledge in the prevention field. New this year was the "Hall of Success" display where prevention coalitions were able to share their efforts on poster boards.

The Marijuana Workgroup provided updates to the educational marijuana brochure being created for Wood County. The decision was made to remove resources for those who are already using, as the purpose of the

brochure is for prevention and education, rather treatment and recovery (the Wood County Resource Guide contains many of these community resources for those in need of services). The power point presentation will be split into two separate presentations: one for businesses interested in updating their drug free workplace policies, and the other for education on the harmful impact of marijuana with myths & facts that many pro-marijuana advocates don't want the public to know about. Following the August meeting, Marshfield Area Coalition for Youth (MACY) is planning to fold the work of the Marijuana Workgroup into the MACY Drug Task Force instead of having a separate committee meeting. The rest of Wood County, under the direction of Healthy People Wood County, will continue to meet as a separate workgroup to focus their efforts solely on marijuana prevention. The July meeting was cancelled.

Healthy People Wood County AOD Prevention Partnership is organizing meetings for the Steering Committee and full coalition, along with the first meeting for the Alcohol workgroup in July.

ENVIRONMENTAL HEALTH REPORT – NANCY EGGLESTON, R.S.

New Businesses and Changes in Ownership

The Square Bar in Wisconsin Rapids has a new owner. Crabby Dave's in Marshfield also has a new owner and a new license was issued. A consultation was done at the Marshfield library to determine what they would need in order to serve coffee at the library. A pre-licensing inspection was done for Granny's Bloomers. This is a mobile retail establishment with a service base. They sell blooming onions.

Complaints

Eleven complaints were investigated in Wood County—four in both Marshfield and Wisconsin Rapids, and one each in Vesper, Pittsville, and Grand Rapids. Two of the complaints were at licensed establishments. One caller reported illness after eating chicken at a restaurant. The follow-up investigation at the establishment revealed a cooler that was not working. Food was discarded and the cooler may not be used until repaired. Bed bugs were reported in a hotel. The hotel owner hired a pest control company to come in after receiving the complaint. The pest control company did not find bed bugs; however our investigation revealed many bed bug eggs and some nymphs on a mattress in one of the rooms. Four mold complaints were closed because the tenants complained of mold, but did not cooperate with the landlord in getting the issue resolved. One was a landlord/tenant dispute. A complaint of a water leak was made after the tenant was told that rent would no longer be free for employees. This complaint was closed. A neighbor reported garbage and animal feces in a yard. The tenant is working on cleanup of both the yard and the home. Another garbage complaint was not substantiated. A well in the Pittsville area is being sprayed with manure by a neighboring farm. This was referred to the DNR and water testing will be done. A complaint was received regarding garbage and sewage at the home of an elderly individual in Vesper. There was no sewage as reported and services are being sought for the individual. A complaint from last month regarding dust blowing onto a home and yard from a neighboring business was resolved with the application of treatment to the roadway to prevent the blowing dust.

Lead Inspection

A home in Marshfield was inspected to find the source of lead poisoning for a child in the home. One source of lead identified was a puzzle that the child often played with. There was also peeling and chipping paint in windows in the home. The windows become even more hazardous as they are left open during warm weather, allowing dust to blow into the home. Windows are also a concern if window fans or air conditioners are placed in them.

Training Sessions

Greg provided food safety training for 10 people at Weilers in Marshfield at their request. Both food service staff and management attended the workshop. The training was interactive and informative.

COMMUNICABLE DISEASE TEAM REPORTS

Communicable Disease Update – Alecia Pluess

- During the month of June, Wood County had 15 cases of chlamydia and 2 cases of gonorrhea. Five cases of Hepatitis C and one case of Hepatitis B were also investigated.
- Also during the month of June, 4 cases of campylobacter and 1 case of cryptosporidiosis were investigated.
- Tick activity continues. Wood County received 19 suspect cases, 2 probable cases, and 8 confirmed cases of Lyme disease during June. There were also 4 cases of anaplasmosis and 1 case of babesiosis investigated.
- Wood County had 2 confirmed cases and 1 suspect case of pertussis during June. There was also a confirmed case of parapertussis.

- There is an ongoing investigation that started in June on a gastrointestinal outbreak in a long term care facility in Marshfield.
- A presentation was done for participants in the Human Services Day Treatment Program on the topics of Hepatitis C and sexually transmitted infections.

Lead Update – Alecia Pluess

There were 2 lead home investigations conducted with environmental health; one in Wisconsin Rapids and another in Marshfield.

FAMILY HEALTH AND INJURY PREVENTION TEAM REPORTS

Lactation – Amber France

The Wood County Health Department is developing a Breastfeeding Friendly Business Toolkit to be used throughout Wood County. The toolkit will be piloted with Marshfield area business in the fall of 2017.

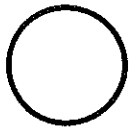
WOMEN, INFANTS AND CHILDREN (WIC) REPORT – AMBER FRANCE, MS, MPH, IBCLC

The Wood County WIC caseload continues to increase due to outreach efforts and community partnerships. This same trend is not being seen throughout the state, as state WIC participation numbers continue to decrease. Therefore, the Wood County WIC program saw an increase in funding while the rest of the counties throughout the state saw a decrease. Wood County WIC staff has been asked to serve on various state workgroups to help replicate the work we are doing in Wood County throughout Wisconsin.

Farmer's market vouchers are available to WIC participants June through October. They receive \$24 to purchase fresh produce at WIC approved farm stands and markets. WIC Registered Dietitians are available throughout the month at each of the farmer's markets in Wood County, to educate on local produce and provide WIC farmer's market vouchers.

Caseload for 2017 (Contracted caseload 1382)

	Dec 2016	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov
Active (initial)	1336	1348	1368	1394	1371	1368	1388					
Active (final)	1343	1368	1380	1394	1371	1391						
Participating	1411	1439	1474	1467	1475	1482	1472					

**RESOLUTION#**

Introduced by
Page 1 of 2

Health and Human Services and Judicial and Legislative Committee

BKV

Motion:	Adopted:	<input type="checkbox"/>
1 st	Lost:	<input type="checkbox"/>
2 nd	Tabled:	<input type="checkbox"/>
No: _____ Yes: _____	Absent:	<input type="checkbox"/>
Number of votes required:		
<input checked="" type="checkbox"/> Majority	<input type="checkbox"/> Two-thirds	
Reviewed by: _____, Corp Counsel		
Reviewed by: _____, Finance Dir.		

INTENT & SYNOPSIS: To provide an additional treatment option for youth that otherwise would be limited to placement at Lincoln Hills or Copper Lake Juvenile Correction Centers.

FISCAL NOTE: Anticipated cost savings as the rate at Northwest Regional Juvenile Detention Center is far less than the rate charged by Lincoln Hills and Copper Lake.

WHEREAS, the number of Wood County youth needing services continues to increase, and

WHEREAS, research has shown that placement in juvenile correction facilities is not as effective as community based treatment programs such as the Northwest Regional Juvenile Detention Center and,

WHEREAS, 2011 Wisconsin Act 32, published on June 30th 2011 amended state statutes to allow for a placement in secure or non-secure detention as a disposition for adjudicated delinquents and,

WHEREAS, Wis. Stat. 938.06 (5) (a) requires the county board of supervisors, by resolution, to authorize the court to use placement in a juvenile detention facility as a disposition under Wis. Stat. 938.34 (6r); and,

WHEREAS, if a juvenile's placement exceeds 30 days, whether or not consecutive, the county department is required to offer the juvenile alcohol or other drug abuse treatment, counseling, and education services under Wis. Stat. 938.34 (6r); and,

THEREFORE BE IT RESOLVED that Wood County Board of Supervisors authorizes the Wood County Circuit Court Judges to order placement in the Northwest Regional Juvenile Detention Center as a disposition with the condition that any placement greater than 30 days would offer alcohol or other drug abuse treatment, counseling and education services.

		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			

Minutes of the Wood County Public Safety Committee

DATE: July 17, 2017

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

OTHERS Bill Clendenning, Steve Kreuser, Sarah Christensen, Lori Heideman, Laura Clark,
PRESENT: Thomas Reichert

LOCATION: Wood County Annex and Health Center

1. Call to Order:

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

2. Review minutes of June 19, 2017:

Motion by Hamilton, second by Winch to approve the minutes of the June 19, 2017 meeting as presented. Motion carried unanimously.

3. Public Comments:

No public comments.

4. Emergency Management Department:

a. Communications June 2017 Claims:

The Committee reviewed the Communications June 2017 claims.

b. Communications Report:

The Committee reviewed the Communications report.

c. Emergency Management June 2017 Claims:

The Committee reviewed the Emergency Management June 2017 claims.

d. Emergency Management Activity Report:

The Committee reviewed the Emergency Management Activity Report. Steve discussed our new office location.

5. Dispatch Department:

a. Dispatch June 2017 Claims:

The Committee reviewed the Dispatch June 2017 claims.

b. Dispatch Report:

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

c. Staff Update:

Lori stated that the testing has been completed and that she is working with Human Resources on planning interviews. She has received a retirement notice, so they will be hiring 2 new dispatchers.

d. Space Needs/Move Update:

Lori stated that her office has been moved and they are just waiting for a few things to be finished to move the rest of the department to 2nd floor. The move is tentatively scheduled for the beginning of August. The phones and radios will be in within the next week, and staff is training on the new system.

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

August 14, 2017

2:15 PM

Wood County Courthouse

7. Humane Officer:

a. Humane Officer Report:

The Committee reviewed the Humane Officer report.

b. June 2017 Claims:

The Committee reviewed the Humane Officer June 2017 claims.

8. Coroner:

a. Coroner Report:

The Committee reviewed the Coroner report.

b. June 2017 Claims:

The Committee reviewed the Coroner June 2017 claims.

9. Sheriff's Department:

a. Correspondence:

Sheriff Reichert thanked Chairman Feirer for the plaque presentation at last month's County Board meeting involving his grandfather.

b. June 2017 Claims:

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

c. Jail Overtime History:

The Committee reviewed the overtime history reports. It was stated that overtime was "way out of whack" when Tom took over and he has brought the overtime down to basically none. Sheriff Reichert stated the only overtime now is contractual, which involves court or some work situation which may occur.

d. Bond Electronic Monitoring:

Sheriff Reichert stated he would like to expand the electronic monitoring program to include people on bond. He feels this would be a great cost savings to the county. He is trying to have a meeting with all the Judges to discuss this issue but has been told they cannot meet until August. Sheriff Reichert feels this is a better form of supervision for bond inmates.

e. Updates:

Crimestoppers: See report.

Safe Ride Initiative: None.

Criminal Justice Task Force: None.

K9: See report.

Courthouse Security: None.

f. Jail Items:

All jail reports were reviewed. Sheriff Reichert stated EMP will exceed last year's savings in the next month or two.

10. June 2017 Claims: Dispatch, Communications, Emergency Management, and Sheriff:

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

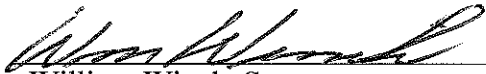
11. Agenda Items:

Bond Electronic Monitoring
2018 Budgets
Dispatch Tour

12. Adjourn:

Motion by Hamilton, second by Zurfluh to adjourn at 1:47 p.m. Motion carried unanimously.

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



William Winch, Secretary
Public Safety Committee

MINUTES WOOD COUNTY TRAFFIC SAFETY COMMISSION

The Wood County Traffic Safety Commission met at the Wood County Highway Department, 555 17th Avenue North, Wisconsin Rapids, WI on **February 22, 2017** at 10:30 a.m.

PRESENT

Dennis Polach
Dan Brugman
Bob Bott
Melvin Pedersen
Roland Hawk
Steve Kreuser
Sarah Roach
Ashley Tremmel
Lonn Radtke
Joe Zurfluh
Bill Winch
Bill Clendenning
Tony Kemnitz
Lance Pliml

REPRESENTING

Wood County Board
Wisconsin DOT
Wisconsin DOT/BOTS Specialist
Grand Rapids Police Department
Wood County Highway Department
Wood County Emergency Management
Wood County Emergency Management
Wood County Highway Department
Port Edwards Police Department
Wood County Board
Wood County Board
Wood County Board
Wisconsin DOT
Wood County Board

Steve Kreuser called the meeting to order at 10:30 a.m.

1. Introductions were made.
2. **Minutes of the November 30, 2016 Traffic Safety Commission Meeting.**

Motion to accept and place on file minutes from the November 30, 2016 Traffic Safety Commission meeting made by Roland Hawk. Seconded by Bill Winch. Motion approved unanimously.

3. County Road Projects for 2017

Roland Hawk discussed the 32 miles of County road projects, which is the same as last year. He also stated they are hosting a meeting at the Mead on March 9th 2017 at 8:30am for all towns and municipalities to talk about structures and guidelines for those structures. The time is from 8:30am until noon and is free, also includes a lunch. He also stated that any road closures in the county would be reported to the WI DOT so they can put those on the 511 site.

4. Report from the Department of Transportation Engineer

Dan Brugman, WI DOT, explained the DOT looked at the intersection by Jokers bar and determined that it was not above their threshold. Bill Winch asked about STH 73 from CTH HH, Dan will look into the schedule for this area and report back

5. Local Program Specialist Report and Highway Safety Plan Solicitation

Bob Botts, WI DOT/BOTS, discussed with the committee the traffic statistics. Wisconsin is currently down 13%. There is a high percentage; almost 80% of traffic crashes involve local residents, therefore, a way to impact local drivers is by social media and law enforcement education. Broadcasting safe driving can help educate traffic safety.

Bob mentioned that the DOT is in Stage 2 of grants, Bob put in for a grant for Wood County. All grants are task force and one agency has to administer.

6. Other Business brought properly before the Commission:

Bill Clendening stated his concern about the new reconstruction of Chestnut St and 8th St in Wisconsin Rapids. Tony Kemnitz, WI DOT, stated that it was a safety project given to the city and that is what they choose to do with that intersection. Lance Pliml, Wood County Board, mentioned that they created a problem that was non-existent.

Steve Kreuser, Wood County Emergency Management, and Shawn Becker, Wood County Sheriff's Department have stepped in with the Amish, they will go to the schools to talk about safety with the students.

Roland Hawk, Wood County Highway Dept, mentioned that the road postings will begin 2/23/17 starting in the southern part of the county. He also mentioned they pulled the frost tubes

7. Public Comments.

No public comments

9. Adjournment.

Bill Winch made a motion to adjourn at 10:54 a.m. Seconded by Roland Hawk. Motion approved unanimously.

The next Traffic Safety Commission meeting is scheduled for Wednesday, May 24th at 10:30 a.m. at the Wood County Highway Department.

3

Central Records Committee Meeting
Wood County Courthouse – Wisconsin Rapids
Room 114
July 20, 2017

PRESENT: Thomas Reichert, Wood County Sheriff's Department
Quentin Ellis, Wood County Sheriff's Department
Shawn Woods, Nekoosa Police Department
Joseph Zurfluh, Wood County Board
Melvin Pedersen, Grand Rapids Police Department
Lori Heideman, Wood County Dispatch
Lorrie Krokstrom, Marshfield Police Department
Patrick Zeps, Marshfield Police Department
Julie Buerger, Wisconsin Rapids Police Department
Veronica Klish, Wisconsin Rapids Police Department
Jenny Iverson, Port Edwards Police Department
Amy Kaup, Wood County IT
Jason DeMarco, Wood County IT
Dan Brandl, Wood County IT
Eric Engel, Wood County Communications Department
Craig Lambert, Wood County District Attorney
Lance Pliml, Wood County Board Chairman
Laura Clark, Wood County Sheriff's Department

1. The meeting was called to order at 9:02 a.m. by Thomas Reichert.
2. Public Comment: None.
3. Wood County District Attorney – DVD/CD issues:

The ongoing displeasure of getting DVD/CD's to the District Attorney's Office when a referral is made has been discussed at previous meetings. DA Lambert attended and explained the reasoning of why they need ALL disks when a referral is made. DA Lambert stated years ago the procedure was his way; however was changed about 10 years ago to not send up due to storage space, but has since found the office was not receiving all information at the time of the referral. Therefore their office went back to asking for ALL videos/recordings at the time of the referral.

Lorrie Krokstrom from Marshfield PD expressed her concern of how much time is being spent on dubbing videos. Their department just went to body cameras in June and she said she spends about four hours per day dubbing videos.

Questions were asked if agencies could send disks once a prelim was set. DA Lambert stated they need everything at the time of the referral so nothing is missed. He stated there was "no wiggle room" on this.

Amy Kaup from IT asked DA Lambert if there was a way IT could make the videos assessable to his department as well as defense attorneys via their computers; would that work? DA Lambert said he would be willing to look at that if IT can get that to work. Amy and her team will be looking into this further.

Shawn Woods from Nekoosa PD stated there is an update coming within the Arbitrator system, which is used by Wis Rapids PD, Nekoosa PD, as well as the Wood County Sheriff's Department. Eventually the information would be stored on-line and a "code" or "pin" number would be attached to each incident. The agency sending up the referral could then email the DA's office the "pin" number and the videos could be obtained and viewed right at their desk. Sheriff Reichert stated there obviously would be a cost involved; but felt the amount would be a small price to pay versus disks and hour spent on dubbing videos. DA Lambert stated he would be open to this idea.

Marshfield PD and Port Edwards PD use Watch Guard for their videos and neither agency was sure if this could be done with their software. They will be looking into this.

Mel Pedersen from Grand Rapids PD asked if reports could be sent up electronically. DA Lambert stated not at this time; but something that could be looked into down the road.

Julie Buerger from Wis Rapids PD asked about retention and storage of disks. DA Lambert stated if the case is reviewed and marked no prosecutive merit, the videos could be deleted. However, if cases are open and pending the videos should be retained. DA Lambert stated videos should be retained until a charging decision is made.

After much discussion it was decided the direction of the committee was to work with IT to solve these issues.

4. CIS/Records/CAD/Mobile Data:

There has been a recent issue of the Units code table and Dan Brandl from IT basically gave the committee an explanation of what's happening with it. He also stated he has built a new training server for CIS in which it will help for training purposes for everyone.

Amy Kaup stated that IT has been looking at the CIS law enforcement software and will be making determinations on limiting access to adding/deleting functions. It is felt too many people have more access than necessary and they want to limit that.

Shawn Woods stated there are still issues with the Mobile to TraCS and have been very frustrated with the lack of progress. His department will be going to Mach as it has better mapping capabilities. Officers still can't post in Mobile CIS. The module was paid for, but hasn't worked properly since the start of it. This has become an expensive issue as the smaller agencies said they are spending thousands of dollars on IT costs due to these issues. There are also issues with the Net Motion Pass Thru for these agencies. Dan Brandl stated he has been looking into these issues but this is a CIS issues. It was asked if a meeting with MikeYeske of CIS would help in that all agencies can express their displeasure of things not getting done. Dan will be looking into this.

5. Any other business that may be properly brought before the Committee: None.

6. Next Meeting Date:

TUESDAY – October 24, 2017

9:00 a.m.

Pittsville Fire Department

7. Agenda Items: Get to Laura Clark before October's meeting.

8. Adjourn:

MOTION by Quentin Ellis, second by Shawn Woods to adjourn at 9:53 a.m. Motion carried unanimously.

Minutes are taken by the Wood County Sheriff's Department.

Humane Officer Olson's Report
May 22nd – June 18th 2017

5-22; WR9761 Dog Bite reported by mom stating that her child was bit by a dog belonging to the girlfriend of the child's dad. Child, dad and girlfriend all state the dog scratched her, not a bite. 500 block of 7th Ave. N., Wisconsin Rapids 18.

5-23; WC7699 Cat Bite. The cat bit the owner's son while it was at the vet being put down. Cat was buried, and dug up and head sent to Madison for Rabies Testing. 6000 block of Ryland Ave. Vesper. 44

5-24,25; GR2023 Dog bite. Owner of the Pug opened his front door for the victim who was delivering a mower when the dog came out and bit him. 5900 Block of North Park Road. 15,15

5-24, 6-12; WR9975 Boyfriend accused live-in girlfriend of not taking care of their cat, by not feeding it nor changing litter box. It was explained to the complainant that he is also responsible for caring for their cat. 500 block of 12th Ave. N. Wisconsin Rapids. 18,18

5-25; WR9744 Dog attacked another dog. Open. 18

5-26, 6-5; WC7551 Several dead cattle tied up in barn.. Open investigation. 52, 52

5-26, 6-8; WC7841 Welfare check on cats/dogs. Open case. 8,8

5-27,6-8; WC4726 Continued investigation in welfare check on dogs. 60,60

5-28,29; PPD407 Dog Bite. Child was bit by a bull dog mix while visiting with dad for the weekend. 5300 Block of 6th Ave, Pittsville. 56,56

5-30; WR10334 Dog Bite. Restaurant delivery driver bit by a Doxie when owner opened the front door. 1st Ave. South, Wisconsin Rapids. 12

5-30; WC8104 Dog Bite. Mother reports child bit by a dog while camping with her father. 2400 Block of 2nd Ave. Wisconsin Rapids. Investigation shows bite happened in Adams Co. - case turned over to them. 18

5-31; WC6921 Follow up/welfare check on several dogs, 5800 block of Yellowstone Rd, Auburndale WI 66,

6-1,2; GR2147 Dog owner reports she let her dog outside and he ran out into the road and tried to attack a dog being walked by a child on a leash. Reporting dog owners dog was in turn then bit, requiring veterinarian treatment. 7400 Block of Dewberry Lane, Wis Rapids. 10,10

6-3; WR10685 Dog Bite to another dog reported. 1200 Block of 28th St. N. Wis Rapids. 16

6-4,5,6; WC16-15267 Per request from District Attorney's Office, interviews and reports with witnesses regarding upcoming Hearing. 0

6-3,4; WR10706 Dog Bite to a child. Owner is boyfriend of the mothers. 4600 Block of 8th St. S. Wisconsin Rapids 14,14

6-6,7; WR10917 Dog Bite. Dog was able to push open the front door and bite the victim whom was walking by. 3100 Block of Reddin Road, Wis Rapids. 22,22

6-7,11; GR2247 Animal Neglect. Open Case. 8,8

6-9,10; WR11105 Dog Bite happened on June 8th, reported on June 9th. Mother reports child was bit when at dad's and girlfriend's home by girlfriend's dog. The dog was adopted a couple days prior from Portage Co. Humane Society, whom will be taking the dog back and quarantining it at their facility. 1400 Block of Peach St. Wis Rapids. 14,14

6-10,11; WC8783 Dog Bite. Child was bit by grandma's dog. 7800 Block of County K, Arpin. 46,46

6-15,18; WR11785 Neglect kitten brought into Humane Society as a stray – reclaimed by owner. Owner is to obtain veterinarian services. 3000 block of Franklin Street. 18,18

6-16; WR11691 Rodent Bite, Riverview ER reports that a women was bit when prying it out of her cats mouth, she doesn't think she was bit by her own cat but was put on antibiotics just in case. 2600 Block of 12th St. S. Wis Rapids. 14

6-16; WR11651 Cat attacked. Owner reports she lets her cat run loose in Wis Rapids and complained that it came home injured and is now at Appleton Veterinarian Clinic, she thinks the other cat may live in the area. She also states this is the 3rd time her cat came home injured. I explained to her that according to Wisconsin Rapids Ordinance that she cannot let her cat run off property. 2600 17th Ave. N. Wis Rapids. 22

6-18 PE975 Report & billing for a dog bite that the owner did not pay the quarantine costs at the Humane Society. 0



Wood County

WISCONSIN

OFFICE OF CORONER

DARA HAMM

DATE: 7/3/17
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 June 2017:

Calls for Service/Death Investigations	83
Investigations Involving Sudden or Suspicious Deaths and Falls	11
Death Certificates Signed.....	23
Cremation Permits Signed.....	44
Traffic Fatalities Investigated.....	1
Suicides Investigated.....	0
Drownings	1
Fire Fatalities.....	0
Homicides.....	0
Autopsies Performed.....	1
Suspected Overdoses.....	0
Disinterments	0

Remarks:

Nothing

Respectfully submitted,

Dara Hamm

Dara Hamm
Wood County Coroner

OVERTIME BREAK DOWN January 2004 through February 2017.

YEAR	HOURS
2004	3,065
2005	5,596
2006	2,116.5
2007	1972.5
2008	1035.5
2009	840.5
2010	775
2011	124
2012	20.5
2013	0
2014 (2 FEMALE STAFF DOWN & SICK REPLACEMENT)	15.5
2015	0
2016	0
2017	0

	2003	2004
<i>Total Hours – CO</i>	1,548	2,217
<i>Total Hours – Deputy</i>	0	848
<i>Total Overtime Hours</i>	1,548	3,065
<i>Total Overtime \$</i>	\$29,466.72	\$75,678.78

Overtime Breakdown 2005 (hrs)

Month	Allotted Signups	Admin. OT	Civilian Transports	Sick Leave	Training	TOTAL
<i>January</i>	0	376	0	72	0	448
<i>February</i>	0	400	24	56	0	480
<i>March</i>	24	464	0	120	60	668
<i>April</i>	8	296	0	64	8	376
<i>May</i>	0	432	0	32	8	472
<i>June</i>	0	416	8	64	40	528
<i>July</i>	8	288	8	200	0	504
<i>August</i>	64	352	0	48	0	464
<i>September</i>	32	224	0	80	32	368
<i>October</i>	72	328	0	24	104	528
<i>November</i>	56	144	0	120	16	336
<i>December</i>	48	272	0	104	0	424
TOTALS	312	3992	40	984	268	5596

Overtime Breakdown 2006 (hrs)

Month	Allotted Signups	Admin. OT	Civilian Transports	Sick Leave	Training	TOTAL
<i>January</i>	8	24	0	67	0	99
<i>February</i>	38	0	0	41	0	79
<i>March</i>	38	0	0	48	0	86
<i>April</i>	28	0	0	24	32	84
<i>May</i>	88	0	0	104	32	224
<i>June</i>	96	0	0	42	0	138
<i>July</i>	124	56 ML	0	57.5	0	237.5
<i>August</i>	80	96 ML	8	96	0	280
<i>September</i>	24	8 ML	0	160	0	192
<i>October</i>	8	40 ML	0	223	18	289
<i>November</i>	32	16 ML	0	184	0	232
<i>December</i>	40	0	0	136	0	176
TOTALS	604	240	8	1182.5	82	2116.5

Overtime Breakdown 2007 (hrs)

Month	Allotted Signups	Admin. OT	Civilian Transports	Sick Leave	Training	TOTAL
<i>January</i>	0	0	0	40	8	48
<i>February</i>	0	0	0	130	0	130
<i>March</i>	0	0	0	68	32	100
<i>April</i>	0	80	0	96	8	184
<i>May</i>	0	80	0	56	8	144
<i>June</i>	0	96	0	32	0	128
<i>July</i>	0	120	0	141.5	0	261.5
<i>August</i>	0	96	<u>FMLA</u>	152	0	248
<i>September</i>	0	128	24	104	0	256
<i>October</i>	0	64	64	33	8	169
<i>November</i>	0	16	40	56	0	112
<i>December</i>	0	80	64	32	16	192
TOTALS	0	760	192	940.5	80	1972.5

Overtime Breakdown 2008 (hrs)

Month	Allotted Signups	Admin. OT	FMLA	Sick Leave	Training	TOTAL
<i>January</i>	0	0	16	40.5	0	56.5
<i>February</i>	0	0	16	43	0	59
<i>March</i>	0	0	8	54	0	62
<i>April</i>	0	56	32	32	16.5	136.5
<i>May</i>	0	56	0	34	0	90
<i>June</i>	0	56	64	70	0	190
<i>July</i>	0	72	40	75	8	195
<i>August</i>	Funeral Leave	8	0	40.5	0	48.5
<i>September</i>	8	0	0	79	8	95
<i>October</i>	0	0	0	38	0	38
<i>November</i>	0	8	0	12	0	20
<i>December</i>	0	0	24	21	0	45
TOTALS	8	256	200	539	32.5	1035.5

Overtime Breakdown 2009 (hrs)

Month	Funeral Leave	Admin. OT	FMLA	Sick Leave	Training	TOTAL
<i>January</i>	0	16	0	75	0	91
<i>February</i>	0	24	0	32	0	56
<i>March</i>	0	16	0	63	16	95
<i>April</i>	0	0	0	31.5	0	31.5
<i>May</i>	0	0	0	79	0	79
<i>June</i>	0	.5	0	35.5	8	44
<i>July</i>	0	0	0	60	0	60
<i>August</i>	0	0	0	68	0	68
<i>September</i>	0	8	0	52	8	68
<i>October</i>	0	0	0	67.5	24	91.5
<i>November</i>	0	0	0	49.5	0	49.5
<i>December</i>	8	0	0	91	8	107
TOTALS	8	64.5	0	704	64	840.5

Overtime Breakdown 2010 (hrs)

Month	Funeral Leave	Admin. OT	FMLA	Sick Leave	Training	TOTAL
<i>January</i>	0	0	0	43	0	43
<i>February</i>	0	8	0	39	0	47
<i>March</i>	0	16	0	49	0	65
<i>April</i>	0	0	0	59	11	70
<i>May</i>	0	0	0	56	0	56
<i>June</i>	0	0	0	79	0	79
<i>July</i>	0	0	0	32	0	32
<i>August</i>	0	0	0	115	0	115
<i>September</i>	0	32	0	155	0	187
<i>October</i>	0	0	0	8	0	8
<i>November</i>	0	0	16	33	0	49
<i>December</i>	0	0	0	24	0	24
TOTALS	0	56	16	692	11	775

Overtime Breakdown 2011 (hrs)

Month	Funeral Leave	Admin. OT	FMLA	Sick Leave	Training	TOTAL
<i>January</i>	0	0	0	8	0	8
<i>February</i>	0	0	0	8	0	8
<i>March</i>	0	0	0	20	0	20
<i>April</i>	0	1	0	24	0	25
<i>May</i>	0	0	0	0	0	0
<i>June</i>	0	0	0	0	0	0
<i>July</i>	0	0	0	11	0	11
<i>August</i>	0	0	0	0	0	0
<i>September</i>	0	0	0	0	0	0
<i>October</i>	0	0	0	16	0	16
<i>November</i>	0	20	0	0	0	20
<i>December</i>	0	0	0	16	0	16
TOTALS	0	21	0	103	0	124

Overtime Breakdown 2012 (hrs)

Month	Funeral Leave	Fill In OT	FMLA	Sick Leave	Training	TOTAL
<i>January</i>	0	0	0	0	0	0
<i>February</i>	0	0	0	16	0	16
<i>March</i>	0	0	0	0	0	0
<i>April</i>	0	0	0	0	0	0
<i>May</i>	0	0	0	0	0	0
<i>June</i>	0	0	0	0	0	0
<i>July</i>	0	0	0	0	0	0
<i>August</i>	0	0	0	0	2.5	2.5
<i>September</i>	0	0	0	0	2	2
<i>October</i>	0	0	0	0	0	0
<i>November</i>	0	0	0	0	0	0
<i>December</i>	0	0	0	0	0	0
TOTALS	0	0	0	16	4.5	20.5

Overtime Breakdown 2013 (hrs.)

Month	Funeral Leave	Admin. OT	FMLA	Sick Leave	Training	TOTAL
<i>January</i>	0	0	0	0	0	0
<i>February</i>	0	0	0	0	0	0
<i>March</i>	0	0	0	0	0	0
<i>April</i>	0	0	0	0	0	0
<i>May</i>	0	0	0	0	0	0
<i>June</i>	0	0	0	0	0	0
<i>July</i>	0	0	0	0	0	0
<i>August</i>	0	0	0	0	0	0
<i>September</i>	0	0	0	0	0	0
<i>October</i>	0	0	0	0	0	0
<i>November</i>	0	0	0	0	0	0
<i>December</i>	0	0	0	0	0	0
TOTALS	0	0	0	0	0	0

Overtime Breakdown 2014 (hrs.)

Month	Funeral Leave	Fill In OT	FMLA	Sick Leave	Training	TOTAL
<i>January</i>	0	0	0	0	0	0
<i>February</i>	0	0	0	0	0	0
<i>March</i>	0	0	0	0	0	0
<i>April</i>	0	0	0	0	0	0
<i>May</i>	0	5	0	0	1.5	6.5
<i>June</i>	0	0	0	9	0	9
<i>July</i>	0	0	0	0	0	0
<i>August</i>	0	0	0	0	0	0
<i>September</i>	0	0	0	0	0	0
<i>October</i>	0	0	0	0	0	0
<i>November</i>	0	0	0	0	0	0
<i>December</i>	0	0	0	0	0	0
TOTALS	0	5	0	9	1.5	15.5

Overtime Breakdown 2015 (hrs.)

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

Overtime Breakdown 2017 (hrs.)

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



Wood County

WISCONSIN

SHERIFF'S
DEPARTMENT

Thomas Reichert
SHERIFF

July 6, 2017

Sheriff Reichert:

During the month of June the Crime Stoppers program received 36 tips that were forwarded to the appropriate agencies for follow-up.

Our monthly meeting at the Pittsville Fire Department was cancelled.

Scott Drew



Wood County

WISCONSIN

SHERIFF'S
DEPARTMENT

Thomas Reichert
SHERIFF

TO: Sheriff Thomas Reichert

FROM: Lieutenant Charles Hoogesteger

DATE: 6/30/2017

RE: K9 Program – June 2017

TRAINING – On June 26, 2017 Deputy Pidgeon, Deputy Christianson and I had K9 Training with K9 Toro and K9 Ace in the Wisconsin Rapids Area. We initially started at the WRPD/WOSO range and conducted a narcotics search of an abandoned vehicle. Other topics of training included obedience work, apprehension work and tracking. We also conducted training in the scenario rooms at Mid-State Technical College. This training included room/building clearing utilizing both K9 Ace and K9 Toro. During this portion of the training, apprehension work was also conducted. After the completion of this, room searches for narcotics (methamphetamine and marijuana).

K9 Ace/Handler B Christianson also completed K9 Training with SRT. He also conducted several additional trainings with drug work and tracks.

COMMUNITY/DEMOS

1. K9 Toro: No demos this month
2. K9 Ace: No demos this month

DEPLOYMENTS (K9 TORO)

1. Agency Assist – Assisted MDPD on a traffic stop and no indication.
2. Agency Assist – Assisted NKPD on traffic stop and indicated on the presence of narcotics. Nothing located.
3. Building/Area Search – K9 Toro was deployed for an area search and no thing was located/observed.
4. Building/Area Search. Conducted Area search of 1026 STH 73 S for missing person case. Areas included out buildings as well as approximately 60 acres across the road from residence. Nothing located.
5. Agency Assist – WC Jail. Two cell searches and sniff of Huber lockers. Nothing located.

DEPLOYMENTS (K9 ACE)

1. WOSO Assist – Exterior searched and drug paraphernalia located.
2. GRPD Assist – free air sniff of vehicle with positive indication. Search conducted and nothing located.
3. WRPD Assist – exterior search of vehicle with indication. Driver admitted to previous possession in vehicle in recent history
4. WOSO Assist – exterior search of vehicle with no change in behavior.
5. AREA SEARCH – conducted an area search of 1026 STH 73 for ongoing missing person case. Areas included buildings/outbuildings. Also conducted area search of approximately 60 acres to the north of the residence. Nothing located.
6. Agency Assist – WC Jail. Two cell searches and sniff of Huber lockers. Nothing located.
7. NKPD Assist – exterior search of vehicle with indication. Nothing located.
8. WRPD Assist - exterior search of vehicle without indication.
9. WOSO Assist – Exterior search with change of behavior and indication. Located a glass jar with suspected THC. Total weight was 29.5 grams.

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	190	73	29
15	183	75	18	192	74	18	205	72	23	206	77	24	216	82	28	189	72	30
16	183	75	17	194	73	18	202	75	23	209	77	24	215	79	28	184	73	30
17	189	73	17	195	73	18	199	73	23	212	77	24	211	78	28	182	72	30
18	180	71	16	199	70	19	195	73	22	205	74	25	208	75	27	181	72	29
19	182	69	15	203	71	18	196	73	21	207	73	26	209	73	27	182	72	28
20	181	68	15	201	71	18	199	73	21	204	73	26	210	78	27	187	70	28
21	183	76	15	201	71	17	195	73	21	203	78	26	208	77	26	177	70	28
22	185	75	15	204	77	19	200	75	24	208	78	26	211	76	26	184	70	30
23	196	75	15	202	76	19	209	75	25	213	78	26	206	72	28	176	69	29
24	198	70	16	194	72	19	208	76	24	215	78	25	208	71	28	177	69	29
25	195	72	15	194	74	21	208	75	23	208	76	25	199	68	29	182	69	29
26	187	76	16	194	74	21	209	75	22	210	76	28	197	71	31	180	69	29
27	185	76	15	196	74	21	210	74	21	208	74	26	197	78	30	182	67	28
28	185	80	15	201	71	20	209	75	21	214	75	26	201	78	30	188	67	28
29	185	80	13				211	75	23	219	74	27	203	78	30	187	66	27
30	192	79	13				210	75	23	226	74	27	205	78	29	188	70	27
31	191	75	16				208	75	23				205	75	30			
WCJail	180.1			196.2			204.3			210.6			211.0			189.1		
Shipped	76.3			75.5			74.7			76.4			77.9			71.6		
EMP	16.3			17.9			23.6			25.0			28.5			28.9		
Avg Length of Stay (Days)	19.6			19.2			22.1			27.6			26.5			26.1		

WOOD COUNTY JAIL

July - December 2017

DAILY POPULATION / INMATES SHIPPED OUT / EMP

Day	July			August			September			October			November			December		
	Total	SK	EMP	Total	SK	EMP	Total	SK	EMP	Total	SK	EMP	Total	SK	EMP	Total	SK	EMP
1	183	76	26	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
2	184	76	26															
3	183	76	25															
4																		
5																		
6																		
7																		
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23																		
24																		
25																		
26																		
27																		
28																		
29																		
30																		
31																		
WCJail	183.3			0.0			0.0			0.0			0.0			0.0		
Shipped	76.0			0.0			0.0			0.0			0.0			0.0		
EMP	25.7			0.0			0.0			0.0			0.0			0.0		
Avg Length of Stay (Days)																		

2017 Yearly Averages

Total	196
Safekeeper	75.50
EMP	24

Color indicates low population
Color indicates high population

Overtime Breakdown 2017 (hrs.)

Month	Funeral Leave	Fill In OT	FMLA	Sick Leave	Training	TOTAL
<i>January</i>	0	0	0	0	0	0
<i>February</i>	0	0	0	0	0	0
<i>March</i>	0	0	0	0	0	0
<i>April</i>	0	0	0	0	0	0
<i>May</i>	0	0	0	0	0	0
<i>June</i>	0	0	0	0	0	0
<i>July</i>	0	0	0	0	0	0
<i>August</i>	0	0	0	0	0	0
<i>September</i>	0	0	0	0	0	0
<i>October</i>	0	0	0	0	0	0
<i>November</i>	0	0	0	0	0	0
<i>December</i>	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
<i>January</i>	0	0	0	0	0	0
<i>February</i>	0	0	0	0	0	0
<i>March</i>	0	0	0	0	0	0
<i>April</i>	0	0	0	0	0	0
<i>May</i>	0	0	0	0	0	0
<i>June</i>	0	0	0	0	0	0
<i>July</i>	0	0	0	0	0	0
<i>August</i>	0	0	0	0	0	0
<i>September</i>	0	0	0	0	0	0
<i>October</i>	0	0	0	0	0	0
<i>November</i>	0	0	0	0	0	0
<i>December</i>	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	\$45,110.01	\$220,534.34	\$28,564.47
July	\$0.00	\$220,534.34	\$33,871.53
August	\$0.00	\$220,534.34	\$27,581.10
September	\$0.00	\$220,534.34	\$27,784.02
October	\$0.00	\$220,534.34	\$36,290.92
November	\$0.00	\$220,534.34	\$37,149.42
December	\$0.00	\$220,534.34	\$36,613.51
TOTAL	\$220,534.34	\$220,534.34	\$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	Facility	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	\$82,125.00	\$82,125.00	\$492,750.00	\$82,125.00
JULY	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$492,750.00	\$82,125.00
AUGUST	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$492,750.00	\$82,125.00
SEPTEMBER	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$492,750.00	\$82,125.00
OCTOBER	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$492,750.00	\$82,125.00
NOVEMBER	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$492,750.00	\$82,125.00
DECEMBER	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$492,750.00	\$82,125.00
TOTALS	\$0.00	\$0.00	\$0.00	\$492,750.00	\$492,750.00		\$985,500.00

2017 is a 75 average

Wood County Sheriff's Department Kitchen Report – 2017			
<i>Month</i>	<i>Number Meals Served</i>	<i>Food Preparation Cost</i>	<i>Cost per Meal (Includes Labor)</i>
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	9,073	\$8,190.23	\$1.70
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

MINUTES
 CONSERVATION, EDUCATION & ECONOMIC DEVELOPMENT COMMITTEE
 TUESDAY, JULY 18, 2017
 WOOD COUNTY COURTHOUSE, ROOM #115, WISCONSIN RAPIDS WI

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

Members Excused: Harvey Peterson.

Staff Present:

Planning & Zoning Staff: Jason Grueneberg and Kim Keech.

Land & Water Conservation Staff: Shane Wucherpennig.

UW Extension State: None

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

1. **Call to Order.** Chairperson Hilde Henkel called the CEED Meeting to order at 9:15 a.m..

2. **Public Comment.** None

3. **Review County Economic Development grant application form.**

Jason Grueneberg presented the 2018 Wood County Economic Development Funding Request application form. The application form will be used for organizations requesting funding for Economic Development activities in Wood County. Jason Grueneberg will work with organizations to complete the application form. All Wood County Economic Development funding grants will meet the criteria for the Economic Development Mission Statement.

The 2018 Wood County Economic Development Funding Request has four parts:

1. Request Overview
2. Return on Investment
3. Funding Request Summary
4. Project Reporting Requirement

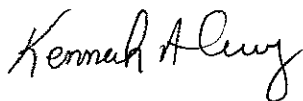
Brief discussion followed.

Motion by Adam Fischer to approve the 2018 Wood County Economic Development Funding Request application form as presented. Second by Kenneth Curry. Motion carried unanimously.

4. **Adjourn.**

Motion by Robert Ashbeck to adjourn at 9:23 a.m. Second by Bill Leichtnam. Motion carried unanimously.

Respectfully submitted,



Kenneth Curry, Secretary

Minutes by Kim Keech, Planning & Zoning Office

Review for submittal to County Board by Kenneth Curry (approved on July 25, 2017 @ 9:19 a.m.)

MINUTES
 CONSERVATION, EDUCATION & ECONOMIC DEVELOPMENT COMMITTEE
 WEDNESDAY, AUGUST 2, 2017
 WOOD COUNTY COURTHOUSE, ROOM #115, WISCONSIN RAPIDS WI

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

Members Excused: Bill Leichtnam.

Staff Present:

Planning & Zoning Staff: Jason Grueneberg.

Land & Water Conservation Staff: Shane Wucherpennig, Tracy Arnold, Adam Groshek, Lori Ruess and Joel Ebert.

UW Extension Staff: Jason Hausler and Peter Manley.

Others Present: Dist. # 14 Dennis Polach, Dist. # 15 Supervisor Bill Clendenning, Keith Merkel, 80 Feet is Enough, Mark Borchardt, 80 Feet is Enough, Rick Bakovka, REGI, Melissa Reichert, Heart of WI Chamber of Commerce, Scott Larson, MACCI, Jason Angell, City of Marshfield, Jeremy Sickler, Alexander Field, Mike Martin, Finance Director, Mark Hoffman, Milwaukee Journal Sentinel.

1. **Call to Order.** Chairperson Hilde Henkel called the CEED meeting to order at 9:00 a.m.
2. **Public Comment.** Mark Borchardt founding member of 80 Feet is Enough expressed his disappointment with the committee's decision to table the resolution to reform Wisconsin eminent domain statutes prohibiting the forcible taking of citizen's land for the private gain of for-profit pipeline companies. He handed out two news articles and asked the committee to reconsider the resolution which would at least allow the County Board to debate eminent domain.

Keith Merkel Wood County landowner also expressed his concerns with the resolution being tabled and asked for the Committee to reconsider.

Bill Clendenning stated that if the CEED Committee does not reconsider the resolution he will put it on the August 4th Judicial & Legislative Committee agenda.

3. **Review Correspondence.**

- A. Tracy Arnold shared an article on Pittsville High School's rusty crayfish research and removal project that was featured in the August Wisconsin Natural Resources magazine. Central Wisconsin is well represented in the August edition; there is an article by Paul Skawinski. UW Extension's Lakes Program on monarch butterflies and an article on Port Edwards being recognized as a monarch-friendly community for efforts to create and foster conservation.

4. **Consent Agenda.** The Consent Agenda included the following Items: 1) minutes of the July 5, 2017 and July 18, 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, Stevana Skinner, Kim Keech, Victoria Wilson, Shane Wucherpennig, 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 July 5, 2017 and July 18, 2017. No additions or corrections needed.
- B. Department Bills. No questions or comments.
- C. Staff Activity Reports. Chairperson Henkel had a question on item 5.a.iv. of the Code Administrator's staff report. It was discussed under agenda item # 9.

Motion by Adam Fischer to approve and accept the July 5, 2017 and July 18, 2017 CEED minutes, bills from Planning & Zoning, Land & Water Conservation, and UW Extension and staff activity reports as presented. Second by Kenneth Curry. Motion carried unanimously.

5. Risk and Injury Report. Nothing new to report this month.

6. UW Extension.

- A. Area Extension Director, Introduction. Peter Manley introduced Jason Hausler Area Extension Director. Jason grew up in Wausau and worked with UW Extension for the past six years; most recently working in Dunn County. He is excited to be back in Central Wisconsin.
- B. nEXT Gen Reorganization Staffing Proposal. Jason Hausler explained the new nEXT Gen staffing proposal. The new staffing plan is a flat fee "pay for service" staffing model. Each position description has a set fee which does not change from county to county. With the new staffing plan Wood County UWEX comes in under budget. Discussion and questions followed.

Jason Hausler addressed the questions and concerns and assured the committee he will take any questions he couldn't answer to the state. He plans to attend future CEED meetings and thanked the Committee for their support to UWEX.

Peter Manley presented the RD/PD scenario which listed the flat fee price per FTE that counties are asked to pay. Positions that are fully county funded were not included in the scenario. A \$10,000 1st position discount is given to counties with an Extension office and a \$3,000 allowance for professional development was included. Discussion followed.

- C. Budget review Peter Manley presented the 2018 UWEX budgets for review. He explained the tax levy increase of \$2,130 or .38%. Discussion followed.

Motion by Kenneth Curry to approve the 2018 UWEX budgets as presented. Second by Robert Ashbeck. Motion carried unanimously.

- D. Soils and 4-H Leader's Account. Peter Manley stated that an agreement has been reached with a past employee and the discrepancies in the accounts will be rectified.
- E. 133 Contract Amendment. Peter Manley presented an amendment to the current 133 contracts. The amendment extends the contracts for six months.

Motion by Adam Fischer to approve extending the current 133 contracts for six months. Second by Kenneth Curry. Motion carried Unanimously.

7. Land & Water Conservation Department.

- A. Review/approve 2018 Land Conservation Department budgets. Shane Wucherpennig presented the 2018 Land & Water Conservation Department budgets. Two out of the six budgets are levied budgets. The Land Conservation budget has a \$16,781 or 8.42% increase in tax levy. Increases are in personal services and contractual services; supplies and expenses and fixed charges decreased. Due to state budget uncertainties, DATCP cannot issue a preliminary allocation to counties until the state budget is passed. Counties were advised to budget with a 10% decrease in grant allocations if they want to present a conservative budget. The DATCP budget reflects the 10% revenue decrease. Discussion followed.

Motion by Kenneth Curry to approve the Land & Water Conservation Admin., DATCP Grant, Wildlife Damage Abatement & Claims, Nonmetallic Mining Reclamation, Trust Fund, and Permits & Fines budgets as presented. Second by Harvey Petersen. Motion carried unanimously.

- B. Chairperson Henkel opened the five bids received for Thomas Hamus's manure storage facility. Bids were as follows: Weichelt Trucking - \$135,296.31, Jeff Ertl - \$145,659.90, Rich Weiler Construction - \$152,550.00, Kolo Trucking & Excavating - \$166,305.15 and Earth Inc. - \$180,894.65.

Motion by Adam Fischer to approve the low bid from Weichelt Trucking in the amount of \$135,296.31 (after review and verification that the bid is accurate and complete) for the purpose of basing the cost-share amount for Thomas Hamus's manure storage facility. Second by Harvey Petersen. Motion carried unanimously.

- C. Discuss WCA request for La Crosse County resolution. Chairperson Henkel reported that the WCA Agriculture, Environmental & Land Use steering Committee voted to adopt a La Crosse County resolution requesting enforcement of WPDES according to statute. The resolution will be presented at the WCA business meeting in November. It was asked if there are similar situations in Wood County and should Wood County consider a resolution? Following discussion it was decided to put this topic on the September CEED agenda for further discussion.

8. Economic Development.

- A. Update from Alexander Field in Wisconsin Rapids and Roy Shwery Field in Marshfield. Jeremy Sickler, Alexander Field General Manager, stated Jeffrey Gaier, General Manager of Marshfield Municipal Airport, was not able to attend the meeting due to a prior commitment. Jeff did put together an Airport Activity Report which Jeremy handed out. Jeremy asked for disbursement of 2017 Economic Development funds allocated to Alexander and Roy Shwery Fields, updated the Committee on increased air traffic and the proposed upgrades at Alexander Field, thanked the committee for their generosity, and ask for continued generosity for future funding. He added that Alexander Field applied for a \$2,500 increase in Economic Development funding from Wood County in 2018. If approved, the additional funding would be used for crack filling of the main runway.
- B. Review/approve 2018 Economic Development budget. Jason Grueneberg presented the proposed 2018 Economic Development budget and reviewed the 2018 Economic Development grant applications with the committee. The Marshfield Economic Development Board applied for an additional \$31,250 to support the newly created Marshfield Residential Incentive Program and Alexander Field applied for an additional \$2,500. Discussion followed.

Adam Fischer stated he would like to see a change to the application process in 2018 based on need and what is in the best interest of tax paying citizens.

Motion by Adam Fischer to approve the 2018 Economic Development budget as presented. Second by Robert Ashbeck. Motion carried. Kenneth Curry opposed. He feels the money allocated to Marshfield Residential Incentive Program is an intrusion of the private market.

9. Planning.

- A. Review/Approve 2018 Planning & Zoning Department budgets. Jason Grueneberg presented the Planning & Zoning, Land Records, Private Sewage, Census Redistricting and Surveyor budgets. The Planning and Zoning budget has less than a 1% increase in tax levy; no tax levy increase in the other two levied budgets. Discussion followed.

Motion by Adam Fischer to approve the Planning & Zoning, Land Records, Private Sewage, Census Redistricting and Surveyor budgets as presented. Second by Robert Ashbeck. Motion carried unanimously.

Jason Grueneberg answered the questions Chairperson Henkel had on the Code Administrator's staff report regarding sites with new structures and no sanitary permits.

10. Schedule Next Meeting.

The next regular CEED meeting is scheduled for Wednesday, September 6, 2017 at 9:00 a.m., at the Wood County Courthouse in Room #115.

11. Agenda items for next meeting.

- A. Nine recommendations from Bill Leichtnam.
- B. Discuss possible resolution requesting enforcement of WPDES according to statute.
- C. Introduction of newly hired Planning & Zoning Department personnel.

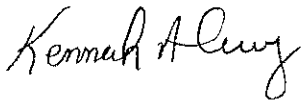
12. Schedule any additional meetings if necessary.

No additional meetings were scheduled.

13. Adjourn.

Motion by Harvey Petersen to adjourn at 12:20 p.m. Second by Adam Fischer. Motion carried unanimously.

Respectfully submitted,



Kenneth Curry, Secretary

Minutes by Lori Ruess, Land & Water Conservation Dept.

Review for submittal to County Board by Kenneth Curry (approved on 08/08/2017 at 9:08 a.m.)

Minutes

Escrow Fund Review Board

Business Incentive Fund, Marshfield Mill Creek Business Park TID #5

Wednesday, August 2, 2017

Wood County Courthouse, Room #115, Wisconsin Rapids, WI

Members Present: Chair Lance Pliml, Mike Martin, Jason Grueneberg

Others Present: None

1. **Call to Order.** The meeting was called to order at 2:00p.m. by Chairman Pliml.
2. **Public Comment.** No public was present.
3. **Consider distribution of incentive funds to Hewitt Meats expansion project in Mill Creek Business Park.** Jason Grueneberg presented information about the Hewitt Meats project proposed for Mill Creek Business Park. The project includes the construction of a 7500 square foot building that will be used for meat processing, wholesale, and retail sales. The new building will be constructed on a 2.91-acre property on S. Central Ave. directly across from Power Pac Motor Sports. The property has been purchased from the City of Marshfield for \$29,120. Staff from a facility in Lindsey and the 1301 S. Central Avenue location will work at the new location. The new facility will make it possible for Hewitt Meats to obtain proper licensing to sell product out-of-state as well as sell fresh product from the retail area. Currently they are not able to sell out-of-state, and the 1301 S. Central Avenue location only sells frozen product. Hewitt Meats is a 3-generation business that is well established and has a dedicated customer base.

Board members reviewed the Escrow Agreement that specifies the Boards responsibilities in maintaining and releasing escrow funds. A draft development agreement outlining the developer responsibilities and an incentive of \$130,000 was reviewed and discussed. Board members agreed that the project as specified in the draft development agreement was an eligible project that warranted incentive fund support. Members discussed the proposed assessed value of the project being \$700,000 and they wanted to be sure that the projected payback via TID #5 revenues or payments in lieu of taxes was 5 to 7 years, and the private investment will be present at a 5:1 ratio.

A motion was made by Chair Pliml to approve the release of incentive funds to the Hewitt Meats project provided the payback of 7 years and the 5:1 ratio of private investment could be met. The motion was seconded by Mike Martin. Motion carried unanimously.

4. **Adjourn.** Motion by Mike Martin to adjourn at 2:17p.m. Second by Chairman Pliml. Motion carried unanimously.

Minutes by Jason R. Grueneberg

Reviewed for submittal to County Board by Chairman Lance Pliml (approved on 08-8-2017 @ 11:51am)



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**NORTH CENTRAL ITBEC BOARD
AND
TOURISM & ECONOMIC DEVELOPMENT COMMITTEE
JOINT MEETING**

Thursday, May 25, 2017

Shawano Country Chamber of Commerce & Visitor Center
Shawano, Wisconsin

MINUTES

CALL TO ORDER: North Central ITBEC Board Chair Mike Klimoski called the meeting to order at 10:00 a.m.

ROLL CALL: Board Members: Marion "Bud" Flood, Portage County; Brad Hamilton, Wood County; Paul Millan, Forest County; **Tourism and Economic Development Advisory Committee Members:** Samantha Boucher, Oconto County; Sara Brish, Portage County; Melinda Otto and William Chaney, Forest County; Charlie Rayala, Vilas County; **Board and Tourism & Economic Development Advisory Committee Members:** Arlyn Tober, Shawano County; Ted Cushing, Oneida County; Mike Klimoski, Langlade County; Larry Neuens, Florence County; Lance Pliml, Wood County. **EXCUSED: Board Members:** Lee Rymer, Oconto County; Marvin Anderson, Vilas County; Jim Winkler, Oneida County; **Tourism & Economic Development Advisory Committee Members:** Kari Zambon, Oneida County; Matt McLean, Wood County; **Board and Tourism & Economic Development Advisory Committee Members:** Phil Idsvoog, Portage County; Debbe Kinsey and Ken Maule, Lincoln County; Lori Moore, Florence County; Greg Sekela, Oconto County; Angie Close, Langlade County; Cindy Burzinski, Vilas County. **STAFF:** Bill Korrer, Wisconsin Counties Association (WCA) Field Services Representative. **OTHERS:** Jeff Anderson, Wisconsin Department of Tourism Regional Tourism Specialist; Patti Peterson, Shawano Country Chamber of Commerce; Roger Rayala.

APPROVAL OF MARCH 30, 2017 JOINT MEETING MINUTES: Motion by Hamilton, second by Chaney, to approve the March 30, 2017 Joint Meeting Minutes as printed. Motion carried.

CHAIR'S REMARKS: North Central ITBEC Board Chair Mike Klimoski said that with all the rain, people haven't been talking about much else. All the rain has made for high water levels and high flow rates on the Wolf River.

MARK D. O'CONNELL, EXECUTIVE DIRECTOR

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PROJECT DIRECTOR'S REPORT:

- a. Northwoods Rail Transit Commission: The Northwoods Rail Transit Commission had an election of officers at their meeting last Friday. Andy Albarado, Rusk County Development, is the new chair. Bill Korrer said that Rusk County has reached an agreement with an East Coast short line railroad operator. Rusk County had a railroad siding constructed just before the frac sand industry explosion. The siding was intended to be used for forest products. But with the new, and very lucrative, frac sand industry growing rapidly, Canadian National (CN) railroad had very little, if any, interest in hauling forest products in northern Wisconsin. The Pennsylvania based shortline operator that Rusk County has the agreement with has approached CN about using their line and CN is taking it under consideration. That alone is a big change in CN's corporate stance to date. If the Rusk County agreement proves successful, there is a similar siding over in Oneida County that may be available.
- b. WCA Annual Conference & Marketplace: Bill Korrer reminded the members that registration is open for the Wisconsin Counties Association's 2017 Annual Conference & Marketplace. The dates are September 24-26, 2017 at the Kalahari Resort in Wisconsin Dells. Registration is available online at www.wicounties.org.

FINANCIAL REPORT: Bill Korrer distributed copies of the most recent financial report to the Board and Committee members. There is currently an undesignated fund balance of \$14,830.89. Motion by Cushing, second by Hamilton, to acknowledge receipt of the May, 2017 Financial Report. Motion carried.

- a. Set 2018 North Central ITBEC Dues: Motion by Cushing, second by Pliml, to keep the 2018 North Central ITBEC membership dues at the current level. Motion carried.

MARKETING REPORT:

- a. 2017 Promotions Plan Update: Sara Brish reported that the marketing team is getting quotes for a makeover of the North Central ITBEC website. Ms. Brish said that the current site is going on five years old and showing it's age. The marketing team likes the simplicity of the Vilas County biking website - www.biketheheart.org - and recognize the need to have a mobile-friendly website for the traveling public. If development estimates come in as hoped, there are sufficient funds in the marketing plan account to move forward without the Board needing to approve additional dollars.
- b. 2018 Sports Shows Update: Samantha Boucher told the Board and Committee members that the marketing team is making plans to return to both the Green Bay RV & Camping Show and the Milwaukee Journal Sentinel Sports Show again in

2018. They will have double booth space at both shows. The marketing team is still researching a third show to attend. While the 2017 Chicago area show they attended was better than the 2016 show, it still wasn't what the team wants in regards to travelers' interest in North Central Wisconsin.

CONSIDERATION OF POSITION OF OPPOSITION TO PROPOSED

CHANGES IN FORESTRY MILL TAX LAW: William Chaney shared his concerns with the members over Governor Walker's proposal to eliminate the statewide forestry mill tax and fund the existing programs using general purpose revenues. Mr. Chaney suggested that the North Central ITBEC go on record as opposing the change, notify the Wisconsin Counties Association of their position, and request that WCA send out a boiler plate resolution opposing the elimination of the forestry mill tax to it's members. Discussion followed, focusing on what the WCA position is. After some quick research, it was determined that the Wisconsin Counties Association has a platform position from several years ago supporting the current structure for the forestry mill tax. Motion by Hamilton, second by Cushing, that the North Central ITBEC go on record as opposing the change to the statewide forestry mill tax; staff notify the Wisconsin Counties Association of the North Central ITBEC's position; and request that WCA send out a boiler plate resolution opposing the elimination of the forestry mill tax to it's members. Motion carried.

CONSIDERATION OF THE "BLACK STORE" ASSESSMENT ISSUE: The "black store" assessment issue was explained to the members. Several members said that their counties had passed resolutions urging action to address the issue. Members were urged to have their county pass a resolution and share it with the Wisconsin Counties Association. No action was taken on this issue.

NORTHWOODS BROADBAND REPORT: Chair Klimoski said that there is broadband expansion in the White Lake area of Langlade County. Ted Cushing added that Oneida County is placing seven towers across the county for a Wi-Fi broadband system. Mr. Cushing also said that he found out by accident that Frontier Communications is installing fiber to the west side of his township, but nobody knows it. One of the major problems is that the utilities aren't sharing any expansion plans, which makes it tough for potential startups to come into an area that may or may not have high speed internet service available or will be having it in the near future.

UPDATE - GOOD NEIGHBOR AUTHORITY: Paul Millan informed the members that in Forest County, the Good Neighbor program is moving along, but the pulp wood market is way down. Saw bolts still have a market, though.

DEPARTMENT OF TOURISM UPDATE: Jeff Anderson shared copies of the tourism impact numbers the Department released in early May. Overall, there was a 3.5%

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increase in tourism spending statewide. Mr. Anderson told the members that the summer advertising campaign is underway. There were several successful JEM grant recipients in the North Central ITBEC area.

COUNTY ISSUES ROUNDTABLE DISCUSSIO: The Wolf River-Nicolet Scenic Byway program is a partnership of the Forest County Economic Development Partnership (FCEDP) in cooperation with other stakeholders that include Langlade County Economic Development Corporation, Wisconsin Department of Tourism, Northwoods Nijii Enterprise Community, Inc., UW-Extension, the Sokaogon Chippewa Community and Wisconsin Department of Transportation. Wolf River-Nicolet Scenic Byway program can create an opportunity for grant programs including façade improvement, streetscape, and safe routes to school programs. The various municipalities can easily enjoy broad based benefits, as far as 30 miles away from the route. Charlie Rayala said that the \$11 million Vilas County jail addition is on schedule to open this fall. Mr. Rayala added that bicycle trails are criss-crossing the county and bringing in many visitors.

CONSIDERATION OF ITEMS FOR FUTURE AGENDA: Local ATV Policies.

SET NEXT MEETING DATE: The next Joint Board & Committee meeting will be held July 27, 2017, in Vilas County at the Courthouse.

ADJOURNMENT: Motion by Cushing, second by Hamilton, to adjourn at 11:35 a.m.
Motion carried.

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MEMO

TO: CEED committee; Wood County Board
FROM: Hilde Henkel
DATE: July 22, 2017
RE: July 21 meeting of WCA Agriculture, Environment & Land Use steering committee

The WCA steering committee for Agriculture, Environment and Land Use met at the Mead July 21, 2017, with chair Larry Jepson presiding and a quorum of county officials from 15 counties present.

The committee first heard from Meleesa Johnson and Gerry Neuser about the Wisconsin Counties Solid Waste Management Association. All counties, even those without a waste management facility, are considered members and can use this group for a resource in policy-making and for continuing education on issues. In addition WCSWMA functions as an advocacy voice for counties on solid waste, recycling and resource recovery efforts. Johnson noted that new issues are always arising, like China's new ban on USA recyclables.

Marcus Grignon, campaign manager for the Hempstead Project Heart, spoke about SB119/AB183 concerning industrial hemp. This bill, which is supported by forty legislators, including Senator Testin and Representative Krug, would provide for an exemption for growing industrial hemp and allow research into the market and establish a permit and fee for producers. Grignon also explained the difference between industrial hemp and marijuana, and discussed the agricultural characteristics of the crop.

WCA Government Affairs Associate Dan Bahr provided a summary of some of the AELU issues he is working on, included the La Crosse County tipping fee exclusion, continuing increased funding for county conservation programs, revisions to the shoreland zoning ordinance and possible clarification of the POWTS religious exemption. The committee discussed possible future topics.

In considering the 2017 annual conference resolutions, the committee voted to adopt:

- Bayfield County resolution supporting increase PILT for county forest lands
- Outagamie County resolution supporting funding of the Great Lake Restoration initiative
- La Crosse County resolution requesting enforcement of WPDES according to statute
- Walworth and Door County resolutions supporting the return of \$9.3 to county conservation programs.

The committee referred to the Board of Directors resolutions from:

- Menominee County supporting the paris climate agreement
- Menominee County opposing the Back Forty Mine (in Michigan)
- Eau Claire County supporting reinstating the forestation state tax

The committee voted unanimously to indefinitely postpone a Walworth County resolution to adopt the public participation procedures of Walworth Count for all multi-jurisdictional comprehensive plans.



Activities Report for Shane Wucherpfennig July 2017

- **July 1-11** – Vacation
- **July 12** – Office update with staff and project planning.
- **July 13-14** – Attended County Conservationist mgt. At the Mead in WI Rapids.
- **July 18** – Attended Special CEED meeting.
- **July 18**– Attended County Board meeting.
- **July 19**– Staff Meeting & meet with Lori on Budgets
- **July 19**– Attended a Tree Farm Field Day planning meeting at the Richard and Mary Czaja Tree Farm.
- **July 24**– Reviewed budgets
- **July 25**– Worked on Construction plans for 2017 projects.
- **July 26 - 31**– Budgets, 2017 construction projects, employee evals, Mapping Wild Parsnip in Sigel Twp.

Activities Report for Tracy Arnold 07-2017

Wildlife Damage Abatement and Claims Program

- Maintaining DNR database with current Wood County information
- Continue to enroll landowners for the 2017 year
- Designing one permanent fence, trying to finalizing them with landowners before submitting them to DNR for approval
- Conducted 33 permanent fence inspections
- Working on completing paperwork for all 33 permanent fence inspections
- Uploading inspection reports into DNR database
- Working on submitting the 2nd QTR reimbursement, waiting for items to be entered into the general ledger yet

Non-metallic mining reclamation program

- No forfeiture payment from B & R Excavating to date (since June 12, 2013)
- Updating NMM databases
- Conducted a vegetative analysis of entire Badger Sandstone site
- Discussed with Shane and Tom H next steps towards reclamation
- 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
- Released Purple loosestrife beetles onto infestations throughout the county and submitted required DNT paperwork
- Take Joel (intern) in field whenever I'm going out
- Conducted the mid-season interview with Joel and Dr. Rob Michitsch, UWSP
- Continue planning the 2018 Fall CEED Tour with Land & Water, UWEX and Planning and Zoning
- Working with nurseries to confirm trees for the 2018 tree sale
- Attended the School at Altenburg Farm Education Committee meeting
- Attended the 2018 National Envirothon with Team Wisconsin
- Uploaded acoustic bat monitoring data as survey's are completed

Activities Report for Lori Ruess –July 2017

- Completed June sales tax report and submitted report to Finance.
- Attended July 5th CEED meeting and typed minutes.
- Reviewed general ledger and payroll registers and completed journal entries to correct July payrolls.
- Updated email and mailing list.
- Emailed July Conservation Connection newsletter and sent a request to IT to add it to our webpage.
- Attended July 11th Lunch and Learn on Generational Difference in the workplace.
- Verified Wildlife Damage budget expenses and revenues and prepared draft of second quarter reimbursement request.
- Review and approve LWCD staff time cards (paper and electronic) in Shane Wucherpfennig's absence.
- Completed journal entry request for monthly fuel charges and vehicle maintenance/repair from Highway Dept. and forwarded to Finance.
- Attended July 19th staff meeting to discuss 2018 budgets.
- Working on completing 2018 budgets for review by the CEED, prior to August 14th Finance due date.
- Organized County Board and CEED packet information and took to County Clerk's office.

Activities Report for Emily Salvinski

July 2017

General Activities: Phone calls and e-mails to individuals, other county LCDs, and planners to turn in, change, and exchange plans.

- **Monday, July 3.** Read through manure ordinance and worked on summary for webpage.
- **Tuesday, July 4.** Holiday
- **Wednesday, July 5.** Reviewed Duckett NMP (Home Farm), added review results to spreadsheet. Updated NMP stats report (will update as straggler plans come in). Edited cropland coverage in arcmap.
- **Thursday, July 6.** Worked on ordinance section of website. Attended no-till webinar for credits.
- **Friday, July 7.** Updated invasive species database. Researched how to hyperlink photos of parsnip to database. Updated NMP database to reflect an individuals plan with added rented acres.
- **Monday, July 10.** Started adding PI information generated from snapplus from each individual person and their individual fields and added that info to NMP database.
- **Tuesday, July 11.** Finished adding PI to NMP database (attribute table)
- **Wednesday, July 12.** Started summary form for cranberry nutrient management standards. Made a sandy soils only shapefile for the NMP database.
- **Thursday, July 13.** Finished summary of cranberry nutrient management NMP standards. Office mapping of wild parsnip from phone tip. Worked on pollinator webpage.
- **Friday, July 14.** Field mapped wild parsnip due to phone tip. Found more than what was reported on the way. Office mapped exact locations into database.
- **Monday, July 17.** Worked on invasive database-added field in attribute table to describe township jurisdictions, added new locations. Made word and excel version of mapping for easy use.
- **Tuesday, July 18.** Added sighting of parsnip from my drive home to database. Started new brochure/form for future pollinator tab in website.
- **Wednesday, July 19.** Staff meeting. Added sighting to of parsnip from a different route on my way to work to parsnip database. Completed brochure/form for pollinator tab in website. Attempted download of layers for arcmap from NRCS-needs work.

Activities Report for Adam Groshek –July 2017

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

~Re -design, cost estimates, quantities, drawings, bid documents, and calculations for the 2017 earthen manure storage lagoon for Tom Hamus near Auburndale.

~Draft review of the new Waste Storage Standard 313 and discussion of the new restrictions/difficulties there will be to build manure storage facilities to comply with the new standard expected out in late 2017.

~Wayerski manure storage pit expansion progress discussion with MSA private engineering firm.

~Start of plan and site visit to dig soil test holes for Mike Duckett's above ground manure storage for stack of mostly manure solids.

~Multi-Discharger Phosphorus Variance research, discussion with industries, and follow-up discussions with DNR and LWCD staff.

~Attendance of the enforcement conference for Tristar Dairy and their 2017 manure pit overflow.

~Well decommissioning plan for Ralph Aschenbrenner's old dug/drilled well and dealing with difficulties of him not wanting to properly abandon his old well.

~Assisting the LWCD intern Joel in getting to know the department functions and starting on working on a few projects so that I can pick them up more easily as I finish the projects I work on.

~July CEED meeting attendance to fill in for Shane.

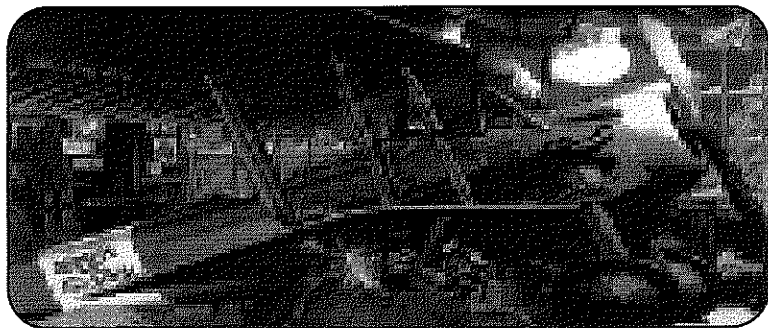
~Rudy Borntrager complaint investigation, not a valid complaint but there are potential issues on the farm that we will follow up on.

~Assisting in the compilation of the Weed Commissioner contract for Eron Agronomics.

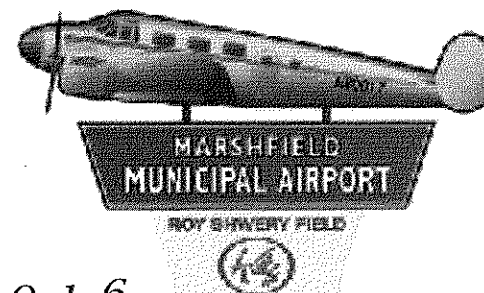
~Wild parsnip drive with landowner to see the severity of the situation in Wood County.

~Intro to Agriculture video viewings and attendance of classroom training on how to better work with farmers and avoid conflicts at Schmeckle Nature Reserve in Stevens Point. Very good tips from professionals around the state and plenty of stories of potentially bad situations that were handled appropriately with farmers.

~Assisting REA engineering firm find historical data for Russ Haffenbredl's current transfer system/manure storage/barn expansion/revisions.

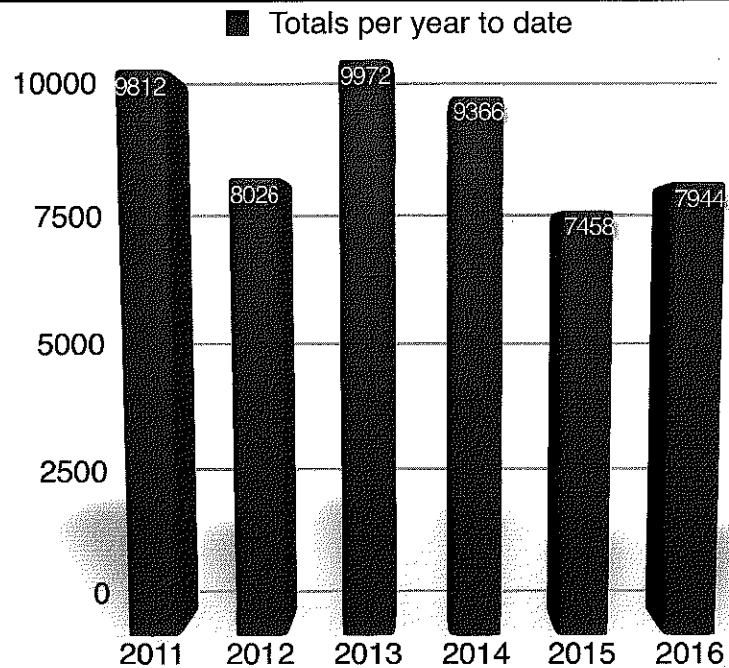


Airport Activity Report December 2016

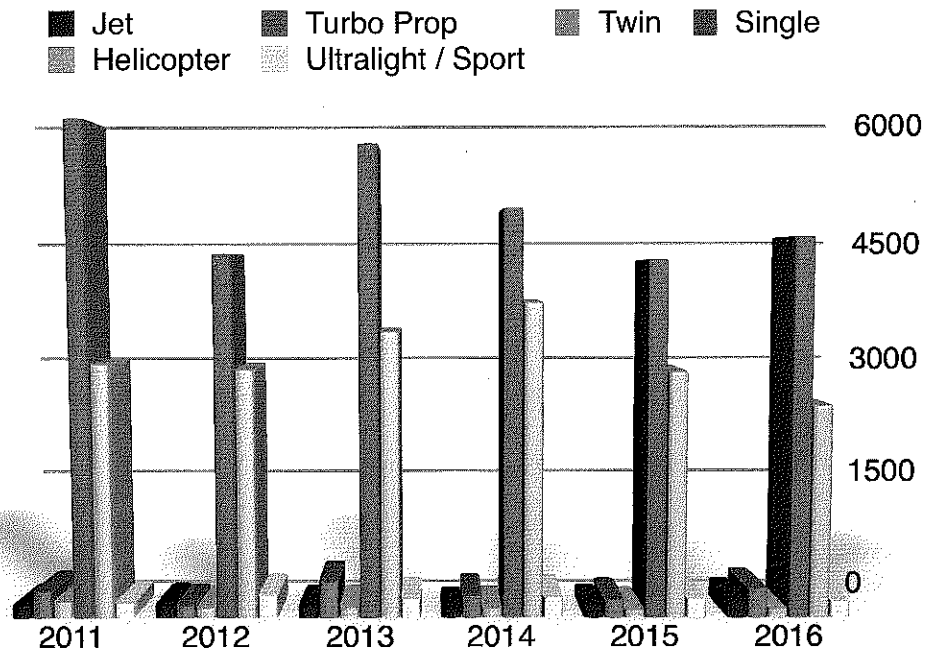


Departures and or Landings Information - Flight Operations - 20 Days Between Reports								
Year	YTD 2011	YTD 2012	YTD 2013	YTD 2014	YTD 2015	Dec. 2015	Dec. 2016	YTD 2016
Jet	146	150	124	92	126	10	10	208
TurboProp	316	142	442	266	210	12	16	342
Twin	190	114	116	106	88	6	8	102
Single	5928	4358	5628	4876	4278	224	218	4550
Helicopter	3058	2994	3440	3784	2956	168	110	2548
Light Sport	174	268	220	242	222	2	0	194
Total	9812	8026	9972	9366	7458	422	362	7944
Passengers								
Total	13078	10689	12216	13869	9839	562	482	10380
Local and Transient Traffic								
Transient	3026	2125	3504	3278	2612	76	92	3116
Local	6786	5901	6468	6088	5268	346	270	4828
Training Flights								
Total	3097	4439	5048	4430	4516	296	220	4311
Fuel Dispensed								
Av Gas	21623	21751	18487	17886	16190	1028	350	14095
Jet A	32113	36710	50942	35917	32898	2252	3707	79914
Total	53736	58461	69429	53803	49088	3280	4057	94009
All Information In This Report Is Estimated Based On The Activity At The Airport For The Month. An Operation is considered a take-off or a landing.								

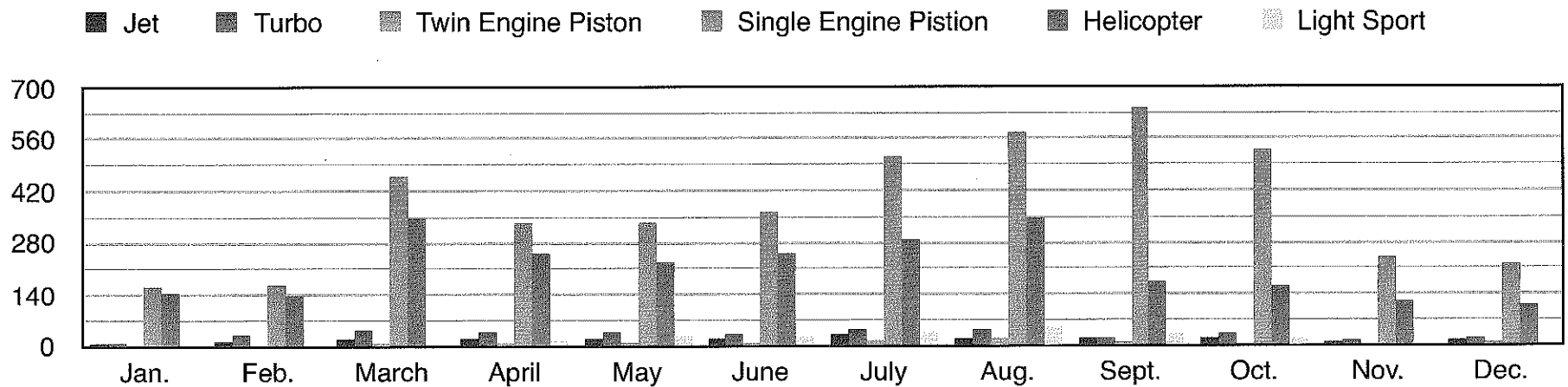
Flights Over the Past Five Years by the Present Month



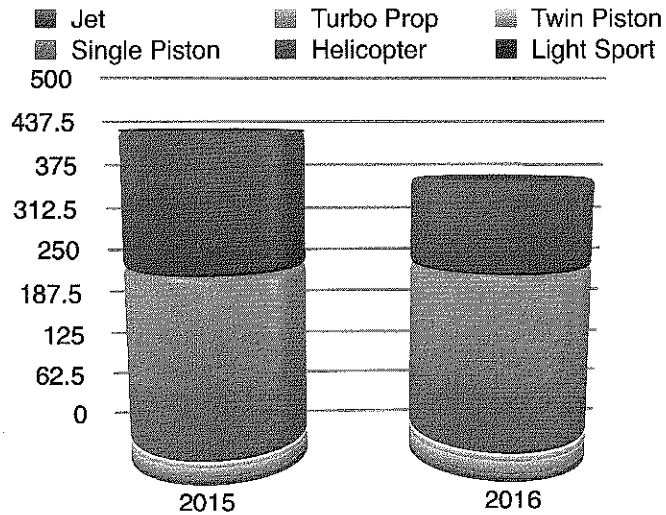
Types Of Aircraft That Have Visited Marshfield Per Year by the Present Month



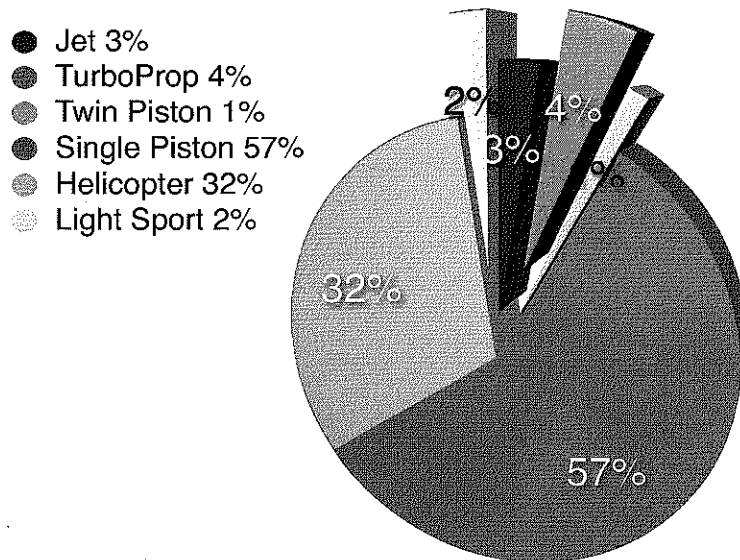
Operations by Aircraft for the Year of 2016



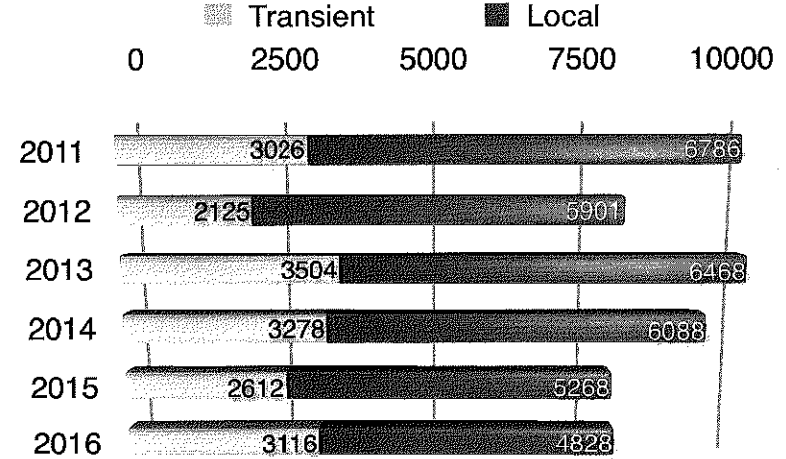
This Month Compared to the Same Month Last Year



Percentage By Type Of Aircraft That Came Into Marshfield In 2016

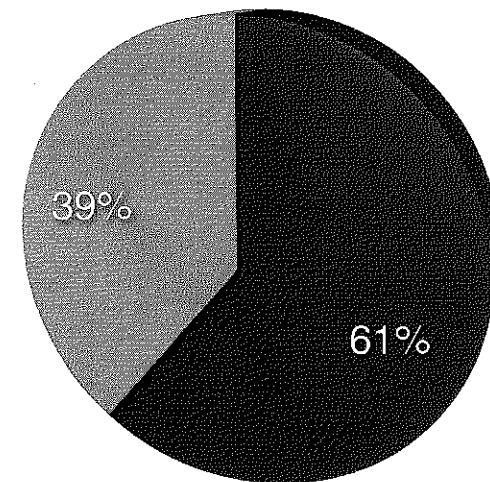


Transient Vs. Local Traffic

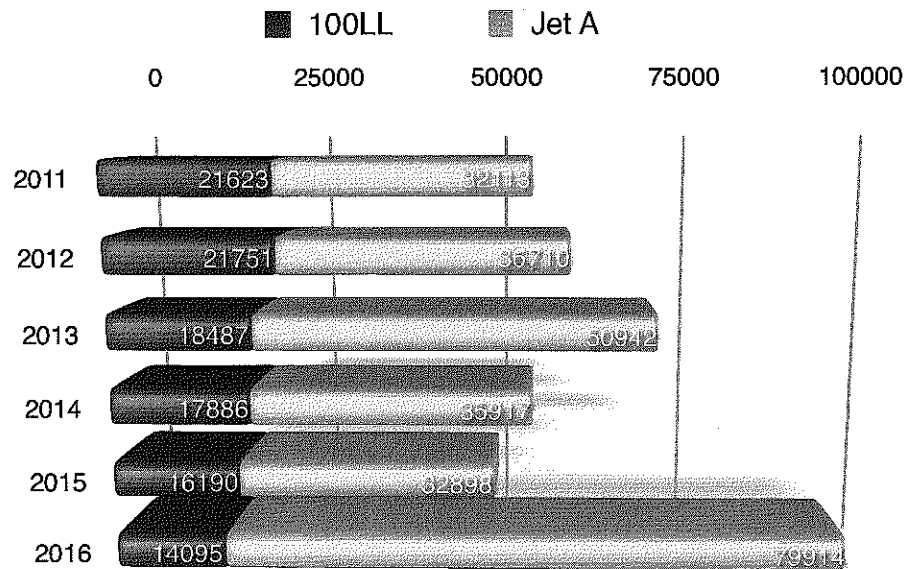


Percentage of Local Vs. Transient Traffic for 2016

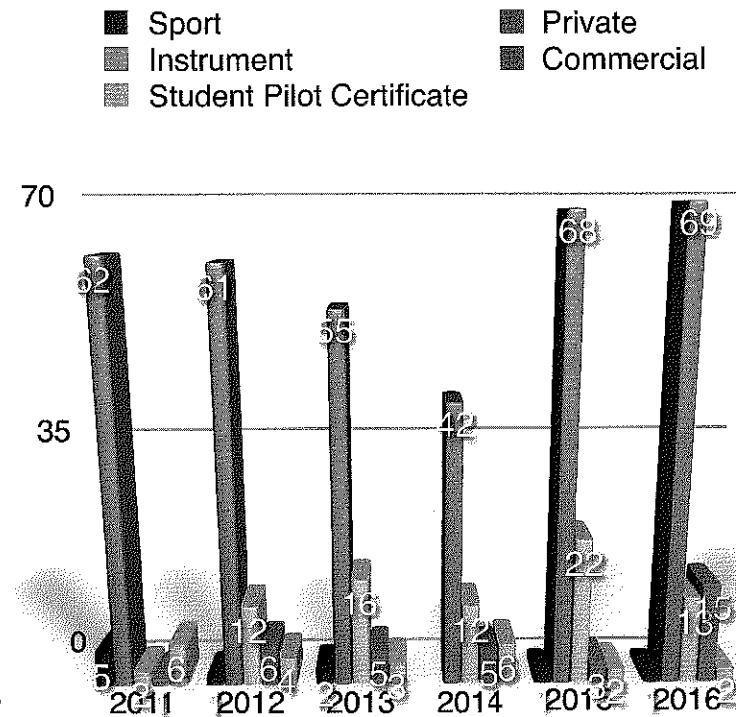
● Local Traffic ● Transient Traffic



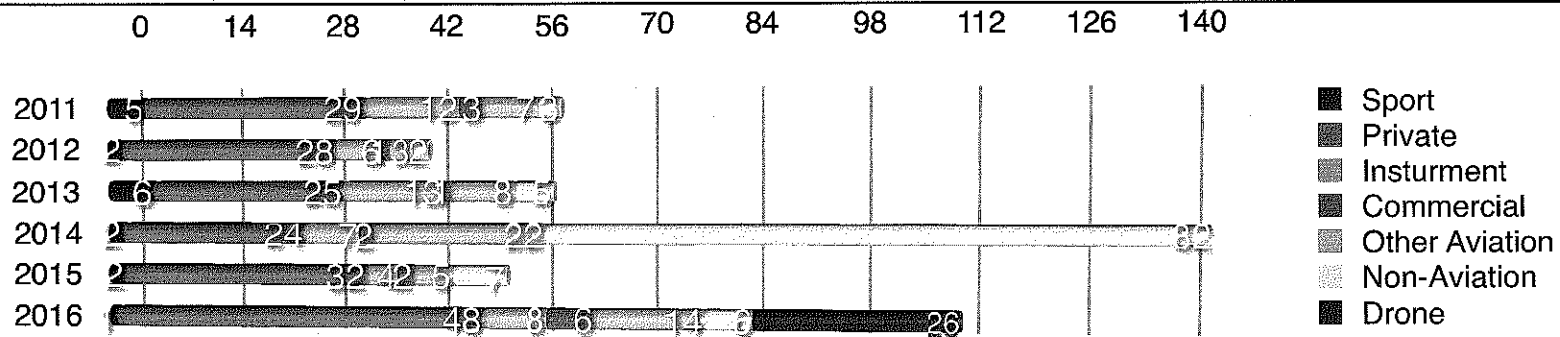
Fuel Sold - 6 Year Comparison



Duffy's Flight Checks for Pilots - 5 Year Comparison



Computerized Written Exams Given At The Airport



Individuals And Businesses That Have Used The Airport This Month

Duffy's Aircraft Sales and Leasing Inc.
 Aviation On Demand
 Spirit Transport
 Dan Hiller
 CrossWind Aviation LLC
 Wheelers Chevy Olds Pontiac Cadillac
 Inc.,
 Dan Wheeler
 Duffy Gaier
 Bob Gaier
 Jeffrey & Elizabeth Gaier
 Georgi Georgiev
 Don Halloran
 Howard Rand
 Steve Humphrey
 Mayo One (Medflight Eau Claire)
 Custom Fabrication and Repair
 Brian Barnett
 Kirk Haslow
 Haslow Farms
 Father Eric Berns
 David Vance
 Bruce Wineman
 Medevac (Medflight Wausau)
 Troy Rens
 Linus Snyder
 Todd Masephol
 Shennon Richter
 Carl Seider
 Life Link III (Medflight New Richmond)
 Enbridge
 Burnnett Co. Flying Service
 Michael Tyler
 Bob Thill
 Valley Medical - Fixed Wing Medflight
 Wausau Flying Service
 Festival Foods
 Hawthorne Aviation (Medflight Fixed
 Wing Eau Claire)
 LJ Aviation

Roehl Transport
 Grupe Bryce
 P Gingrich
 Theda Star (Medflight)
 Patrick Colwell
 Thomas Pue
 Scott Singkofer
 Art Scottberg
 Steve Mickel
 Morey Airplane Company
 Wisconsin Aviation
 MQ Aviation
 Matt Thomas
 Civil Air Patrol
 Dan Reis
 Brad Honish
 Dan Jurczyk
 Dana Fern
 Steve Mesner
 Stick and Rudder Aviation LLC
 Krist Oil
 Kohl Department Store
 Timothy Olson
 Danielle Olson
 Samuel Wiltzius
 Michael Campbell
 Mark Knapmiller
 Frederick preen
 Jonathan Eugster
 Clinton Gharis
 John Schmidt
 Grant Southworth
 Tyler Seamans
 ExecJet
 State of Wisconsin - Donor Flight
 Luke Miller
 John Dominick

The Trickle Effect - These are businesses that we know of that have been utilized by the patrons of the airport this month. They spend money in Marshfield and the surrounding communities. This is just from conversations we have with pilots and passengers. There are more business that do benefit from the airport each month. These are just the ones we know about from the people that have discussed their time at Marshfield

Marshfield Hotel	Chips	Crabby Daves
Holiday Inn	McDonalds	Kentucky Fried Chicken
Blue Heron / West 14th	Little Casears	Lamers Smokehouse BBQ
Marshfield Clinic	Target	Nora's
St. Joseph's Hospital	Hardees	Kohl's Department Store
Festival Foods	The Store	
V & H Heavy Trucks	Baltus	
Roehl Transport	Nasonville Dairy	
Custom Fabrication and Repair	El Mexical	
Subway	Nuts Deep	

Businesses or Groups That Have Utilized The Conference Room or Airport This Month From The Community.

Experimental Aircraft Association Chapter 992 (Marshfield & Medford Group)	Marshfield Youth Hockey
Toastmasters of Marshfield	C12 Group (Christian CEOs and owners building great businesses for a greater purpose)
Central Wisconsin Apple User Group	Tiger Blue Line Club

Summary Report -As is typical with December, the cold weather has slowed activity at the airport.

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

PETER MANLEY

Wood County UW-Extension, Community Resource Agent

- I attended and processed paperwork related to the July 5 CEED meeting.
- I conducted two radio programs this month in Marshfield and Wisconsin Rapids on an upcoming forestry field day. I also met with the planning committee and things are progressing nicely for the August 12 event.
- I taught sessions on Wildlife Landscaping, Wildlife Damage, and Composting to the Master Gardeners.
- The 3 county 4-H environmental camp was July 8-11. I assisted with counselor training and led an overnight experience that included canoeing, hiking, cave exploring, cooking, wildlife identification and camping.
- I facilitated a Department Head meeting on July 13.
- Several leaders from the Nekoosa area community are interested in pursuing a strategic plan and I met with them to initiate the process, July 17.
- I held our first formal budget planning meeting with the new Area Extension Director, July 18. We discussed the reorganization staffing plan and budget impacts, July 27.
- I presented information at the Wood County Towns Association meeting, July 21.
- The SE Wood County Groundwater Group meeting, July 31, focused on residential and lawn care water quality protection.
- I had two "state" meetings, both teleconferences. The Standards, Rank and Promotion Committee met on July 14, and the state Department Heads met on July 26.

MATT LIPPERT

Wood County UW-Extension, Agriculture Agent

- I attended Wisconsin Farm Technology Days in Kewaunee County July 11-13. Wood County hosted a tent for next year's show. A bus load of volunteers arrived at the show the first day and distributed packets of material to this year's exhibitors encouraging them to attend our show. Our group fanned out over the grounds and observed every aspect of the show. Parking, traffic, food tents, tours, youth tent, family living, innovation square, the opening ceremony – we were there for all of it. The second day, I assisted with the Extension Tent. Kewaunee had a very successful show, with some slight rain challenges. The crowds were good but we potentially will see stronger crowds with our more central location.

- The host families also attended the show and came back with many inspirations on how we can represent Wood County agriculture at next year's show.
- I assisted with the State Jersey Show, approximately 150 head were shown at this event.
- I judged the youth show at the Northern Wisconsin State Fair in Chippewa Falls.
- I met with area Ag educators for our CWAS group meeting. Craig Saxe Juneau County Ag Agent based in Mauston has accepted an administrative position – Area Extension Director for Lacrosse, Monroe, Vernon, Crawford and Richland Counties and creates a vacancy for our group. Ken Williams in Waushara County has accepted an early retirement program and will be leaving sometime in the next 6 months. We discussed the impacts of the upcoming Extension reorganization and also our plans on how to host the upcoming Farm Technology Days in our Education area.
- We distributed two issues of the Cranberry Crop Management Journal
- The quarterly issue of the Central Wisconsin Agriculture Specialization newsletter was distributed as well.
- I interviewed on WFHR radio.
- I met with the Farm Technology Days Committee for our first monthly meeting since this year's show was held.
- I met with the Market Animal Sale Committee for the last meeting prior to this year's fair.
- I plan at the end of the month to attend the SE Wood County Ground Water committee meeting.
- We have handled the usual insect and weed identification, crop pricing, rental and fence issues. The growing season to this point has been the wettest in 30 years of records at the Marshfield Ag Research Station, possibly now it will turn dry?

SARAH SEIGEL

Wood County UW-Extension, Family Living Educator

- Submitted articles for the Home and Community Education (HCE) newsletter and Family Living Bulletin which are created and distributed through Family Living. July 3
- Talked on the radio (WDLB & WFHR) on July 11 & 6. My topic was *Eating Nutritious in the Summer Time!* I talked about the importance of farmers' markets, how to choose nutritious foods and enjoy all the summer time traditional Wisconsin foods.
- Taught a Rent Smart class at the Hannah Center on July 6 and 10.
- Completed an Extension Update on *Wood County Wellness Lunch & Learns*. July 10
- Attended a *Crisis Training: Working with people in crisis* on July 11. Sponsored by Wood County Human Services and Wisconsin Rapids Police Department.
- Attended Farm Technology Days in Kewaunee County on July 12. I volunteered in the Family Living Tent.
- Taught Becoming Money \$mart at the Wisconsin Rapids Job Center. July 17
- Taught *Eating a Colorful Diet and Building a Healthy Body* at Arpin and Vesper Libraries. The class was part of their summer series for children. July 18
- Taught Rent Smart at the Transitional Shelter in Marshfield on July 20.
- Taught Becoming Money \$mart at the Men's Oxford House in Wisconsin Rapids on July 24.

- Had a booth at the Marshfield, Wisconsin Rapids and Pittsville Farmers' Markets. July 25, 27 and 28. I provided food safety resources, nutrition information on vegetables available at the market along with samples & recipes.
- Taught Nutrition Grab & Go at the Marshfield Public Library on July 25. My topic was vegetables available in July. I provided food safety information, nutrition information along with samples & recipes.
- Taught a Freezer Meal class at UW-Wood County on July 25. The class focused on what food to freeze, how to meal plan and nutritious information regarding freezer meals. Participants also had the opportunity to taste and make a freezer meal to take home.
- Listened to a Dollars during Development (3D) wisline on July 28. The wisline provided an outline of our educational booth at the Wisconsin State Fair this summer.
- Listened to archive versions of Focus on Family Living and Coalition Series: Journey Through County Health Rankings & Roadmaps. Archive versions are posted on our Family Living Connection website. July 21
- I attended coalition meetings throughout the month for Healthy Lifestyles, Caring Hands, Recreate Health sub-committee Food Promotion and Retail, south Wood County Financial Stability coalition, and south Wood County Hunger Coalition.

JODI FRIDAY

Wood County UW-Extension, FoodWise Nutrition Educator

- Taught four sessions at Boys and Girls Club in Junction City using the Choose Health: Food, Fun and Fitness curriculum. (7/17, 7/19, 7/24, 7/26). The site manager said "The kids love your program. They were disappointed that you are not coming every day."
- Participated in one Wood/Portage County FoodWise meeting (7/5).
- Attended a FoodWise Food Preparation training (7/18).
- Participated in one FoodWise Wisline (7/12) on branding and logo usage guidelines.
- Attended three Wood County staff meetings (7/10, 7/17 & 7/24).
- I've taken quite a bit of time off this month due to both family vacation and my daughter having surgery.

KYLI BROWN

Wood County UW-Extension, 4-H Program Advisor

- Continue to update and maintain the Wood County 4-H Facebook site.
- Coordinated the second of two Upham Woods Camp Counselor training sessions on June 30. Camp counselors that attend an overnight camp must go through 8 hours of training. I helped to facilitate this second training where we focused, counselor/camper scenarios, risk management and camp logistics. I worked with youth from Wood, Marathon, Juneau that are tenth grade and up.
- Coordinated the 2017 4-H Foods and Cake Revue held at MARS on July 6. 10 youth made nutrition dishes and or decorated cakes to present to a judge. My role was to work with the families to get to where they needed to be, assist the judge and answer questions about rules.

- Respond to phone calls and emails regarding 4-H enrollments, questions, feedback and planning meetings for 4-H.
- Spent four days at Camp Upham Woods with the Wood, Marathon and Juneau campers and counselors. My role there is to help coordinate the daily events at camp, assist in risk management, work with our health coordinator and the staff at Camp Upham Woods. This year we took a total of 53 campers and 9 counselors.
- The 4-H Volleyball Tournament was held July 28 at the Auburndale Lions Park. Six 4-H clubs with over 42 participants. I worked with our 4-H PALS members to coordinate this sporting event for our clubs.
- Attended Farm Technology Days on 12. This was a great opportunity to see the layout and facilities for when we do this event in 2018. Attended the Farm Tech day Ex Com meeting on July 24 and the Youth Committee Meeting on July 26th.
- Attended the 4-H Leaders Association meeting on July 31st as well as the PALS meeting at 6:30 p.m.

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
 - 4-H Camp at Upham Woods- July 8-11
 - 75+ youth from Wood, Marathon, and Juneau Counties
 - Assist counselors in their leadership roles
 - Overall supervision with other adult staff
 - Leadership Washington Focus Trip Planning and Logistics
 - Last minute details to support travel group.
 - 4-H Leaders Association
 - Executive and Full Association Meetings
 - Support Year End Financial Reporting
- Central WI State Fair
 - Work with office staff to ensure completion of Jr. Fair Tasks
 - Assist with entry issues
 - Create and audit Jr. Fair Fees
 - Work with CWSF staff to answer questions related to youth passes, parking, and other items
 - Jr. Fair Board July Meeting
 - No entry issues
 - Discuss staffing for Fair and beyond
- Other
 - WFHR and WDLB- "Lessons Learned at 4-H Camp"
 - Department of Youth Development- Standards, Rank, and Promotion committee conference call

- Administrative
 - State and Regional Phone Conferences and Meetings
 - 4-H Youth Development Liaison Responsibilities- 25% FTE

TO: Conservation, Education & Economic Development Committee

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

RE: Staff Report for August 2, 2017

1. Planning (Jason Grueneberg)

- a. Nekoosa Strategic Plan – On July 17th, I participated in a meeting to coordinate facilitation of a strategic plan for the City of Nekoosa. The facilitation efforts will be shared with UW Extension (Peter Manley) as well as the Regional Economic Growth Initiative.
- b. Biron and Wisconsin Rapids Trail Connection – Met with City of Wisconsin Rapids and Biron representatives on July 14th to discuss a coordinated trail connection and road alignment on 1st Street North.
- c. Wisconsin Rapids Downtown Parking – Met with City of Wisconsin Rapids' officials to talk about downtown parking concerns on July 6th. A few business owners near River Block building have expressed concerns about their customers not having adequate parking accommodations in close proximity to their businesses.

2. Economic Development (Jason Grueneberg)

- a. REGI Board – The Regional Economic Growth Initiative Board of Directors met on July 11th. Agenda items included planning upcoming municipal forum meetings and communications, discussion of making contact with businesses for funding sponsorship, and the review of the President's monthly report.
- b. CWED Board of Directors Meeting – The CWED Board met on July 19th. Agenda items included reviewing the restructuring of 2 existing loans, updates from the program administrator, and initiating the effort to offer more flexible loan options now that the fund is defederalized.

3. Planning (Adam DeKleyn)

- a. City of Nekoosa Comprehensive Outdoor Recreation Plan (C.O.R.P.) – Planning committee met to develop recommendations/priorities and a capital improvements plan for open space areas. Plan is continually being developed.

- b. Plat Review Officer – (5) CSM's were submitted for review/approval. (7) CSM's were approved/recorded. (2) CSM's and (1) condo plat are pending approval.
- c. Community Food Center Planning – Steering committee met to develop appropriate strategies to improve the community food system and develop an identity for a future food center.
- d. Floodplain – Developed GIS maps for Flooded Agriculture District – Cranberry Farm (FAD-C) permits.
- e. Wood County Parks, Recreation, and Open Space Plan – Started existing conditions inventory and analysis of county outdoor recreation system. Community survey options are under discussion. Plan outline and template is being developed.
- f. Nekoosa Strategic Planning – Attended the Nekoosa Strategic Planning Kick-off Meeting. Timeline was developed. P&Z will assist as a facilitator throughout the planning process.
- g. Blueway Trail Planning & Mapping – Performed an inventory of the southern portion of the blueway trail for future planning purposes.
- h. Code Administration – Back-up POWTS inspector due to office vacancy.

4. Land Records (Justin Conner)

- a. Farm Technology Days – Attended Farm Technology Days in Kewaunee County to prepare for Wood County hosting the event in 2018.
- 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. Blueway Trails Mapping – Continue work on mapping the blueway trails.
- d. 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 and Stevana Skinner)

- a. Private Sewage Program, Permitting, Maintenance and Violations
 - i. (16) on-site investigations/inspections/compliances
 - ii. (3) septic system verification letters & failing system investigations
 - iii. (0) failing septic system orders, (1) holding tank maintenance violations & settlements
 - iv. (3) Sites with new structures and no sanitary permits, one in Remington and two in Milladore

- v. (14) soil tests reviewed, (7) hydrograph reports reviewed, (0) interpretive soils report reviewed
- vi. (3) holding tank plan reviews, (8) conventional plan reviews, (4) mound plan review2
- vii. (17) sanitary permits reviewed
- viii. (0) court cases for malfunctioning septic system and overfull holding tanks (0) referrals servicing, (9) referrals invoices
- ix. (0) sanitary system easements
- x. (1) camper complaint
- xi. Answered phone calls, emails and met in office regarding permitting and inspection questions.

b. Floodplain Ordinance Investigations and Permitting

- i. (0) 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. (1) 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) mitigation plans reviewed, (0) exempt structure affidavit
- iii. (0) onsite pre-construction inspections, meetings & enforcement, compliances
- iv. (0) navigability determinations
- v. (1) wetland determination
- vi. Answered phone calls and met with various people at the counter regarding shoreland zoning requirements.

We have a new Code Technician, Stevana Skinner. I have been spending time training her and preparing her for two licenses she will need to obtain. The Private Onsite Waste Treatment Systems (POWTS) Inspector License will be the first exam she will take. This may be as soon as the end of September. Permit review and inspections may go a while longer as I take time to explain the process.

6. Office Activity (Kim Keech and Victoria Wilson)

- a. Monthly Sanitary Permit Activity. There were 17 sanitary permits issued in June 2017 (7 New and 10 Replacements) with revenues totaling \$5,100. There were 30 sanitary permits issued in June 2016 (9 New, 18 Replacements and 3 Non-Plumbing) with revenues totaling \$9,950.

There were 82 sanitary permits issued through June 2017. For comparison purposes, following are totals through the same period for the

previous five years: 2016 – 83, 2015 – 61, 2014 – 70, 2013 – 79 and 2012 – 77.

- b. 2017 Tax Refund Intercept Program (TRIP) – To date, Wood County has received \$5,458.69 on eight outstanding cases.

Updating and compiling a TRIP database as to court case outstanding balance in an excel document.

- c. 2016 Program Fee Notices – Paperwork for small claims action for 2 property owners for failure to pay program fee will be referred to Wood Co Corp Counsel shortly. Possible small claims action for 13 property owners for failure to pay program fee are pending further action.
- 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

- August 22nd – The following cases were scheduled:

- (1) Failure to properly service holding tanks

- On July 14th an additional nine cases were forwarded to Wood Co Corp Counsel to initiate Small Claims action for failure to pay the 2016 program fee. These are not yet scheduled.

- 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.

- i. (4) Wisconsin Fund Applications FY2018

- ii. (2) Wisconsin Fund Applications FY2019

MINUTES OF THE JUDICIAL AND LEGISLATIVE COMMITTEE

DATE: August 4, 2017
 TIME: 8:30 a.m.
 PLACE: Room 115 Wood County Courthouse
 TIME ADJOURNED: 11:25 a.m.
 MEMBERS PRESENT: Chairman William Clendenning, Ed Wagner, Bill
 Leichtnam, Kenneth Curry, Dave LaFontaine
 OTHERS PRESENT: As listed on attached sign-in sheet

1. At 8:30 a.m., Chairman Clendenning called the meeting to order.
2. Attendance sheet was circulated and is attached.
3. Motion by Wagner/Curry to approve the minutes of the July 7, 2017 committee meeting. All ayes.
4. Public comments.

Rules regarding public comments were explained by Chairman Clendenning. He asked those assembled to appoint a spokesperson.

5. Chairman Clendenning without objection moved item 9b up to this point based on the number in attendance and interest in this item. Motion by Leichtnam/LaFontaine to present resolution for discussion. Mark Borchart was recognized and explained his experience and interaction with Enbridge. This group presented a draft bill removing the ability of Enbridge to use eminent domain laws. Discussion centered on eminent domain history, legislators and their positions, similar and previous versions of similar resolutions, and other similar groups that have organized statewide. Names of those groups will be provided to the committee. Others present were recognized and related their personal experiences in the history of Enbridge and their properties. Motion by Leichtnam/LaFontaine to forward resolution as written to county board with the reminder that should changes be made, a special meeting would have to occur before the packet deadline of this coming Wednesday at 2:00 p.m. Motion carried with all ayes.
6. The Committee reviewed monthly voucher reports and the department head reports of the departments they oversee. Child Support Director Vruwink brought the committee up to date on his efforts to resolve the workload increase due to E-filing. Motion by Curry/Leichtnam, to approve the payment of vouchers and accept the reports. Motion carried with all ayes.
7. The Committee reviewed the notices of injury/claim of Ralph Tritz, Eugene Ellis, Darwin Kasner (3). These notices will be provided to the county board.

8. There were no new animal claims against the County.
9. Discussion with Brandon Vruwink on authorizing placement at Northwest Regional Juvenile Detention Center. Vruwink explained the need for county board approval of any placement of individuals at this facility. Motion by Wagner/Leichtnam, to move the resolution forward to the county board. All ayes.
10. The Committee reviewed correspondence and legislative issues. Chairman Clendenning wished to discuss with the committee a request from Representative Krug to address the county board regarding current legislative issues. The consensus of the committee was that there is an open invitation to discuss issues with this committee at every meeting and it is appropriate for legislators to do so.

Corporation Counsel's memorandum "Open Meetings Law - What is a formally constituted subunit?" will be forwarded to the county board.

11. County Board rules.
 - a. Rule 42 was discussed in relation to recent contracting for architectural services. Committee will ask Corporation Counsel for definition/clarification of Rule 42.
 - b. Rule 43 - no significant discussion
 - c. Rule 40A - selection of committee chairs and means of selecting members of the Executive Committee. Much discussion and debate. Motion by Wagner/LaFontaine to postpone any decision on this rule to the next meeting. 4 ayes, 1 no. Leichtnam voting no.

9:45 a.m. short break

12. Review of Committee goals.
 - a. Review number of county board supervisors. After discussion, no action taken.
 - b. Review goals of department heads quarterly. After discussion, Motion by Curry/Clendenning to refrain from requesting goals from elected department heads, but goals will be expected from non-elected department heads the committee oversees, namely Corporation Counsel and Child Support Director. Motion carried with 4 ayes and one no. Voting no was LaFontaine. He would like to see goals for every department head.
 - c. Discussed pros/cons of the various types of county governance; administrator, administrative coordinator, and county executive. This will be an item for next month's agenda. Committee would like to be provided statutory provisions for each type. The county clerk will research and find the recommendation to the county board from the ad hoc committee that was formed in 2013 related to same subject.

- d. Compensation package for county board supervisors. Short discussion. No action taken.
 - e. Reconsider centralized accounting. Finance Director Martin was called upon. He gave overview of individual department accountants and the reporting hierarchy. It is currently working well. He would like a tie between payroll reporting and county financial records. At the next meeting they would like to discuss the authority of the finance director. LaFontaine wishes to develop policy for finance director to report to Administrative Coordinator for resolution of any conflicts that arise.
13. Supervisor Winch requested a resolution regarding usage of the PECFA (Petroleum Environmental Cleanup Fund Award). He would like to see money collected at the state level to go into the transportation fund for distribution to counties. Supervisor Winch will contact legislators for any support of legislation.
14. Items for next meeting.
- a. County Property Committee
 - b. Rule 42
 - c. Consider resolution for PECFA
 - d. County supervisor vacancies and time frame for their fulfillment
 - e. Rule 40A selection of committee chairs/selection of members of the Executive Committee
 - f. Discussion of method of county governance i.e. administrator, administrative coordinator, county executive.
 - g. Authority of finance director policy
15. Future meeting dates
- a. Meeting to review department budgets: 8/24/2017 at 1:30 p.m.
 - b. Regular monthly meeting: 9/1/2017 at 1:30 p.m.
16. Chairman Clendenning declared the meeting adjourned at 11:25 a.m.

Minutes taken by Cynthia Cepress, County Clerk and approved by Kenneth Curry.

Kenneth Curry

Kenneth Curry, Secretary (signed electronically)

Attendance 8/4/17
Jul & Leg

Don J. Butane	WCB
Ken Curry	WCB 11
Bill Clements	WCB 15
Bill Cuthbert	WCB 19
Allop	WCB 4
Jeffery G. Schul	
Adam Fischer	WCB 5
Wm WNCN	WCB 9
BRANDON URBANIK	WCB 150
KEITH MERKER	80 FEET IS ENOUGH!
George Sairs	80 feet is enough
Mike Martin	Pin on
Jason Berry	80 Feet is Enough
JOHN K. Endrizzi	WCB, GRASS ROOTS PIPELINE AROUND WEST
Mark Borhardt	80 Feet Is Enough! Marshfield
Brian Ruesch	1031 Weeping Willow Dr. WR 54494
JOE ZURFLUH	WCB-DIST. 17
Jerry Czappa	3791 HWY 54W NEK 065A 54457
Carolyn Maguire	11829 Prairie Hill Trl
Margy Hansen	Marshfield
Kathie RAAP	11811 Robin Rd, Marshfield
Gwen Stone	80 feet is Enough - Veger
Shane Wachter Fering	11885 Prairie Hill Trl Marshfield
REUBEN VAN TASSEL	WOOD COUNTY L WCB
	W.C. MAINT.



Wood County

WISCONSIN

CORPORATION
COUNSEL OFFICE

Peter A. Kastenholz
CORPORATION COUNSEL

5

MONTHLY REPORT TO THE JUDICIAL AND LEGISLATIVE COMMITTEE
August 2017

1. Goals. Memo: "Open Meetings Law – What is a formally constituted subunit?" See attached.
2. Opinions on Confidentiality. I just gave another opinion on confidentiality and it made me think that not a day goes by where I am not giving at least one opinion on whether or not a record or a part thereof can be released to a certain person. The records run the gamut of health, mental health, personnel, juvenile, court and so on. It is one of those oddball areas where I have gained quite a bit of expertise over the years just based upon experience. Often the issues arise when there is a confluence of two or more laws that aren't necessarily in harmony. It is also one of the areas of my practice that is ripe for litigation and liability. If we don't release a record that someone wants, we can get stuck with an open records law violation where we must pay the attorney fees for the record requester. If we do surrender records that shouldn't be released or some small part of a record that should have been redacted, the statutory penalties can be rather harsh and we can get stuck with attorney fees there as well. If we succeed in such cases we are very unlikely to get awarded reimbursement for our legal fees, even if we did retain outside counsel.
3. Lobbying vs. Communicating. At a recent department head meeting, Finance Director Mike Martin shared with us the status of the budget planning for 2018. The information was scarier than usual if some bonding resolutions were not going to be adopted by the county board. I pointed out that as department heads we have a duty to effectively communicate the impact of the failure of these resolutions to the county board in general and to our oversight committee members in particular. I encouraged all of the department heads to advocate for their departments and advised that I would be doing so. Some on the county board have apparently seen this as inappropriate lobbying; I disagree. I view such actions as a necessary part of our job duties as department heads. You folks are the bosses. If you don't like how things have played out or the position I have taken, please say so. I work for you. If I need to be reined in, then it is your job to do it. In considering this topic, please don't be influenced by whose ox got gored here, rather, consider what the roles of department heads should be in addressing budget shortfalls.



Wood County WISCONSIN

CHILD SUPPORT
AGENCY

5

AUGUST 2017

MONTHLY REPORT TO THE JUDICIAL AND LEGISLATIVE COMMITTEE

Prepared by Child Support Director Brent Vruwink

- The focus for the month of August will be the agency budget. I am waiting for estimates from the State on what our general purpose revenue will be so we can get an accurate reflection of our expected revenue.
- I continue to explore options to deal with the increased workload in the agency related to the implementation of e-filing.
- The payment for the second quarter will arrive at the end of July.
- I attended the Department Head meeting on July 13th.
- Shannon Lobner participated in a Data Warehouse meeting to help the state determine what features should be added to the second phase of the project.
- Senator Testin and Representative Krug stopped by the agency on July 25th for a visit and brief tour of the office.
- I have been working with the Ho-Chunk nation on an MOU to help facilitate the transfer of about 32 cases from Wood County to the Ho-Chunk Nation.
- Agency staff members finished putting together the agenda for the WCSEA Fall Conference we are hosting at the Hotel Mead in October.
- On August 21st I will be attending the Joint Legislative Committee meeting in Mosinee.
- Agency performance continues to exceed Federal Performance measures.
- The current IV-D case count is 3,956.

RECEIVED

JUL 12 2017

NOTICE OF INJURY AND CLAIM
(APPENDIX Q)

WOOD CO. CORP. COUNSEL

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 hereby notified of this claim for damage against Wood County.

THE INCIDENT

Date: JUNE 29 2017

Time: APPROX 11:50-12

Place: Jct. CO. A & N. T. Richfield

The circumstances giving rise to my claim are as follows: ON CO. A

PASSING Tractor Mower. As he made right
TURN onto "N" The Tractor right wheels went somewhat
into right ditch causing left side of Mower
to raise off the ground and throw debris into
side of car. we were both south bound.

The names of county personnel involved are: DON'T KNOW

The name of other witnesses are: wife - Carrie Tritz

THE CLAIM

I request the following monetary or other relief 291.89

Date 7-12-17

Signature Ralph Tritz
Print Name: Ralph Tritz
Address: 7772 SUNSET RD
PITTSVILLE WI 54466
Phone: 715 884 6523

RECEIVED

JUL 12 2017

✓
copies to: Corp Cnsl, Risk Mgmt, 12345

RECEIVED

JUL 13 2017

WOOD CO. CORP. COUNSEL

NOTICE OF INJURY AND CLAIM

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.

5

THE INCIDENT

Date: JUNE 28 2017

Time: APPROX 1:00 PM

Place: 100 YD SOUTH 80 ON CTJ'X

The circumstances giving rise to my claim are as follows:

MY WIFE AND I WERE ON OUR WAY TO MARSHFIELD FOR A DR'S APT. THERE WAS A TRACTOR MOWING THE WEST SIDE OF X HE WAS TRAVELING SOUTH. HE WENT PAST HIM HEADING NORTH HE MUST HAVE A POT HOLE W/ THE TRACTOR AND THE MOWER PICKED UP SOME ROCKS AND THRO THEM AGAINST THE DRIVER DOOR OF MY 2015 PICKUP CHIPPING THE PAINT AND THE DRIVER SIDE WINDOW. SPOKE TO WHEELERS BODY SHOP.

The names of county personnel involved are: NOT KNOWN

The names of other witnesses are: LORRAINE ELLIS

RECEIVED

JUL 13 2017

THE CLAIM

I request the following monetary or other relief: TO REPAIR THE DOOR PAINT MAIL \$25.00 PLUS APPROX \$25.00 LABOR THE WINDOW CHIP. IS SMALL AND IF IT DOES NOT PROGRESS FURTHER IS NOT WORTH DOING ANY THING TO FOR "NOW"

7-10-17

Date

Eugene P. Ellis

Signature

Print Name: EUGENE P. ELLIS

Address: N-6910 ELLIS RD

PITTSVILLE WI.

Phone:

54466

54466

715.884.7351

Copy to: Corp Counsel, Risk Mgmt, Hwy
(Rev. Feb. 09)

RECEIVED

NOTICE OF INJURY AND CLAIM

JUL 14 2017

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

WOOD CO. CORP. COUNSEL

5

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

THE INCIDENT

Date: June 16, 2017

Time: 7:00 AM

Place: County Road A

The circumstances giving rise to my claim are as follows:

Stone flew up & cracked windshield when I met oncoming traffic on County Rd. A during chip-sealing project done by Wood County Highway Dept. Compared to other chip-sealing projects, i.e. Hwy 73 done this year, Wood County used "excessive" amounts of stone, which resulted in excessive amounts of windshield cracks. It was so thick, we had to scrape off approximately 5 yds (see attached picture) at the end of our driveway because it was a hazard.

The names of county personnel involved are: Wood County Highway Dept.

The names of other witnesses are: Dallas Kasner

RECEIVED

JUL 14 2017

THE CLAIM

I request the following monetary or other relief: Windshield Replacement for 1999 Ford F350. Quote Attached.

July 19, 2017
Date

Darwin Kasner
Signature
Print Name: Darwin Kasner
Address: D+C Land Construction Inc.
7743 County Road A
Arpin, WI 54410
Phone: 125 715-498-4009

✓
Copy: Corp Cnsl. Risk Hwy

Marshfield Glass
2300. B. Hume
Mfld. WI. 54449

715-384-4022

Windshield Quote

5

Quote Date & Time: 7-10-17

Name: Darwin Kasner

Phone: 715-498-4009

Address: 7743 Co Rd A Arpin, WI 54410

Year: 1999 Make: Ford

Model: F350

2 Door
Super

Rain Sensor: YES NO

Third Visor Frit: YES NO

W/S Part #: Dwo150563 Molding: YES NO Part #

PGW Price:

PGW Price:

SA Price:

SA Price:

Installation Date:

Installation Time:

Installation Location:

Insurance Claim: YES NO

Safelite or HSG

VIN #:

NAGS List:

NAGS Hours:

NOTES:

W/S 185.00
Glue 22.00
Labor 50.00

257.00

14.14

271.14

RECEIVED

JUL 14 2017

NOTICE OF INJURY AND CLAIM

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

WOOD CO. CORP. COUNSEL

5

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

THE INCIDENT

Date: June 15, 2017

Time: 11:30 Am

Place: County Road A

The circumstances giving rise to my claim are as follows:

Stone flew up + cracked windshield when meeting on-coming traffic on County Rd A during Chip-Sealing project performed by Wood County Hwy Dept. Compared to other chip-sealing projects, i.e. Hwy 73 done this year, Wood County used "excessive" amounts of stone, which resulted in excessive amounts of windshield cracks for people traveling County Rd. A. It was so thick, we had to scrape off approximately 5 yds (see attached picture) at the end of our driveway because it was a hazard.

The names of county personnel involved are: Wood County Highway Dept.

The names of other witnesses are: Dallas Kasner

THE CLAIM

I request the following monetary or other relief: Windshield replacement for 2004 Ford F550. Quote Attached

RECEIVED

JUL 14 2017

July 10, 2017
Date

Darwin Kasner
Signature

Print Name: Darwin Kasner

Address: Kasner Excavating + Trucking, LLC
7743 County Road A
Andon, WI 54410
Phone: 715-498-4009

✓
Copy! Corp Counsel, Risk, Hwy

MARSHFIELD GLASS, LLC

AUTO • HOME • COMMERCIAL

24 Hour Emergency Service

P.O. Box 447
2300 South Hume Avenue
Marshfield, WI 54449
715-384-4022
Fax 715-384-5811

Auto Glass Quote

5

Quote Date & Time: 7-10-17

Name: Darwin Kasner

Phone: 715-498-4009

Address: 7743 County Rd A Arpin, WI 54410

Glass Type: 20

Year: 2004 Make: Ford

Rain Sensor: YES NO

Model: F550 2 Dr Super
Third Visor Frit: YES NO

Part #: DU0015376Bx

PGW Price:

SA Price:

Molding: YES NO Part #:

PGW Price:

SA Price:

Installation Date:

Installation Time:

Installation Location:

Insurance Claim: YES NO

VIN #:

NAGS List:

NAGS Hours:

Insurance Provider:

WIS

185.00

6142

22.00

Labar

50.00

257.00

14.14

271.14

NOTICE OF INJURY AND CLAIM

RECEIVED

JUL 14 2017

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

WOOD CO. CORP. COUNSEL

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

5

THE INCIDENT

Date: June 15, 2017

Time: 2:30pm

Place: County Road A

The circumstances giving rise to my claim are as follows:

Driving down County Rd A, stones flew up when meeting oncoming traffic, leaving chips on top part of hood + crack in windshield. Compared to other chip-sealing projects, i.e. Hwy 73 done this year, Wood County used "excessive" amounts of stone on the County Road A chip-sealing project, resulting in excessive amounts of cracked windshields for people traveling County Rd A. It was so thick, we had to remove approximately 5 yds stone (see attached picture) at the end of our driveway because it was a hazard.

The names of county personnel involved are: Wood County Highway Dept.

The names of other witnesses are: Carol Kasner

RECEIVED

JUL 14 2017

THE CLAIM

I request the following monetary or other relief: Wind shield replacement for 2011 Buick Lucerne Quote Attached

July 10, 2017
Date

Darwin Kasner
Signature
Print Name: Darwin Kasner
Address: 7143 County Rd. A
Arpin, WI 54410
Phone: 715-498-4009

MARSHFIELD GLASS, LLC

AUTO • HOME • COMMERCIAL

24 Hour Emergency Service

P.O. Box 447
2300 South Hume Avenue
Marshfield, WI 54449
715-384-4022
Fax 715-384-5811

Auto Glass Quote

5

Quote Date & Time: 7-10-17

Name: Darwin Kasner

Phone: 715-498-4009

Address: 7743 County Rd A Arpin, WI 54410

Glass Type: w/shield

Year: 2011 Make: Buick

Rain Sensor: YES NO

Model: Lucerne

Third Visor Frit: YES NO

Part #: DW01639

PGW Price:

SA Price:

Molding: YES NO

Part #: RSK-1596 Rain Sensor Adhesive

PGW Price:

SA Price:

Installation Date:

Installation Time:

Installation Location:

Insurance Claim: YES NO

VIN #:

Insurance Provider:

NAGS List:

NAGS Hours:

w/shield 240⁰⁰

Rain Sensor Adhesive 20.00

22.00

Glue 50.00

Labor 130

332⁰⁰

+ Tax 18.26

350.26

NOTICE OF INJURY AND CLAIM

RECEIVED

JUL 31 2017

WOOD CO. CORP. COUNSEL

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

RECEIVED

JUL 28 2017

Date: June 29, 2017

Time: 4:30 pm

Place: County Hwy G

The circumstances giving rise to my claim are as follows:

I was coming home from the Grocery store
and an on coming truck threw a stone
and put a chip in my windshield.

This happened where they put the new road
fill in,

The names of county personnel involved are: _____

The names of other witnesses are: Henry Baumgart

THE CLAIM

I request the following monetary or other relief: Just to fix the chip
in my windshield.

July 28, 2017.
Date

Lori A. Hainz
Signature

Print Name: Lori A Hainz

Address: 742 County Rd G
Nekoosa, WI 54457

Phone: 715-486-6112



Wood County WISCONSIN

CORPORATION
COUNSEL OFFICE

Peter A. Kastenholz
CORPORATION COUNSEL

MEMORANDUM

TO: Wood County Board of Supervisors

FROM: Peter A. Kastenholz, Corporation Counsel

DATE: August 15, 2017

RE: Open Meetings Law – What is a formally constituted subunit?

The Wisconsin Open Meetings Law, Wis. Stat. s. 19.81, et seq., directs that meetings of governmental bodies be noticed and that they be open to the public unless the law allows any portion of them to be closed. The Wisconsin State Supreme Court recently decided the case of Krueger v. Appleton Area School District Board of Education (2017 WI 70), wherein the court gave application to the phrase “formally constituted subunit of a governmental body.” In essence, the court held that if a governmental body creates or directs a group to take some sort of action, then that entity is subject to the open meetings law for the purpose of exercising those assigned responsibilities. The group would not even have to consist of any members of the governmental body.

Wis. Stat. s. 19.82 defines a governmental body for purposes of applying the open meetings law in this way:

- (1) “Governmental body” means a state or local agency, board, commission, committee, council, department or public body corporate and politic created by constitution, statute, ordinance, rule or order; or a formally constituted subunit of any of the foregoing...

In Krueger, the school board by written policy provided that staff to be designated were responsible for reviewing certain educational material and reporting to the board about their recommendations. Mr. Krueger wanted to participate in the review of certain educational materials but when a few teachers were designated to conduct the review, they didn’t allow Mr. Krueger to participate as he wanted to. Krueger contended that the teachers were a formally constituted subunit of the school board and hence were obligated to comply with the open meetings law. The circuit court and court of appeals concluded that the teachers were not subject to the open meetings law when they met to discuss the review of the educational materials but the Supreme Court held otherwise.

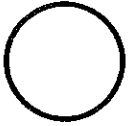
Wood County Board of Supervisors
August 15, 2017
Page 2 of 2

The high court held that since the school board itself was clearly a governmental body under the open meetings law, and since the school board delegated to a few teachers the responsibility of making a recommendation to the board about a matter the board was responsible for deciding, the teachers were a "formally constituted subunit" of the governmental body and, therefore, had to notice their meetings and open them up to the public, except to the extent the law allowed them to be closed.

So, how does this relate to other local units of government in general and the operations of Wood County in particular? Well, if the county board or one of its committees delegates a function of the board or the committee to a group of people (two or more), then anytime that group meets to carry out that assigned task, they meet as a governmental body, ergo requiring the notice of the meetings and having the meetings open to the public, except as otherwise allowed by law.

How can we efficiently work within the confines of the law? Well, a single person or position cannot be a governmental body or a formally constituted subunit of one. A person cannot meet with themselves. So, anytime the county board or one of its committees wants to delegate an assignment, it should either: 1) assign the task to one person or position, with the recognition that the person can then seek the assistance of others to complete their task without having to comply with the open meetings law, or 2) the delegation can be made to two or more individuals with the understanding that any meetings by them to perform the assigned function must be noticed as would any other committee meeting.

As always, if there are any questions with respect to the information contained within this memorandum or with respect to the application of the open meetings law overall, please contact me at your earliest convenience.



RESOLUTION#

ITEM#

5- |

DATE

August 15, 2017

Effective Date

August 15, 2017

Introduced by

Judicial & Legislative Committee

Page 1 of 2

Motion:	Adopted: <input type="checkbox"/>
1 st _____	Lost: <input type="checkbox"/>
2 nd _____	Tabled: <input type="checkbox"/>
No: _____ Yes: _____	Absent: _____
Number of votes required:	
<input checked="" type="checkbox"/> Majority	<input type="checkbox"/> Two-thirds
Reviewed by: <u>PAK</u> , Corp Counsel	
Reviewed by: _____, Finance Dir.	

LAD

INTENT & SYNOPSIS: To support reform of Wisconsin's eminent domain laws to ensure the protection of Wood County residents' property rights and to prohibit the use of eminent domain for forcible land takings by for-profit oil pipeline companies.

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, the 5th Amendment of the United States Bill of Rights and the Wisconsin Constitution both specify that "The property of no person shall be taken for public use without just compensation."

WHEREAS, taking private land against a landowner's will is a power of the state that should be used only rarely and exercised with solemn deliberation,

WHEREAS, when the state grants the power of land takings by eminent domain to a business entity, the power granted removes free market forces such that, unlike other transactions between two parties, the landowner is placed in a disadvantaged position, precluding a fair and balanced transaction,

WHEREAS, when the land taking is for an easement, the threat of eminent domain diminishes not only the landowner's negotiating power for a fair land price, but also diminishes the power to negotiate important easement terms such as the duration of the easement, annual payments for use of the

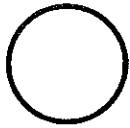
land, whether the easement can be transferred to another business or sovereign entity, plans for pipeline abandonment, responsibilities for negligence and liability, as well as many other easement terms,

WHEREAS, studies have shown: 1) the threat of eminent domain reduces property values and the tax base, an effect known as "condemnation blight;" 2) for long-term economic growth it is crucial for landowners to trust that their property rights are secure; and 3) government land takings for private development rarely result in a net economic gain. (Reference: Somin, 1. 2015. The Grasping Hand, Kelo v. City of New London & the Limits of Eminent Domain. The University of Chicago Press, Chicago. 356 pp.)

WHEREAS, Enbridge is a Canadian oil pipeline company that owns four pipelines that traverse the entire length of Wisconsin from Superior to the Illinois border, and these pipelines carry 2.2 million barrels of oil per day through Wisconsin, which is approximately 15% to 20% of the daily oil demand in the United States,

WHEREAS, Enbridge plans to acquire more land easements along their pipeline route from Superior to the Illinois border to add an additional pipeline called Twin 61 or Line 66 that could carry an additional 800,000 barrels of oil per day through Wisconsin,

WHEREAS, in preparation for their pipeline expansion in Wisconsin Enbridge has: 1) conducted civil, biological, and archaeological surveys along the entire proposed pipeline route; 2) announced to investors in January 2017 that the company is in the early developmental phase of their expansion in Wisconsin; 3) applied for a permit for

**RESOLUTION#**

Effective Date: August 15, 2017

Introduced by Judicial & Legislative Committee
 Page 2 of 2

a new pipeline, the Line 3 Replacement in Minnesota that could carry up to 915,000 barrels per day of oil to the Enbridge terminal in Superior, which, because the current pipeline system in Wisconsin is at capacity, must continue flowing south through Wisconsin in a new pipeline; 4) announced plans to start construction on the Line 3 Replacement in Canada in the summer of 2017,

WHEREAS, during the 2015 Wisconsin budget process Enbridge instigated, drafted, and ultimately inserted an amendment to the state budget to change Wisconsin eminent domain statutes, without public hearings and without normal legislative processes. The change ensures Enbridge's business structure is fully eligible for the state's granting of eminent domain power to Enbridge,

WHEREAS, Enbridge is a for-profit company intended for the benefit of its investors, and as such the power Enbridge has exercised in the past and plans to exercise in the future for forcible land takings by eminent domain does not meet the US and Wisconsin constitutional standard of land takings only for public use,

WHEREAS, the rights of a landowner to own and control his or her property are the foundation of American democracy and individual liberty,

WHEREAS, other states have taken action to protect citizens' property rights and prohibit the abuse of eminent domain powers by for-profit oil pipeline companies. State actions include: 1) South Carolina's governor in June 2016 signed a three-year moratorium on the use of eminent domain by oil pipeline companies; 2) Georgia in 2017 passed a bill providing additional safeguards to landowners dealing with for-profit pipeline companies; 3) North Carolina has proposed a state constitutional amendment limiting the use of eminent domain to only land takings that meet the criterion of public use such as roads; 4) Nebraska, Iowa, and Illinois are considering bills to limit the abuses of eminent domain by oil pipeline companies,

WHEREAS, all authority to grant eminent domain power to oil pipeline companies resides solely at the state level, namely the Wisconsin Public Service Commission. Unlike natural gas pipelines, no federal government agencies have authority over land takings by oil pipeline companies. Therefore, the state legislature possesses the sole power and authority to revise state statutes to limit the abuses of eminent domain and restore property rights to Wisconsin citizens,

WHEREAS, residents in Wood County are threatened with the potential of having their land forcibly taken by Enbridge, a foreign company, for Enbridge's private financial gain with little or no public benefit.

NOW, THEREFORE, THE WOOD COUNTY BOARD OF SUPERVISORS HEREBY RESOLVES to express their desire to the Wisconsin State Legislature and Governor to reform eminent domain laws to protect the property rights of Wisconsin citizens and prohibit the state from granting the power of eminent domain to for-profit oil pipeline companies.

BE IT FURTHER RESOLVED that a copy of this resolution be sent to Governor Scott Walker, all Wood County state Senators and Assembly Representatives, to the Public Service Commissioners, and to the Wisconsin Counties Association.

***MINUTES OF THE
HIGHWAY, INFRASTRUCTURE & RECREATION COMMITTEE***

DAY & DATE: Thursday, August 3, 2017
PLACE: Wood County Highway Department, 555 17th Ave North,
Wisconsin Rapids, WI 54495
MEETING TIME: 8:00 A.M.
ADJOURNMENT TIME: 12:22 P.M.
MEMBERS PRESENT: Chairman Al Breu, Supervisor Marion Hokamp, Supervisor
David LaFontaine, Supervisor William Winch, Supervisor
Joseph Zurfluh
EXCUSED: Not applicable.
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; John Peckham, Highway Accounting
Supervisor; Caitlin Carmody, Highway Accounting
Technician; Marlene Stucand, Village of Hewitt Board;
Dan Borchardt, MSA Professional Services; Ken
Josephson, citizen from Marshfield; Sue Brown, citizen
from Hewitt; Brian Haferman, Village of Hewitt Fire
Chief; Roger Meyer, Village of Hewitt Fire Department;
Maxine Kremer, Maxine's Sweet Treats; Lois Kremer,
citizen from Pittsville; Gavin Hutchinson, Wisconsin DNR

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

Supervisor Clendenning expressed his discontent with the length of time that roads are staying closed when the County Highway Department does work on them. He explained that people will get tickets for going on closed roads and insurance won't pay if an accident occurs on a closed road. He had already spoken to Commissioner Doug Passineau on the issue. Passineau stated that there are times when a road does need to be closed, but it is understandable when people are upset that a road is closed for a long time. He stated it is an internal issue that has already been discussed and dealt with. Clendenning also stated that municipalities need to make sure they inform the State or County when they are going to be working in their right-of-way. Passineau stated there is a permit process for that that they would need to follow. Supervisor Breu suggested bringing it up at a Towns' Association meeting.

3. Approve minutes of the July 10, 2017 Highway, Infrastructure, and Recreation Committee meeting(s) and approve minutes of the April 4, 2017 Wood County Wildlife Area Advisory Committee meeting.

Supervisor Winch stated that on page six paragraph four of the HIRC minutes; it states that there are not lights or arms at the railroad crossing on County Highway T and that there would be a significant cost to the Village to install them. He stated there are arms and lights installed there already. It was restated that should quad arms be installed or if the arms had to move, that would be an additional cost to the Village. Winch requested that the minutes be amended to reflect this clarification.

Motion to approve the minutes of the July 10, 2017 HIRC meeting as amended and the August 4, 2017 Wood County Wildlife Area Advisory Committee Meeting by D. LaFontaine and seconded by M. Hokamp. All in favor. Motion carried.

At this time, the Committee addressed item number 11 on the agenda, "Village of Hewitt Quiet Zone".

Following the discussion of item 11, they took a break from 9:27 A.M. and resumed at 9:35 A.M. to address item 6.d. Special Use Permits.

Following that discussion, they returned to the regular agenda with item 4 "Parks Construction Supervisor Report".

PARKS:

4. Parks Construction Supervisor report.
 - a. Current projects update.
 - b. Employee matters.

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

6. Park and Forestry Director report.
 - a. County Conservation Grant resolution

W. Winch stated he would like the fiscal note to include mention of the fact that it is a 100% reimbursement from the Wisconsin Department of Natural Resources and Consolidated Musky Club.

Motion to approve the County Conservation Grant resolution with a fiscal note amendment to include language regarding reimbursement of the grant made by W. Winch and seconded by D. LaFontaine. All in favor. Motion carried.

- b. Parks, Recreation and Open Spaces Plan Update

Schooley stated that the Planning and Zoning Department would like a motion from the committee to proceed with the Parks, Recreation, and Open Spaces Plan that is required to obtain various grant fundings.

Motion to begin the process of updating the Parks, Recreation, and Open Spaces Plan made by J. Zurfluh and seconded by W. Winch. All in favor. Motion carried.

- c. Draft of Park Ordinance updates

Schooley stated he included the draft for the Committee's review. Final approval will be in September.

Motion to approve the draft ordinance and direct the Park and Forestry Director to bring back to the committee for final approval in September made by D. LaFontaine and seconded by M. Hokamp. All in favor. Motion carried.

d. Special Use Permits.

- Maxine's Sweet Treats
Presented by Maxine Kremer
Permit to drive through campgrounds and sell novelty ice cream out of her ice cream truck.

Schooley stated some questions had come up at the last HIRC meeting and since that Maxine was not present to address and he would like her to address them at this time. Schooley stated his concern was safety of the campers and finding a way to limit the permit so that not just any business could access the parks for the purposes of their business. He stated they don't currently have a process to address this type of seller's permit and it has always been handled on a case by case basis.

Kremer stated she believed it would take her one to one and a half hours to drive through a park. She would only like to do this on Saturdays between 6:00 pm and 8:00 pm or 2:00 pm to 4:00 pm. Given that the camping season is almost over, she would like any kind of fee waived for this year and the matter of a fee discussed for the next year. Schooley stated he had considered a season fee for access but would not like to charge it for the remainder of this year.

Kremer stated she currently sells within a variety of villages and towns in Wood County. They usually charge between \$10-\$15 for an annual seller's permit.

Schooley inquired about the music and her insurance levels.

Kremer stated the music can be turned down and there are a variety of songs/sounds so that it doesn't get too repetitive. She currently holds food liability insurance, truck insurance, a Wisconsin Seller's Permit, and does annual health inspections. She would be able to provide copies of all the policies/permits/inspections results upon request.

Schooley stated that the Special Use Permit language does require liability insurance of \$1 million with Wood County named as "additionally insured".

LaFontaine asked what parks she would sell at. Kremer stated North Wood County Park and Dexter.

Motion to allow Maxine's Sweet Treats to sell ice cream in the county parks subject to rules and regulations that the Parks Director set forth made by J. Zurfluh and seconded by D. LaFontaine. All in favor. Motion carried.

- Multi-Metro Deer Management
South Wood County Park
Repeat permit.

Motion to approve the Special Use Permits by D. LaFontaine and seconded by J. Zurfluh. All in favor. Motion carried.

Schooley provided a draft budget to the committee and wants the Committee to review it and get a hold of him if they have questions/concerns. Schooley would like to have it approved in September. Schooley also brought up his concerns with future budgets in regards to general operating costs and Capital Improvement items. He would like the committee to consider an option that would continue allotting the normal annual tax levy amount, with annual increases if possible, to cover a portion of the general operations budget. He would like all dollars that remain at the end of the year, in excess of the budgeted tax levy amount because of excess revenues or unspent expenses, to be placed in the non-lapsing Capital Projects account. This account would then be used for Capital Improvements, as well as for 50/50 cost share grant projects. The Committee agreed that this should be pursued more and instructed Schooley to draft a resolution to that effect. **Motion to approve the Park and Forestry Director report by D. LaFontaine and seconded by J. Zurfluh. All in favor. Motion carried.**

FORESTRY:

7. Forest Administrator report.
 - a. Timber Sale Update

Fritz Schubert introduced Gavin Hutchinson, the new forest liaison for the Wisconsin Department of Natural Resources.

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

8. Correspondence.

Schooley stated they have received a \$1,000 donation to the Powers Bluff Donation Fund from Dr. Robert Freckman.

9. Approve payment of bills. **Motion to approve the payment of bills by D. LaFontaine and seconded by J. Zurfluh. All in favor. Motion carried.**
10. Revenue report. **Motion to approve the revenue report by D. LaFontaine and seconded by J. Zurfluh. All in favor. Motion carried.**

Committee took a break at 11:15 AM and resumed at 11:25 AM.

HIGHWAY:

11. Village of Hewitt Quiet Zone

Dan Borchardt from MSA Professional Services was present to talk on behalf of the Village of Hewitt. He stated that on July 12th, the Village of Hewitt and he met with the Village of Hewitt Fire Chief, Brian Haferman, regarding the 60% plan for the proposed quiet zone. Following this meeting, the Fire Department submitted a letter of comments about the proposed plan. MSA wrote up a response letter and presented that to the committee and the Fire Department today.

Borchardt went on to address some of the concerns that the Fire Department had expressed.

1. Closure of Apple Ln
Borchardt stated that the Federal Railroad Administration stated the improvements made to the intersection would actually be safer with Apple Lane closed. The FRA did not consider having a drivable curb to be a safe improvement.

2. Turn around in a dead end
Borchardt stated that Haferman had come up with a plan to address how the fire department would deal with a fire happening on Apple Ln.
3. Pedestrians on CTH T and conflicts with Implements of Husbandry (IOH)
Borchardt stated this issue would be addressed by drivers yielding to bikers and pedestrians if the situation called for it. He did not see where widened shoulders would improve the safety for pedestrians.

At this time, the committee discussed the matter of pedestrian and driving traffic conflict further. Borchardt clarified that the road does not have a designated bike path. It is currently bike accessible which just means that it has widened shoulders. To create a designated bike path, it would need to be signed and painted accordingly. Furthermore, pedestrian accommodations need to be kept separate from bike accommodations. In other words, there would need to be a sidewalk for the road to properly accommodate pedestrians. That is not currently in the plans.

Marlene Stucand of the Village of Hewitt Board stated that safety, health, and the welfare of their citizens is of the utmost concern and regard. They have to consider both how to make the area safe and how to improve the health and well-being of their citizens. She asked if there was a way to put up a "yield to pedestrians and bikers" sign there. Passineau stated there was a signage standard that would apply there, but he is not certain that it would allow for that type of signage.

Motion to approve the Village of Hewitt Quiet Zone on CTH T application made by W. Winch.

Breu stated he would like to hear from the Fire Department at this time.

Brian Haferman, Village of Hewitt Fire Chief, was present to represent the Fire Department. Haferman stated he just received the MSA response letter and would like more time to review it.

Breu stated he would like to hold a special meeting to discuss this subject. He stated he would like the Fire Department and the Village of Hewitt to come to an agreement before the County made a decision on the matter.

Stucand stated the Fire Department would be responsible for coming up with a workable plan to address their fire needs with the revised intersection.

Passineau stated that any time there are changes to access on a County road; it is always a concern for the Highway Department. He stated the 60% plan as he saw it was acceptable, but there is obviously still some confusion between the Village and the Fire Department.

Motion to grant the authority for approval of the CTH T Village of Hewitt Quiet Zone to Douglas Passineau, Highway Commissioner, on the condition that the Village of Hewitt and the Village of Hewitt Fire Department provide a plan to him by September 10th, 2017 made by D. LaFontaine.

W. Winch withdrew his previous motion.

W. Winch seconded the motion made by D. LaFontaine.

Supervisor Zurfluh asked if Passineau had the statutory authority to approve the plan. Passineau stated that yes, he does.

All in favor. Motion carried.

12. Highway Department's Draft Budget

John Peckham shared the draft budget with the committee and he would be bringing it back for final review in September.

Motion to review the draft budget and revisit at the September HIRC meeting made by D. LaFontaine and seconded by J. Zurfluh. All in favor. Motion carried.

13. Frac Sand update.

Passineau received a call from Mr. Tom Giardani from Completion Materials. They had filed Chapter 11 on Tuesday and are in the process of trying to sell. Our Corporation Counsel department is aware of it and is moving forward. Completion currently owes us approximately \$300,000.

14. Current projects update.

15. Approve payment of bills.

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

16. Accounting Supervisor's Report.

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

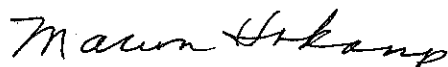
17. Correspondence.

18. Next meeting date: Monday, August 7, 2017 at Wood County Highway Department, 555 17th Ave. North, Wisconsin Rapids, WI 54495 and Thursday, September 7, 2017 at Wood County Highway Department, 555 17th Ave. North, Wisconsin Rapids, WI 54495.

19. Motion to adjourn.

Motion to adjourn by D. LaFontaine and seconded by W. Winch at 12:22 PM. All in favor. Motion carried.

Signed by, Secretary Marion Hokamp



Minutes taken by Caitlin Carmody, Highway Accounting Technician

***MINUTES OF THE
HIGHWAY, INFRASTRUCTURE & RECREATION COMMITTEE***

DAY & DATE: Monday, August 7, 2017
PLACE: Wood County Highway Department, 555 17th Ave North,
Wisconsin Rapids, WI 54495
MEETING TIME: 2:00 PM
ADJOURNMENT TIME: 2:50 PM
MEMBERS PRESENT: Chairman Al Breu, Supervisor Marion Hokamp, Supervisor
David LaFontaine, Supervisor William Winch, Supervisor
Joseph Zurfluh
EXCUSED: Not applicable.
OTHERS PRESENT: Douglas Passineau, Highway Commissioner; John
Peckham, Highway Accounting Supervisor; Caitlin
Carmody, Highway Accounting Technician; Mike Martin,
Finance Director; Brad Kremer, Wood County Board
Supervisor; Adam Fischer, Wood County Board
Supervisor; Bill Clendenning, Wood County Board
Supervisor; Dennis Polach, Wood County Board
Supervisor

1. Call meeting to order. Meeting called to order by Supervisor Breu at 2:01 pm.
2. Public comments. None.
3. Resolution for Capital Projects Funding

Douglas Passineau presented a PowerPoint presentation about the history, impact, and future of debt service funding for capital projects for the Highway Department. The County Board had approved \$2.5 million at their July meeting. However, Passineau stated that the original intent was to approve \$4.4 million: \$1.8 million of which would cover the levy that the County Board had taken from the Highway Department when debt service was started in 2015 and \$2.5 million which would be considered additional to keep the Department on the path towards road rating improvements that the Board had committed to in 2015. Passineau stated that the original plan was for five years of additional debt service funding but because of efficiencies in the Department's operations, he was confident that the goal could be reached with just one more year of additional debt service.

Following his presentation, Supervisor Breu opened the floor for questions from the other County Board Supervisors present. Supervisor Kremer asked if the General Transportation Aid received from the State of Wisconsin goes back into the levy. Passineau stated that no, it comes to the Highway Department and goes into maintenance funding. Supervisor Kremer asked how Governor Walker's budget would impact highway funding. John Peckham stated that when making the budget, the assumption is that things will stay the same.

Mike Martin advised that the County's financial advisors, Joe Murray from Springsted, is concerned that presenting bond service in two resolutions instead of one could pose legal issues. He is currently seeking further input from the bond counsel but has not heard back from them. He will share the results of his inquiry with the Committee and Passineau. Martin did state that even with two resolutions, there would still be one debt issue, so it wouldn't cost any more. The interest rate on the most recent debt issue was 1.8% (Martin checked after the meeting and the actual "net interest rate" was 1.4%).

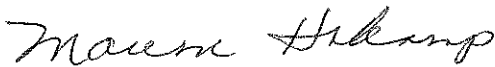
The resolution presented by the Highway, Infrastructure, and Recreation Committee originally requested "general obligation promissory notes in an amount not to exceed \$2,000,000". The committee decided to amend this to read "in an amount not to exceed \$1,000,000".

Motion by D. LaFontaine to present a resolution for \$1,000,000 of additional general promissory notes for highway capital projects to the County Board and seconded by M. Hokamp. Yes votes: D. LaFontaine, M. Hokamp, J. Zurfluh, A. Breu. No vote: W. Winch. Motion carries.

4. Next meeting date: Thursday, September 7, 2017 at Wood County Highway Department, 555 17th Ave. North, Wisconsin Rapids, WI 54495
5. Motion to adjourn.

Motion to adjourn by D. LaFontaine and seconded by W. Winch at 2:50 PM. All in favor. Motion carried.

Signed by, Secretary Marion Hokamp



Minutes taken by Caitlin Carmody, Highway Accounting Technician

PARKS CONSTRUCTION SUPERVISOR REPORT

August 3, 2017

By D. Quinnell

CURRENT PROJECTS

- The stone bridge at North Park is repaired and in good condition.
- Shady Rest Vault toilet is ongoing.
- We are working on locating the Dexter dam toe-drains and working with the D.O.T. to repair and replace as needed.
- The D.O.T. is also working with us to inspect and repair the Dexter dam spill-way.

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.).
- The Aqua-skiers tournament went well with no serious problems.

EMPLOYEE MATTERS

- The employee meeting/ appreciation lunch will be at North Park Shelter August 9th.
- We will be converting to the Electronic time keeping (new date) August 13th.

OTHER

- We are selling more of the oversize wood on auction during August.

WOOD COUNTY PARK & FORESTRY
OFFICE SUPERVISOR REPORT

August 3, 2017

By: Sandra Green

SNOWMOBILE:

- 2nd half snowmobile billing reports are complete and were sent to Annie Loechler. Also included, was a supplemental request this year of \$\$22,802.17. The snowmobile clubs were also paid their 2nd half maintenance payment.

ATV:

- I attended the ATV meeting on July 10, 2017. Several items were discussed between myself and Randy Bowden. Trail signing within the ATV area needs improvement. I will work with Fritz and Randy on determining what and where for signs. The most important thing is first assigning each trail section a color so that in case there is an emergency, one can call 911 and say "I am in the red section". Once paramedics arrive at the scene, they can go directly to where they need to without trying to figure out where someone is within the system. We also need several directional blazers, do not enter signs and arrows so people are not traveling in the wrong direction. The ATV club is again inquiring about two campsites on the grounds right at the entrance by the shelter. We discussed whether they should be primitive or include at least electrical. This would be something that would need to be discussed further with the director. We also talked about club membership. How it works, how people join, number of members, etc. Randy expressed an interest in trying to recruit more members so I gave him some ideas in how he could do that. I offered to post information on our website and our Facebook page to hopefully attract more interest in the growing sport. Even with all the water we've received recently there have been no complaints about the deep water in the park. In fact, people are expressing what a great time they are having going through those deep areas.

OFFICE:

- 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 and updated the Powers Bluff Recreation Project power point presentation for Chad to present at the County Board meeting.
- Worked on entering information into SNARS for the snowmobile reimbursements.
- Attended the Wellness Committee meeting on July 18th.
- Provided Wellness materials to employees in the field.
- Worked on the 2018 budget.

Parks and Forestry Director Report

By Chad Schooley, Parks and Forestry Director
August 3, 2017
HIRC meeting

- Fritz S. and I met with Roland H., Hwy Engineer and Mark S., Emergency Management, to discuss high surface water levels and high water table issues in southern Wood County.
- Met with Adam D., Planning and Zoning, to discuss the update for the Parks, Recreation and Outdoor Spaces plan. Adam would like for the HIRC to formally approve moving forward with the update.
- Attended the Department Head meeting on 7/13.
- I had intended on giving a presentation of the 2016 Parks and Forestry Annual Report at the July County Board Meeting. Due to the length of the meeting, and a scheduled presentation at Powers Bluff at 1:00pm, I was unable to present. I plan on giving the presentation at the August County Board meeting.
- I gave the Powers Bluff Development Project presentation to a local yard and garden club on 7/18 and to the Towns Association on 7/21.
- Staff has begun working on the 2018 budget. We will bring a draft to the August HIRC. We intend on sending out the draft prior to the meeting for your review. The HIRC would then approve the budget at the September meeting, unless the budget calendar changes in the meantime.
- As you may recall, one of my goals for 2017 is to review and forward recommendations for the update and recodification of the Parks Ordinances. This is due to Peter K.'s plan to recodify all county ordinances this year. We have included a draft of those proposed changes in the packet. I would like to have the HIRC approve the changes at the September HIRC. If you have any suggestions of additional changes, please let me know prior to the September HIRC.
- I have included the County Conservation Aids grant resolution that is required on an annual basis when applying for the grant. As you recall, the HIRC approved utilizing this years' grant for stocking musky in NEPCO and the Wisconsin River. The Consolidated Musky Club will be donating the 50% cost share portion of the grant.
- Office staff have discussed Supervisor Winch's request to separate all Park related expenses and revenues from Forestry related expenses and revenues. It was our conclusion that this process would be very tedious due to the staff, equipment and supplies that are shared between parks and forestry operations. There are also areas on County Forest that are "recreational use areas", such as the ATV area, cross country ski trails at Richfield 360, Dexter County Park, Rifle Range, snowmobile trails, etc.. Would these expenses and revenues be attributed to parks or forestry? A more general approach of estimating could provide a pretty good picture of the expenses and revenues attributed to the parks vs forestry on an annual basis. I would recommend this approach.

July events – 69 shelter reservations, State Waterski Show

Special Use Permits

- Request from Multi-Metro Deer Management organization to be allowed to bow hunt in sections of South Wood County Park. This has been occurring for the past several years, without any incidence.

FOREST ADMINISTRATOR REPORT

August 3, 2017

By: F.Schubert

Timber Sale Activity

TIMBER SALE BALANCES AS OF 7/31/2017

JOB NUMBER	CONTRACTOR	ENDING MONTH BALANCE	CONTRACT AWARD	PAYMENTS RECEIVED THIS MONTH	YEAR AWARDED
725	SCHREINER	0.00	53,235.00	450.54	2013
735	VERSO	\$0.00	\$ 47,513.00	\$5,050.16	2015
756	SCHREINER	(2,159.60)	1,889.50	0.00	2017
Payments Received This Month:				\$ 5,500.70	
2017 Forestry Revenue:		\$ 159,241.15			

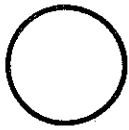
Timber Sale Activity (June)

Jobs Started: #756 Schreiner Forestry

Jobs Continuing/Reactivated: None

Jobs Gone Inactive: None

Jobs Finished: #735 Verso



RESOLUTION#

Introduced by
Page 1 of 1

Highway Infrastructure & Recreation Committee

SMG

Motion:	Adopted:	
1 st	Lost:	
2 nd	Tabled:	
No: _____	Yes: _____	Absent: _____
Number of votes required:		
<input checked="" type="checkbox"/> Majority <input type="checkbox"/> Two-thirds		
Reviewed by: <u>PAK</u> , Corp Counsel		
Reviewed by: <u>mm</u> , Finance Dir.		

INTENT & SYNOPSIS: To give the Parks and Forestry Director and/or Forest Administrator and the Highway Infrastructure and Recreation Committee authorization to apply for reimbursement for Fish and Game and Wildlife Habitat Projects through the County Conservation Fund.

FISCAL NOTE: This is a 50/50 matching fund grant for projects totaling approximately \$5,000.00 per year. Wood County would be reimbursed all costs, 50% from grant award and 50% from donation from the Consolidated Musky Club.

		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	Plimi, L			
17	Zurfluh, J			
18	Hamilton, B			
19	Leichtnam, B			

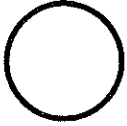
WHEREAS, The Wisconsin Statute 23.09(12) provides for allocation to the respective Counties in the State for county fish and game projects on the condition that the Counties match the State allocation, and

WHEREAS, The Wisconsin Statute 23.09(17m) also allows for grants to Counties for the development of habitat for game and non-game species on County Lands entered under §28.11, and

WHEREAS, Wood County desires to participate in these programs so as to improve the natural environment for wildlife on County Lands entered under §28.11 and to carry out a program of coordinated fish management project or game management projects, and

WHEREAS, the Wood County Parks and Forestry Department would like to assist the Consolidated Musky Club's request to stock muskellunge in Nepco Lake and the Wisconsin River,

THEREFORE BE IT RESOLVED that the Wood County Board of Supervisors does hereby authorize the Park and Forestry Director and/or Forest Administrator to make annual applications for such project funding upon approval of the Highway Infrastructure and Recreation Committee.



RESOLUTION#

Introduced by Highway Infrastructure and Recreation Committee
Page 1 of 1

Motion:	Adopted:	<input type="checkbox"/>
1 st	Lost:	<input type="checkbox"/>
2 nd	Tabled:	<input type="checkbox"/>
No: <input type="checkbox"/>	Yes: <input type="checkbox"/>	Absent: <input type="checkbox"/>
Number of votes required:		
<input type="checkbox"/> Majority <input checked="" type="checkbox"/> Three-Fourths		
Reviewed by: <u>PAK</u> , Corp Counsel		
Reviewed by: <u>MMH</u> , Finance Dir.		

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

FISCAL NOTE: Not to exceed \$1,000,000

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 \$1,000,000 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.

		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	Plimi, L			
17	Zurfluh, J			
18	Hamilton, B			
19	Leichtnam, B			

7

Central Wisconsin State Fair
Board of Director Minutes
July 17, 2017

ROLL CALL:

Present: Jeff Hartman, Jeremy Carolfi, Sara McFarland (Schmitt), Jeff Viergutz, Scott Karl, Peggy Sue Meyer-Miller, John Hartman (Jr. Fair), Bob Ashbeck (County), Jason Zaleski (City), Dale Christiansen

Excused: Andy Keogh, Tim Heeg, Dave Urban

Public Present: Lisa Blanchard, Michelle Kunding

The meeting of the Central Wisconsin State Fair was called to order at 7:03pm in the Jr. Fair Building at the Central Wisconsin State Fair Grounds.

Jeremy made a motion to approve the minutes and Peggy seconded them. The finance report was presented, there was discussion about grandstand ticket sales and season passes. There was also a discussion about advertising and sponsorship money. Sara motioned to approve the financial report and John seconded the motion.

Dale gave his executive report. He explained that he hired office staff, including that Sam Minch and Jared Heeg has been hired as interns for the summer and Ashley Sayer was hired for the Administrative Secretary position. Dale also explained that the office sent out more vendor contracts to fill the Curling Club building. There have been problems with the website, but Dale assured the board that it would be up and running in 2 weeks. There has also been some challenges with sponsorships due to the time constraint, but Carol Kerper has assisted with the sponsorship packet and letter to help the program.

Lisa gave a Jr. Fair report. Dale was there to introduce himself to the Jr. Fair Board and there was a discussion about FairEntry.

There was no Commission Report.

Old Business:

Sponsorship – A new sponsorship document has been implemented and will be followed for this next coming fair year. Dale also mentioned that there have been discussions with Mr. Bauer from the truck and tractor pull about his potential compensation.

Membership – Jeff welcomed the new members.

New Business:

New Committees – It was discussed that we have committees in place, but don't meet. It was agreed that the committees need to meet on a regular basis again. The new committees consist of

Buildings and Grounds Committee – Dale, Jeff H., Andy, Bob, Scott and Jeremy

Marketing Committee – Dale, Jeff H., Kathy Banks, Jeff V., Peggy Sue, Jason, and Kris Leonard

Executive Committee – Jeff H., Jeremy, Sara, and Andy

Fairest of the Fair Committee – Sara, Peggy Sue, Lisa Blanchard, and Kris Leonard

There was discussion about traffic safety when vehicles are on the grounds, as well as trailer parking.

Meeting Times – After discussion, Bob made a motion to leave the meetings at 7:00pm and Jeremy seconded the motion. The motion passed 9-1. Peggy Sue made a motion to have the meetings on the third Tuesday of the month, and Jeff V. seconded the motion. After discussion, Peggy Sue amended the motion to the second Tuesday of the month and John seconded the amendment. The amendment was passed unanimously. The

motion that our meetings would be held on the second Tuesday of the month at 7:00pm and was unanimously passed.

Mary Gilbertson – Jeff H. explained that Mary quit in May and has 50 hours of vacation pay that has not been paid out. There are no documents describing her benefits. Dale explained that legally, because she quit and did not give 2 weeks notice, we do not have to pay the vacation hours. It was also discussed that Mary was making \$18/hr when the Board of Directors thought she was making \$14/hr. There were questions about how there was a pay increase without the Board's knowledge or how she acquired that amount of vacation. Dale also mentioned that he let Holly go from the office staff. John asked what the amount for Mary's vacation time came out to and Jeff said it was around \$950. John motioned that the Board does not pay Mary's vacation time and Sara seconded the motion. It was unanimously accepted.

Line of Credit – Jeff H. said that he was meeting with the bank for another line of credit for \$50,000-\$60,000. He also mentioned that there has been discussion with Parks & Rec to take back the management of the fair grounds. The budget for this would be \$90,000-\$130,000 a year plus 80% of rental fees. Parks & Rec will still maintain the lawn care, some snow removal and major building repair. There was other discussion about spending and sponsorship. Jeremy made a motion to extend the line of credit and additional \$50,000 and Sara seconded the motion. The motion passed unanimously.

Scott asked about the duration of the positions on the board. Jeff H. explained that they are still looking for documentation regarding the remaining time on the 4 positions. Sara then explained that each new position is a 3 year term and you can serve 3 consecutive 3 year terms, but then will have to be off the Board for 1 year.

Peggy Sue mentioned that her uncle, Ron Meyer, passed away. The Board donated a plant for the funeral service and Peggy Sue said that the family really appreciated it.

Sara made the motion to adjourn and John seconded the motion. The meeting was adjourned at 8:32pm.

Respectfully submitted,

A handwritten signature in cursive script that reads "Sara McFarland".

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

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**Draft
MINUTES
SCLS BOARD OF TRUSTEES
June 22, 2017 12:15 p.m.
SCLS Headquarters**

Present: J. Ashford, P. Behling, N. Brien, F. Cherney, P. Cox, M. Furgal, J. Harrington, J. Healy-Plotkin, N. Long, M. Nelson, R. Owens, P. Nelson, R. Seltzer, L. Sipiorski, A. Weier

Also Present: K. Goeden, M. Van Pelt, L. White

Absent: M. Hokamp

Excused: A. Bhasin, H. Bauman, K. Michaelis, A. Pawlak,

Call to Order: M. Nelson, Vice President, called the meeting to order at 12:15p.m.

- a. Introduction of guests/visitors: Beverly Cherney, Francis Cherney's wife and his cousin Kay were introduced as well as Lauren White, Director of New Glarus and Chair of the Administrative Council.
- b. Changes/additions to the agenda: M. Nelson moved to recommend that the approval of the 2017 Mid-Year Budget occur following the 2017 Mid-Year Budget presentation. Motion seconded and carried.
- c. Requests to address the board: None

Minutes: A motion was made to approve the May 25, 2017 minutes. Motion seconded and carried.

Bills for Payments: J. Harrington reviewed the bills for payment in the amount of \$388,377.65 and moved approval. P. Cox seconded. Motion carried.

Financial Statements: K. Goeden

Presentation: 2017 Mid-Year Budget: M. Furgal noted the Budget & Finance Committee and Personnel Committee met and reviewed the Mid-Year Budget. They recommend its approval.

M. Furgal moved approval of the 2017 Mid-Year Budget. N. Brien seconded. Motion carried.

Committee Reports:

- a. Advocacy: A. Weier noted the State Joint Finance Committee approved the additional \$1.5 million in funding for libraries, but it needs to be approved by the Assembly.
- b. Budget & Finance: Went over the preliminary 2018 annual budget - will present to the board in August and will vote in September.
- c. Personnel: Also went over the preliminary 2018 annual budget.

Action Items:

- a. **Approval of 2017 Mid-Year Budget & Notes:** The board approved the 2017 Mid-Year Budget.
- b. **Approval of 2018 Cost Formula (no change from last year):** M. Furgal moved approval of the 2018 Cost Formula. R. Owens seconded. Motion carried.

c. **Approval of 2018 Statutory Resource Services Agreement with Madison Public Library.**

d. **Approval of 2018 Supplementary Services Agreement with Madison Public Library.**

e. **Approval of Cataloging Services Agreement with Madison Public Library**

J. Healy-Plotkin recused herself from voting as she is the Chair of the MPL board. A. Weier moved approval of the 2018 Supplementary Services Agreement, the 2018 Statutory Resource Services Agreement, and the Cataloging Services Agreement with Madison Public Library. F. Cherney seconded. Motion carried.

f. **Approval of 2017 Board of Trustees Meeting Schedule:** F. Cherney moved approval to hold the November board meeting on 11/30/17. P. Cox seconded. Motion carried. M. Furgal moved approval to hold the December board meeting on 12/28/17. A. Weier seconded. Motion carried.

g. **Approval of Correspondence with Public Library System Redesign (PLSR) Steering Committee:**

M. Furgal moved approval to send the cover letter which referenced the survey results of the SCLS staff, member libraries, and SCLS Board to the PLSR Steering Committee. J. Healy-Plotkin seconded. Motion carried. One abstention.

SCLS Foundation Report: M. Van Pelt consulted with an accountant to determine if SCLS Foundation services can be offered to libraries outside of SCLS. Libraries outside of SCLS may join the Foundation but would not be eligible for grants offered to SCLS member libraries. This will be discussed at the July Foundation meeting.

System Director's Report:

Svetha Hetzler, Director of the Sun Prairie Public Library has been appointed to COLAND.

Discussion Items: PLSR exercise results

SCLS Staff	Member Libraries	SCLS Board	Cover Letter
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Administrative Council (AC) Report: Met June 15, 2017. You may view the minutes here:

<http://www.scls.info/committees/ac/index.html>

L. White noted the action items and discussions that took place at the AC meeting.

Other Business: P. Behling inquired about Koha and the code fusion merger. It's in the sandbox and it's being tested.

Information Sharing: P. Nelson will not be present at the July meeting. J. Healy-Plotkin noted the Madison Pinney Branch library is one step closer to being built.

The next board meeting will be held on July 27, 2017

Meeting adjourned at 1:14 p.m.

Heidi Moe, Recorder

BOT/Minutes/6-22-2017