

**AGENDA FOR SEPTEMBER 19, 2017 – 9:30 A.M.
WOOD COUNTY BOARD OF SUPERVISORS
WOOD COUNTY BOARD ROOM**

CALL TO ORDER

ROLL CALL

INVOCATION: Supervisor Leichtnam

READING OF THE MINUTES OF THE PREVIOUS MEETING

EXCUSALS: none

RESIGNATIONS: none

APPOINTMENTS/Re-APPOINTMENTS: Jason Grueneberg Wood County Representative on Central Housing Region and Adam Dekleyn/Alternate (no term limit/serves indefinitely)

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 \$1,200,000 FOR 2018 CAPITAL ITEMS IN THE 2018 BUDGET.

SPECIAL ORDERS OF BUSINESS:

United Way Presentation – Tari Jahns, CEO Information regarding 2017 Campaign

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

SET DATE FOR NEXT COUNTY BOARD MEETING – October 17, 2017

ADJOURN

PROCEEDINGS OF WOOD COUNTY BOARD OF SUPERVISORS

August 15, 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 August 15, 2017.

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

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

Supervisor Excused: Fischer

Supervisor Rozar gave the invocation and led the Pledge of Allegiance.

Motion by Hamilton/Feirer to approve the minutes of the previous meeting. Supervisor Ashbeck requested, and was provided, clarification regarding motion to reconsider. Motion carried by voice vote.

Motion by Zurfluh/Leichtnam to approve the appointment of Supervisor Hokamp to the Wood County Library 5-Year Long Range Plan Committee and Matt Susa to the Ethics Committee, replacing former employee Brittany Boyer. Motion carried by voice vote.

Public comments: Numerous county residents were recognized and provided feedback on upcoming eminent domain resolution. Of the 18 public comments, 14 expressed support for the resolution, citing property rights, decreased land valuation, and dissatisfaction with Enbridge Energy. The 4 comments opposed to the resolution revolved around the assistance Enbridge Energy provides to emergency services, as well as benefits they provide to their workers and to the local economy in Wood County. The representative from Enbridge Energy, Scott Suder, also rebutted some of the information provided.

Without objection, Chairman Pliml moved item 5-1 to the next order of business.

RESOLUTION 17-8-1

Introduced by: Judicial & Legislative Committee

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.

Motion by Zurfluh/LaFontaine to adopt Resolution 17-8-1. Discussion ensued. Chairman Pliml relinquished the gavel to Vice Chair Wagner. Motion by Rozar to refer back to committee. Motion died for lack of a second. More discussion and clarification ensued. Motion by Kremer/Rozar to refer resolution to CEED Committee and Judicial & Legislative Committee to conduct a joint meeting, with the authority to chair the meeting given to the CEED Committee. Motion to refer fails. Voting no were LaFontaine, Ashbeck, Winch, Curry, Machon, Hokamp, Polach, Clendenning, Zurfluh, Hamilton, and Leichtnam. Absent was Fischer. Motion to adopt resolution 17-8-1 carries. Voting no were Rozar, Wagner, Ashbeck, Kremer, Winch, Henkel, Polach, and Pliml. Excused was Fischer.

Chairman Pliml assumed the gavel.

Committee minutes presented: Executive Committee, Executive Sub-Committee to Interview Finance Director Applicants, Executive sub-committee on River Block, Annex, Relocation/Remodeling, and Wellness Board.

RESOLUTION 17-8-2

Introduced by: Health & Human Services and Executive Committees

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):	<u>\$25,696</u>
Total:	\$78,112

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)

Motion by Hamilton/Leichtnam to adopt Resolution 17-8-2. Discussion on present and future tax levy impacts of this resolution. Motion carried. Voting no was Machon. Excused was Fischer.

RESOLUTION 17-8-3

Introduced by: Executive Committee

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

Motion by Henkel/Breu to adopt Resolution 17-8-3. Motion carried unanimously. Excused was Fischer.

RESOLUTION 17-8-4

Introduced by: Executive Committee

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

Motion by Clendenning/Feirer to adopt Resolution 17-8-4. Motion carried unanimously. Excused was Fischer.

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

RESOLUTION 17-8-5

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

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.

Motion by Hamilton/Clendenning to adopt Resolution 17-8-5. Motion carried unanimously. Excused was Fischer.

Committee minutes presented: Public Safety, Wood County Traffic Safety Commission, Central Records, Conservation, Education, and Economic Development, Escrow Fund Review Board, North Central ITBEC Board, Judicial & Legislative, and Highway Infrastructure & Recreation.

RESOLUTION 17-8-6

Introduced by: Highway Infrastructure & Recreation

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.

Motion by Zurfluh/LaFontaine to adopt Resolution 17-8-6. Motion carried unanimously. Excused was Fischer.

SPECIAL ORDER OF BUSINESS **Highway Capital Improvement Projects**

Highway Commissioner Passineau and Highway Accounting Supervisor Peckham presented a power point presentation on the history of bonding for highway construction and the pavement ratings over the past 3 years. Discussion revolved around the General Transportation Aids formula and the levy impact on borrowing.

Chairman Pliml turned the gavel over to Vice Chair Wagner.

RESOLUTION 17-8-7

Introduced by: Highway Infrastructure & Recreation

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

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

Motion by Hamilton/Zurfluh to adopt Resolution 17-8-7. Discussion revolved around timing of this request as well as the other Capital Project requests within the county. Motion by Pliml/Rozar to refer resolution back to committee. Discussion ensued. Motion failed. Voting no were LaFontaine, Wagner, Breu, Kremer, Hokamp, Polach, Clendenning, Zurfluh, Hamilton, and Leichtnam. Absent was Fischer. Motion to adopt the resolution failed. Voting no were Rozar, Ashbeck, Kremer, Winch, Curry, Machon, and Pliml. Excused was Fischer.

Chairman Pliml assumed the gavel.

Committee minutes presented: Central Wisconsin State Fair Board of Directors, and South Central Library Service

SPECIAL ORDER OF BUSINESS
2016 Parks & Forestry Annual Report

Parks & Forestry Director Schooley presented a power point presentation highlighting various activities within the county parks and forest from 2016. Included in his presentation were different community events held in the parks, projects completed, use statistics, as well as the financial impact the parks have on the local economy.

Motion by Hamilton/LaFontaine to adjourn at 12:05 p.m. Next scheduled county board meeting is September 19, 2017.

Respectfully Submitted
Trent Miner
Deputy County Clerk

REFERRALS FOR SEPTEMBER 19, 2017 – COUNTY BOARD

- Resolution from Outagamie County supporting legislation reducing the forfeiture to \$100.00 for possessing or attempting to possess not more than 10 grams of marijuana and eliminating the increase in penalty if second or subsequent violations involve not more than 10 grams of marijuana. Referred to Supervisor Feirer and Sheriff Reichert.
- Resolution from Forest County supporting legislation to allow only aggrieved parties to petition for a recount to ensure tax payers are not responsible for any unnecessary recount costs, to allow the Wisconsin Elections Commission to be reimbursed for any costs incurred in a recount; extend the time to submit recount costs from 30 to 45 days; shorten the recount petition deadline by two days to ensure submission of Wisconsin's Electoral College votes, give the county board of canvassers an additional day to begin their recount. Referred to Executive and Judicial & Legislative Committees.
- Letter from Thomas L. Heroux of Commercial Associates in Neenah, WI, inquiring about possible sale of county land located at the southeast corner of CTH F (17th Ave. N) and Rosecrans St in the City of Wisconsin Rapids. Referred to Supervisors Breu and Wagner.
- Resolution from St. Croix County opposing current legislation (Assembly Bill 456 and Senate Bill 374) eliminating counties and municipalities collecting annual municipal or county vehicle registration fees without going to referendum. Referred to Supervisors Breu and Clendenning, and Highway Commissioner Passineau.

EXECUTIVE COMMITTEE MEETING MINUTES

DATE: Wednesday, August 23, 2017
TIME: 8:15 a.m.
PLACE: Room 115, Wood County Courthouse
PRESENT: Al Breu, Bill Clendenning, Michael Feirer, Hilde Henkel, Lance Pliml, Donna Rozar, Ed Wagner
OTHERS PRESENT: Dennis Polach, Warren Kraft, Angel Butler-Meddaugh, Kristi Palmer, Marathon County Finance Director.

The meeting was called to order by Chairman Wagner.

Public Comment – No public comments.

Motion (Henkel/Pliml) to go into closed session pursuant to §19.85 (1)(c)&(e), Wis. Stats. to conduct second interview of the candidate(s) for the Director, Finance position and to discuss the qualifications of the candidates.. Roll call vote: Breu: yes; Clendenning: yes; Feirer: yes; Henkel: yes; Pliml: yes; Rozar: yes; Wagner: yes. Motion carried.

Motion (Rozar/Feirer) to return to open session at 10:28 a.m. Motion carried unanimously.

Motion (Rozar/Feirer) to extend an offer of employment as discussed in closed session.

Motion (Henkel/Breu) to adjourn the Executive Committee meeting at 10:44 a.m. Motion carried unanimously.

Respectfully submitted and signed electronically,

Donna M. Rozar

Secretary

Minutes taken by Warren Kraft and reviewed by the Executive Committee secretary.

EXECUTIVE COMMITTEE MEETING MINUTES

DATE: Monday, August 28, 2017
TIME: 1:15 p.m.
PLACE: Room 114, Wood County Courthouse
PRESENT: Al Breu, Bill Clendenning, Hilde Henkel, Donna Rozar and Ed Wagner
APPEARED BY PHONE: Michael Feirer and Lance Pliml
OTHERS PRESENT: Brad Kremer, Adam Fischer, Warren Kraft, Angel Butler-Meddaugh

The meeting was called to order by Chairman Wagner.

Public Comment – No public comments.

Motion (Rozar/Feirer) to go into closed session pursuant to §19.85 (1)(c), Wis. Stats. to discuss the counter-offer regarding the Finance Director position. Roll call vote: Breu: yes; Clendenning: yes; Feirer: yes; Henkel: yes; Rozar: yes; Wagner: yes. Motion carried.

Motion (Henkel/Breu) to return to open session at 2:00 p.m. Motion carried unanimously.

Motion (Henkel/Clendenning) to adjourn the Executive Committee meeting at 2:01 p.m. Motion carried unanimously.

Respectfully submitted and signed electronically,

Donna M. Rozar

Secretary

Minutes taken by Angel Butler-Meddaugh and reviewed by the Executive Committee secretary.

EXECUTIVE COMMITTEE MEETING MINUTES

DATE Wednesday, August 30, 2017
PLACE: Room 114, Wood County Courthouse
PRESENT: Ed Wagner, Bill Clendenning, Al Breu, Lance Pliml, Michael Feirer, Donna Rozar, Hilde Henkel (by Phone).

OTHERS PRESENT (for part or all of meeting): Michael Martin, Marla Cummings, Dennis Polach, Cynthia Robinson, Sue Kunferman, Randy Dorshorst, Chad Schooley, Shane Wucherpfenning, Steve Kreuser, Reuben Van Tassel, Lori Heideman, Doug Passineau, John Peckham, Brandon Vruwink, Jordan Bruce, and Amy Kaup.

The meeting was called to order at 8:30 a.m. by Chairman Wagner.

Public Comment - No comments from the public

Ad Hoc Property Committee – Appointment of an Ad Hoc Property Committee under the Executive Committee with the County Board Supervisors of Al Breu as Chairperson, Brad Kremer, Ken Curry and Reuben Van Tassel as staff member of committee.

Motion (Pliml/Rozar) to approve the creation of the Ad Hoc Property Committee. Motion carried unanimously.

There was a general discussion and questions about the confusion on whether departments should or should not have included Capital Project items in their 2018 budget. Some departments did and some did not. Also questioned was whether some of the items are needed at all that were included in the budget. The Finance Director Mike Martin gave an update explaining the uncertainty of the Capital Projects being included or excluded from the budget.

Items that were not included in the budget were then discussed and added to the Capital Projects budget for 2018.

Department	Amount
Edgewater	\$ 296,600
Norwood	196,500
Parks	140,000
Highway (Construction)	1,000,000
Highway (Software)	29,000
Total	\$1,662,100

Finance Director Martin will bring a resolution for borrowing to the Executive Meeting on September 5, 2017 with the amount to be determined at that meeting and to be presented to the County Board on September 19, 2017.

Other discussion included the impact of the debt service will have on the tax levy and the General Transportation Aids (GTA) on the debt service tax levy. Chairman Wagner is to meet with the Human

Resources Director and the Information Technology Director about the cost of and moving payroll to the Finance Department.

Motion (Clendenning /Rozar) to adjourn the Executive Committee meeting at 10:44 a.m. Motion carried unanimously.

Respectfully submitted and signed electronically,

Donna Rozar

Donna Rozar, secretary

Minutes taken and prepared by Marla Cummings. Minutes reviewed by Committee secretary.

EXECUTIVE COMMITTEE MEETING MINUTES

DATE: Tuesday, September 5, 2017
TIME: 8:30 a.m.
PLACE: Room 114, Wood County Courthouse
PRESENT: Al Breu, Bill Clendenning, Michael Feirer, Hilde Henkel, Lance Pliml, Donna Rozar, Ed Wagner

OTHERS PRESENT (for part or all of the meeting): Reuben Van Tassel, Brenda Nelson, Marla Cummings, Mike Martin, Adam Fandre, Amy Kaup, Heather Gehrt, Terry Stelzer, Sue Kunferman, Brandon Vruwink, Jordan Bruce, Shane Wucherpfennig, Chad Schooley, Jason Grueneberg, Jo Timmerman, John Peckham, Doug Passineau, Cindy Cephress, Trent Miner, Lori Heideman, Brent Vruwink, Cindy Robinson, Dennis Polach, Adam Fischer, Brad Kremer, Joe Zurfluh, Sara Schnoor (PMA), Warren Kraft, Sheriff Tom Reichert, Paula Tracy, Kelli Quinnell

The meeting was called to order by Chairman Wagner.

Public Comment – Supervisor Zurfluh stated he wished to speak during agenda items 12d-2 and 13e. The Chair stated the supervisor would be given that opportunity.

Consent Agenda

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

Discussion was held regarding hosting Business-after-Hours at the River Block building. Cephress and Grueneberg have discussed this hosting since Grueneberg has been approached by both the Marshfield and Wisconsin Rapids Chambers of Commerce. All departments currently housed in the River Block building are on board with the idea. It would give local businesses and the public a chance to see the new facility. Grueneberg stated the event could occur sometime in October or November and that there are a number of locations within the River Block building that could be utilized for set-up of refreshments. Furthermore, Grueneberg requested guidance from the Committee regarding budget, refreshments, and other event details.

Motion (Pliml/Rozar) to allow Business-after-Hours to be held at the River Block building and requested Jason Grueneberg to move forward with planning and putting together a budget for the event. Motion carried unanimously.

County Clerk Cindy Cephress discussed her Letter of Comments.

The 2018 County Clerk budget was reviewed. Discussion was held regarding how the Clerk's office audits supervisor's per diem requests to make certain appropriate requests are made.

Motion (Rozar/Breu) to approve the 2018 County Clerk budget as presented. Motion carried unanimously.

Maintenance Manager Van Tassel reviewed his Letter of Comments.

Van Tassel gave an update on the Courthouse and River Block construction projects. All departments are now moved into the River Block building and projects such as new exterior doors and glass for the third floor breakroom are being completed. The project is under budget so Van Tassel would like to go ahead with replacing the sidewalks on the north side of River Block this fall.

Motion (Feirer/Henkel) to approve replacing the sidewalks on the north side of the River Block building. Motion carried unanimously.

Van Tassel reported that the Dispatch and IT Departments are moved into their new areas in the Courthouse. He is requesting permission to use monies not spent on those projects to proceed with the transformer replacement project this fall, with a completion date December 2018.

Peter Kastenholz has been working with Consolidated Water Power Company on an easement agreement for the power supply line to the River Block building. CWPCo does not take ownership of the line beyond the meter which is located inside the power plant, leaving the line which runs from the power plant, along the paper mill property and into the building. Wood County's responsibility. Either Wood County takes ownership of the high voltage line or finds a new utility company, which would be very costly.

Discussion was had regarding increased collaboration of the Courthouse, Norwood, and Edgewater maintenance departments for increased efficiency and cost-effectiveness. The heads of these departments will work together in a cooperative effort when it comes to managing large projects and creating capital improvement plans.

The 2018 Maintenance budget was reviewed.

Motion (Clendenning/Breu) to approve the 2018 Maintenance budget as presented. Motion carried unanimously.

Risk Management Director Stelzer reviewed his Safety and Risk Management Letter of Comments. Stelzer indicated he has received a Notice of Claim regarding the May 2017 suicide in the jail.

The 2018 Safety/Risk Management budget was reviewed.

Motion (Rozar/Henkel) to approve the 2018 Safety/Risk Management budget as presented. Motion carried unanimously.

The IT Letter of Comments was reviewed. IT Director Kaup reported that the department has moved into their new space. They are working on getting the old data center equipment out of the Veterans office. Kaup stated that TimeStar is going well.

The 2018 IT budget was reviewed.

Motion (Rozar/Breu) to approve the 2018 IT budget. Motion carried, with Clendenning voting no.

Wellness Coordinator Fandre presented his update. Approximately 150 new participants have joined the Wellness Program. Clendenning questioned the mandatory flu shots. Fandre indicated the issue was tabled at the last Wellness Board meeting. Sue Kunferman, Wellness Board Chair, indicated a discussion will be had at the next department head meeting regarding incentivizing influenza vaccine administration.

Treasurer Gehrt reviewed her Department's Letter of Comments.

Gehrt presented a resolution to sell a tax deeded property in the City of Wisconsin Rapids..

Motion (Pliml/Breu) to approve the resolution to sell a tax deeded property in the City of Wisconsin Rapids. The resolution will be forwarded to the County Board for consideration. Motion carried unanimously.

Gehrt presented a resolution to update designated public depositories and authorizing withdrawal of County monies.

Motion (Clendenning/Feirer) to approve the resolution to update designated public depositories and authorizing withdrawal of County monies. The resolution will be forwarded to the County Board for consideration. Motion carried unanimously.

Sara Schnoor from PMA Financial was introduced to the Committee. Gehrt is requesting permission to sign a resolution with WISC/PMA Financial to authorize investing with them. The resolution must be presented to the County Board for passage and put in to the standard resolution format.

Motion (Breu/Clendenning) to put the resolution authorizing investing with WISC/PMA into the standard resolution format and present same to the County Board. Motion carried unanimously.

The 2018 Treasurer's budget was reviewed.

Motion (Clendenning/Rozar) to approve the 2018 Treasurer's budget as presented. Motion carried unanimously.

Treasurer Gehrt did a presentation of 6 County owned properties for potential sale. Gehrt believes she should not be in charge of the sale of these properties since the majority of them are under the Maintenance Department's oversight.

Motion (Feirer/Rozar) to put the Adhoc Property Committee in charge of making recommendations to the Executive Committee regarding the six County owned properties. Motion carried unanimously.

The Finance Department Letter of Comments was reviewed.

Finance Director Martin gave an update on the 2018 budget. The current budget shortfall amount is \$448,663, mostly due to debt service changes. The operating tax rate is \$4.485 compared to \$4.545 in 2017 and the debt service tax rate is \$0.639 compared to \$0.546 in 2017.

The 2018 Finance budget was reviewed.

Motion (Clendenning/Feirer) to approve the 2018 Finance budget as presented. Motion carried unanimously.

An initial resolution for borrowing not to exceed \$1 million for highway construction was presented and discussion was held.

Motion (Clendenning/Pliml) to postpone action on the resolution for borrowing for highway construction until time certain. Motion carried unanimously.

A resolution for borrowing not to exceed \$1.8 million for 2018 budgeted capital projects was presented and discussed. Removing three projects from the capital projects would cover the current budget shortfall. Those projects include the squad cars and transport van from the Sheriff's Department (\$245,086) and the

Citrix upgrade (\$160,000) and Business Continuity Phase 1 (\$150,000). None of these items would last as long as the 10-year borrowing.

Motion (Pliml/Rozar) to remove squad cars and transport van from the Sheriff's Department (\$245,086), and Citrix upgrade (\$160,000) and Business Continuity Phase 1 (\$150,000) from the IT capital improvement plan and fund with operations. Motion carried unanimously.

Motion (Rozar/Henkel) to revise the initial resolution for borrowing for capital projects to \$1.2 million and bring same to the County Board for consideration. Motion carried unanimously.

Martin indicated that he will forward information regarding the projected debt service tax rate to the Committee.

Martin presented the reimbursement resolution the County has on file for the Committee's affirmation.

Motion (Pliml/Feirer) to affirm the reimbursement resolution presented. Motion carried unanimously.

Discussion was held regarding the transfer of payroll to Finance from HR. Martin and Cummings believe the optimal time to transfer the duties would be in January 2018. They also believe it would make sense to implement and use the Dynamics GP payroll module. Finance has reached out to Wipfli and received a preliminary quote for the Dynamics GP payroll module. Martin and Cummings will be meeting again with Wipfli on September 14 and will request that Wipfli turnkey the entire project to relieve the burden on the County IT department. Martin indicated he met with IT Director Kaup who is on board with Wipfli assuming these duties and will have her staff work with them to ensure a smooth transition. Furthermore; the Finance Department is requesting a full-time employee to perform the payroll duties instead of the "casual" employee as previously suggested. Cummings reached out to both the City of Marshfield and Portage County, and both indicated they employee at least one full-time person to handle their payroll needs. Wagner stated that Finance should proceed with firming up the \$27,000 quote from Wipfli and to include both IT and HR in further discussions.

Motion (Clendenning/Breu) to allow the Finance to proceed with Wipfli in moving the payroll functions from HR to Finance. Motion carried unanimously.

A resolution to amend the 2017 Norwood Dietary budget to allow for a dish machine purchase was presented. The original quote for the machine was not accurate and is not being honored by the company; therefore, Norwood requests transferring \$18,279 from contingency to cover the purchase. The resolution is being co-sponsored by the Health and Human Services Committee and has already been passed by that Committee.

Motion (Henkel/Feirer) to approve a resolution to amend the 2017 Norwood Dietary budget to fund the purchase of a new dish machine. Motion carried unanimously.

Finance Department correspondence was discussed as outlined on the agenda.

Break at 11:08 a.m. Meeting reconvened at 11:20 a.m.

Discussion took place regarding a previous agenda item pertaining to the Capital Improvement Plan (CIP).

Motion (Pliml/Feirer) to use approximately \$75,000 of unused money borrowed for Courthouse remodel (projects done under-budget) by the Maintenance Department to cover transformer work needed in the Courthouse. Motion carried unanimously.

Human Resources (HR)

Warren Kraft responded to a question regarding a public records request noted in the HR Monthly Letter of Comments.

Brandon Vruwink brought forward a resolution to create two full-time (0.97 FTE each) Food Share Employment and Training (FSET) Case Manager positions, with no increase in budgeted tax levy.

Motion (Clendenning/Henkel) to approve creation of two full-time 0.97 FTE each) FSET Case Manager positions with no increase in budgeted tax levy, and to forward the resolution to the County Board. Motion carried unanimously.

Mr. Kraft reviewed a memo regarding a pay advancement for the Chief Deputy position. Sheriff Thomas Reichert spoke as to why he was requesting this pay advancement. Further discussion took place.

Motion (Clendenning/Feirer) to approve an increase of two Steps for the Chief Deputy effective the first full pay period in January, 2018. Motion carried unanimously.

The Committee reviewed suggested changes to the Educational Reimbursement Policy as requested by the Committee Chair. Mr. Kraft presented a policy centered on Rock County's Educational Reimbursement policy. Further discussion was held regarding the matter. The Committee requested Mr. Kraft share the policy with Department Heads for their comment.

Mr. Kraft presented a proposal from Carlson Dettmann Consulting, LLC for a Market Review of Wood County's pay plan, at a cost of \$10,000. He stated the review could be completed in 6 months. A discussion was held regarding consideration of the proposal. Mr. Kraft stated HR has a non-lapsing Labor Relations budget that can cover the cost of the Market Review rather than from contingency. Bill Clendenning stated that this should be a 2/3 vote on the County Board floor.

Motion (Breu/Feirer) to give Warren Kraft authority to negotiate with Carlson Dettmann Consulting, LLC and to use funds from the HR Labor Relations budget to cover the cost. Motion carried, with Clendenning voting no (reason stated above).

Mr. Kraft presented a Resolution amending the HR budget for merit increases.

Motion (Pliml/Henkel) to approve a resolution amending the HR budget for merit increases, and to forward that resolution to the County Board. Motion carried, with Clendenning voting no because he believes the merit increase should not be paid as a bonus.

The Committee reviewed a memo regarding a new voluntary short-term disability benefit. An ensuing discussion took place regarding the benefits short-term disability insurance would offer County employees. Mr. Kraft explained that the premium is paid by the employee and has no fiscal impact to the County.

Motion (Rozar/Breu) to offer voluntary short-term disability insurance to Wood County employees effective January 1, 2018. Motion carried unanimously.

Mr. Kraft presented the 2018 HR Department budget. Mr. Kraft requested that \$55,000 be removed from the budget due to the previous decision regarding using the funds for the Market Review from the Labor Relations budget.

Motion (Clendenning/Pliml) to approve the 2018 HR budget as amended. Motion carried unanimously.

This being her last meeting before retirement as the Human Resources Administrator, the Committee expressed its appreciation to Paula Tracy for her 28 years of service to Wood County.

Agenda items for next meeting: Discussion of bill from Design Unlimited, LLC and the transfer of payroll function from HR to Finance.

A special budget meeting will be held on Thursday, September 21, 2017 at 10:00 a.m.

Next month's Executive Committee meeting is scheduled for Tuesday, October 3, 2017 at 8:30 a.m.

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

Respectfully submitted and signed electronically,

Donna M. Rozar

Donna Rozar
Secretary

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

Wood County Employee Wellness Board Meeting Minutes

Tuesday, August 7, 2017

Wood County River Block, Health EOC Room

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

Also present: (for part of all of the meeting) Amanda Handrahan (Aspirus Business Health), Adam Fandre (Wellness Coordinator), Angela Zausch (by phone); see attached sign-in sheet for additional individuals present

1. Chair Kunferman called the meeting to order at 10 a.m.
2. **Introductions** were made around the table and the room.
3. **Public comments:** Wood County employees present unanimously spoke against making the influenza vaccine mandatory for county employees and stated their reasons for those objections.
4. Motion (Kaup/Bruce) to receive and place on file the minutes from the June 6, 2017 meeting as presented. All ayes. Motion carried.
5. **UW Extension Financial Health Survey**—Sarah Siegel presented a survey on financial health that UW Extension has been using for financial planning sessions. The Wellness Board supports including this survey as a financial piece to the Wellness Program. The Wellness Coordinator would be the only recipient of the survey results. If financial concerns are identified, UW Extension will partner with Wellness to provide a 1 hour class to individuals.
6. Motion (Rozar/Schmutzer) to incentivize open enrollment meeting attendance with 100 points. This points can also be acquired by watching the on-line video and taking a post-test at the end of the viewing. All ayes. Motion passed.
7. **Discussion of making influenza vaccine mandatory, with allowable exemptions, for Wood County Employees**—Warren reported that there is no state law prohibiting a mandate. It was noted that the vaccine is currently mandatory at both Norwood Health Center and Edgewater Haven. Discussion of educational efforts, the use of masks in multi-use buildings (esp. Wood County Annex and Health Center), and the possible use of incentives to encourage vaccine administration took place. Feed-back will be obtained with a possible future policy about hand hygiene and use of masks during the flu season. An update from Jordon on the feed-back he receives from the Wood County Annex in Marshfield will be on the agenda of the next meeting.

8. **Discussion regarding potential reasonable alternatives for obtaining blood for required lab work (for example, individuals with needle phobias)**—after a lengthy discussion, it was decided that there is no reasonable alternative to a blood draw to obtain required labs. An individual can go to their primary care provider and submit the results obtained in that setting.
9. **Discussion regarding acceptable timeframe for Biometric results collected previously**—General discussion of a timeframe took place. It was decided that if biometrics were completed within 6 months of quarter 1, they would be counted equally for both new and current participants. Adam will communicate this timeframe decided to employees. Adam reported that the informational sessions he is having on the change in the Wellness Program are going well. They are not well-attended but employee's questions are being answered appropriately.
10. **Update regarding wellness program activities and points structure**—Discussion took place regarding a possible tiered system so the program doesn't lose employees over the year. The decision was to follow trend for one year before implementing a tiered system. Adam will make the changes necessary as discussed with aligning payouts and points obtained with participation in the Wellness Program.
11. **2018 Wellness Budget**—Adam and Sue will meeting with Mike in the near future regarding the 2018 Wellness Budget. A discussion took place regarding the possibility of another funding source for the Wellness Program other than the health insurance reserve fund. This is a discussion that needs to take place at the Executive Committee level.
12. **Update from the Wellness Committee**—Updates received and documents on file.
13. **General employee wellness updates**—Concerns were expressed about smoking outside the River Block building. Follow-up with department heads will take place.
14. **Future meeting agenda items**—noted
15. Next meeting date: November 7, 2017, 1 p.m., Health EOC Room
16. The Chair declared the meeting adjourned at 12:23 p.m.

Respectfully submitted,

Donna M. Rozar

Donna M.P Rozar, secretary (electronically signed)

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

Wellness Bd Mtg

8/7/17
10AM →

Lynne Kleckman
Shannon Iobner

Erik Engel

REUBEN VAN TASSEL

Heather Gehrt

Emily Salvinski

CHAD SCHOOLEY

Sarah Siegel

Bill Clendinning

Brandon Urhwin

Wd City Dispatch
Wood Co CSA

Wood Co Cam

WOOD CO MAINT

Wood Co Treasurer

LNCD

PARKS & FORESTRY

UW-Extension

WCB Dist 15

HS Dept.

Comments from the County Clerk
September 2017 Executive Committee Meeting

Looking forward - I've been thinking for a while now about raising the marriage license fee. Each county can set its own fee as long as it complies with the statutory minimum of \$49.50, with that money being split out between the state and county. We raised the fee from \$60 to \$75 in 2005. Twelve years ago. Should we go from \$75.00 to \$100, it would mean an additional approximately \$10,000 in revenue between our portion of the fee retained and an increase to the waiver fee from \$10 to \$25. The range in marriage license fees around the state are anywhere from \$60 to \$120. I did not include this in the 2018 budget, but will discuss it more in 2018 for future implementation.

2017 Act 48 now allows my office as passport acceptance agents to make a photocopy of a Wisconsin vital record. This is a huge benefit to our customers. Earlier this year, the U.S. Department of State notified me that immediately they would require a certified copy of an applicant's birth record and a photocopy of it. At that time, Wisconsin statutes made it a felony to make a photocopy of a certified copy. This required that customers purchase an additional certified copy for \$20 to submit with their passport application. My association and many individual clerks expressed our desire to change the law to allow us to make a photocopy of a certified copy. The photocopy requires us to stamp it with the words "For Passport Use Only". For the cost of a \$12 stamp, we're serving our customers more effectively.

Another passport related item. Late last year, we were informed of a possible increase in the fee that we're allowed to charge as Passport Acceptance Agents. The increase would be from \$25 to \$35. As yet, that hasn't come to pass. I'm keeping an eye out for any movement on that increase.

December 1st starts the spring election cycle. On the ballot will be Supreme Court Justice, Court of Appeals Judge IV, Circuit Court Judge Branch 2, county board supervisors, local town/village/city officials and school district board members. This election is always the most complicated as far as the number of ballot styles necessary. On the fourth Tuesday in November, I will be publishing my Type A notice informing the public what offices will be on the ballot in April.



Wood County WISCONSIN

MAINTENANCE
DEPARTMENT

Maintenance Monthly Comments From the Desk of Reuben Van Tassel

September 5, 2017

Dispatch is now up and running in their new Dispatch Center on the second floor of the Courthouse.

Work was completed and the IT Department has moved in to their new permanent office space on the second floor of the Courthouse.

Worked with Gappa Security to get camera installed on the outside of the River Block building overlooking the 2nd Avenue parking lot.

Landscaping was completed at the Courthouse around the future site of the new transformers.

Construction of walls for the Mead Witter Foundation on the third floor of the River Block building has begun.

Working with Corporation Counsel on an easement agreement with Consolidated Water Power Company.

Accompanied Wood County Sheriff's Department staff to Fort McCoy to pick up a forklift being given to the Sheriff's Department.

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.



Wood County WISCONSIN

SAFETY & RISK MANAGEMENT

Safety & Risk Management Letter of Comments – August 2017

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

- Sharps containers for Sheriff's Departments. This is working well to avoid needle stick exposures.

Lost Time/ Restricted Duty/Medical Injuries: 3

- 07/17/2017 – Sheriff's – Employee sustained a strain to lower back while reaching across vehicle seat for object. Lost time injury.
- 08/15/2017 – Parks – Employee sustained a strain to the left hand when he slipped on a piece of firewood. Medical only.
- 08/17/2017 – Edgewater – Employee sustained a strain to the lower back while rolling a patient. Lost time injury.

First Aid Injuries: 1

- 08/21/2017 – Parks – Employee sustained a right shoulder strain while picking up wood.
- 00/00/2017 – Department – Employee.

Property/Vehicle Damage Claims: 0

- 00/01/2017 – Department – Property Loss.
- 00/12/2017 – Department – Property Loss.

Liability – Wood County - Notice of Injury and Claim: 1

- 08/14/2017 – Highway – Resident windshield claim from mower rock. Asking for windshield replacement. No estimates yet.
- 00/00/2017 – Department –

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.



Wood County WISCONSIN

INFORMATION TECHNOLOGY

August, 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.
- ◆ 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. Human Service staff were setup in the Edgewater Matrix software to help facilitate the accounting procedures. 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, payroll export file will be updated with new earnings codes in September. These codes will map to new payroll software, HRMS, new codes that will alleviate a rounding issue. These new codes will also be implemented in the TimeStar system and will also alleviate a rounding issue.
- ◆ 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.
- ◆ Register of Deeds software and server upgrade specification, cost analysis, and resource allocation is researched and determined. The upgrades are scheduled for October 2017.
- ◆ 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.



Wood County WISCONSIN

INFORMATION TECHNOLOGY

- ◆ 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. Application access restriction configuration testing is nearly complete and IT begins to apply login restrictions to employees according to department head preferences.

The implementation schedule spans from April to September 2017. Administrative training, supervisor training, and hardware clock training is complete.

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 is complete. This first group is now live and TimeStar data has been used to process 2 payroll periods thus far. The second group of parallel testing began July 30th and will include at least 2 pay periods. The tentative GO LIVE date for the second group is August 27th, 2017. Select departments in the second group are ahead of schedule TimeStar data was monitored and adjusted carefully for processing payroll for the 8/13 thru 8/26 pay period. GO LIVE dates will be determined as we progress through the parallel testing process.

- ◆ 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. Two user training sessions were held in August. 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.
- ◆ With the final move of Centralia staff this month, Human Services Department moves are complete.
- ◆ Successfully moved the Dispatch Center into their new location with a lot of coordination between County staff, Solarus, and Raycom (Dispatch Phone and Radio Vendor). With the move, Dispatch implemented a new phone and radio system. The new phone system is integrated into the County phone system for added efficiency.
- ◆ The IT Department moved into the new IT area on the second floor of the Courthouse.



Wood County WISCONSIN

INFORMATION TECHNOLOGY

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- ◆ CCAP moved the State server previously located in the Register In Probate area to the new Shared Data Center.
 - ◆ Working with a vendor to kick off the storage project. This will include setting up the new SAN to allow for more efficient data storage and retrieval. It will also include the migration from the older "End of Life" storage that we currently have.
 - ◆ Finished the Phone System Upgrade by successfully testing SRST (backup lines) at Norwood. These lines are used in the event of a network outage.
 - ◆ Upgraded the Human Services clinical software, TCM, to the latest version.
 - ◆ Developed new reports for the Health department's breastfeeding application. These reports are used to report back to the State.
 - ◆ 638 helpdesk requests were created in July, with staff completing 626 tickets leaving 371 open requests. These numbers represent service requests from departments throughout the County.
 - ◆ Created a new extract report for WRS. The new requirement for WRS reporting has moved to a bi-weekly upload.
 - ◆ Created a new page on the Employee Intranet Site for any employee using IMS21 Document Scanning. This page holds announcements for the product, on-site training sign up, and on-demand training. Coming in the future will be short YouTube videos of How-Tos for the product.
 - ◆ Setup a security server at River Block for recording several security cameras at River Block, along with getting the cameras online.

TREASURER'S REPORT

09-05-2017

By: H. Gehrt

- I participated in the Executive Committee Meeting on August 1.
- I had a meeting with a US Bank Representative regarding Purchase Cards and the benefits and different options for the County on August 14. He will be coming back in October to do a presentation to the Committee.
- I participated in County Board on August 15.
- I participated in several United Way meetings on August 17, 23, and 31.
- I was busy preparing the August Settlement pay out for the Municipalities, State, School Districts, and Technical College for a total of over \$19 million by the August 21 deadline.
- I participated in an agenda setting meeting on August 22.
- I met with Tracy from Land and Water Conservation on August 29 to discuss potential use for certain tax deed properties the County currently owns. These properties could be converted to use for educational development in conjunction with certain school districts. There will be more information at a later date regarding this idea.
- There is an offer to purchase submitted to the office for the 1st St N property in the City of Wisconsin Rapids. This is the property that the County razed last year. It is just an empty lot now and of no value to anyone except the surrounding land owners. This is the first interest that anyone has expressed in this property. We were asking \$15,000 and the offer came in at \$12,000. I would suggest taking this offer and putting this property back on the tax roll.
- Sara Schnoor, from PMA, will be attending the meeting to answer any questions regarding the resolution to authorize investing with WISC/PMA. Right now we have 2 banks that are underperforming and will not budge on their rates. We are currently at interest rates of .18% and .20% at these banks. I plan on taking those funds and opening up (4) 1-year certificates of deposit at the average rate of 1.26%-1.35%. The remaining funds I will put into investments at over 1% interest. I will bring along the most current rate sheet as possible to the meeting.
- I have included my budget, again, this month. There is a 0% increase in levy from 2017 and I have raised revenues resulting again in a non-tax levy budget.



Wood County WISCONSIN

HUMAN RESOURCES DEPARTMENT

Interdepartmental Memo

August 29, 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 – August 2017

General Highlights:

- With Paula Tracy and Jodi Pingel, developed 2018 budget proposals.
- Participated in interviews for Finance Director and related recruitment activities.
- 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, implementation of the paperless office strategy, and implementation of TimeStar, the electronic time-keeping module.
- Participated in August Employee Feedback Group meeting. Amongst the topics discussed: electronic timekeeping, 2018 budget impacts; health insurance, incentivized premiums and wellness program changes ; enrollment meetings, updates on market review of wage plan and wage adjustments for red-lined employees, and status of Employee Policy Handbook updating.
- Met with department heads and supervisors regarding exempt/not-exempt status for professionally licensed positions in several departments.
- Implemented compliance with new version of Form I-9 (published by U.S. Citizenship and Immigration Services) to be used after September 18, 2017. With last of legislation regarding changes to the Affordable Care Act (ACA), ensured continued compliance with current mandates that were anticipated to change or be eliminated if ACA amendments were adopted.
- Consulted with several department heads and supervisors concerning employee performance issues and developed strategies for resolution. Consulted with department head regarding bereavement leave request. Provided guidance to department head regarding work performance issues arising in unemployment matter of former employee.
- Participated in Wellness Board meeting. Topics discussed: mandatory flu vaccine (no action proposed), request for wavier from biometrics screening for incentivized premium (and met with requestor directly once before and once after Board meeting), and funding of 2018 Wellness Budget.
- Responded to request to review and reclassify positions, advising requestor that the Executive Committee twice directed that these requests be held in abeyance pending decision on Market Study.

- With Paula Tracy, discussed a public records request regarding support staff and wages within the Corporation Counsel Office.
- Followed up with responding vendors regarding proposals for Market Study of the Wood County Compensation Plan. Solicited input from department heads as requested. Receive third proposal to be presented to Committee in separate memorandum for September 5 meeting.
- Continued work with representatives of The Horton Group to develop 2018 health insurance budget documents, and proposed premiums, and other employer-sponsored benefits for 2018. **Please see attached memorandum regarding a voluntary new benefit offering: short-term disability through Mutual of Omaha, effective January 1, 2018, provided minimum enrollment is achieved during the Open Enrollment Process.** Solicited feedback from state colleagues regarding programs to share cost savings with employees who identify health insurance billing errors.
- Attended quarterly meeting of the Central Wisconsin Local Government Human Resource Directors at Rib Mountain. Topics discussed: impact of Wisconsin Supreme Court decision concerning public meetings (Appleton School District case); mandatory versus permissive subjects of collective bargaining; and, wage and health insurance impacts for 2018, and wage study projects.

Administrative – Paula Tracy

- Provided my notice of retirement to Warren Kraft on August 2, 2017. My last day of employment with Wood County is October 2, 2017. A special thanks to all those I have worked with over the years.
- Have been meeting with Kelli Quinnell daily to review duties of the Human Resources Administrator position.
- Kelli provided me with updates regarding implementation of the IMS-21 paperless filing system.
- Worked with Jodi Pingel in researching and preparing the Human Resources 2018 budgets. Met with Warren to review proposed budgets. Participated in conference call with Horton Group regarding the Health Plan budget proposal. Finalized and compiled budget for Finance Department and Executive Committee reviews.
- Received an open records request regarding support staff and wages within the Corporation Counsel office. Discussed validity of email with Warren. Forwarded requested documentation.
- Attended Stevens Point Area Human Resources Association (SPAHRA) meeting on August 9, 2017. The topic was “Change Management vs. Human Nature: How HR Can Help”.
- Responded to a personnel file review from a former employee.
- Responded to an open records request from a defense attorney.
- Met with department heads and supervisors regarding exempt/non-exempt status for professionally licensed positions in several departments.
- Revised several job descriptions in anticipation of recruitment.
- Responded to several supervisors relating to personnel issues and made recommendations for an appropriate course of action.
- Participated in Finance Director first 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

- Worked with Paula Tracy in researching and preparing the Human Resources 2018 budgets. Met with Warren to review proposed budgets. Participated in conference call with Horton Group regarding the Health Plan budget proposal. Finalized and compiled budget for Finance Department and Executive Committee reviews.
- 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.
 - Created new pay codes in HRMS to eliminate the issue with 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. Will go into effect for the September 14, 2017 payroll.
- Processing Family Medical Leave requests.
- Processed payroll for the 07/16/17-07/29/17, 07/30/17-08/12/17 and 08/13/17-08/26/17 pay periods.
 - August 17, 2017 payroll data was imported from TimeStar.
 - Approximately 500 manual adjustments to timecards due to accrual code calculations on the August 17 and August 31, 2017 payroll. New pay codes will eliminate this issue.
 - Manual checks created due to error with On Call code and accrual code.
- New Hire Orientations on July 24, July 31, August 7, August 14 and August 21, 2017
 - 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, Payroll Based Journaling (PBJ) Identifier, Supervisor, Accrual Plan).
- Vacation awards.
- Terminations – Cancel insurance benefits, COBRA notification, report final earnings and hours to WRS, PEHP.
- July WRS remittance.
- Quarter 1 Tax Penalty forgiveness and reimbursement received.
- Appeal letter sent for late penalties according to Quarter 2 tax reporting.
- Testing HRMS – Employee Self Service for benefit elections and pay stub retrieval.
- August COBRA remittance and vendor payments.
- Attended Employee Feedback meeting.
 - TimeStar transition and deadlines for approvals.
 - Wellness premium reductions – handed out rate sheet.
- Unemployment charges for July 2017.
- Update Reusable timecards in HRMS with Basic Life enrollments.
- Update Benefit Guide with insurance changes for 2018.
- Meeting with United Way representative and Wood County United Way campaign members.

- TimeStar
 - Assisting with employee and supervisor questions related to the usage of TimeStar
 - Review and adjust time off balances/accruals for Group 1
 - Working with IT on configuration updates and verifying data export

Recruitment – Angel Butler-Meddaugh

- Coordinated and assisted in first and second interviews regarding the Finance Director position. Internal offer was made and accepted with a start date of December 18, 2017.
- Dispatch interviews were conducted and shadowing is now taking place. Two applicants will be hired after references and backgrounds conducted. An eligibility list will also be established, which is good for one year. We were pleased with the number of applications received.
- Met with the Administrative Assistant at Edgewater Haven Nursing Home to discuss advanced features of Cyber Recruiter. Future training sessions will be scheduled with the Administrative Assistant at Norwood also.
- Scheduling interviews for male Corrections Officer applicants the second week of September and then finalize an eligibility list for male Corrections Officers. Female Corrections Officers applicants will be scheduled for interviews soon, with many applications to review.
- Will be attending a Job Fair at Mid-State Technical College on September 20, 2017. This a great opportunity to highlight open positions and to meet potential new hires.
- In anticipation of Paula's retirement ☹, Warren and I will be working on recruitment; although, we'll never get another Paula. She will be missed greatly.
- A lot of movement has occurred in the clerical area at the Sheriff's Department. The Office Supervisor was promoted to Deputy Clerk of Courts effective August 28, 2017. The current full-time Secretary was promoted to the Office Supervisor position, and the current casual Secretary replaced the full-time Secretary position. We will then end up recruiting for a casual Secretary. As of this date we've received an abundance of applications, with a deadline to apply of September 5, 2017.
- Filling the Veteran's Representative 5 position has been trying. We've had two final candidates that withdrew from the process for various reasons. Rock Larson interviewed some great candidates; therefore, he will be making another selection.
- 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	Clerk of Courts	Deputy Clerk of Court	Filled
Refilled	Dispatch	Dispatcher (2 FT & Eligibility List)	Dispatch Shadowing
Refilled	Edgewater	CNA (1 FT, 4 PT, Multiple Casual)	Recruitment by Edgewater
Refilled	Edgewater	Recreational Therapist Aide 2 (Casual)	Filled
Refilled	Edgewater	Dietary Aide (2 PT, 1 Casual)	Recruitment by Edgewater
Elig List	Edgewater	RN's (1 PT, 1 Casual)	Recruitment by Edgewater
Refilled	Edgewater	Accounting Services	Filled
Refilled	Finance	Finance Director	Filled
Refilled	Health	Health Screener – Oral	Filled
Refilled	Health	WIC Nutritionist/Educator-LTE (PT)	Deadline 9/10/17
Refilled	Health	Environmental Hlth Spec/Asst (2)	Refs/Backgrounds

(Con't)

Refilled Position	Department	Position	Status
Refilled	Health	WIC Nutritionist/Educator (PT)	Deadline 8/27/17
Refilled	Highway	Mechanic	Deadline 9/5/17
Refilled	Human Services	Residential Aide (1FT & Casual)	Deadline 8/30/17
Refilled	Human Services	Crisis Interventionist (Casual)	Filled
Refilled	Human Services	Birth to Three Program Coordinator	Deadline 7/31/17
Refilled	Human Services	Family Resource Coordinator	Deadline 8/27/17
Refilled	Human Services	Economic Support Specialist	Filled
Refilled	Human Services	Legal Services/APS Coordinator	Deadline 8/6/17
Refilled	IT-Systems	Programmer/Analyst	Deadline 9/4/17
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 (Male/Female)	Interviews/Estab elig list
Refilled	Sheriff	Office Supervisor	Filled
Refilled	Sheriff	Secretary (FT)	Filled
Refilled	Sheriff	Secretary (Casual)	Deadline 9/5/17
Refilled	Veteran's	Veteran's Rep 5	References/Background

Administrative Services – Kelli Quinnell

- Meeting daily with Paula Tracy to learn duties of HR Administrator position.
- Completed a comparison of paper timecards to TimeStar data as part of the parallel testing.
- Completed and distributed the third issue of the HR Quarterly Newsletter. Topics covered included an explanation of the new Wellness Program incentive, a recap of real time vacation accrual, and updates on HR forms and TimeStar.
- Compiled a report for the Dispatch Manager.
- Compiled reports for the Wellness Coordinator.
- Reconciled August benefit invoices.
- Received information from HR Director regarding a change to the I-9 form. Implemented the new form in HR and notified Norwood and Edgewater of the change and sent them the new form to implement immediately and going forward.
- Administered testing to Dispatch candidates on August 9th, 11th, 16th, and 18th.
- Had multiple conversations and met with IT regarding IMS-21 electronic filing software. Scanners have been selected to be purchased and a preliminary file structure has been created. Once IMS-21 is updated to the newest version, we will begin testing small batches of personnel files.
- Attended an IMS-21 Explorer training session with IT.
- Participated in the Employee Feedback Group meeting on August 22nd.
- Sent a reminder email to Department Heads for performance evaluations that are currently due and past due.
- Researched, along with Recruitment Coordinator, information requested by HR Director. Compiled and reported information to HR Director.

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



Wood County WISCONSIN

HUMAN RESOURCES DEPARTMENT

MEMORANDUM

TO: Executive Committee

FROM: Warren Kraft
Director of Human Resources *WPK*

DATE: August 29, 2017

RE: New Voluntary Benefit Offering – Short-Term Disability

As part of the 2017 work plan established by the Executive Committee, the Human Resources Department was directed to review the possibility of offering a short-term disability benefit to employees, beginning next year. Working with The Horton Group, we have chosen a benefit opportunity for employees through Mutual of Omaha.

A fact sheet is attached for information purposes. More detailed information will be shared with the employees during the annual open enrollment meetings, presently scheduled for the week of October 16th, 2017.

Two specific items of note:

- 1) There is a minimum participation requirement for the County to offer this plan to employees. At least 15% of those eligible employees must enroll for this benefit. The eligibility requirement is consistent with the other voluntary benefit offerings, dental, vision, life and long-term disability; that is, those active fulltime employees who work at least 32 hours weekly.
- 2) As a voluntary benefit, the employee will pay the full amount of the premium with after-tax earnings. Thus, the disability benefit is NOT considered taxable earning. However, employees are always advised to check with their own tax adviser for specific guidance as to their own personal situations. Please note that there is also a two-year rate guarantee, meaning that this premium will be the same for 2018 and 2019.

If implemented, the effective date of this short-term disability benefit will be January 1, 2018.

Please let me know if you have any questions that are not answered by the attached fact sheet. Thank you very much.

Wood County

Short Term Disability Plan

Insurance / Risk Advisory / Employee Benefits

HORTON

Effective Date: January 1, 2018

Mutual of Omaha

STD Rates

Volume (Monthly) estimated for illustration purposes (35% participation across all salary ranges)

Rate (by age)	Rate per \$10 of weekly benefit
Under 25	\$0.65
25-29	\$0.65
30-34	\$0.65
35-39	\$0.65
40-44	\$0.65
45-49	\$0.65
50-54	\$0.65
55-59	\$0.65
60-64	\$0.65
65+	\$0.65
Estimated Monthly Premium	\$7,553
Estimated Annual Premium	\$90,637.56
Rate Guarantee	2 Years (3 years if 25% or more enroll)

Summary of STD Benefits

Covered Class	All active, full time employees working 32 or more hours per week.
Weekly Income Benefit	66 2/3%
Minimum Weekly Income Benefit	\$25 per week
Maximum Weekly Income Benefit	\$1,500 per week
Guarantee Issue	Full Benefit
Portability	Included
Participation Requirement	15% (Participation can be waived if MOO personalized enrollment materials are used and all forms must be returned).
Employer Contribution	0%
Late Enrollees	Annual open enrollment for up to 90 days prior to each policy year
Elimination Period	
Accident	14 days
Sickness	14 days
Maximum Benefit Period	
Accident	11 weeks
Sickness	11 weeks
Definition of Disability	Loss of duties and earnings (99% mutually progressive partial)
Definition of Earnings	Annual Salary just prior to disability (excludes overtime, bonus, commission or extra compensation)
Zero Day Residual	Included
Pre-Existing Limitation	3/6
Work Incentive Benefit	No offset of work earnings until they exceed 100% of pre-disability earnings; 5% vocational rehab benefit
Waiver of Premium	Included
FICA Match and W-2 Reporting	Included

This proposal is based off the information provided by you and is intended to be illustrative of the proposal provided by the carrier. Final rates are determined by the carrier after the carrier completes the underwriting and final enrollment process. Rates quoted are not guaranteed and may change subject to updated claim information, changes to the census &/or enrollment elections. If there is a discrepancy between the rates provided in this proposal and the rates provided by the carrier, the carrier's final rates will govern.

WOOD COUNTY CAPITAL IMPROVEMENT PLAN
PROJECTS TO BE FUNDED WITH DEBT 2018

Department	CIP Project #	Description	Priority	Included in 2018 Budget	Added during CIP Meeting	Total Capital funded with Debt
Dispatch	08-18-001	Radio Replay	2	40,000		40,000
Radio Engineer	13-18-002	Microwave Links	3	225,000		225,000
Edgewater Building Maintenance	12-18-001	300 North Room Renovation 5 Sets	3		296,000	296,000
Norwood Building Operations	20-18-001	Water Heater Replacement	3		7,500	7,500
	20-18-002	Roof Replacement Phase 2	3		100,000	100,000
	20-18-003	HVAC Renovation Phase 2	3		50,000	50,000
	20-18-007	Lawn Tractor/Snowblower	3		15,000	15,000
	20-18-008	Toilet Update	3		14,000	14,000
	20-18-009	Lighting Upgrades	3		10,000	10,000
Parks & Forestry		Equipment replacement	3		50,000	50,000
	21-18-001	Fleet vehicle replacement	2		35,000	35,000
	21-18-009	Building Improvements	3		30,000	30,000
	21-18-012	SP 3rd loop electrical upgrade (\$30	4		25,000	25,000
Sheriff Administration	25-18-001	Squad Cars (patrol) & Jail Transport	2	245,086	✓	245,086
Information Technology	27-18-001	Citrix upgrade (currently out of date	2	160,000	✓	160,000
	27-18-002	Backup Solution	2	93,000		93,000
	27-18-003	Business Continuity Phase 1	2	150,000	✓	150,000
UW Mfld/Wood County	UW-18K-7338	Theater Electrical (UW-18k-7337)	3	85,000		85,000
	UW-18K-7336	Sidewalk & parking (UW-18k-7336)	3	26,000		26,000
Highway Fuel Handling		"Gasboy" software	3		29,000	29,000
Highway Capital Projects		Road Projects	3			-

WOOD COUNTY CAPITAL IMPROVEMENT PLAN
PROJECTS TO BE FUNDED WITH DEBT 2018

Department	CIP Project #	Description	Priority	Included in 2018 Budget	Added during CIP Meeting	Total Capital funded with Debt
				1,024,086	661,500	1,685,586
		Paid by Tax Levy		(555,086)		(555,086)
		Paid through Debt		\$ 469,000	\$ 661,500	\$ 1,130,500
Targeted working capital percentage	15.00%					
	Expenditures	Revenue	Tax Levy	Funds Applied	Funds Available	Suprlus (Deficit)
Current Surplus (Deficit)	(109,059,293)	78,058,390	25,604,492	(5,396,411)	4,947,748	(448,663)
New Highway Capital	-	-	-	-	-	-
New Borrowing-Current Capital	-	469,000	-	469,000	-	469,000
Tfr funding Parks Capital	-	140,000	-	140,000	(140,000)	-
New CIP Projects-Edgewater	(296,000)	296,000	-	-	-	-
New CIP ProjectsNorwood	(196,500)	196,500	-	-	-	-
New CIP Projects	(29,000)	29,000	-	-	-	-
New Borrowing-Current Capital	469,000	-	-	469,000	70,350	539,350
New Borrowing-Current Capital	(469,000)	-	-	(469,000)	-	(469,000)
Move Parks Cap Proj to Cap Proj	140,000	-	-	140,000	21,000	161,000
Capital Projects Fund Parks	(140,000)	-	-	(140,000)	-	(140,000)
Debt Service on New Borrowing	(234,421)	-	184,421	(50,000)	(35,163)	(85,163)
Tfrs from Highway GTA to Debt Svc	-	-	-	-	-	-
Use of Highway Funds	-	-	-	-	-	-
	(109,815,214)	79,188,890	25,788,913	(4,837,411)	4,863,935	
						Updated and Ending Budget Surplus (Deficit) \$ 26,524

Impact on Debt Service Tax Rate			Included in 2018 Budget	Added during CIP Meeting	Total Capital funded with Debt
Term-years	10				
True Int rate	1.90%				
Annual Principal & Interest per million	\$ 110,000		\$ 51,590	\$ 72,765	\$ 124,355
Amount abated by increase in General Transportation Aid (GTA)					
Net increase in debt service			\$ 51,590	\$ 72,765	\$ 124,355
Equalized Valuation	\$ 4,822,848,200				
Taxes per penny of tax rate	\$ 48,226		\$ 0.01070	\$ 0.01509	\$ 0.02579
Current Debt Service Tax Rate			0.639281	0.639281	0.639281
Proposed Debt Service Tax Rate			\$ 0.64998	\$ 0.65437	\$ 0.66507

Capital Plan
Wood County, WI

2018 thru 2022

Department Dispatch
Contact Lori Heideman
Type Equipment
Useful Life 5-7 years
Category Major Equipment
Priority 2. Urgent

Project # 08-18-001
Project Name Radio Replay

Description

Total Project Cost: \$40,000

End of life 2017 - required to record all emergency as well as non-emergency traffic on phones and radios for open records requests.

Justification

Our equipment is 10 years old. You cannot redact juvenile information. Equipment is outdated and no longer supported. Will be able to redact juvenile information and process more than 1 CD at a time as well as have support for our equipment.

Expenditures	2018	2019	2020	2021	2022	Total
Equip/Vehicles/Furnishings	40,000					40,000
Total	40,000					40,000

Funding Sources	2018	2019	2020	2021	2022	Total
Tax Levy	40,000					40,000
Total	40,000					40,000

Budget Impact/Other

Capital Plan
Wood County, WI

2018 thru 2022

Department Emergency Management
Contact Steve R. Kreuser
Type Equipment
Useful Life 7-10 years
Category Major Equipment
Priority 3. Necessary

Project # 13-18-002
Project Name Microwave Links

Total Project Cost: \$225,000

Description

Communication microwave to increase speed of service for Wood County Annex and Health Center

Justification

Update the microwave technology of 11 year old system. There are more computers and phone systems being utilized in the Wood County Annex and Health Center. More reliable system with faster speed and less outages.

Expenditures	2018	2019	2020	2021	2022	Total
Equip/Vehicles/Furnishings	225,000					225,000
Total	225,000					225,000

Funding Sources	2018	2019	2020	2021	2022	Total
Tax Levy	225,000					225,000
Total	225,000					225,000

Budget Impact/Other

\$125k per link

Capital Plan
Wood County, WI

2018 thru 2022

Department Edgewater Haven Nursing Ho
Contact Ron Landwehr
Type Improvement
Useful Life 30 years
Category Buildings
Priority 3. Necessary

Project # 12-18-001
Project Name 500 South Room Reno 9 Rooms

Description

Total Project Cost: \$296,000

Replace floor tile, paint, window blinds, vanity, fixtures, valence, and wardrobes. Includes making each bathroom ADA compliant and private in each room. This will include 9 of the 15 rooms on 500 South Hall.

Justification

Facility is dated, losing referrals to updated area facilities that have modernized and have private bathrooms. Currently, we get room locked due to not being able to have residents get into current bathrooms as they only have a 24" door opening. When we are room locked we cannot utilize all of our rooms and make room for new admissions.

Expenditures	2018	2019	2020	2021	2022	Total
Construction/Maintenance	296,000					296,000
Total	296,000					296,000

Funding Sources	2018	2019	2020	2021	2022	Total
Tax Levy	296,000					296,000
Total	296,000					296,000

Budget Impact/Other

Capital Plan
Wood County, WI

2018 *thru* 2022

Department Norwood Health Center
 Contact Lee Ackerman
 Type Equipment
 Useful Life 8 years
 Category Major Equipment
 Priority 3. Necessary

Project # 20-18-001
 Project Name Water Heater Replacement #2

Description

Total Project Cost: \$7,500

Industrial water heater used for building hot water needs will need replacing.

Justification

Hot water is currently supplied to the building by three (3) independent hot water heaters that work in tandem. By 2018, the oldest heater in service will be at the end of its life expectancy and will need to be replaced.

Expenditures	2018	2019	2020	2021	2022	Total
Equip/Vehicles/Furnishings	7,500					7,500
Total	7,500					7,500

Funding Sources	2018	2019	2020	2021	2022	Total
Tax Levy	7,500					7,500
Total	7,500					7,500

Budget Impact/Other

Capital Plan
Wood County, WI

2018 thru 2022

Department Norwood Health Center
Contact Lee Ackerman
Type Improvement
Useful Life 20 years
Category Buildings
Priority 3. Necessary

Project # 20-18-002
Project Name Roof Replacement Phase 2

Description

Total Project Cost: \$100,000

Sections most in need of replacing will be done at this time.

Justification

Existing rubber membrane roof will need to be replaced due to aging and subsequent increase in repair costs. Because the roof is divided into many sections, the project is planned to be spread out in phases over several years. The life expectancy of a typical rubber membrane roof is 20 years. This roof will be 29 years old in 2018.

Expenditures	2018	2019	2020	2021	2022	Total
Construction/Maintenance	100,000					100,000
Total	100,000					100,000

Funding Sources	2018	2019	2020	2021	2022	Total
Tax Levy	100,000					100,000
Total	100,000					100,000

Budget Impact/Other

Capital Plan
Wood County, WI

2018 *thru* 2022

Department Norwood Health Center
Contact Lee Ackerman
Type Equipment
Useful Life 25 years
Category Buildings
Priority 3. Necessary

Project # 20-18-003
Project Name HVAC Renovations Phase 2

Description

Total Project Cost: \$50,000

Update 40+ year old pneumatic controls to more efficient and reliable digital controls in order to maintain working condition and efficiency of heating/cooling systems.

Justification

Most of the HVAC controls are the original pneumatic controls. Air lines, valves, positioners and controls are deteriorating, leaking air and inefficient. Energy audit performed in 2016 showed that these updates will also lower operating costs. Work has begun on updating these controls in stages in order to maintain operation of the building and its programs. Areas not addressed in previous year's renovation will be updated.

Expenditures	2018	2019	2020	2021	2022	Total
Equip/Vehicles/Furnishings	50,000					50,000
Total	50,000					50,000

Funding Sources	2018	2019	2020	2021	2022	Total
Tax Levy	50,000					50,000
Total	50,000					50,000

Budget Impact/Other

Capital Plan
Wood County, WI

2018 thru 2022

Department Norwood Health Center
Contact Lee Ackerman
Type Equipment
Useful Life 10 years
Category Major Equipment
Priority 3. Necessary

Project # 20-18-007
Project Name Lawn Tractor/Snowblower

Description

Total Project Cost: \$15,000

Purchase new lawn tractor of sufficient size to operate snowblower, power brush and mowing deck. Purchase would include listed attachments and a cold weather enclosure.

Justification

Facility maintains 21 acres of land and 2550 linear feet of sidewalk. This equipment would allow maintenance staff to clear snow and ice from sidewalks and mow grass in summer months. Facility currently uses an old tractor to brush sidewalks and a lawn tractor for snowblowing and some mowing. The tractor was donated by Courthouse when it needed to be replaced and is in very poor mechanical condition. This purchase would replace both the older tractor and the lawn tractor/snowblower.

Expenditures	2018	2019	2020	2021	2022	Total
Equip/Vehicles/Furnishings	15,000					15,000
Total	15,000					15,000

Funding Sources	2018	2019	2020	2021	2022	Total
Tax Levy	15,000					15,000
Total	15,000					15,000

Budget Impact/Other

Capital Plan
Wood County, WI

2018 thru 2022

Department Norwood Health Center

Contact Lee Ackerman

Type Improvement

Useful Life 20 Years

Category Buildings

Priority 4. Desirable

Project # 20-18-008
Project Name Toilet Update

Description

Total Project Cost: \$14,000

Replace existing 3.5 gpf (gallon per flush) toilets and flush valves with high efficiency 1.6 gpf fixtures.

Justification

Norwood still has around 50 toilets in service that use 3.5 gallons of fresh water per flush. Cost of water and sewer utilities continues to rise. This change can be performed by in-house staff and the return on cost will begin immediately by cutting water consumption in half on those fixtures.

Expenditures	2018	2019	2020	2021	2022	Total
Construction/Maintenance	14,000					14,000
Total	14,000					14,000

Funding Sources	2018	2019	2020	2021	2022	Total
Tax Levy	14,000					14,000
Total	14,000					14,000

Budget Impact/Other

Capital Plan
Wood County, WI

2018 *thru* 2022

Department Norwood Health Center
 Contact Lee Ackerman
 Type Improvement
 Useful Life 7-10 years
 Category Buildings
 Priority 4. Desirable

Project # **20-18-009**
 Project Name **Lighting Upgrades**

Description

Total Project Cost: **\$10,000**

Replacement of inefficient fluorescent light fixtures with LED fixtures.

Justification

Many existing light fixtures are t-12 fluorescent type and are over 40 years old. More energy efficient and longer lasting options are available with LED fixtures. Utility savings and Focus on Energy incentives should repay cost of improvement within 5 years.

Expenditures	2018	2019	2020	2021	2022	Total
Construction/Maintenance	10,000					10,000
Total	10,000					10,000

Funding Sources	2018	2019	2020	2021	2022	Total
Tax Levy	10,000					10,000
Total	10,000					10,000

Budget Impact/Other

Capital Plan
Wood County, WI

2018 *thru* 2022

Department Park & Forestry
 Contact Chad Schooley
 Type Equipment
 Useful Life 15 years
 Category Vehicles
 Priority 2. Urgent

Project # **21-18-001**
 Project Name **Fleet Vehicle Replacement**

Description

Total Project Cost: **\$35,000**

Replace fleet trucks

Justification

These fleet vehicles need to be replaced in accordance to the vehicle replacement schedule.

Expenditures	2018	2019	2020	2021	2022	Total
Equip/Vehicles/Furnishings	35,000					35,000
Total	35,000					35,000

Funding Sources	2018	2019	2020	2021	2022	Total
Tax Levy	35,000					35,000
Total	35,000					35,000

Budget Impact/Other

Capital Plan
Wood County, WI

2018 *thru* 2022

Department Park & Forestry
 Contact Chad Schooley
 Type Improvement
 Useful Life 15 years
 Category Other
 Priority 3. Necessary

Project #	21-18-009
Project Name	Building Improvements

Description	Total Project Cost: \$30,000
Building improvements/maintenance on existing facilities. Roofs on shelter houses, drainfield replacements, water systems, and electrical upgrades in accordance to department maintenance structure.	

Justification
Our present park maintenance budget does not allow for major replacement/repairs on the larger shelter roofs, water systems, and drainfield replacements needed on buildings with 25 year old roofs, etc.

Expenditures	2018	2019	2020	2021	2022	Total
Planning/Design	5,000					5,000
Construction/Maintenance	25,000					25,000
Total	30,000					30,000

Funding Sources	2018	2019	2020	2021	2022	Total
Tax Levy	30,000					30,000
Total	30,000					30,000

Budget Impact/Other

Capital Plan
Wood County, WI

2018 *thru* 2022

Department Sheriff and Corrections
 Contact Randal Dorshorst
 Type Equipment
 Useful Life 5 years
 Category Vehicles
 Priority 2. Urgent

Project # 25-18-001
 Project Name Vehicles

Description

Total Project Cost: \$1,275,437

Purchase new patrol vehicles to replace high mileage vehicles currently used on patrol. Purchase new van to replace high mileage van currently used in the jail transport division to transport prisoners. Patrol vehicles accumulate up to 40,000 miles per year, per vehicle. Prisoner transport vehicles accumulate up to 70,000 miles per vehicle per year. Total expenditure includes change-over costs for vehicles (e.g. lights, guards, cages, radio equipment, computer equipment, graphics, title fees and license plate fees).

Justification

High mileage vehicles require maintenance frequently and at a high cost. Emergency operation and transporting prisoners with high mileage vehicles exposes department members to increased change of equipment failure and attendant liability to the County and tax payers. At project year start, mileage per vehicle on patrol will be 150,000 to 170,000 and transport vehicle will be 230,000 to 250,000. Costs in expenditure schedule for years 2019 to 2022 reflect a two-percent increase per year due to anticipated inflation.

Expenditures	2018	2019	2020	2021	2022	Total
Equip/Vehicles/Furnishings	245,086	249,988	254,987	260,087	265,289	1,275,437
Total	245,086	249,988	254,987	260,087	265,289	1,275,437

Funding Sources	2018	2019	2020	2021	2022	Total
Tax Levy	245,086	249,988	254,987	260,087	265,289	1,275,437
Total	245,086	249,988	254,987	260,087	265,289	1,275,437

Budget Impact/Other

Capital Plan
Wood County, WI

2018 *thru* 2022

Department Information Technology
Contact Amy Kaup
Type Equipment
Useful Life 5-7 years
Category Software/Equipment
Priority 2. Urgent

Project # 27-18-001
Project Name Citrix Upgrade/Replacement

Description

Total Project Cost: \$160,000

Currently utilize Citrix for a number of Countywide applications such as CIS (law enforcement), HRMS (HR/Payroll), Dynamics (Financial), budget documents, etc.

Justification

Current maintenance costs and printing issues with the solution in place warrants either an upgrade to or replacement of the system to provide a more stable solution to serve up applications and files to the departments that rely on citrix. This application is used heavily by Human Services and the Sheriff's Department for non county agencies to be able to access County data.

Expenditures	2018	2019	2020	2021	2022	Total
Other	160,000					160,000
Total	160,000					160,000

Funding Sources	2018	2019	2020	2021	2022	Total
Tax Levy	160,000					160,000
Total	160,000					160,000

Budget Impact/Other

Capital Plan
Wood County, WI

2018 *thru* 2022

Department Information Technology
Contact Amy Kaup
Type Equipment
Useful Life 5 years
Category Hardware/Software
Priority 2. Urgent

Project # 27-18-002
Project Name WC Backup Solution

Description

Total Project Cost: \$93,000

Current backup solution has become dramatically increasing in cost of maintenance. Relies on tape backup system which creates unnecessary obstacles and additional time to backup/restore items.

Justification

Backups & restore methods are needed to meet retention policies, disaster recovery, and file recovery. Backup solution allows files to be retained outside of the data center for disaster recovery purposes.

Expenditures	2018	2019	2020	2021	2022	Total
Other	93,000					93,000
Total	93,000					93,000

Funding Sources	2018	2019	2020	2021	2022	Total
Tax Levy	93,000					93,000
Total	93,000					93,000

Budget Impact/Other

Capital Plan
Wood County, WI

2018 thru 2022

Department Information Technology
Contact Amy Kaup
Type Equipment
Useful Life 5-10
Category Major Equipment
Priority 2. Urgent

Project # 27-18-003
Project Name WC IT Continuity Infrastructure

Description

Total Project Cost: \$228,000

Build a business continuity plan at the Marshfield Norwood Health Center that would allow critical applications and services to continue to run from that location in the event of failure or catastrophic events at Courthouse data center.

Justification

Impacts all departments that rely on the IT department. Allows IT to have a solid plan for recovery and business continuity. An event that would affect the Courthouse would have a devastating impact on the County's operations and access to applications/data recovery would take substantially longer and services would be affected for a greater period of time. In 2016 a generator failure took all IT services down; with this system in place, facilities other than the Courthouse would continue to operate and be able to access applications and services.

Expenditures	2018	2019	2020	2021	2022	Total
Equip/Vehicles/Furnishings	150,000	78,000				228,000
Total	150,000	78,000				228,000

Funding Sources	2018	2019	2020	2021	2022	Total
Tax Levy	150,000	78,000				228,000
Total	150,000	78,000				228,000

Budget Impact/Other

Capital Plan
Wood County, WI

2018 thru 2022

Department UW Wood Co/Marshfield
 Contact Michelle Boernke
 Type Improvement
 Useful Life
 Category Buildings
 Priority 3. Necessary

Project # **UW-18K-7338**
 Project Name **Theater Improvements**

Total Project Cost: **\$85,000**

Description

Upgrade and replace the 50 plus year old electrical wiring, switches, outlets, dimmers, dimmer racks and dimmer plugs. It would also replace the existing lighting fixtures in the theater.

Justification

The current state of all of the electrical components has been and continues to be a genuine safety concern not only for the individuals using the equipment but also the campus as a whole due to potential fire concerns caused by the existing equipment. With the new electrical upgrades and lighting there would be a substantial reduction in electrical costs as well as an increase in the overall safety of the individuals that work with the outdated electrical equipment and the campus itself.

Expenditures	2018	2019	2020	2021	2022	Total
Construction/Maintenance	85,000					85,000
Total	85,000					85,000

Funding Sources	2018	2019	2020	2021	2022	Total
Tax Levy	85,000					85,000
Total	85,000					85,000

Budget Impact/Other

Would be a substantial reduction in electrical costs as well as an increase in overall safety of the individuals that work with the outdated electrical equipment.

Capital Plan
Wood County, WI

2018 thru 2022

Department UW Wood Co/Marshfield
Contact Michelle Boernke
Type Improvement
Useful Life
Category Land Improvements
Priority 3. Necessary

Project # UW-18K-7336
Project Name Sidewalk and Parking Repairs

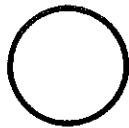
Description **Total Project Cost:** \$38,000
 Repair and replace broken and heaved sidewalks around the campus facilities and also to repair existing asphalt and concrete parking areas.

Justification
 Reducing the risk of trip and fall accidents reduces liability issues and possible legal costs. Will also be in compliance with ADA requirements.

Expenditures	2018	2019	2020	2021	2022	Total
Construction/Maintenance	26,000				12,000	38,000
Total	26,000				12,000	38,000

Funding Sources	2018	2019	2020	2021	2022	Total
Tax Levy	26,000				12,000	38,000
Total	26,000				12,000	38,000

Budget Impact/Other



RESOLUTION#

Introduced by

Executive Committee

Page 1 of 1

Committee

Motion:

Adopted: ☐1stLost: ☐2ndTabled: ☐No: ☐Yes: ☐Absent: ☐

Number of votes required:

☐

Majority

☒

Three-Fourths

Reviewed by:

PAK

, Corp Counsel

Reviewed by:

MMF

, Finance Dir.

INTENT & SYNOPSIS: Initial resolution authorizing the issuance of general obligation notes to fund capital items requested in the 2018 budget of Dispatch, Emergency Management, Edgewater Haven Nursing Home, Norwood Health Center, Parks & Forestry. Information Technology and UW Wood County/Marshfield

FISCAL NOTE: Proceeds from general obligation borrowing not to exceed \$1,200,000

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 \$1,200,000 for the public purpose of funding capital expenditures in the 2018 budget requests of Dispatch, Emergency Management, Edgewater Haven Nursing Home, Norwood Health Center, Parks & Forestry, Information Technology and UW Wood County/Marshfield. 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	Miner, T			
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			



RESOLUTION#

Introduced by
Page 1 of 1

Executive

PJT

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 type="checkbox"/> Majority	<input checked="" type="checkbox"/> Two-thirds	
Reviewed by: <u>PAK</u> , Corp Counsel		
Reviewed by: <u>[Signature]</u> , Finance Dir.		

INTENT & SYNOPSIS: To amend the 2017 budget of a department with employees that qualified for a merit pay bonus in 2016. The funds were originally appropriated in the Human Resources Department.

FISCAL NOTE: No additional cost to Wood County. The appropriation to be transferred was appropriated in Human Resources Programs and was anticipated to be transferred to the department approved for merit pay bonus. The adjustment to the budget is as follows:

		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			

Transfer In

Function	Function Name	Amount
54121	Health – Public Health	\$1,548

Transfer Out

Function	Function Name	Amount
51436	Human Resources-Programs	\$1,548

WHEREAS, Wood County budgets in Human Resources Programs for the purpose of funding merit pay bonuses for employees qualifying for the bonus as a result of annual performance evaluations, and

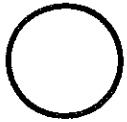
WHEREAS the Executive Committee authorized a merit pay bonus along with a transfer of appropriations from Human Resources Programs (51436) to the functions of an affected employee, and

WHEREAS Wisconsin Statute 65.90(5)(a) states “the amounts of the various appropriations and the purposes for such appropriations stated in a budget required under sub. (1) may not be changed unless authorized by a vote of two-thirds of the entire membership of the governing body”, and

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

NOW, THEREFORE, THE WOOD COUNTY BOARD OF SUPERVISORS HEREBY RESOLVES to amend the Wood County budget to reflect a transfer out of appropriations of \$1,548 from Human Resources-Programs (51436) and transfer in appropriations of the same amount to the function listed above, and

BE IT FURTHER RESOLVED that pursuant to Wis. Stats. 65.90 (5), the County Clerk is directed to publish a Class 1 notice of this budget change within 10 days.



RESOLUTION#

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 type="checkbox"/> Majority	<input checked="" type="checkbox"/> Two-thirds
Reviewed by: <u>PAK</u> , Corp Counsel	
Reviewed by: <u>MFM</u> , Fin. Dir.	

INTENT & SYNOPSIS: To amend the 2017 budget for Norwood Dietary function (54350) for the purpose of funding the capital purchase necessary to replace the current dish machine with a new dish machine.

FISCAL NOTE: To transfer \$18,279 from available balance in contingency (51590) to the Norwood Dietary function (54350). At the time of this request, the funds available in contingency are \$419,870. The adjustment to the budget is as follows:

Account	Account Name	Debit	Credit
54350	Norwood Dietary		\$18,279
51590	Contingency	\$18,279	

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

WHEREAS, a new dish machine was requested and approved for Norwood in the 2017 budget in the amount of \$17,650, and

WHEREAS, Norwood received a quote to replace their current dish machine that was purchased in 2003 and had a 10 year useful life and it is now 14 years old, and

WHEREAS, it was identified that the proposed dish machine was the wrong dimensions and would not be adequate to meet the needs of the current dietary department demands, and

WHEREAS, the amount needed to cover the difference is \$18,279 which was not included in the 2017 budget, and

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

WHEREAS, the budget for the contingency account was adopted for the purpose of funding unanticipated expenditures, and

THEREFORE BE IT RESOLVED, to amend the Wood County budget for 2017 to transfer \$18,279 from the Contingency Account (51590) to the Norwood Dietary (54350) function, and

BE IT FURTHER RESOLVED, that pursuant to Wis. Stats. 65.90 (5), the County Clerk is directed to publish a Class 1 notice of this budget change within 10 days.

Donna Rozar, Chair

Tom Buttke

Dennis Polach

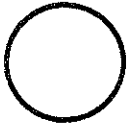
Adam Fischer

Ed Wagner, Chair

Allen Breu

Michael Feirer

Hilde Henkel



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>MPM</u>	, Finance Dir.	

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

FISCAL NOTE:

Offered Amount	\$12,000.00
R.E. Taxes	(18,710.11)
Publication fees	(227.16)
Abstracting fees	(160.00)
Maintenance fees	(33,199.34)

LOSS (\$40,296.61)

		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, during the sealed bid process no offers were received on the below mentioned property, and,**WHEREAS**, an open bid process was held and this was the best offer received on the below mentioned property, and,**WHEREAS**, it is beneficial for Wood County to sell tax deed 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**City of Wisconsin Rapids**

Parcel 34-05515

Lot 1 of Wood County Certified Survey Map No. 1856 (recorded in Volume 7 of Survey Maps at Page 56) said lot being all of Lot 44 and part of Lot 45 of East Side Assessor's Plat No. 40, City of Wisconsin Rapids, Wood County,

Wisconsin.

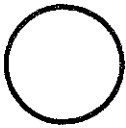
OFFERED AMOUNT

\$12,000.00

APPRAISED AMOUNT

\$15,000.00

Property is vacant land formerly 1411 1st St. N.



RESOLUTION#

Introduced by Executive Committee
Page 1 of 1

HLG

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: To update "Resolution Designating Public Depositories and Authorizing Withdrawal of County Monies" to include number of signatures and titles of authorized persons.

BE IT RESOLVED by the Wood County Board of Supervisors that the following named financial institutions:

AbbyBank

American Deposit Management Co

Associated Bank

Charles Schwab & Co., Inc. as custodian bank for investment with
ICM Institutional Capital Management LLC

Farmers & Merchants Bank

State of Wisconsin Local Government Investment Pool Fund

Timberwood Bank

US Bank, NA as custodian bank for investment with WISC
(Wisconsin Investment Series Cooperative) through PMA
(Prudent Man Advisors) Financial Network, Inc.

WoodTrust Bank

Qualify as a public depository under Chapter 34, Wis. Stats., are hereby designated as depositories in which the funds of this Municipality may from time to time be deposited or transferred by Treasurer or Deputy Treasurer.

BE IT FURTHER RESOLVED, that the following described account(s) be opened and maintained in the name of this Municipality with the Bank subject to the rules and regulations of the Bank from time to time in effect that the

person(s) and the number there of designated by title opposite the following designation of account(s) is hereby authorized, for and on behalf of this Municipality, to sign order checks as provided in §. 66.0607, Wis. Stats., for payment or withdrawal of money from said account(s) and to issue instructions regarding the same and to endorse for deposit, negotiation, collection or discount by Bank any and all checks, drafts, notes, bills, certificates of deposit, or other instruments or orders for the payment of money owned or held by said Municipality; that the endorsement for deposit may be in writing, by stamp, or other facsimile signature so endorsing.

Type of Account	Number of Signatures Required	Titles of Authorized Persons
1. Checking Account	3	Chairman, Clerk, Treasurer
2. Insured Money Market Acct	1	Treasurer or Deputy Treasurer
3. Certificate of Deposit	1	Treasurer or Deputy Treasurer
4. Wire Transfer	1	Treasurer or Deputy Treasurer
5. U.S. Securities	1	Treasurer or Deputy Treasurer
6. Electronic Transfers for Federal Tax Purposes	1	Finance Director or Treasurer



RESOLUTION#

Introduced by
Page 1 of 2

EXECUTIVE COMMITTEE

HLG

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: _____, Finance Dir.		

INTENT & SYNOPSIS: To authorize entering into an intergovernmental cooperation agreement relating to the "Wisconsin Investment Series Cooperative" and authorizing participation in the investment programs of the fund.

WHEREAS, the Wisconsin school districts, technical college districts, cities, villages, counties and towns may invest their monies as authorized by Wisconsin Statutes, Section 66.0603 (1m); and

WHEREAS, Wisconsin Statutes, Section 66.0301 (the "Intergovernmental Cooperation Act") provides, among other things, that counties may contract with other counties for the joint exercise of any power or duty required or authorized by law, including investment of their monies, and

WHEREAS, the Wisconsin Investment Series Cooperative (formerly known as the Wisconsin School District Liquid Asset Fund) (the "Fund") was formed as of June 23, 1988 pursuant to the Intergovernmental Cooperation Act by the adoption of an Intergovernmental Cooperation Agreement relating to the Wisconsin School District Liquid Asset Fund by Oregon School District and Sheboygan Area School District, as the initial participants of the Fund, which Agreement was amended as of July 15, 1994 and July 12, 2002 (the "Intergovernmental Cooperation Agreement"); and

WHEREAS, the Fund is governed by the Wisconsin Investment Series Cooperative Commission (the "Commission") in accordance with the terms

of the Intergovernmental Cooperation Agreement; and

WHEREAS, the Intergovernmental Cooperation Agreement has been presented to this governing body (the "Governing Body"); and

WHEREAS, the Intergovernmental Cooperation Agreement authorizes counties to adopt and enter into the Intergovernmental Cooperation Agreement and become participants of the Fund; and

WHEREAS, this Governing Body deems it to be advisable for Wood County (the "County") to adopt and enter into the Intergovernmental Cooperation Agreement and become a participant of the Fund for the purpose of exercising jointly with other counties the power to invest their monies, so as to enhance the investment earnings accruing to each; and

WHEREAS, this Governing Body deems it to be advisable for this County to make use from time to time, in the discretion of the officials of the County identified in Section 2 of the attached resolution, of the Fixed Rate Investment Program available to participants of the Fund, and

WHEREAS, this Governing Body deems it advisable for this County to make use of, from time to time, the services provided by PMA Financial Network, Inc., PMA Securities, Inc., U.S. Bank National Association, and/or their affiliates and successors, in connection with the County's **58**lization of the Fund.

		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			



ITEM# _____

DATE _____

RESOLUTION# _____

Effective Date: _____

Introduced by

EXECUTIVE COMMITTEE

Page 2 of 2

NOW, THEREFORE, THE WOOD COUNTY BOARD OF SUPERVISORS HEREBY RESOLVES to, allow the Treasurer, Deputy Treasurer, and County Clerk to enter into the attached agreement with Wisconsin Investment Series Cooperative and sign all necessary paperwork.



Wisconsin Investment Series Cooperative ®

RESOLUTION TO PARTICIPATE IN THE FUND

A RESOLUTION AUTHORIZING ENTRY INTO AN INTERGOVERNMENTAL COOPERATION AGREEMENT RELATING TO THE "WISCONSIN INVESTMENT SERIES COOPERATIVE" AND AUTHORIZING PARTICIPATION IN THE INVESTMENT PROGRAMS OF THE FUND

WHEREAS, Wisconsin school districts, technical college districts, cities, villages, counties and towns may invest their monies as authorized by Wisconsin Statutes, Section 66.0603 (1m); and

WHEREAS, Wisconsin Statutes, Section 66.0301 (the "Intergovernmental Cooperation Act") provides, among other things, that municipalities may contract with other municipalities for the joint exercise of any power or duty required or authorized by law, including investment of their monies; and

WHEREAS, the Wisconsin Investment Series Cooperative (formerly known as the Wisconsin School District Liquid Asset Fund) (the "Fund") was formed as of June 23, 1988 pursuant to the Intergovernmental Cooperation Act by the adoption of an Intergovernmental Cooperation Agreement relating to the Wisconsin School District Liquid Asset Fund by Oregon School District and Sheboygan Area School District, as the initial participants of the Fund, which Agreement was amended as of July 15, 1994 and July 12, 2002 (the "Intergovernmental Cooperation Agreement"); and

WHEREAS, the Fund is governed by the Wisconsin Investment Series Cooperative Commission (the "Commission") in accordance with the terms of the Intergovernmental Cooperation Agreement; and

WHEREAS, the Intergovernmental Cooperation Agreement has been presented to this governing body (the "Governing Body"); and

WHEREAS, the Intergovernmental Cooperation Agreement authorizes municipalities to adopt and enter into the Intergovernmental Cooperation Agreement and become participants of the Fund; and

WHEREAS, this Governing Body deems it to be advisable for this Municipality (the "Municipality") to adopt and enter into the Intergovernmental Cooperation Agreement and become a participant of the Fund for the purpose of exercising jointly with other municipalities the power to invest their monies, so as to enhance the investment earnings accruing to each; and

WHEREAS, this Governing Body deems it to be advisable for this Municipality to make use from time to time, in the discretion of the officials of the Municipality identified in Section 2 of this Resolution, of the Fixed Rate Investment Program available to participants of the Fund; and

WHEREAS, this Governing Body deems it advisable for this Municipality to make use of, from time to time, the services provided by PMA Financial Network, Inc., PMA Securities, Inc., U. S. Bank National Association, and/or their affiliates and successors, in connection with the Municipality's utilization of the Fund.

NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:

Section 1. This Municipality shall join with other Wisconsin municipalities in accordance with the Intergovernmental Cooperation Act by becoming a participant of the Fund and adopting and entering into the Intergovernmental Cooperation Agreement. A copy of the Intergovernmental Cooperation Agreement shall be filed in the minutes of the meeting at which this Resolution was adopted. The President (Chairperson) (Mayor) and the Clerk (Secretary) are authorized to take such actions and execute any and all such documents as they may deem necessary and appropriate to effectuate the entry of this Municipality into the Intergovernmental Cooperation Agreement and to utilize Fund programs through PMA Financial Network, Inc., PMA Securities, Inc. U. S. Bank National Association, and/or their affiliates and successors.

Section 2. This Municipality is authorized to invest its available monies from time to time and to withdraw such monies from time to time in accordance with the provisions of the Intergovernmental Cooperation Agreement, including investment in the fixed-income program of the Fund through the intermediaries PMA Financial Network, Inc. and PMA Securities, Inc. The following officers and officials of this Municipality and their respective successors in office each are designated as "Authorized Officials" with full power and authority to effectuate the investment and withdrawal of monies of this Municipality from time to time in accordance with the Intergovernmental Cooperation Agreement and pursuant to the Fixed Rate Investment Program available to participants of the Fund: (List the name(s) and title(s) of the officer(s) and official(s) who will be authorized to invest and withdraw monies in and from the Fund and pursuant to the Fixed Rate Investment Program. You may have any number of Authorized Officials; attach an additional list if necessary.)

Name: Heather L Gehrt Position: Treasurer Signature: _____

Name: Cheryl Krohn Position: Deputy Treasurer Signature: _____

Name: _____ Position: _____ Signature: _____

Name: _____ Position: _____ Signature: _____

The Clerk (Secretary) shall advise the Commission of any changes in Authorized Officials in accordance with procedures established by the Commission.

Section 3. Members of this Governing Body and officials of this Municipality are authorized to serve as Commissioners of the Commission from time to time if selected as such pursuant to the provisions of the Intergovernmental Cooperation Agreement.

Section 4. This Municipality may open depository accounts, enter into wire transfer agreements, safekeeping agreements, and lockbox agreements, or other applicable or related documents with U. S. Bank National Association, and any other institutions participating in the Fund programs or programs of PMA Financial Network, Inc. and PMA Securities, Inc., pursuant to Wisconsin Statutes, Section 34.05, Wisconsin Statutes, Section 120.12(7) (if applicable) and, when directed by one of the Authorized Officials, Wisconsin Statutes, Section 66.0603. PMA Financial Network, Inc. and/or PMA Securities, Inc. are authorized to act on behalf of this Municipality as its agent with respect to such accounts and agreements.

Section 5. Credit unions, banks, savings banks, trust companies and savings and loan associations authorized to transact business in the State of Wisconsin which qualify as depositories under Wisconsin law and are included on a list approved and maintained for such purpose by the Administrator of the Fund are designated as depositories of this Municipality pursuant to Wisconsin Statutes, Section 120.12(7) (if applicable) and Wisconsin Statutes, Section 34.05. Monies of this Municipality may be deposited in such depositories, from time to time in the discretion of the Authorized Officials, pursuant to the Fixed Rate Investment Program available to participants of the Fund through the intermediary PMA Financial Network, Inc.

It is hereby certified that *(insert name of the Municipality)*

_____ duly adopted the Model Resolution at a duly convened meeting of the Governing Body of the Municipality held on the _____ day of _____, 20____, and that such Resolution is in full force and effect on this date, and that such Resolution has not been modified, amended, or rescinded since its adoption.

Signature of Clerk (Secretary)

Date

It is only necessary to adopt this resolution for the first account (master account) opened by your entity.

Attach original signed Resolution to Master Account Application and mail to:
PMA Financial Network, Inc. • 2135 CityGate Lane, 7th Floor • Naperville, IL 60563
Toll-Free 800.783.4273 • Fax: 630.718.8701

HEALTH AND HUMAN SERVICES COMMITTEE

DATE: August 23, 2017

PLACE: Edgewater Haven – Conference Room 100, Admin Building; Port Edwards

PRESENT: Donna Rozar, Adam Fischer, Brad Kremer, Dennis Polach, Marion Hokamp, Jessica Vicente, Tom Buttke, Lori Slattery-Smith

EXCUSED: Jeffrey Koszczuk, D.O.

ALSO PRESENT (for all or part of the meeting): Brandon Vruwink, Jordon Bruce, Cindy Robinson, Kathy Zellner, Jo Timmerman, Elisabeth Ferdon, Stephanie Gudmunsen (Human Services), Bill Clendenning (County Board Supervisor)

1) Call to Order

Meeting called to order at 5:00 p.m. by Chairperson Rozar.

2) Quorum

A quorum was declared.

3) Public Comment

None

4) Budget presentation by Human Services (action required)

Community

Brandon Vruwink, Beth Ferdon, Stephanie Gudmunsen, and Jo Timmerman presented the 2018 Community Budget of the Human Services budget, responding to questions and concerns of Committee members. Discussion of the appointment of an Ad Hoc Committee to begin a feasibility study of possible youth treatment options was had. Motion (Buttke/Hokamp) to approve the Community Budget of the Human Services budget as presented and forward it to the Executive Committee. 7 ayes, 1 nay (Kremer opposed). Motion carried.

Norwood

Brandon Vruwink, Jordan Bruce, and Jo Timmerman presented the 2018 Norwood budget, responding to questions and concerns of Committee members. Motion (Fischer/Buttke) to have a monthly update on the status of the Bridgeway Unit with a decision to be made at the December meeting on the long-term direction of that unit. 5 ayes, 3 nays (Polach, Hokamp, Rozar opposed). Motion carried. Motion (Kremer/Vincente) to give the Norwood Health Center Administrator latitude/flexibility with a sign-on bonus and possible tuition reimbursement/student loan repayment negotiations in the recruitment of a psychiatrist. All ayes. Motion carried. Motion (Fischer/Kremer) to approve the Norwood Health Center budget as presented and forward to Executive Committee. All ayes. Motion carried.

Edgewater Haven

Brandon Vruwink, Cindy Robinson, and Kathy Zellner presented the 2018 Edgewater Haven budget, responding to questions and concerns of Committee members. Motion (Buttke/Fischer) to approve the Edgewater Haven budget as presented and forward to Executive Committee. 7 ayes, 1 nay (Hokamp opposed). Motion carried.

5) Date/Time of Next Health & Human Services Committee Meeting

- August 24, 2017, 5:00 pm, Edgewater Haven, Conference Room 100, Admin Building - Port Edwards

6) Adjourn

The Chair declared the meeting adjourned at 10:49 p.m.

Minutes taken by Donna Rozar, Chair.

Minutes subject to Committee approval

Donna Rozar, Chair
Health and Human Services Committee

HEALTH AND HUMAN SERVICES COMMITTEE

DATE: August 24, 2017

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

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

EXCUSED: Jeffrey Koszczuk, D.O.

ALSO PRESENT (for all or part of the meeting): Brandon Vruwink, Jordan Bruce, and Cindy Robinson (Human Services Department); Sue Kunferman and Kathy Alft (Health Department); Rock Larson (Veteran Services); Lance Pliml (County Board Chair)

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

- n/a

4) Consent Agenda

Human Services vouchers were pulled. Motion (Buttke/Hokamp) to approve the consent agenda. All ayes. Motion carried.

5) Discussion and consideration of items removed from consent agenda

- **HUMAN SERVICES** - Supervisor Kremer expressed concern with payments made towards out-of-home placements. Motion (Kremer/Polach) to form a seven member, Ad Hoc Committee to consider options for out-of-home placements, with Adam Fischer as Chair. Discussion occurred for consideration of who should be appointed to this Committee. The Chair will contact individuals suggested and appoint the Ad Hoc Committee. All ayes. Motion carried.
- Motion (Kremer/Slattery-Smith) to approve Human Services vouchers. All ayes. Motion carried.

6) Financial Statements – Edgewater Haven, Human Services, Norwood Health Center

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

7) Discussion of Human Services space needs in Marshfield

Chair Rozar explained bill received from Dan Helwig regarding invoice for additional architectural design work for space needs in Marshfield. She also explained why we will need to continue consideration for Cornerstone relocation if Human Services office space remains in the current City Hall location.

8) Human Services discussion of additional Income Maintenance Fraud Funding

Tabled to September

9) Norwood resolution for amending dish machine purchase

Jordan Bruce explained reasons for the resolution. Motion (Buttke/Hokamp) to support the resolution as presented and forward to the Executive Committee for co-sponsorship and County Board for approval. All ayes. Motion carried.

10) Edgewater Haven discussion of contracted Services

Tabled to September

11) Edgewater Haven holiday schedule

Motion (Fischer/Hokamp) to support the flexible holiday schedule being implemented at Edgewater Haven, as stated in the Wood County Employee Handbook. All ayes. Motion carried.

12) Edgewater Haven marketing proposal

Cindy Robinson suggested removing nursing home from the Edgewater Haven name. Suggestions of different names were discussed. Further discussion with a decision will be made at the September meeting.

13) Human Services resolution creating two (.97 FTE) FSET Case Manager positions

Brandon Vruwink explained reasons for the additional FSET Case Manager positions, noting the positions are fully funded through a contract with the State of Wisconsin Department of Health Services. Motion (Kremer/Vicente) to support the resolution as presented and forward to the Executive Committee for co-sponsorship and County Board for approval. All ayes. Motion carried.

14) Health Department out-of-state travel request to attend the 2017 FDA Central Region Retail Food Protection Seminar and NEHA Region 4 Biennial Educational Conference in Minneapolis MN, September 19-21, 2017 with all expenses paid with grant funds

Conference details and learning objectives were shared in the Committee packet. Motion (Buttke/Fischer) to authorize attendance to the 2017 FDA Central Region Retail Food Protection Seminar and NEHA Region 4 Biennial Educational Conference in Minneapolis MN. All expenses paid with grant funds. All ayes. Motion carried.

15) Update regarding relocation of departments to the River Block Building and in the Courthouse

All River Block and Courthouse relocations are completed.

16) Budget presentation by Health Department (action required)

Sue Kunferman and Kathy Alft presented the 2018 Health Department budget and responded to questions and concerns of Committee members. Motion (Vicente/Buttke) to approve the Health Department budget as presented and forward to Executive Committee. All ayes. Motion carried.

17) Budget presentation by Veteran Services (action required)

Rock Larson presented the 2018 Veteran Services budget and responded to questions and concerns of Committee members. Motion (Kremer/Fischer) to approve the Veteran Services budget as presented and forward to Executive Committee. All ayes. Motion carried.

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)

- September 28, 2017, 5:00 pm, Wood County Annex & Health Center Classroom – Marshfield

21) Adjourn

Chair Rozar declared the meeting adjourned at 6:25 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

4(b)
2

**Health Department Report
August 24, 2017**

*If you have any questions about this report, please contact Sue Kunferman at
715-421-8928 (W) or 715-213-8403 (Cell) or skunferman@woodcountywisconsin.gov*

ADMINISTRATIVE REPORT – SUE KUNFERMAN, RN, MSN

- I attended a training on Health in All Policies with City of Wisconsin Rapids staff. Wisconsin Rapids is part of the Green Tier Legacy project where several cities and counties are receiving funding from UW to incorporate a Health in All Policies approach. We are looking at narrowing down a specific project soon, but are considering conducting a Health Impact Assessment on the triangle project.
- We continue to adjust to having one less manager and are hoping to be able to fill the position with a staff-level individual to support our quality improvement and performance management work (required for National Accreditation) and to support our Healthy People Wood County work.
- I will be on vacation the week of August 20, but will be coming in for the HHSC meeting on August 24.
- We will be presenting our 2018 budget to you and have prepared it according to the parameters sent out by the Executive Committee.
- You will see a request for out of state travel for two environmental health staff to attend a conference in Minnesota. There is additional information in the packet and all expenses are funded by a FDA grant.

COMMUNITY HEALTH IMPROVEMENT PLANNER REPORT – KRISTIE RAUTER EGGE, MPH

Mental Health Matters

The first few weeks of July were devoted to finishing the first round of one on one meetings with coalition members. The sub-committees that were established under the Mental Health Matters Coalition are: Adverse Childhood Experiences/Trauma Informed Care, Question Persuade Refer/Suicide Prevention, Faith Community Engagement, Mental Health Resources, and Healthcare Integration. The primary purpose of these sub-committees is to develop action plans to further pursue the goals of the Mental Health Matters Coalition. The three primary goals are to decrease mental health stigma within structural and social settings, enhance access and reduce barriers to utilize mental health services by residents with a focus on at-risk populations, and to improve integration between behavioral health and primary care providers. The Mental Health Matters Coalition is also establishing a training of the trainers for QPR (Question Persuade Refer) that will be occurring October 17th. David has also been attending meetings outside of the coalition that pertain to mental health. The most recent was a Trauma Informed Care (TIC) meeting that was held by the Human Services department. It was discovered during the meeting that there is a large demand for Adverse Childhood Experiences (ACE) trainings in Wood County, but little capacity to hold such trainings due to a lack of trainers. One possible solution to the low capacity is to set up a training of the trainers for ACEs, or to help promote an existing training in hopes of increasing the number of trainers in Wood County. The coalition has also coordinated a Lunch-n-Learn presentation about stress and mental health, which will take place on August 9th.

AOD Prevention Partnership

The Alcohol Workgroup met for the first time in July to address underage drinking and unhealthy adult drinking. The Steering Committee has expanded to include the Wood County Drug Task Force Pillar Chairs. The July meeting had much discussion about the duties and function of the coalition. Materials are being developed to provide clarification to the community about how the coalition is structured and functions. The Drug Task Force will be provided with more information about how they originated and fit within Healthy People Wood County. The Steering Committee reaffirmed that their meetings will take place every other month in conjunction with Drug Task Force meetings and will evaluate the productivity of quarterly full coalition meetings. A chair was named for the Marijuana Workgroup: Investigator Sergeant Andrew Simon from the Wood County Sheriff's Department. The coalition, in partnership with Law Enforcement and youth volunteers, completed 37 WI Wins Checks in Wood County during the months of June and July.

Brighter Futures

The coalition is now working in Action Teams to move goals and objectives forward. The Family Support Action Team is currently focusing their efforts on assessing what services are available in Wood County for providing family support and home visiting. As these services are identified, the team will dig deeper into gaps and barriers for families and service providers. An asset map is currently being developed to depict service distribution and gaps. The team has identified the need for service providers to increase communication. The Youth Risk Behavior Survey (YRBS)/Providers and Teens Communicating for Health (PATCH) Action Team continues discussions on what will work best for Wood County Youth Risk Behavior Survey administration. Representatives from Wood County will be participating in a state-wide user group to help identify and fix flaws in the system and ensure best practices are being implemented. Discussions are underway for potential partnerships with the PATCH program through the YMCA and Boys and Girls Club. The Oral Health Action Team has been supporting implementation of

fluoride varnishes at WIC and Aspirus Doctors' Clinic. Since May, WIC nurses at the health department have provided over 100 fluoride varnishes to at-risk children.

Recreate Health

- *Health Promotion and Retail:* Through grant funding there is a farmers market promotional video being created. This video will highlight the importance of farmers markets and its connection to programs such as Wood County WIC. Smart Meals are running smoothly in Wood County with coalition members developing strategies to check-in on locations as well as reach out to more locations. Street light banner signs highlighting the farmers market have been put up in the downtown area.
- *Food Systems:* The Recreate Health coalition, in partnership with United Way South Wood County Hunger Coalition, continues to hold discussions about a community food center in Wisconsin Rapids. This community food center would address health and hunger; allowing it to be a place for everyone. It will help to create efficiencies in the community as well as bridge barriers to local food such as process, distribution, and aggregation. The Farm to School program is exploring the implementation of indoor growing machines in two of the six school districts in Wood County (Marshfield and Wisconsin Rapids), with the hope to expand to all other districts. Green Machines can produce up to 700 pounds of food for the school district to use, while teaching students how to grow their own food and increase vegetable intake. Current AmeriCorps members are wrapping up their terms of service. AmeriCorps members worked directly with farmers to procure 6 new local foods and engaged 4 new farmers. Over 530 students receive nutrition and agriculture related education and participated in taste testings. The Recreate Health coalition, in collaboration with Wisconsin Rapids Public School District, has been approved to host AmeriCorps Farm to School positions for a second year. We are currently recruiting and seeking funding for the positions.
- *Infrastructure Improvements:* Students have completed a biking and walking assessment of 8th street from the Expressway to Griffith. This information will aid in the work towards safer walking and biking conditions as well as increase trails/bike lanes, pedestrian signage, and law enforcement. River Riders Bike Share hosted a bike mapping workshop to learn from current and past riders about how they use bikes in the community, how the program could be improved, and general barriers/challenges to biking in Wisconsin Rapids. River Rider Bike Share also met with Daniel Petkanas of Zagster bike share. Zagster is a robust bike share system funded by community partners that would allow us to have more bikes, nicer bikes, a way to track usage, increase accountability, and help aid in the transportation, health, and economic development of the Wisconsin Rapids community. We are hopeful for a spring of 2018 launch!

ENVIRONMENTAL HEALTH REPORT – NANCY EGGLESTON, R.S.

New Businesses and Changes in Ownership

The two food services at the Marshfield clinic and Hospital in Marshfield were newly licensed due to the ownership change at the facility. After Hours in Marshfield has a new owner. Domino's Pizza in Marshfield also has a new owner.

Complaints

Eleven complaints were investigated in Wood County. A former employee complained about a restaurant in Wisconsin Rapids. An inspection was done and a number of violations were found. There will be a re-inspection of the establishment. A complaint regarding dirty restrooms was investigated in Wisconsin Rapids. The restroom and establishment had just been cleaned. The manager was made aware of the complaint. A complaint was received from someone who claimed to be ill after eating pizza that was reported to have sat out too long and didn't look good. The manager was contacted and no other complaints were received by our department or the establishment. They are hot holding at the proper temperature. We also received a complaint from DATCP about an unlicensed ice cream truck operating somewhere in Wood County. We have no information on where this is happening, or the owner of the truck. A complaint was made about a Manufactured Home Community looking rundown. Greg was onsite and no violations were found—the complainant had been evicted. A complaint about odors coming from a business was referred to the DNR for follow-up. A complainant reported mice in an apartment and was given information regarding pest control. A complaint came in regarding cleaning at the YMCA in Port Edwards. Greg went onsite and found cleaning to be adequate. They will be shutting down an area in August for maintenance. Three complaints of mold are being investigated.

West Nile Virus - Rabies

A bird tested positive for West Nile Virus in Wood County. Reports of dead ravens, crows, or blue jays will continue to be accepted, but there will be no further testing of birds. Crows tested positive for West Nile Virus in Adams and

Juneau Counties as well. A bat in the Lake Wazeecha area tested positive for rabies. The individual who came in contact with it was treated and is not at risk of illness.

Lead

We conducted a lead investigation under an MOU with Clark County. The child's blood lead continues to improve following the interventions that were ordered. A toy was brought to the WIC office for lead testing and tested negative.

HEALTH PROMOTION AND CHRONIC DISEASE TEAM REPORTS

Oral Health Program - Wendy Ruesch, RDH, CDHC

Healthy Smiles was awarded \$32,000.00 from Wisconsin Seal-A-Smile for the 2017/2018 school year. The instrument sterilizer was sold for \$500.00 and the proceeds were put into the Healthy Smiles account to be used toward program expenses. New (Oral) Health Screener, Reyne Reffner, has been hired to start in August.

COMMUNICABLE DISEASE TEAM REPORTS

Tuberculosis Update – Jean Rosekrans

Two clients were started on Latent Tuberculosis Infection (LTBI) medications in July; one client will be on medication for four months and one client will be on medication for nine months. A communicable disease nurse meets with LTBI clients monthly to dispense medication refills and to monitor for adverse side effects.

Communicable Disease Update – Jean Rosekrans

- During the month of July, Wood County had 22 cases of chlamydia. There were also 9 cases of gonorrhea reported during July, a significant increase from past months. Phone calls and email outreach to area clinics has been done educating on proper treatment for gonorrhea cases and contacts exposed to gonorrhea. One case of secondary syphilis in Wood County was investigated by State Department of Health Services. Three cases of Hepatitis C were investigated. A presentation was done for participants in the Human Services Day Treatment Program on the topics of sexually transmitted infections and Hepatitis C.
- There was an increase in the number of enteric diseases reported. During July, 3 cases of campylobacter, 2 cases of cryptosporidiosis, 1 case of giardia, and 1 case of salmonellosis were investigated.
- Tick-borne and arboviral diseases also increased during July. Wood County received 32 suspect cases, 2 probable cases, and 19 confirmed cases of Lyme disease. There were also 10 cases of anaplasmosis, 1 case of babesiosis, 1 probable case of Rocky Mountain Spotted Fever, and 1 suspect case of West Nile Virus.
- Wood County had 3 confirmed cases and 1 suspect case of pertussis during July. There were also 3 confirmed cases of parapertussis.
- The Immunization Improvement Team met in July to discuss next steps. The team will continue work with a local clinic on increasing adolescent vaccine uptake as well as discuss outreach to area schools.
- There was a gastrointestinal outbreak in a long term care facility occurring in June and July. Stool specimens from two ill residents were sent to Wisconsin State Lab of Hygiene for testing. They were both negative for norovirus. The "Recommendations for the Prevention and Control of Viral Gastroenteritis Outbreaks in Wisconsin Long Term Care Facilities" was reviewed with the staff. A total of 9 residents and no staff were ill during this outbreak.

WOOD COUNTY HUMAN SERVICES DEPARTMENT REPORT

August 17, 2017

Director's Report by Brandon Vruwink

We have spent much of the past month working on the 2018 budget. This process has proven to be more complicated as the 2017-2019 state biennial budget has not yet been approved by the legislature. The Governor included additional funding for several human service programs in his budget and the Joint Committee on Finance approved these increases. However, we will not have final allocation amounts until the budget is passed. Our hope is that these increases will make a difficult budget a little easier.

The Wisconsin Department of Health Services has organized a training session for recently hired Human Service Directors to be held on September 26th. I accepted an invitation from DHS to serve on a panel for this session. I welcome the opportunity to discuss the important issues that we face as Human Services Departments.

The Human Services Department has begun the planning process to determine how we can best meet the needs of Wood County residents now and into the future. Each of our divisions will be outlining plans that will provide the Health and Human Services Committee options to consider. This will be an ongoing effort that will require regular updates as we work to be proactive in meeting the needs of our residents.

On August 17th Human Services staff that were located at the Centralia Center moved to the River Block Building. While it will take them some time to get acclimated to their new space, it will provide many great benefits to our staff and customers. With the move to the River Block now complete, I would like to extend a thank you to the Maintenance, IT and Emergency Management Departments. All three have been very helpful as we have made this transition.

Behavioral Health/Long Term Support Services Update by Stephanie Gudmunsen

Personnel Updates: Joely Tracy, Birth to Three Teacher/Service Coordinator has resigned from her position effective August 11, 2017. Karrie Koppa, Legal Services/APS Coordinator resigned from her position effective August 3, 2017.

Christa Pierce started her new position with Human Services on August 14, 2017. Christa is an ANCC Board Certified Adult Psychiatric Mental Health Nurse Practitioner. Christa has extensive experience in the mental health field both as a nurse and as a nurse prescriber in both inpatient and community settings. Her position will include working in the Outpatient Clinic as well as on the Admissions Unit at Norwood. For now, she will work primarily in the Outpatient Clinic at River Block seeing clients for medication management.

Family Services Update by Beth Ferdon

During the past month the Family Services Division has been busy continuing to adjust to our new work environment at the River Block Building. We have been able to make a great deal of progress in establishing new routines and work flow and feel that we are now comfortable in our new environment.

During the month of July we had one retirement as of July 14th, Jodie Knuteson, a Family Resource

Coordinator. We have also received a resignation of a Family Resource Coordinator, Gabriella Van Gompel, who leaves to move nearer to her family and her significant other. We wish both Jodie and Gabby the best of everything in their new endeavors!

We are also continuing to work 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 have completed our program development for this project and have a plan in place for implementation. We have had to delay the implementation of the juvenile justice portion of this program due to the resignation and retirement as that put that unit short staffed even without adding new responsibilities, but have been able to begin the enhanced safety checks with some of the child welfare cases. We are planning to begin implementation with the juvenile justice portion of this program as soon as we have hired an additional staff for that unit.

We have identified our need to recruit more foster parents as the need for qualified and skilled foster parents continues to grow. The Foster Care Program has been reaching out to partner with various community resources, such as local churches and parent organizations, to explore the possibilities of partnering with them on recruitment and we are excited by the responses we have received thus far. We are continuing to explore options for recruitment.

Administrative Services Update by Jo Timmerman

Norwood: Norwood is looking into credit card payments received for services provided to patients on the hospital unit. We are beginning to see an influx of credit card payments by 3rd party commercial payers. As a result of this we are incurring significantly increased fees from the credit card companies. Fiscal staff are researching methods to charge the fees back to the payers. The most viable option appears to be processing credit card payments on-line similar to the practice used by the Treasurer's Office for payment of property taxes.

Community: Administrative Services managers are beginning work on our division's reorganization. Staff assignments across all areas will be reviewed and assessed for work loads, workflow efficiencies and new and emerging needs of the various Human Services divisions.

Our Wisconsin Medicaid/Comprehensive Community Services Cost Report (WIMCR/CCS) was due August 14th. This cost report drives the settlement and interim payments associated with Medicaid eligible and paid services in the four program areas of: Mental Health Outpatient Clinic, Day Treatment, Crisis Intervention and Case Management.

Edgewater: In reviewing Edgewater expenses I identified therapy services with rates that exceeded those paid for services by the same provider on the TBI unit at Norwood. Several Human Services managers joined in a conference call with Greenfield Therapies to discuss this concern. I had invited Norwood and Edgewater Administrators to attend as well the Behavioral Health Division Administrator and the Birth-to-Three manager to conduct a group discussion aimed at garnering more cost effective therapy services across our various service arrays. Discussions are ongoing across all three areas.

Our new Billing Clerk, Amy Kniprath began work on August 14th at Edgewater. I will conduct training on August 15th targeting Edgewater services, payment options, payers, and the various billing situations that occur in a skilled nursing facility.

With the addition of Edgewater to Human Services, we are working to incorporate the fiscal functions of Edgewater into our Administrative Services Division. Work in this area began with the 2018 budget project. As we continue this transition both Angela Wiese, Accounts Receivable Supervisor, and I will include Edgewater in our work schedule rotation, spending one day per week each at the facility to work with staff and assess ongoing needs.

Community Resources Update by Steve Budnik

Transportation: Transportation Coordinator, Angela Schlagenhaft, has coordinated a shopping trip for Wisconsin Rapids residents to travel to Marshfield for its shopping opportunities. This will be a promotion to "buy local" within Wood County. The bus roster for this shopping trip is almost full. I would like to thank the efforts of the entire Transportation team for promoting this trip and providing the customers who ride the bus with great service.

Income Maintenance: The Northern Consortium has been utilizing an enhanced system tool which makes FoodShare applications and reviews an easier and more effective process. The consortium also has several new Economic Support workers which should be fully trained and able to assist customers by September 2017. Lastly, the state periodically conducts Management Eligibility Reviews (MER) for Economic Support workers. This ensures income maintenance workers are complying with policy as well as providing extemporaneous customer service. Sara Smits of Wood County Human Services was randomly selected for one of these reviews and her score was 100%! The state is even looking at using Sara's call as a training opportunity for other counties and consortiums. I am very proud and pleased with Sara's work!

Energy Assistance: The Wood County Energy Assistance program has been working diligently on issuing supplemental energy payments to "at risk" households whom have been determined eligible for Energy Assistance. This additional supplement is provided by the *Keep Wisconsin Warm Fund*. These funds are received through donations from individuals as well as local and statewide businesses. The Energy Assistance department also confirmed its outreach plan for the upcoming heating season. There will be open application periods every other Tuesday for residents living in North Wood County and every Thursday for residents living in South Wood County. These open enrollment sessions allow customers to complete their application in-person with an Energy Assistance Worker.

Norwood Health Center Update by Jordon Bruce

We are working hard on the budgets here at Norwood. We have started to work on a visionary plan that we have been asked by our oversight committee to complete. This plan will give us a sense of what has occurred historically over the past few years and where we see ourselves going and what services we see ourselves providing in the next few years to help give us a better sense of strategic planning for the future. We are committing 100% of our recruiting efforts onto our Psychiatry search as both our Psychologist and Nurse Practitioner positions are filled. We continue to work on the implementation of TimeStar as we have recently went live and will continue to monitor progress through parallel testing.

Pathways Update: The month of June we averaged 3.0 overflow mental health patients and 2.94 TBI patients. We had three TBI referrals in July. Our Crossroads census maintains at capacity and our census was full at 16 the entire month. We continue to discuss with the Health and Human Services

committee our strategic plan and future direction of Pathways and an alternate service line if Pathways moves to Edgewater.

Norwood Nursing Department by Liz Masanz

The Admissions unit census has dipped down for a few weeks in late July/early August and we have adjusted staffing to combat the low census until it recovers. The average daily census for July was 10.58 compared to 9.2 in June.

Norwood Maintenance Department by Lee Ackerman

Final Repairs to our visitor parking area were completed by Wood Co. Hwy. Dept. this month. We have not yet been billed for the work, quoted at \$3,500.

I have been working on a compiling the compliance standards we follow to be tracked for new QI projects.

We have completed the exterior LED lighting upgrade project. We replace just over 20 light fixtures (175W) with low-consumption (40W) LED wall pack lights. The new lighting is easily as bright as or brighter than the originals. Also, I have submitted an application for incentives from Focus on Energy that may net us a \$600-700 rebate. The plan is to use that reimbursement to extend similar utility-saving projects yet this year (LED lighting upgrades or towards digital control upgrades for fans).

The annual PM shift building evacuation drill was completed this month along with a fire drill. Response was organized and all units participated.

I have been working on developing a Door Inspection documentation procedure for fire/smoke barrier doors, which is required under the new Life Safety Codes. I plan to have a documentation system in place by the end of August.

Norwood Dietary Department by Larry Burt

Congregate meals for the month of July totaled 10,106. Year-to-date totals are 75,398 meals. Total revenues through June: \$340,846.

Norwood Health Information Department by Jerin Turner

Our casual receptionist is moving strictly into a Med Records Tech position. The duties will also include data collection for QAPI.

Jerin has been working hard on QAPI and have started to get standards and indicators for different departments set up, with their feedback. We are also looking into different forms from CMS vs. Niatx for our projects.

July 2017 Referrals for TBI Unit

Date	From	Patient	Status	Additional Info(Insurance/appropriate)
7/7/2017	Parkview NH	male	declined	Peferred one HMO/HEOS; No TBI coverage.
7/24/2017	Rehabilitation	female	declined	UHC- no TBI coverage, only 30 day SNF

	Hospital of Milwaukee			coverage
7/25/2017	Mayo -LaCrosse	male	declined	MA HMO-BCBS; not TBI coverage- asked to disenroll

Edgewater Haven Update by Cindy Robinson

In the month of July we had 17 admissions and 4 readmissions. Current census on the Behavior Wing is 10 residents. Census comparison to last year:

July 2016 – 54 average census with 7.75 rehab

July 2017 – 52 average census with 8.50 rehab

Admissions/Discharges Comparison:

July 2016 – Admissions 14/ Discharges 14/ Readmissions 3

July 2017 – Admissions 17/ Discharges 13/ Readmissions 4

Edgewater has fully recovered from the June storms and the final clean up from the downed trees.

The walk-in cooler's installation was completed in July. This walk-in will allow Edgewater to purchase lowered cost items for refrigeration in comparison to frozen at a considerable cost savings.

The open Accounting Technician-Billing Clerk has accepted an offer and will have an August start day.

Cindy Robinson, NHA, attended a one-day, crash course Matrix training session to become familiar with the nursing portion of the program. Cindy consulted with Jordan Bruce for Norwood nursing staff to assist in training the Edgewater nursing staff for implementation at Edgewater. This will be a cost savings as the Matrix fee is approximately \$4,000 for on-site training.

Nursing staff has been in-serviced on proper identifiers and documentation of resident care that impacts our CMI score, which directly impacts our Medicaid reimbursement rate.

Cindy has been reviewing vendor contracts in the budget process and re-negotiating where beneficial. Spectrum, BSG Housekeeping and Laundry, Omnicare Pharmacy, and Greenfield Rehabilitation show possibilities of cost savings. Jo Timmerman has been in negotiations with Greenfield.

Marketing July 2017

Edgewater has been consistent in on-site visits with referrals and is seeing the effectiveness. Social Services and NHA have continued marketing to referral sources.

Cindy Robinson and Brandon Vruwink were guests on the WFHR morning talk show and had an opportunity to do some marketing and promoting of both Edgewater Haven and Wood County Human Services.

Edgewater sponsors a monthly Memory Café, a weekly Veteran's Café, and monthly blood pressure checks at the Senior Center in Port Edwards and a monthly Lowell Center ad. Continue to research and develop outreach sources.

Improvements to the physical plant have been underway. The foyer entry updated, create a hospice room, a model room for tours and a flat screen TV in the sunroom and general decorating throughout the facility.

CVSO Report to the Wood County Health and Human Services Committee

Meeting Date: Aug 24, 2017

Caseload activity for July - 14 new veterans served. During the month of May we completed 307 federal forms:

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

Activities:

1. Completed as of July 19, 2017
August 7-8 -VA Central Office mandatory webinar training on Decision Ready Claims process.
2. Near Future:
 - a. August 16 Southern Wood County Homeless Coalition meeting.
 - 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 (guest speaker).
 - e. September 18-22 – CVSO Association of Wisconsin fall Training Conference in Oshkosh.
 - f. September 27 – Wisconsin Rapids Hero's Café Second Anniversary.
 - g. October 16 – Wood County Comprehensive Community Services (CCS) Coordination Committee meeting.

Office updates:

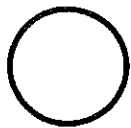
1. Wood County veteran hiring initiative: No progress in this reporting period. However all six of the applicants offered an interview for the vacant veterans representative position were veterans.
2. The Veterans Representative 5 position. With 115 applicants 6 were selected to interview and 5 eventually interviewed. A final selection was made and after references are checked an offer will be made. It does not look like the process will be complete and we will be fully staffed before the Veterans Expo on the 23rd or the Central Wisconsin State Fair.
3. Wisconsin Homeless Veterans Update. With the intervention by our Federal Legislators the two homeless programs that were originally cut from the USDVA grant program have been given an extension. This extension will allow the Wisconsin Department of Veterans Affairs time to address the changes desired by the USDVA. These programs are located at King and Union Grove WI.
4. Case study - recent appeal victory: In May of 2014 a Vietnam veteran filed through our office a claim for service connected disability for Ischemic Heart Disease and Diabetes Mellitus (type II) both on the VA presumptive list of disabilities caused by Agent Orange Exposure. Basically it means if you have the illness and were exposed to Agent Orange it is presumed to be due to that military exposure. The veteran and his medical history were examined by the VA. A decision made in Jan 2015 was that the

veteran 1. Did not have diabetes and 2. That because the veteran had Ischemic Heart Disease and COPD the VA could not distinguish what was due to each illness and awarded a 10% disability rating for his Ischemic Heart disease. Both are partially rated on the metabolic equivalent (METS) the veteran was able to achieve during a stress test.

Our office filed a Notice of Disagreement with the VA for the veteran. This disagreement was based on:

- a. For the Diabetes the veteran had an A1C of 7.1 and the medical profession stated that an A1C of greater than 6.5 was diabetes. Supporting medical technical articles were included to support this.
- b. For the 10% rating of Ischemic Heart Disease. Veteran had an interview based METS level of 3 to 5 METs. The examining physician stated he could not separate what was solely due to cardiac function without resorting to mere speculation. We argued that VA law and case law states when several disorders are present and it is impossible to separate the effects the benefit of the doubt goes to the veteran. We quoted the cases of Waddell v. Brown and Mittleider v. West.

The VA review officer agreed with both of our arguments. In fact the review officer found evidence in the veterans record to allow an earlier effective date. Veteran is now rated at 100% service connected for his Ischemic Heart Disease and 10% for his diabetes for a combined rating of 100%. The difference between the 10% and the 100% is about \$3,000 per month (veteran will receive \$3078.11 each month going forward). The retroactive change from the date of claim (including the earlier effective date) should amount to over \$130,000 for the veteran (VA is still computing the exact amount). Veteran will also be eligible to amend his state taxes to benefit from the Wisconsin Veteran and surviving spouse property tax credit for tax years 2013 – 2016 and then forward.

**RESOLUTION#**

Introduced by Health & Human Services Committee and Executive Committee
 Page 1 of 2

BKV

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>M/M</u> , Finance Dir.	

INTENT & SYNOPSIS: To Create two (1.94 FTE) FSET Case Manager Positions.

FISCAL NOTE: Anticipated wages and benefits based upon a step 1 for pay grade 7 for each position are:

Wages: \$40,602.25
 Fringe: \$22,965.28
 \$63,567.53

WHEREAS, Wood County Human Services operates the North Central FSET program and

WHEREAS, the North Central region encompasses Adams, Forest, Langlade, Lincoln, Marathon, Oneida, Portage Vilas and Wood Counties, and

WHEREAS, additional staff are needed to ensure that quality case management services are provided to all residents in the North Central Region, and

WHEREAS, Wood County submitted a staffing plan that was accepted by the State of Wisconsin Department of Health Services that maintain a maximum caseload to staff ratio of 75:1 and

WHEREAS, the positions are fully funded through a contract between Wood County Human Services Department and the State of Wisconsin Department of Health Services.

NOW, THEREFORE, THE WOOD COUNTY BOARD OF SUPERVISORS HEREBY RESOLVES to

Create Two FSET Case Manger Positions

Pay Grade: 7

Hours: 2015 per year

FLSA status: Non-Exempt

Department: Human Services

Minutes of the Wood County Public Safety Committee

DATE: August 14, 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, Lance Pliml, Dara Hamm, Kelli Trzinski

LOCATION: Wood County Courthouse

1. Call to Order:

Mike Feirer called the meeting to order at 2:15 p.m.

2. Review minutes of July 17, 2017:

Motion by Zurfluh, second by Hamilton to approve the minutes of the July 17, 2017 meeting as presented. Motion carried unanimously.

3. Public Comments:

No public comments.

4. Emergency Management Department:

a. Communications July 2017 Claims:

The Committee reviewed the Communications July 2017 claims.

b. Communications Report:

The Committee reviewed the Communications report. Steve discussed the Cellcom contracts in regards to the Bluff tower.

c. Emergency Management July 2017 Claims:

The Committee reviewed the Emergency Management July 2017 claims.

d. Emergency Management Activity Report:

The Committee reviewed the Emergency Management Activity Report.

e. Emergency Management Budget

Steve discussed the budget with the Committee. Most of the budget increase is taken up with an increase in health insurance, wages and rent.

f. Emergency Management Capital Improvement Programs

Steve discussed not including the dump trailer from the budget for next year as long as we can use the CIP money that we did not use this year to purchase that. The committee was in agreement. Steve also explained what the microwave link is and what it is used for.

Motion by Zurfluh, second by Hamilton to approve the budget with the deletion of the dump trailer and move it on to the Executive Committee. Motion carried unanimously.

5. Dispatch Department:

a. Dispatch July 2017 Claims:

The Committee reviewed the Dispatch July 2017 claims.

b. Dispatch Report:

The Committee reviewed the Dispatch Report as presented.

c. Staff Update:

Lori stated that they are in the process of doing interviews at this time and will be looking to make hiring offers within the next couple of weeks. Lori discussed the issues that her department is encountering with the TIMESTAR program.

d. Space Needs/Move Update:

Lori discussed the dispatch move and some of the glitches that they were running in to.

e. Dispatch Budget:

Lori discussed her budget and the increases and decreases.

f. Dispatch Capital Improvement Items:

Lori discussed the siren controller and radio replay items that are on her Capital Improvement Plan for next year. The siren controller may be able to be purchased this year with overages from wages and a contract that may not be renewable. The Radio Replay system will stay on the Capital Improvement Plan for next year.

Motion by Hamilton, second by Zurfluh to approve the budget with the removal of the CIP items, which will be worked into this year, and forward it on to the Executive Committee. Motion carried unanimously.

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

September 11, 2017

1:00 pm

Marshfield Annex and Health Center

7. Humane Officer:

a. Humane Officer Report:

The Committee reviewed the Humane Officer report.

b. 2018 Budget:

Humane Officer 2018 budget was not presented to the Committee. It will be presented at September meeting.

c. July 2017 Claims:

The Committee reviewed the Humane Officer July 2017 claims.

8. Coroner:

a. Coroner Report:

The Committee reviewed the Coroner report.

b. 2018 Budget:

Coroner 2018 budget was not presented to the Committee. It will be presented at September meeting.

c. July 2017 Claims:

The Committee reviewed the Coroner July 2017 claims.

9. Sheriff's Department:

a. Correspondence:

Sheriff Reichert shared with the Committee that he received a letter of transfer from Laura Clark. He stated Laura has accepted the position of Chief Deputy Clerk of Court. Sheriff Reichert explained Laura has always been a great friend, a super employee; but is at the end of her pay scale and his hands are tied. He stated Laura will be greatly missed by the Department.

b. July 2017 Claims:

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

c. Chief Deputy Step Increase:

Sheriff Reichert explained that Chief Deputy Dorshorst does a terrific job for the Sheriff's Department and feels his workmanship deserves a step up in the wage scale.

Motion by Hamilton, second by Zurfluh to make the recommendation to the Executive Committee that Chief Deputy Dorshorst advance from Step 7 to Step 8 in the Wood County Pay Structure, effective 01/01/2018. Motion carried unanimously.

d. 2018 Budget:

Sheriff Reichert handed a copy of the 2018 budget to each member. Discussion was held regarding the budget. County Board Chairman Lance Pliml made a suggestion to check into Enterprise Leasing for squad cars, which Sheriff Reichert stated he would do.

Motion by Zurfluh, second by Hamilton to move the Sheriff 2018 budget on to the Executive Committee. Motion carried unanimously.

e. Discuss Capital Improvement Projects-Sheriff's Department:

Sheriff Reichert discussed the capital improvement plan for the Sheriff's Department, stating patrol vehicles are needed to replace high mileage vehicles.

f. Bond Electronic Monitoring:

Sheriff Reichert shared that he scheduled a meeting with the judges and the monitoring company last Thursday, however no judges showed. Sheriff Reichert said he sent a follow-up email to one of the judges and is waiting for a date to meet.

g. Updates:

Crimestoppers: See report.

Safe Ride Initiative: None.

Criminal Justice Task Force: None.

K9: None.

Courthouse Security: Sheriff Reichert stated he spoke with Maintenance Director Rueben Van Tassel regarding the possibility of a lift instead of an elevator in the space behind the current Sheriff's Department to transfer prisoners to court. The space will need to be reconfigured.

h. Jail Items:

All jail reports were reviewed.

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

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

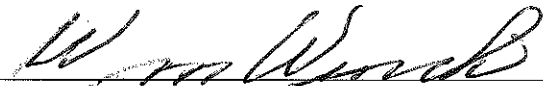
11. Agenda Items:

Bond Electronic Monitoring
2018 Budgets
Amish 2017 Bill

12. Adjourn:

Motion by Hamilton, second by Zurfluh to adjourn at 3:40 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 **May 24 2017** at 10:30 a.m.

PRESENT

Dennis Polach
 Doug Passineau
 Bob Bott
 Melvin Pedersen
 Roland Hawk
 Sarah Roach
 Bill Winch
 Bill Clendenning
 Tony Kemnitz
 Dara Hamm
 Shawn Becker

REPRESENTING

Wood County Board
 Wood County Highway Department
 Wisconsin DOT/BOTS Specialist
 Grand Rapids Police Department
 Wood County Highway Department
 Wood County Emergency Management
 Wood County Board
 Wood County Board
 Wisconsin DOT
 Wood County Coroner
 Wood County Sheriff Dept

Roland Hawk called the meeting to order at 10:34 a.m.

1. Introductions were made.
2. **Minutes of the February 22 2017 Traffic Safety Commission Meeting.**

Motion to accept and place on file minutes from the February 22, 2017 Traffic Safety Commission meeting made by Doug Passineau. Seconded by Bill Winch. Motion approved unanimously.

3. Review two (2) fatal crashes

Shawn Becker spoke in regard to the single vehicle crash in the Town of Richfield, waiting on toxicology results on that crash. The Wisconsin Rapids crash driver went through a stop sign, State Patrol is reconstructing that crash.

4. Report from the Department of Transportation Engineer

Tony Kemnitz, WI DOT, discussed Wood County P and State Hwy 54 projects and completion dates. Discussed working on guide routes for morning traffic for Farm Tech Days and come up with a sign plan. Tony stated that Wood County HWY A is listed for County safety funding. Doug Passineau mentioned that Wood County Highway Dept will still like to get jurisdictional transfer. Tony Kemnitz will do a crash study. Currently, the DOT has cameras at STH 80/73 intersection.

5. Local Program Specialist Report and Highway Safety Plan Solicitation

Bob Botts, WI DOT/BOTS, discussed with the committee the traffic statistics. Wisconsin fatal crashes are down 5%, number of deaths down 7% from last year. However, the 5 year average is still up, due to the high number of deaths in 2014. Wood County is ahead of the trend, 31% of the fatal crashes is due to inattentive driving. Bob discussed with law enforcement that they can write tickets for cell phone use in construction zones. He stated that some counties are having a spotter and a chaser in construction zones. Shawn Becker stated he will work with Wood County Highway Department to let them know

about projects so they can have staff works the construction zones. Roland Hawk expressed having no cell phone use signs in work zones. Bob reminded the group that the Governor's conference on Highway safety will be Aug 22-24 in Appleton and the DOT will know by June 1st if any grants are available.

6. Other Business brought properly before the Commission:

Bill Clendening asked the committee if residents can put out barrels if they are putting in a new driveway. Doug and Roland of the Highway Department said they can as long as they are official barrels and off the shoulder of the road.

Dara Hamm, Wood County Coroner, discussed with the committee the about the availability of Narcan and that everyone should be aware at a crash of what they may come in contact with because you just don't know what you may inhale. Bob Bott explained that some counties are setting up public meetings about this issue. The group discussed reaching out to the bus company to send a representative to the meetings.

Doug Passineau stated the Village of Hewitt is interested in putting quiet zones in due to safety issues and wanted to get the thoughts from the committee on the matter. Tony Kemnitz said he will talk to the Railroad coordinator and get back to Doug.

Shawn Becker gave the committee an update on the Amish as they had a meeting with the Bishop. They discussed putting lights on signs. The signs on CTH D have a lot more reflectivity on sighs. Bill Winch stressed the issue about Amish knowing the rules of the road. Shawn Becker stated they will meet with the Amish in their schools and he talked about getting farm grants to build a buggy to show at fairs and events.

DOT brought up a follow up response to the committee, they have nothing in the program for CTH HH.

7. Public Comments.

No public comments

9. Adjournment.

Doug Passineau made a motion to adjourn at 11:20 a.m. Seconded by Bill Winch. Motion approved unanimously.

The next Traffic Safety Commission meeting is scheduled for Monday, August 14th at 10:30 a.m. at the Wood County Highway Department.

Humane Officer Olson report
June 19 – July 16 2017

***6-19; Public Safety Meeting 12

6-20; WR11785 Neglect kitten. 3000 block of Franklin Street WR. 18

6-21; WC8783 Dog Bite. Follow up @ 7800 Block of County K, Arpin. 46

6-23; WR11759 Dog at Large, aggressive @ 21st Ave. S, Wis Rapids. 18

6-24, 7-5; WC9645 Dog attacked dog @ Center Street Biron. 26, 26

6-26; GR2513 Dog bite to child, dog unknown, not found @ 5000 block Kellner Road, Wis Rapids 14

6-26; WC9769 Dog attacked by dog @ 5000 block of Church St. Auburndale. 68

6-27, 28; WC9833 Owner accused of not feeding her outside cats. They are stray cats and she will stop feeding them. Her cat inside the house is well cared for @ Kester Rd, WR. 10, 10

6-27,28, 7-2; WR12438 Resident reports a friend dropped a dog off and never picked it up, he has no money to feed this dog. Dog removed and temporarily brought to SWCHS until owner found 18th Ave. S. WR. 18, 18, 22

6-28, 7-5; WR11412 Welfare check on cats. 4000 block of 8th St. WR, Open Case 12, 12

6-29,30, 7-1; WR12648 Dog Bite, victim was unsure which of 2 dogs bit her so both are quarantined @ 2900 block of W. Grand Ave. WR 18, 18, 18

6-29; 7-2,3; GR2574 Dog Bite, owner was visiting her father when dogs got loose and bit victim @ 5000 block of Griffith Ave. WR. 8, 8, 8

6-30, 7-1, 7-5, 7-15; WC9981 Two of Three loose dogs severely injured elderly women, both dogs put down on last day of quarantine. OPEN CASE 0, 0, 26, 10

7-1,3,10; PE1388 Dog Bite. Owner and victim related, all in WR at a cottage visiting, all parties live out of state. 1000 block of Shore Dr. WR. 5, 18, 10

7-3,4; WR12899 Dog Bite, victim refuses to say whom the dog owner is @190 block of Division St. Iola. Advised to start Rabies Prevention shots. 0, 0

7-4,7; WR12791 Dog attacked another dog @ 4th St. WR. 12, 12

7-6,7,10,15; WC10414 A dog attacked and killed one dog, and put the other one under emergency care at an Appleton Vet Hospital. Owner of victim dogs, along with his daughter were walking their two small dogs when a dog ran out and injured one, and took off with the other dog in his jaws – later found dead @11000 block of 64th St. S. WR. 0, 6, 0, 0

7-12; WR12722 Dog bite reported too late to quarantine. 0

7-12,16; WR13730 Welfare check on dogs, cats. Open case. 18, 18

7-13; WR13826 Improper disposal of carcass @ Black Oak Cr. WR Open. 20

7-14,16; WR13857 Owner bit by her own cat 21st Ave. S. WR. 18, 18

7-14,15; WC10879 Dog Bite, @ 6000 block of Park Lane, Arpin. 52, 52



Wood County

WISCONSIN

OFFICE OF CORONER

DARA HAMM

DATE: 8/1/17
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 July 2017:

Calls for Service/Death Investigations.....	91
Investigations Involving Sudden or Suspicious Deaths and Falls	8
Death Certificates Signed.....	19
Cremation Permits Signed.....	56
Traffic Fatalities Investigated.....	2
Suicides Investigated.....	0
Drownings	0
Fire Fatalities.....	0
Homicides.....	0
Autopsies Performed.....	2
Suspected Overdoses.....	1
Disinterments	0

Remarks:

Nothing

Respectfully submitted,

Dara Hamm

Dara Hamm
Wood County Coroner



Wood County

WISCONSIN

SHERIFF'S
DEPARTMENT

Thomas Reichert
SHERIFF

August 7, 2017

Sheriff Reichert:

During the month of July the Crime Stoppers program received 54 tips that were forwarded to the appropriate agencies for follow-up.

We did not have a monthly meeting.

Our next meeting is scheduled for 8/15/17 and our Tribute to the Eagles show is scheduled for 8/25/17.

Scott Drew

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	195	74	29	0	0	0	0	0	0	0	0	0	0	0	0
2	184	76	26	192	74	28												
3	183	76	25	191	70	29												
4	183	75	24	190	67	31												
5	186	75	24	191	73	30												
6	184	74	25	194	73	30												
7	181	74	24	199	73	30												
8	175	74	24															
9	182	74	24															
10	182	74	24															
11	182	72	26															
12	186	72	28															
13	185	69	29															
14	185	69	29															
15	187	73	29															
16	198	73	29															
17	200	73	28															
18	195	70	28															
19	192	69	27															
20	188	72	26															
21	187	77	27															
22	195	76	28															
23	192	76	28															
24	195	76	28															
25	193	74	29															
26	187	71	27															
27	190	76	28															
28	194	74	29															
29	196	74	30															
30	195	73	30															
31	201	73	30															
WCJail	188.6			193.1			0.0			0.0			0.0			0.0		
Shipped	73.5			72.0			0.0			0.0			0.0			0.0		
EMP	27.1			29.6			0.0			0.0			0.0			0.0		
Avg Length of Stay (Days)																		

2017 Yearly Averages

Total	197
Safekeeper	74.75
EMP	25

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	\$43,710.40	\$264,244.74	\$33,871.53
August	\$0.00	\$264,244.74	\$27,581.10
September	\$0.00	\$264,244.74	\$27,784.02
October	\$0.00	\$264,244.74	\$36,290.92
November	\$0.00	\$264,244.74	\$37,149.42
December	\$0.00	\$264,244.74	\$36,613.51
TOTAL	\$264,244.74	\$264,244.74	\$352,903.77

EMP Average for month x number of days in month = bed days

Bed Days x \$52.03 = Monthly Savings

SAFEKEEPER HOUSING

2017

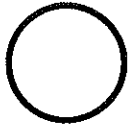
MONTH	Facilitiy	Facility	Facility	WAUPACA	MONTH TOTAL	2017 YTD TOTAL	2016 YTD TOTAL
JANUARY	\$0.00	\$0.00	\$0.00	\$82,125.00	\$82,125.00	\$82,125.00	\$82,125.00
FEBRUARY	\$0.00	\$0.00	\$0.00	\$82,125.00	\$82,125.00	\$164,250.00	\$82,125.00
MARCH	\$0.00	\$0.00	\$0.00	\$82,125.00	\$82,125.00	\$246,375.00	\$82,125.00
APRIL	\$0.00	\$0.00	\$0.00	\$82,125.00	\$82,125.00	\$328,500.00	\$82,125.00
MAY	\$0.00	\$0.00	\$0.00	\$82,125.00	\$82,125.00	\$410,625.00	\$82,125.00
JUNE	\$0.00	\$0.00	\$0.00	\$82,125.00	\$82,125.00	\$492,750.00	\$82,125.00
JULY	\$0.00	\$0.00	\$0.00	\$82,125.00	\$82,125.00	\$574,875.00	\$82,125.00
AUGUST	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$574,875.00	\$82,125.00
SEPTEMBER	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$574,875.00	\$82,125.00
OCTOBER	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$574,875.00	\$82,125.00
NOVEMBER	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$574,875.00	\$82,125.00
DECEMBER	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$574,875.00	\$82,125.00
TOTALS	\$0.00	\$0.00	\$0.00	\$574,875.00	\$574,875.00		\$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	9,438	\$8,344.41	\$1.65
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



RESOLUTION#

Introduced by

Public Safety

Page 1 of 1

Committee

kat

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>MPD</u> , Finance Dir.		

INTENT & SYNOPSIS: To authorize Wood County to enter into an agreement and seek funding under §165.90 for Law Enforcement Services on Restricted Tribal Lands.

FISCAL NOTE: \$33,933.00

Source of Money: 2018 Budget

		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 has restricted Tribal lands within its borders, and

WHEREAS, the State of Wisconsin has set aside 1/20th of the penalty assessment funds for Tribal Law Enforcement Grants, and

WHEREAS, the State of Wisconsin and the County of Wood have joint responsibility for providing law enforcement on Tribal lands in Wood County under Section 165.90 of the Wisconsin Statutes, and

NOW THEREFORE BE IT RESOLVED, by the Wood County Board of Supervisors that application be made by the Wood County Sheriff's Department to the State of Wisconsin/Department of Justice under the provisions of Section 165.90 of the Wisconsin Statutes for aid up to \$33,933.00, but not to exceed the total revenue available, to assist in providing law enforcement services on restricted Tribal lands in the County of Wood.

MINUTES
 CONSERVATION, EDUCATION & ECONOMIC DEVELOPMENT COMMITTEE
 WEDNESDAY, SEPTEMBER 6, 2017
 WOOD COUNTY COURTHOUSE, ROOM #115, WISCONSIN RAPIDS WI

Members Present: Hilde Henkel, Kenneth Curry, Robert Ashbeck, Bill Leichtnam and Harvey Peterson

Members Excused: Adam Fischer

Staff Present:

Planning & Zoning Staff: Jason Grueneberg, Kim Keech, Stevana Skinner and Victoria Wilson.
 Land & Water Conservation Staff: Shane Wucherpfennig and Tracy Arnold.
 UW Extension Staff: Jason Hausler, Peter Manley and Kyli Brown.

Others Present: Dist. #14 Supervisor Dennis Polach, Dist. #16 Supervisor Lance Pliml, Dist. #15 Supervisor Bill Clendennig, Dist. #8 Supervisor Brad Kremer, Sue Kunferman (Wood County Health Dept) and Steve Kreuser (Wood County Emergency Management).

1. **Call to Order.** Chairperson Henkel called the CEED Meeting to order at 9:00 a.m.
2. **Public Comment.** None
3. **Review Correspondence.**
 - A. Jason Grueneberg shared that the YMCA and Boys & Girls Club are looking at purchasing the Rapids Mall. Heart of Wisconsin Chamber of Commerce and City of Wisconsin Rapids has contacted him to help Rapids Mall businesses relocate and transition to other areas in the city. The purchase would impact the Port Edwards YMCA with possible reduced activities.
 - B. Bill Leichtnam shared that the Joint Finance Committee has approved a \$900,000 increase to the Wisconsin State Land & Water Conservation budget.
4. **Consent Agenda.** The Consent Agenda included the following Items: 1) minutes of the August 2, 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 Wucherpfennig, Tracy Arnold, Adam Groshek, Emily Salvinski, Lori Ruess, Peter Manley, Matt Lippert, Sarah Siegel, Jodi Friday, Chris Viau, Kyli Brown and Jeremy Erickson.
 - A. Minutes of August 2, 2017. No additions or corrections needed.
 - B. Department Bills. Shane Wucherpfennig shared that Wood County is the administrator for the Nutrient Management Farmland Education Grant Reimbursement for Taylor County, Clark County and Marathon County.
 - C. Staff Activity Reports. No additions or corrections needed.

*Motion by Robert Ashbeck to approve and accept the August 2, 2017 CEED minutes, bills from Planning & Zoning, Land & Water Conservation and UW Extension, and staff activity reports as presented.
 Second by Bill Leichtnam. Motion carried unanimously.*

5. **Risk and Injury Report.** None.
6. **Introduction of recently hired Planning & Zoning staff.**
 Jason Grueneberg introduced newly hired Stevana Skinner as the Code Technician and Victoria Wilson as the Administrative Services 4 position. Stevana Skinner gave a brief introduction sharing college background and job history. Victoria Wilson shared past employment history.

7. Land & Water Conservation Department.

- A. Open WDACP fence bids for Ken Rezin Cranberry Co and approve low bid Tracy Arnold shared that two bids were submitted to Wood County and both businesses are well known in the area. Straight Line Fence LLC in Wittenberg submitted the low bid.

Motion by Kenneth Curry to approve the low bid from Straight Line Fence LLC in Wittenberg in the amount of \$33,525 for the purpose of the Ken Rezin Cranberry Co woven fence project. Second by Harvey Petersen. Motion carried unanimously.

- B. Open bids for Lee Accola's waste storage facility closure and approve low bid Shane Wucherpfennig shared that one bid was submitted to Wood County. Cost sharing the Lee Accola project will be capped at a \$15,000 max. Shane shared with CEED the estimate LWCD came up with of around \$38,000 - \$40,000 to compare with the single bid and point out that it is within reason. Joe Cepress of Pittsville submitted the low bid.

Motion by Kenneth Curry to approve the low bid from Joe Cepress in Pittsville in the amount of \$32,898 for the purpose of basing the cost-share amount for Lee Accola's waste storage facility closure. Second by Robert Ashbeck. Motion carried unanimously.

- C. Consider/take action on resolution to amend the 2017 WDACP budget Shane Wucherpfennig presented the resolution to amend the 2017 Wood County Wildlife Damage abatement and Claims Program for unanticipated state aid monies and appropriate those monies to Wildlife Damage Expenditures. The project is for the Ken Rezin Cranberry Co woven wire fence project having no fiscal impact to the county.
- D. Nonmetallic Mining Reclamation program update Tracy Arnold gave a brief PowerPoint presentation and update on the Badger Sandstone Nonmetallic Mining Reclamation project. The project is nearly 95% completed. Final reclamation touchups include erosion/washouts, riprap, settling/fill and seed straw bale dams, topsoil/seed and wet spot/fill and seed.

Motion by Kenneth Curry to support the action of the Land & Water Conservation Department Nonmetallic Mining Reclamation project for Badger Sandstone LLC when the project is completed. Second by Bill Leichtnam. Motion carried unanimously.

- E. 2017 CEED tour update Shane Wucherpfennig updated the committee that the 2017 CEED Tour will be on Friday, October 6th. Detailed information will be shared at the CEED Committee Meeting in October and at the Wood County Board Meeting in September. Possible CEED Tour locations: 2018 Farm Technology Days site, Weber's Farm Store, DQ Farms LLC, Charlie's Pinecrest and Badger Sandstone.
- F. 2018 budget update, as needed Shane Wucherpfennig shared that the rent for the River Block Building was incorrect in the 2017 budget. The correct 2018 River Block Building rent determined by the Maintenance Department was corrected for all River Block Departments. The LWCD was corrected to reflect the amount of \$23,000, which is close to double the 2017 rate. A bit of good news was shared by Shane: The Joint Finance Committee secured a \$900,000 increase in annual funding to support Land and Water Conservation offices and grants. Shane Wucherpfennig commented that the increase in funding from the state would help come close to balancing the county budget in 2018 if the Governor signs the budget as is.
- G. Discussed the possible resolution requesting enforcement of WPDES according to statue brought forward by La Crosse County to be considered in the pack of resolutions being presented at Wisconsin County Association
- H. Discuss nine recommendations from Bill Leichtnam

Motion by Robert Ashbeck to table indefinitely the nine recommendations from Bill Leichtnam. Second by Chairman Henkel. Discussion followed.

Chairman Henkel commented that some of the nine recommendations are moot. Bill Leichtnam shared that the nine recommendations have already been postponed from August to September and County Board suggested that the nine recommendations are a committee issue. Harvey Petersen feels that Wisconsin is doing a great job on water quality. Kenneth Curry asked why the committee can't discuss the nine recommendations. Discussion followed.

Motion by Robert Ashbeck to rescind and amend his motion to postpone the discussion to two topics per meeting of the nine recommendations from Bill Leichtnam. Second by Harvey Petersen. Motion carried 3-2. Bill Leichtnam has concerns that the nine recommendations will be kicked down the road and County Board recommended that this is a committee issue. Kenneth Curry feels that this set a precedent.

8. UW Extension.

- A. Budget Update, as needed Peter Manley reported he has nothing new to report.
- B. Sarah Siegel, Family Living Educator resignation Peter Manley shared that the last day of employment for Sarah Siegel with UW Extension and Wood County will be September 8, 2017. CEED Committee member's thanks and appreciates her time of service to Wood County. Clark County, Marathon County and Portage County will help meet job commitments until vacancy is filled by UW Extension. Jason Hausler added that the job vacancy will be posted and possibly filled mid-October to Spring 2018.
- C. Peter Manley, Community Resource & Development Educator resignation Jason Hausler shared that Peter Manley will be retiring on January 31, 2018 with over 31 years of experience with UW Extension and Wood County. Chairman Henkel said Wood County and the community will lose a great resource when Manley retires.
- D. Area Extension Director duties discussion Jason Hausler presented the organization overview of the nEXT Generation Reorganization chart and the roles of the Area Extension Director duties. The roles of the Area Extension Directors are to manage the people, programs, funding and relationships in either a single county or a multi-county area. The position will streamline the management and communication among counties and staff making it easier to work with Cooperative Extension. Some specific roles that Area Extension Directors have are to supervise and conduct performance reviews for all Extension Educators and Program Coordinators, hire staff, conduct staff meetings, attend county committee meetings and manage budgets. Discussion and questions followed.
- E. 4-H Report Kyli Brown gave a brief update on the Central Wisconsin State Fair which concluded on Labor Day. Junior Fairs help educate the public about agriculture. Kyli Brown shared that the 7 day fair had over 100 volunteers, 4-H youth and FFA youth who participated. The junior fair consists of 60% of youth exhibiting animal projects. Youths participating in the Market Animal Sale earned over \$260,000 with one steer selling for over \$10,000. Kyli Brown also shared that Supreme Dairy Showmanship was won by a Wood County dairy exhibitor at the Wisconsin State Fair in Milwaukee. Youth projects teach life skills for the future.

9. Economic Development.

- A. Update on the Central Housing Region home repair program Jason Grueneberg shared that the Central Housing Region home repair program mainly serves single family homes providing no-interest, deferred payment home repair loans for low-to-moderate income residents. Promotion of the Central Housing Region home repair program will be shared with towns and lending institutions in Wood County.

- B. Consider appointing Jason Grueneberg as Wood County Representative to the Central Housing Region Committee (currently alternate), and Adam DeKleyn as Alternate. Jason Grueneberg requested the CEED Committee recommend appointing him as the Wood County Representative to the Central Housing Region Committee with Adam DeKleyn as alternate. Chairman Henkel shared that she has served on this committee in the past and feels it is better suited for a staff member.

Motion by Robert Ashbeck to appoint Jason Grueneberg as Wood County Representative to the Central Housing Region Committee and Adam DeKleyn as alternate. Second by Kenneth Curry. Motion carried unanimously.

- C. 2018 Economic Development budget update Jason Grueneberg presented the Marshfield Convention and Visitors Bureau application funding request for \$2,500 to help fund the fair booth at the 2018 Wisconsin State Fair. The funding request was included in the 2018 Economic Development budget but the Central Wisconsin Tourism Association application wasn't in the August packet.

10. Planning.

- A. 2018 Planning & Zoning Department budget update Jason Grueneberg reported he has nothing new to report.

11. Schedule Next Meeting.

The next regular CEED meeting is scheduled for Wednesday, October 4, 2017 at 9:00 a.m. at the Wood County Courthouse in Room #115.

12. Agenda items for next meeting.

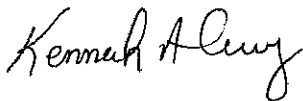
- A. Discuss #1 of nine recommendations from Bill Leichnam.
- B. Discuss #2 of nine recommendations from Bill Leichnam.
- C. Review and discuss Family Living Educator job description.
- D. Review and discuss Community Resource & Development Educator job description.

13. Schedule any additional meetings if necessary. No additional meetings were scheduled.

14. Adjourn.

Motion by Bill Leichnam to adjourn at 11:53 a.m. Second by Harvey Petersen. 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 September 11, 2017 @ 9:40 a.m.)

Golden Sands Resource Conservation & Development Council Inc.
Forestry/Agriculture/Wildlife Committee Meeting Minutes

July 20, 2017

Call to order: Committee Chairman Al Barden call the meeting to order at 10:00 a.m. Present included: Al Barden, Jason Reimer, Merlin Becker, Matt Komiskey, Ben Stanfly, Deb Jakubek, Joel Kuehnhold, Hugh O'Donnell, Bill Clendenning

Introductions: Matt Komiskey, LCC in Juneau County was formally introduced, along with the other members of the committee present.

Minutes: Clendenning moved to approved and O'Donnell 2nd to approve minutes.

Project Updates:

Bluebird/Bathouse: We have \$1756.72 in the project account. Joel will meet with the technology education instructor at Tomorrow River Middle/High School regarding cutting the boards for the project. Need to be working on a plan for sales.

EAB: Jason Reimer updated the group on the EAB related items he has been working on. He is doing an EAB Management Plan for Rib Mountain, and a forest management plan and inventory for Schofield. He shared that the EAB workshop at Mosquito Hill was successful, and all surveys reflected positive feedback.

Demo Forests & WWFTT: On hold until a replacement can be found.

Tree Shelter Sales: Make adjustments to the mailing date and have it out in September. Updates in the website and mailing will be needed to include testimonials.

Neighborhood Gardens: We have a new leader at the Cornell & Whitney St. site-Kyle Jay.

Technical Service Provider Work: I have 6 grazing plans in the hopper, working to meet the October deadline for EQUIP funding.

Downtown Greenspace: Still pending on signage. Would like to close the project.

Woods & Wildlife for Today & Tomorrow: I have been working on finding a suitable replacement.

Grassworks Grazing: A workshop on promoting grazing for professionals will be held Tuesday, July 25th

New Projects/Ideas/Proposals

Other Business:

Meeting was adjourned at 11:00, motioned by Merlin Becker and seconded by O'Donnell

Golden Sands Resource, Conservation & Development Council, Inc.
Water Committee Meeting Minutes
July 20, 2017
Golden Sands Office, Stevens Point, WI

Call to Order: Al Rosenthal, acting chair, called the meeting to order at 10:00 a.m.

Attendance: Reesa Evans; Michala Feigal; Chris Hamerla; Diane Hansen; Ed Hernandez; Bill Lichtnam; Al Rosenthal; Amy Thorstenson; Joe Tomandl.

Minutes: Motion made by Tomandl, seconded by Leichtnam, to approve minutes of the last meeting. Motion carried unanimously.

New Projects: None

Water-related Legislation: Leichtnam reported that because the legislature is tied up in the budget battle, not much has been happening with legislation. The governor signed the bill loosening oversight of high-capacity wells. Senate Bill 22/Assembly Bill 50 are aimed at protecting groundwater, but appear to be in indefinite waiting. There is talk that a bill easing up restrictions on sulfide mining is in the works. Evans noted that the WDNR Science Services department has been disbanded, with staff assigned to other places, and there is now a rule that no research can be done unless the administration approves it first.

Project Updates:

Thorstenson (Golden Sands): Thorstenson noted she is working on a contract with Mirror/Shadow Lakes about hand-pulling removal of Eurasian watermilfoil using snorkeling first. Several sites have been GPS'd to allow SCUBA divers to come in and remove EWM found in deeper water. Next week there will be snorkeling removal from Big Hills Lake. She is experimenting with acrylic blocks to preserve plants like curly-leaf pondweed and EWM. For more information, one can see her written report.

Hamerla: (Golden Sands): He is working on preparations for Snapshot Day, which will be state-wide, on August 5. This year it will cover both streams and lakes. He and Feigal completed an AIS plant survey on Lake Wausau and will do a complete point intercept survey in August on the same lake. They both had several TV interviews about the Landing Blitz and Ice Your Catch campaigns. They are also working in an outreach brochure for trappers.

Leichtnam (Wood): Portage and Wood counties have agreed to share a weed commissioner for the noxious weed Wild Parsnip work.

Tomandl (Taylor): The goats came back for a week to further attack buckthorn. There are barnyard and manure pit projects in the works, including some in the Big Eau Pleine watershed. Someone is also working on quantifying the cost of erosion to farmers.

Hernandez (Waushara): A dredging project on Fish Lake has been extended. His office and the lakes are working on updating lake management plans and the website. CWWP is discussing applying to get an Americorps team next year that it can share with counties that also have some work that can be done by that program. There is a waste transfer site project ongoing. The bad weather has resulted in more calls to his office about shore restoration. The Healthy Lakes projects are doing well. He recently participated in an enforcement meeting about a CAFO that had its third major spill earlier this year; the matter has now been referred to the state DOJ for prosecution.

Feigal (Golden Sands): She has been working CBCW hours at landings in Marathon, Portage, Taylor, and Wood counties. AIS plant surveys were done on Helen and Emily lakes. She also presented a flowering rush ID class at McDill Pond. She has an AIS table scheduled for the upcoming state water ski tournament in Wood Co.

Rosenthal (Marquette): The lake group in the county is looking for volunteers for CBCW, but is not having a lot of positive response. There is also a question as to who is training/educating about boat safety. The causeway in Buffalo Lake will be redone, starting after Labor Day 2017, and will allow more space for shore fishing.

Hansen (Marathon): The management plan for the Big Eau Pleine Watershed has been completed. Using a TRM grant, work is now concentrating on Fenwood Creek watershed (a subwatershed of the Big Eau Pleine), with activities for improving soil health by use of no-till, cover crops, etc., and some shore restorations. Demonstration plots will be installed at the county park on Mission Lake.

Evans (Adams and at-large): Work on repairing the Fawn Lake dam has started now that the lake has been drawn down. Recent storms caused pressure on the ailing Friendship Dam, resulting in leaks through the concrete, so the dam was opened to relieve the pressure. This resulted in some flooding downstream. The Friendship Lake District has started legal proceedings to gain ownership of the dam through eminent domain. The Adams LWCD is working on nutrient management, shore restoration, and habitat assessment. A new administrative coordinator has been hired for the county and will start next month. A meeting on July 1 about the Tri-Lakes Management District drew about 200 people. Several staff members have presented educational programs for the school district summer classes. The Central Wisconsin Nature Foundation recently had an Americorps team that help improve trails and clean up its beach, as well as participating in several other community projects. The 2nd Central Sands Water Walk will be held in the Town of Rome, Adams County, on September 16, 2017.

Adjournment: Upon motions by Hernandez/Rosenthal the meeting was adjourned at 10:55 a.m.

Respectfully submitted,

Reesa Evans
Temporary Recording Secretary

Golden Sands Resource, Conservation & Development Council, Inc.
Personnel/Finance Committee Meeting Minutes
July 20, 2017
Golden Sands Office, Stevens Point, WI

Call to Order: Ed Hernandez called the meeting to order at 9:00 a.m.

Attendance: Al Barden; Gary Beaström; Reesa Evans; Ed Hernandez; Denise Hilgart; Deb Jacubek; Joel Kuehnhold; Hugh O'Donnell; Amy Thorstenson. Bill Clendenning was also present. Ed Miller was not present.

Minutes: Motion made by Barden, seconded O'Donnell, to approve minutes of the last meeting. Motion carried unanimously.

Closed Session: None necessary.

Treasurer's Report: Hilgart passed out the treasurer's report, along with separate sheets outlining credit card specifics. Several reimbursements are pending of several thousand dollars. The \$10,000 transfer previously voted to be moved to the savings account has not been complete, but will be done once some of the reimbursements have been received. Motion by O'Donnell, seconded by Barden, to forward to the full council. Motion carried unanimously.

Financial Procedures:

Joe Piechowski Memorial Fund: The interpretive sign is still pending. The landscaper has been reminded of the smoke tree planting, but that likely will not occur until the fall.

Development and Fundraising: Kuehnhold is still working on fundraising and direct marketing issues, including grazing, but no promotion plan for the contracted services is yet in place. He has been to all the county LCC meetings except Adams and has had phone contact with Juneau, Monroe and Wood. Feedback has been generally positive. The business plan class has been completed, and the fee waived. He now has to complete the business plan within 93 days for GS to get free website assistance. An appeal for donations is still in the works. Information emphasizing the 45th anniversary of GS is being added to posters, the facebook, and other spots. An open house may happen for the September meeting.

O'Donnell suggested putting out a press release near the time of the September meeting to the relevant counties.

Staff & Membership:

Membership & Voting Policy: Thorstenson will review this in detail at the full council meeting. Counties will also be reminded that the 2018 dues will be the same as the ones for 2017 (\$1900 each). The dues amount will be reviewed next year.

Council Purchases: GS needs some kind of public communications/donor software to make appeals more efficient. Mail Chimp is being explored, but no purchase has been made yet.

Insurance & Benefits: The duplicate business auto coverage is in the process of being dropped. GS may receive some of its premium reimbursed, but that is not yet final.

Personnel Policy & Procedure Handbook:

Communications/Marketing: Thorstenson passed out copies of the state RC & D communication plan. This is very similar to what GS already had, but the other state RC & D groups did not have any communication plan or policy. It will be voted on at the next state meeting. Motion made by Barden, seconded by O'Donnell, to forward this to full council for consideration. Motion carried unanimously.

Quarterly Newsletter: still in process, as is the appeal for funds.

Website: Some of the website pages need to be updated, removed or expanded. Project managers are supposed to keep information on their projects up-to-date on the website, but that is not always occurring. Hernandez suggested that meeting agendas be posted under events on the website before the meetings occur.

Other Business: Kuehnhold discussed the cost for postage and staff time involved in sending out paper packets for council meetings. Members should be encouraged to provide emails, so that more can go out that way. Student time may also be used for this. It was also suggested that a list of assigned counties for refreshments be developed and passed out, so that GS staff doesn't end up having to take care of meetings refreshments.

Adjournment: The meeting was adjourned at 9:37 a.m. upon motion made by O'Donnell, seconded by Barden..

Respectfully submitted,

Reesa Evans
Secretary, Golden Sands RC & D

Golden Sands Resource, Conservation & Development Council, Inc.
Regular Business/Executive Committee Meeting Minutes
July 20, 2017
Golden Sands RC & D Office, Stevens Points, WI

Attendees: Al Barden (Member-at-Large); Gary Beastro (Marathon); Merlin Becker (Member-at-Large); Bill Clendenning (Wood); Reesa Evans (Member-at-Large); Diane Hansen (Marathon); Ed Hernandez (Waushara); Denise Hilgart (Golden Sands); Deb Jacubek (Farmer's Union); Matt Komiskey (Juneau); Joel Kuehnhold (Golden Sands); Bill Leichtnam (Wood); Hugh O'Donnell (member-at-large); Al Rosenthal (Marquette); Ben Stanley (Taylor); Amy Thorstenson (Golden Sands); Joe Tomandl (Taylor).

CALL TO ORDER: The meeting was called to order by President O'Donnell at 11:03 a.m.

INTRODUCTIONS: At the request of O'Donnell, everyone attending verbally identified himself or herself and named the organization and/or county being represented.

APPROVAL OF MINUTES: Motion made by Barden, seconded by Clendenning, to accept the minutes of the May 2017 meeting as written. Motion carried unanimously.

TREASURER'S REPORT: The treasurer's report for May and June 2017 was passed around. Hilgart indicated there had been no unusual events; every dispersal and receipt was fairly standard. A number of reimbursement requests have been submitted and some are still to be completed. No use of the contingency fund. Motion made by Jacubek, seconded by Evans, to accept and file the treasurer's reports. Motion carried unanimously.

OLD BUSINESS:

Wisconsin RC & D Update: Barden noted that the next state meeting is tomorrow, July 21, 2017.

3-Year Plan Steering Committee: Kuehnhold said he now has 93 days to complete the business plan and submit for approval to UWSP.

Joe P Memorial: The sign has not been installed, so any open house will be delayed until the September meeting. The landscaper has been reminded that the smoke tree needs to be planted; that is likely to occur in the fall.

MOA with NRCS: Barden indicated that the formal finalized announcement of the signing of the MOA will occur at tomorrow's state RC & D meeting.

Update on Groundwater Legislation: Leichtnam reported that there has been little activity of water-related legislation because the state budget is occupying the legislature. The governor signed the bill loosening review of high-capacity wells. Senate Bill 22/Assembly Bill 50 is waiting and may die before the legislature considers it. Pleasant Lake bought several lots of land around the lake to keep them from being developed. Evans noted that WDNR Science Services has now been entirely

disbanded, with staff assigned to other departments, and that there is now a requirement that only research approved by the administration can be done.

NEW BUSINESS

Membership and Voting Policy: Thorstenson passed out copies of the sections of the policy manual dealing with definitions of membership and voting applicability. Each county can appoint two representatives, but only get one vote. The first member should be a member of the LWCC committee in the county; the second one can be anyone. Evans suggested the counties be aware that County Conservationists could be appointed for the second slot. Then they could vote if no "first member" from their county was present. Committee chairs and members-at-large also get one vote each.

Thorstenson reminded everyone that the dues for 2018 will be the same as those for 2017, so should be budgeted for accordingly.

State Branding Initiative: A draft of the state RC & D branding initiative was passed around by Thorstenson. This is very much like the one that GS already had, but the other state RC & Ds had none. Now all will be using the same colors, font, etc., to provide a uniform presentation of state RC & Ds. The tagline chosen is "Conservation That Works!" Motion by Evans, seconded by Barden, to approve the state branding initiative. Motion carried unanimously.

45th Anniversary Celebrations: The public will be invited to the September 2017 GS meeting and an open house of the offices will be held just after. Press releases will be sent out to make the information available in the GS counties.

COMMITTEE REPORTS:

Personnel/Finance Committee Report: Evans reported on the meeting this morning. The committee voted to pass the treasurer's report on to full council. Several reimbursement requests are pending and there are still some to be completed and submitted. The \$10,000 transfer to savings has not yet been completed and will be done after some of the reimbursements have been received. Kuehnhold reported there are still grazing plans being done. A promotion plan for contracted services offered by GS has not been completed yet. He has met with most county LWCCs and has had phone contact with Juneau, Monroe and Taylor. He is trying to schedule a meeting with the Adams County LWCC. The fund appeal is still in process. Thorstenson will review the policy on membership and voting at today's full council meeting and remind the counties that due for next year remain at \$1900. No purchases has been made for Mail Chimp or something similar so far. The duplicate business auto coverage is in the process of being dropped; there may be some reimbursement of funds that GS already paid. The Committee voted to pass on the proposed state communication policy for review by the full council today. Some parts of the website are still not up-to-date. Hernandez suggested that meeting agendas be posted before meetings as events on the website. GS can save some money if it can reduce the amount of postage and staff time needed to mail out paper copies of meeting packets.

Forestry/Agriculture/Wildlife Committee Report: Kuehnhold outlined today's meeting. The new Juneau County Conservationist introduced himself to the committee. He replaces Greg Lowe and will take over as Vice-President of the committee. Updating of EAB plans for Rib Mountain and Schofield are in process. The EAB workshop at Mosquito Hill went well. When the school year starts, students

from Amherst High School will be building bat and bluebird houses. Primary responsibility for demo forests will be transferred soon from Kuehnhold to free up some of his time. Tree shelter information went out late this year, so it is planned it will be sent out earlier to coincide with county tree sales. A brochure may be developed to explain why Plantra shelters, although they are more expensive, are the best for the money. There are lots of TSP grazing plans in process. There is a new leader for the Cornell/Whitney neighborhood garden that has done a lot of work to improve use of those spaces. A workshop to encourage grazing to farmers, using a Grassworks Grant, will be developed. No real activity has been occurring in the Central Wisconsin Grassland Conservation group. He and Jacubek are still adding farmer mental health to their agriculture activities.

Water Committee Report: Evans reported on today's water meeting. No new projects. Leichtnam gave the same report on water-related legislation and activity that he gave at the full council meeting. Science services for the WDNR has been disbanded and staff assigned elsewhere. Thorstenson has been working with Mirror/Shadow Lakes on various types of handpulling Eurasian watermilfoil. She is experimenting with Curly-Leaf Pondweed and Eurasian watermilfoil in acrylic blocks. Hamerla announced that Snapshot Day, an effort to find new locations of invasive species on lakes and streams, will be held state-wide on August 5. He and another GS staff member have been working on Lake Wausau for AIS surveys and will be doing a full point intercept study later this summer. They participated in several TV interviews about the landing blitz and ice your catch campaigns. They are also working on an outreach brochure for trappers to be distributed in the fall. Leitchnam reported that Wood and Portage counties agreed to share a weed commission to deal with the wild parsnip noxious weed issue. Tomandl said the goats were brought back to attack buckthorn for 1 week. There are ongoing barnyard and manure pit projects, especially in the Big Eau Pleine watershed. Someone is working on how to quantify the cost of erosion to farmers. Hernandez reported that a dredging project at Fish Lake in his county has been extended. Updates of the lake management plans and website are under way. CWWP has been discussing applying for an Americorps team for next summer in conjunction with GS counties. Portage County has agreed to be the primary sponsor. The bad weather has produced more calls to his office about shore protection. Work on the Healthy Lakes grants are ongoing. The CAFO in Waushara County that had its third major spill has been referred to the DOJ for prosecution. Feigal has been working with Hamerla on several of his projects, but has also been providing CBCW services at landings in Marathon, Portage, Taylor and Wood counties. Helen & Emily Lakes were surveyed for AIS. She also did a flowering rush ID training for McDill Pond. Rosenthal indicated Marquette County was trying to find volunteers for CBCW activities, but is having a hard time. A question of who deals with boater safety has come up in the county. The causeway on Buffalo Lake will be redone in a manner that will allow more shore fishing. The project should start just after Labor Day. Hansen reported that the management plan for the Big Eau Pleine watershed has been completed. Lots of activities are going on in the Fenwood Creek Watershed (a subwatershed of the Big Eau Plaine) under at TRM grant, with concentration on building/preserving soil health practices and shore restoration. They will be using the shore at Mission Lake county part for demonstrations. Evans announced the work on the Fawn Lake dam had started now that the lake was drawn down. The Friendship Dam was leaking during some of the rain events, so the dam was opened to relieve pressure, resulting in some flooding downstream. There is an effort by the Friendship Lake District to take the dam over by eminent domain pending. The LWCD office has been working on nutrient management, habitat assessments, and shore restoration. A meeting held about the Tri-Lakes Watershed on July 1 drew about 200 people. The Central Wisconsin Nature Foundation recently hosted an Americorps team to help improve trails and one of its beaches. The Central Sands Water Walk will be held in the Town of Rome, Adams County, on September 16, 2017.

Motion made by Rosenthal, seconded by Becker, to approve reports. Motion carried unanimously.

NEW PROJECTS: None.

STAFF/PROJECT UPDATES: Written staff reports were sent out prior to council members.

AGENCY/PARTNER REPORTS: Jacobek passed around copies of the latest Wisconsin Farmers Union newspaper for people to take. There are a number of pasture walks set up across the state. There will also be five Women Caring for the Land presentations. The WFU summer conference is coming up on 8/17/17 in Chippewa Falls.

OTHER REPORTS: Thorstenson made the council aware of the recent damage from flooding suffered by Paul Skawinski & his family. He is a former GS staff member for several years and lost all his scientific equipment. There is a GoFundMe account set up for those wishing to help, since nothing was covered by insurance.

NEXT MEETING: The next meeting will be September 21, 2017.

ADJOURNMENT: The meeting was adjourned at 11:50 a.m. on motion by Clendenning, seconded by Barden.

Respectfully submitted,

Reesa Evans
Secretary, Golden Sands RC & D



Activities Report for Shane Wucherpennig August 2017

- **August 1** – Attended Executive Committee meeting
- **August 2** – Attended CEED meeting.
- **August 4** – Attended Judicial & Legislative meeting.
- **August 4** – Attended Farmers of Mill Creek meeting.
- **August 8** – Meeting with Jessica Brandl on their construction project.
- **August 9** – Met with Drew Zelle (DATCP) to discuss projects and do site visits.
- **August 10** – Met with Tom from Badger Sandstone on site to discuss reclamation progress.
- **August 11 & 12** – Worked on Construction plans for 2017 projects.
- **August 15**– Attended County Board.
- **August 14,16** – Worked on Construction plans for 2017 projects.
- **August 15** – Met with Tracy Arnold and Zoe from the DNR on NMM Reclamation issues and protocols
- **August 18** – Attended PACRS meeting.
- **August 21** – Met with Quentin Enders (DQ Farms) and Adam Scheunemann to discuss a manure spreading complaint.
- **August 24** – Attended Judicial & Legislative meeting.
- **August 25**– Worked on Construction plans for 2017 projects.
- **August 29** – Attended NM Implementation Work Group meeting in Eau-Claire.
- **August 30** – Attended Executive Committee meeting
- **August 30**– Met with Tracy Arnold and private consultant Andy Nelson to discuss Joan Arnold NMM Reclamation of Badger Sandstone. He requested a meeting with LWCD.

Activities Report for Tracy Arnold 08-2017

Wildlife Damage Abatement and Claims Program

- Maintaining DNR database with current Wood County information
- Continue to enroll landowners for the 2017 year
- Received DNR approval for a permanent fence for Ken Rezin Cranberry Corp.
- Working with Ken Rezin Cranberry Corp. to finalize design of fence
- Working on bid paperwork, budget amendments and contracts for Ken Rezin Cranberry Corp.
- Meeting with fence contractors for site visits on Ken Rezin fence project
- Working on completing paperwork for all 33 permanent fence inspections
- 6 fences failed inspections for the year, working on getting those back into compliance
- Met with numerous landowners about shooting permits to evaluate crop damage amounts
- Justifying wildlife damage on numerous fields requesting shooting permits
- Submitted the 2nd QTR reimbursement
- Worked with Lori on the 2018 WDACP budget

Non-metallic mining reclamation program

- No forfeiture payment from B & R Excavating to date (since June 12, 2013)
- Updating NMM databases
- Site visit to Badger Sandstone with Tom H and Shane for final reclamation touchups
- Investigated complaint calls that came in regarding mining
- Working with landowners on a permit transfer, new permit, etc
- Working with bankruptcy situation, working with Peter K on that

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
- Attend the North Central Land and Water Conservation Area Association summer meeting
- Continue planning the North Central Land and Water Conservation Area Association February meeting in Wisconsin Rapids.
- Take Joel (intern) in field whenever I'm going out
- 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
- Volunteered at The School at Altenburg's Farm Consumer Outreach Nights
- Train landowners on the procedure for acoustic bat monitoring
- Uploaded acoustic bat monitoring data as survey's are completed
- Attended the Women Caring for the Land at Glacial Lake Cranberry
- Requested new tree sale program from IT, current one is from 1995

Activities Report for Adam Groshek –August 2017

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

- ~Cost estimates, bidding, Contractor discussion, pre-construction meeting, and staking for the 2017 earthen manure storage lagoon for Tom Hamus near Auburndale.
- ~Wayerski manure storage pit expansion, barn manure transfer channel, and erosion control lookover of mostly finished structures.
- ~Multi-Discharger Phosphorus Variance research, discussion with industries, and follow-up discussions with DNR and LWCD staff.
- ~Well decommissioning follow-through for Ralph Aschenbrenner's old well.
- ~Assisting the LWCD intern Joel in finishing up some projects for the summer.
- ~Assisting REA engineering firm find historical data for Russ Haffenbraedl's current transfer system/manure storage/barn expansion/revisions.
- ~Wild parsnip tracking along roadside ditches.
- ~Discussion with Aaron Gorst on possible future manure storage pit.
- ~Discussion with Craig Brandl on future manure pit.
- ~Reporting to DNR of stormwater-related sediment discharge into the WI River near the Riverblock Building storm sewer outfall pipes.
- ~Manure storage abandonment plan, site visit, bidding, contractor discussion for project to occur in the next month or two.
- ~Information given to the Hub City Times in Marshfield pertaining to land clearing data from the Agricultural Census published every 5 years.
- ~Seeding as-built check for the completion of the 2016 manure abandonment for Jacki Schueller.
- ~CREP environmental benefit reports, buyout question answering, scheduling office visits, contract signing and discussion, and GIS field tracking and documentation for Katherine Warnecke, Fritz Miller, Russ Bauer, Al Weiler, Triple P Dairy, Russel Brockman, Jeff Richardson, Francis Huser, and Glen Peplinski.
- ~Ron Knuth well decommissioning cost-share finalization.
- ~Assisting realtor with information on manure storage structure contract for an upcoming property sale.
- ~Wetland indicator soils investigation for the construction of a pond for Michael Zimmerman.
- ~6-day vacation travelling to Ghana, Africa to assist in the opening of the 250-student K-8 school for 4 less fortunate communities including school supply donations from friends, family, and some no longer useable Wood County office supplies. This trip was a follow-up to my Engineers Without Borders construction/fundraising trip that I took 4.5 years ago as a senior at UW-Platteville.
- ~Well decommissioning plan/site visit for Chris Pupols in Rudolph.
- ~Well decommissioning plan/site visit for Dan Hollar in Milladore.
- ~Assisting Chris Heckel with new <1 acre pond permitting.
- ~As-built documentation and calculations for Lee DeBoer including pump flow rates, and final touch ups for the NOD 2016-2017 project.
- ~Issuance of the Manure Storage Ordinance waste storage facility construction permit for Tom Hamus to start any day now.
- ~Preparation for the 2nd in a series for the Basic Ag for Conservationists training on Sept. 8th.
- ~Well decommissioning plan/site visit of Ian Schultz in the Town of Sigel.

Activities Report for Lori Ruess – August 2017

- Completed July sales tax report and submitted report to Finance.
- Attended August 2nd CEED meeting and typed minutes.
- Reviewed general ledger and payroll registers and completed journal entries to correct August payrolls.
- Completed budgets and made copy for Finance before the August 14th deadline.
- Completed 15 year CREP agreement (re-enrolled 19.04 acres) - Catherine Warnecke.
- Completed 15 year CREP agreement (re-enroll 16.7 acres) - Fritz Miller.
- Completed 15 year CREP agreement (re-enroll 9.6 acres) – Al Weiler.
- Completed 15 year CREP agreement (re-enroll 17.88 acres) - Russell & Elaine Bauer.
- Completed 15 year CREP agreement (re-enroll 5.01 acres) - Triple "P" Dairy.
- Completed 15 year CREP agreement (re-enroll 14.35 acres, 1.29 new acres) - Jeff & Susan Richardson.
- Completed 15 year CREP agreement (re-enroll 51.64 acres, 24.76 new acres) - Russel & Arlene Brockman.
- Completed cost-share contract for Lee Accola – waste storage closure.
- Completed cost-share contract for Christopher Pupols – well decommissioning.
- Completed cost-share contract for Ralph Aschenbrenner – well decommissioning.
- Completed cost-share contract for Craig & Jessica Brandl – waste storage facility.
- Completed cost-share contract for Daniel Hollar – well decommissioning.
- Completed reimbursement request for Ron & Mary Knuth – well decommissioning and sent to DATCP for processing.
- Completed reimbursement request for Ralph Aschenbrenner – well decommissioning and sent to DATCP for processing.
- Completed resolution to amend the WDAC 2017 budget for Ken Rezin's fence project.
- Attended the North Central Land & Water Conservation tour in Three Lakes.
- Attended August 22nd Employee Feedback meeting.
- Completed journal entry request for monthly fuel charges and vehicle maintenance/repair from Highway Dept. and forwarded to Finance.
- Organized County Board and CEED packet information and took to County Clerk's office.
- Working on fall newsletter and tree and shrub order form.

Activities Report for Emily Salvinski
August 2017

- **August 1.** Prepped outline for radio spot, updated NMP database, contacted landowner and nm planner
- **August 2.** Mapped possible SEG cost share acres, contacted nm planner, updated NMP database
- **August 3.** Attended radio show (WFHR) to promote programs, updated parsnip database, updated LWCD display, explored WI DNR's new open data webpage, downloaded some data for GIS (townships)
- **August 4.** Prepped and printed soil map with descriptions, field and office mapped parsnip due to tip
- **August 7.** Worked on fillable NMP for cranberries. Attended health and wellness committee meeting
- **August 8.** Completed fillable NMP for cranberries
- **August 9.** Glacier Lake Cranberries field day
- **August 10.** Revised 590 summary sheet
- **August 14.** Answered manure management question by creating maps and relating rule to their property
- **August 15.** Field mapped parsnip from e-mail tip. Found other spots on the way. Took pictures, office mapped, uploaded pics, added pics to database, mapped driving route
- **August 17.** Prepped info for site visit to pre-CAFO farm with complaint. Gathered photos for pollinator page
- **August 18.** Started report/snapshot of the year that summarizes activities that took place this summer relating to wild parsnip, and its infestation status
- **August 21.** Put together list of native milkweeds to WI and which are native to Wood (for pollinator corridor)
- **August 22.** Reviewed youth education brochures, added updated 2016 aerials to databases, edited a shapefile
- **August 23.** Met landowner to pick up fences for bear damage, processed received NMP checklist, GIS file maintenance (combining, deleting)
- **August 24.** Went to courthouse to look at used furniture, went to staples to purchase chairs, put chair together. Looked into this year's speaking contest topic
- **August 25.** Started adding parsnip point from my database to nationwide EDDmapS
- **August 28.** Helped Tracy with wildlife damage program
- **August 29.** Attended DATCP's nutrient management implementation workshop

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 September 6, 2017

1. Economic Development (Jason Grueneberg)

- a. Regional Economic Growth Initiative – On August 8th, I attended the REGI Board meeting. Some items discussed included the President's report, reaching out to potential private funders, and planning for the next municipal forum meeting.
- b. Enbridge – On August 10th, I attended the ribbon cutting and tour of the new Enbridge pump station located on 20 acres of land on South Washington Avenue, just south of Klondike Drive in the town of Richfield.
- c. Central Wisconsin Economic Development Fund
 - i. On August 3rd, I chaired the CWED Finance Committee meeting. Agenda items included reviewing and approving the budget for the upcoming year, consideration of writing off non-performing loans, and discussion on options for loans based on recent defederalization of the CWED funds.
 - ii. On August 16th, I attended the CWED Board meeting. Agenda items included approval of budget for upcoming year, approving a contract with CAP Services to provide administrative services, loan status report, administrator's report, discussion of future loan options now that the fund is defederalized.
 - iii. On August 23rd, I attended the CWED Executive Committee meeting to consider payout of a loan for a business that is being sold. Following the Executive Committee meeting, the Advisory Committee met to consider policy manual recommendations to the board that will allow for a wider variety of loan options, and relaxing job creation requirements.
- d. City of Nekoosa – On August 24th, I participated in the Nekoosa Strategic planning meeting. This was the initial kickoff meeting for the planning process that will help identify priorities and get stakeholders thinking about the future in terms of common goals and vision.

- e. Central Housing Region – On August 29th, I attended the Central Housing Region public hearing. The public hearing is an annual requirement to allow public to provide feedback regarding the home repair loan program. Attached to this report is an update of the 2014-2015 grant funding cycle for funds that have been applied to Wood County projects. There is currently about \$800,000 available in funding for the 9 County Central Region that must be applied to projects by the end of 2018. Please share information about this program with individuals that may benefit. Also included is a Central Housing brochure that summarizes eligibility, types of projects covered, and where to get an application.

2. Planning (Adam DeKleyn)

- a. City of Nekoosa Comprehensive Outdoor Recreation Plan (C.O.R.P.) – Planning committee met to develop recommendations/priorities for quasi-public recreation areas. Capital improvements plan was developed. Environmental constraints and trail/route alignments maps were reviewed. Plan is continually being developed.
- b. Plat Review Officer
 - i. (3) CSM's were submitted for review/approval.
 - ii. (2) CSM's were approved/recorded.
 - iii. (3) CSM's are pending approval.
- c. Draft Domtar Recreation Plan (FERC) – Formally submitted Department comments to be incorporated into the Centralia, Port Edwards, and Nekoosa Hydroelectric Projects Recreation Plan.
- d. Wood County Parks, Recreation, and Open Space Plan – Performing existing conditions inventory and analysis of county outdoor recreation system. Community survey is being developed. County park and recreation areas section of plan is being developed.
- e. Nekoosa Strategic Planning – Attended the Nekoosa Strategic Planning meeting. Mission statement is being developed. Mandates were developed, and stakeholders were identified. The Department will assist in developing the community survey.
- f. Blueway Trail Planning & Mapping – Inventory of the blueway trail for future planning purposes.
- g. CDAC – Appointed as the tourism/economic development representative. Council met to discuss possible modification to management boundary and develop preliminary 3-year recommendations.

3. Land Records (Justin Conner)

- a. LiDAR Training – 2 day hands-on LiDAR workshop. Topics include hydro conditioning DEMs, Viewsheds, watershed basin delineations and water flow paths.
- b. River Dam Functional Exercise - WVIC and CWPCo FERC Functional exercise to prepare for high river flow response.
- c. Web Maps – Created focused web maps to quickly lookup needed information
 - i. <http://app.woodcogis.com/watershed> - Simple app used by Land Conservation that returns the watershed name for a given property.
 - ii. <http://app.woodcogis.com/ZoningInfo> - The Zoning Inquiry application locates parcels impacted by floodplain, wetland or shoreland zoning boundaries so informed decisions can be made during land development and home buying processes.
 - iii. <http://app.woodcogis.com/PaddleFest2017> - Web map for the Current–Wisconsin Rapids event “Paddle Fest 2017”. Shows river access points, gathering location, route and sponsors.
- d. Researched deeds and other records to find the origin of the mapped right-of-way in Hewitt.
- e. Map Gallery – Working on an online map gallery to organize all web maps and apps in one place. <http://app.woodcogis.com/mapgallery>

4. Code Administrator's (Jeff Brewbaker and Stevana Skinner)

- a. Private Sewage Program, Permitting, Maintenance and Violations
 - i. (57) on-site investigations/inspections/compliances
 - ii. (4) septic system verification letters & failing system investigations
 - iii. (1) failing septic system orders, (0) holding tank maintenance violations & settlements
 - iv. (26) soil tests reviewed, (9) hydrograph reports reviewed, (0) interpretive soils report reviewed
 - v. (5) holding tank plan reviews, (8) conventional plan reviews, (6) mound plan review
 - vi. (26) sanitary permits reviewed
 - vii. (1) court cases for malfunctioning septic system and overfull holding tanks (0) referrals servicing, (0) referrals invoices
 - viii. (0) sanitary system easements
 - ix. (1) camper complaints

- x. Answered phone calls, emails and met in office regarding permitting and inspection questions.
- b. Floodplain Ordinance Investigations and Permitting
 - i. (1) site inspections, meetings or enforcement
 - ii. (2) permit issued, screening sites or Letter of Map Amendment (LOMA)
 - iii. (0) DNR Approved flood studies reviewed
 - iv. (0) Cranberry farm certification
 - v. (0) Updated Community Assistance Visit Violations
 - vi. Answered questions from citizens regarding building in floodplain and shoreland areas.
- c. Shoreland Ordinance Investigations and Permitting
 - i. (6) general shoreland permits reviewed & issued
 - ii. (1) mitigation plans reviewed, (1) exempt structure affidavit
 - iii. (0) onsite pre-construction inspections, meetings & enforcement, compliances
 - iv. (0) navigability determinations
 - v. (0) wetland determination
 - vi. Answered phone calls and met with various people at the counter regarding shoreland zoning requirements.

5. Office Activity (Kim Keech and Victoria Wilson)

- a. Monthly Sanitary Permit Activity. There were 16 sanitary permits issued in July 2017 (7 New, 7 Replacements, 2 Reconnects and 0 Non-Plumbing) with revenues totaling \$7,425. There were 10 sanitary permits issued in July 2016 (1 New, 8 Replacements, 1 Reconnect and 0 Non-Plumbing) with revenues totaling \$3,450.

There were 98 sanitary permits issued through July 2017. For comparison purposes, following are totals through the same period for the previous five years: 2016 – 93, 2015 – 88, 2014 – 93, 2013 – 108 and 2012 – 96.

- b. 2017 Tax Refund Intercept Program (TRIP) – To date, Wood County has received \$5,458.69 on eight outstanding cases.
- c. 2016 Program Fee Notices – Small Claims action has been completed.
- d. 2017 Maintenance Notices
 - i. 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.

- ii. As of August 15th, there were approximately 747 systems that haven't been serviced for 2017. Final Notices are scheduled to be mailed mid-September.
- 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 are being prepped for scanning.
- f. Enforcement Activities Update.
 - i. Small Claims

On August 3rd, the final four 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.
- 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. (3) Wisconsin Fund Applications FY2019

CWED BOARD OF DIRECTORS MEETING

July 19, 2017

Central Wisconsin Airport 200 CWA Drive, Conf. Rm. B, Mosinee, WI 54455

Present: Village of Athens - Lisa Czech (phone), Forest County - Paul Millan, Lincoln County - Ken Maule, City of Marshfield - Jason Angell, , City of Merrill - Adam Rekau (Phone), City of Mosinee - Jeff Gates (phone connection at 2:00 PM), Village of Plover - Richard Holden, Town of Rib Mountain - Gaylene Rhoden (phone), City of Stevens Point - Michael Ostrowski (phone), Vilas County - Bob Egan, Village of Weston - Daniel Guild (phone), City of Wisconsin Rapids - Zach Vruwink (phone), Wood County - Jason Grueneberg

Not represented: Adams County, Marathon County, Portage County, City of Schofield

Others present: CAP Services: Laura West, Dawn Thrun, Joni Kearn, CWED Legal Counsel: Laura Callan (phone), Trimpac LLC: Ashley Moore, Gayle Yenter, Jeff Lappe from Partners (formerly Stratford State) Bank Loan Officer

- 1) Call to Order at 1:32 and Roll Call

Vice President Angell called the meeting to order.

Village of Athens- Lisa Czech (phone), Forest County - Paul Millan, Lincoln County - Ken Maule, City of Marshfield- Jason Angell, City of Merrill - Adam Rekau (Phone), City of Mosinee, Village of Plover - Richard Holden, Town of Rib Mountain- Gaylene Rhoden (phone), City of Stevens Point - Michael Ostrowski (phone), Vilas County - Bob Egan, Village of Weston - Daniel Guild (phone), City of Wisconsin Rapids- Zach Vruwink (phone), Wood County - Jason Grueneberg

- 2) Minutes of 05/17/2017 Board of Directors' Meeting.

Motion by Director Millan to approve the minutes; seconded by Director Maule.

Motion carried.

- 3) Appointment of Marathon County member James Warsaw

Motion by Director Maule to approve the appointment; seconded by Director Rhoden.

Motion carried.

- 4) Adjourn into closed session pursuant to Wisconsin Statutes 19.85(1)(e) (deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session) relating to the following:

a. Loan Modification Request- Trimpac LLC

b. Subordination Request- B&B Foods LLC

Motion by Director Millan to adjourn into closed session; seconded; seconded by Director Egan.

Roll Call: Yeas- Walsh-Laehn, Czech, Millan, Maule, Angell, Rekau, Gates, Holden, Rhoden, Ostrowski, Guild, Vruwink, Grueneberg

Nays: none

Motion carried

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

Motion by Director Maule to reconvene into open session; seconded by Director Millan.

Roll Call: Yeas- Walsh-Laehn, Czech, Millan, Maule, Angell, Rekau, Gates, Holden, Rhoden, Ostrowski, Guild, Vruwink, Grueneberg

Nays: none

Motion carried

a. Loan modification request- Trimpac LLC

Motion by Director Gates to table the loan modification, pending submission of financial information and documentation; seconded by Treasurer Grueneberg.

Roll Call: Yeas- Walsh-Laehn, Czech, Millan, Maule, Angell, Rekau, Gates, Holden, Rhoden, Ostrowski, Guild, Vruwink, Grueneberg

Nays: none

Motion carried

b. Loan subordination request- B&B Foods LLC

Motion by Director Millan to approve the subordination with the retention of CWED's second lien position; seconded by Director Maule.

Roll Call: Yeas- Walsh-Laehn, Czech, Millan, Maule, Angell, Rekau, Gates, Holden, Rhoden, Ostrowski, Guild, Vruwink, Grueneberg

Nays: none

Motion carried

6) Executive Committee meeting of 06/12/2017

7) Executive Committee meeting of 06/21/2017

President Ostrowski reported that the Administrator's contract is under review, with the intention that it be an agenda item at the August Meeting.

8) Finance Committee

Motion by Secretary Holden to accept the Financial Reports; seconded by Director Eagan.

Motion carried.

9) Advisory Committee

West reported that an Advisory Committee meeting will be scheduled in the near future. She presented a list of items the Board could ask the Advisory Committee to discuss and make recommendations to the Board. Vice President Angell recommended that the items be included in the agenda for the next Advisory meeting.

10) Loan Updates

West reported the status of two loans with special circumstances.

11) Monthly Funds Status Report

West updated the members on activity within the portfolio with regard to maturing loans, early payoffs and loans in the pipeline.

12) President's Update

A meeting is scheduled with Gordon Crow of Centergy on July 27, 2016 at 9:00

13) Administrator/Service Provider Update

West commented that comments have been received that indicates that some Board members still think that the CWED fund is federal in character. West asked that all members update their alternates and contacts that the fund was declared "defederalized". Director Maule suggested an email be sent to Board Members that speaks to the Loan Fund being "defederalized" and how that affects lending opportunities.

Meeting adjourned at 3:58 PM

Drafted by Dawn Thrun, Submitted by Secretary Holden

CHR CDBG Statistics for 2014-2015 Grant Year

County: Totals

Totals as of 08/25/2017

Total Grant Statistical Information

Applications Received	65
Ineligible/Inactive/Referred	44
On Waiting List	0
Projects in Progress	15
Homeowner's with Mortgages	41

Total Grant Financial Information

Total of All Counties	<u>\$ 1,082,862.17</u>
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CHR CDBG Statistics for 2014-2015 Grant Year

County: Wood

Totals as of 08/25/2017

Grant Statistical Information for the County

Applications Received	8	3 referred to RLF's
Ineligible/Inactive/Referred	4	
On Waiting List	0	
Projects in Progress	1	
Number of New Mortgages	6	

Grant Financial Information for the County

<u>ID</u>	<u>Amount</u>	
7Wo	19,808.00	Mortgage
7Wo	(268.00)	Amend Mortgage
WO92	525.00	Testing
WO92	16,220.00	Mortgage
WO92(2nd)	1,714.00	Mortgage
WO106	16,680.00	Mortgage
WO106	220.00	Lead Clearance
WO125	595.00	Testing
WO125	10,342.00	Mortgage
WO125(2nd)	19,832.00	Mortgage
WO125	220.00	Lead Clearance
WO143	525.00	Testing
WO143	6,957.00	Mortgage
WO180	11,232.00	Mortgage

Totals

\$ 104,602.00

OWNER-OCCUPIED AND RENTAL UNIT REHABILITATION LOANS

Provide no-interest, deferred payment home repair loans for LMI owner occupants.

Provide 1.5% interest loans for repairing units rented to LMI tenants and/or creating new low or moderate income rental units by:

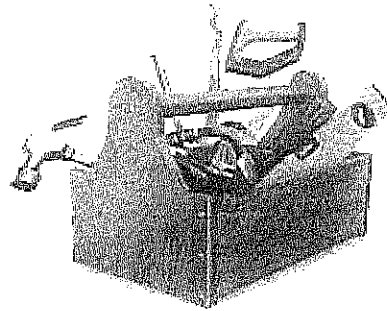
- (1) Converting vacant properties into rental units, and/or
- (2) Converting large single-family homes into duplexes.

CDGB loans for shall be subject to a \$50,000 maximum.

The debt to equity ratio cannot exceed 120% of the value of the property.

If there is a request to subordinate loans, each request will be subject to the following criteria as agreed upon by the Central Housing Region Committee.

- No additional debt can be incurred to the property.
- There would be a savings due to a lower interest rate being offered to the borrower.
- There would be better terms offered by the bank refinancing the debt.



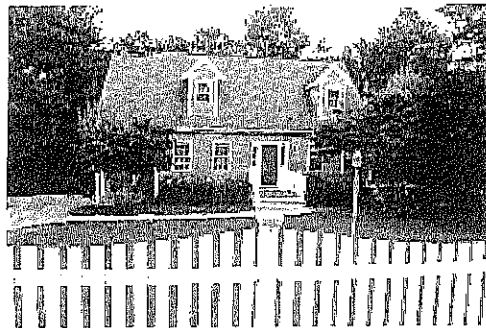
FOR AN APPLICATION OR
ADDITIONAL INFORMATION
CONTACT:
CENTRAL HOUSING REGION CDBG
PROGRAM ADMINISTRATORS
JUNEAU COUNTY HOUSING
AUTHORITY

717 E. State Street, Mauston, WI 53948
(608) 847-7309

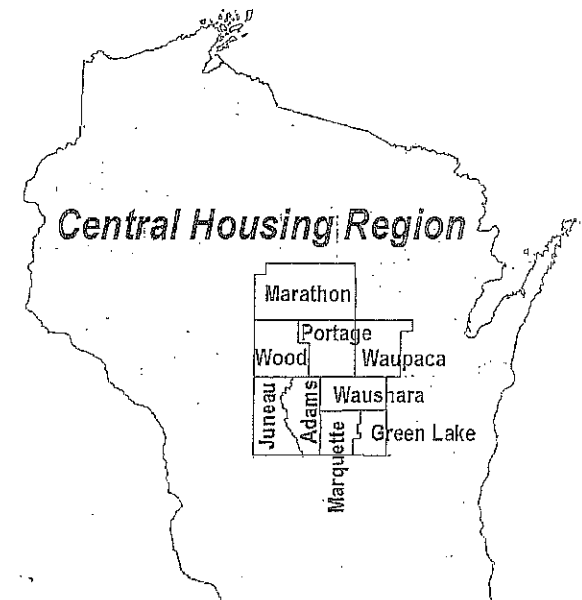
Email: juncoba@frontier.com

Get our application online!

juneaucountyhousingauthority.com



COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM



Central Housing Region Counties
Adams, Green Lake, Juneau, Marathon,
Marquette, Portage, Waupaca, Waushara,
and Wood

ELIGIBILITY REQUIREMENTS:

→Must be owner-occupied or land contract buyer three months prior to applying. Contract must be written, legally binding, and properly recorded. Contract seller is required to also sign mortgage.

→Must be owners of low-to-moderate income renter-occupied units.

→All occupants directly benefiting from the CDGB housing rehabilitation program must be at or below the appropriate Section 8 income limit for their county.

→Include all sources of gross income from all household members who are at least 18 years of age.

→Mortgage and property taxes must be current.

→All mortgages, judgments, and liens in addition to the rehab cost cannot exceed 120% of the Fair Market Value of the property.

→Property must be insured.

COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) PROGRAM

This is a program for ensuring the community's ability to conserve, rehabilitate and improve residential properties occupied by low-to-moderate (LMI) residents.

CENTRAL HOUSING REGION OBJECTIVES:

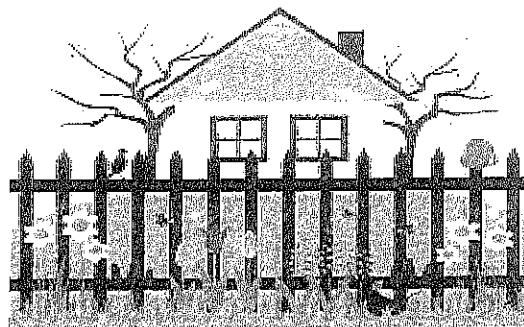
Expansion of affordable housing stock for low and moderate income persons.

Elimination of neighborhood blight and structural deterioration.

Elimination of housing conditions that are detrimental to public health, safety, and welfare.

Elimination of unnecessary energy waste through modern rehabilitation energy saving improvements.

Conservation of existing housing stock.



ELIGIBLE REHAB ACTIVITIES INCLUDE:

Repairs that bring the unit to decent, safe, and sanitary condition using HQS Inspection/Evaluation of property.

Examples include but are not limited to: Roofs, siding, windows, plumbing, electric, septic, well, etc.

INELIGIBLE REHAB ACTIVITIES INCLUDE:

- Properties scheduled for sale, acquisition, or condemned.

- Mobile homes in a mobile home park, must own land to be eligible.

- Reimbursement for work which has been contracted for or completed prior to signing agreement with CHR.

- Appliances, except as required for handicapped accessibility.



Wood County Planning & Zoning Office
Courthouse - 400 Market Street
P.O. Box 8095
Wisconsin Rapids, WI 54495-8095

2018 Wood County Economic Development Funding Request

*Questions regarding eligible funding or this application should be directed to:
Jason R. Gruenberg, Director at 715-421-8478 or jgruenberg@co.wood.wi.us*

Applicant Organization: Central Wisconsin Tourism Association

Mailing Address: Marshfield CVB

Click here to enter text.

Street Address (if different): 700 South Central Ave. Marshfield, WI 54449

Web Site: <http://www.centralwisconsin.org/>

Organization Telephone: 715-384-4314

Contact Person/Title: Matt McLean

Contact Person Telephone: 715-384-4314 x2 Email: mclean.matt@visitmarshfield.com

Wood County Economic Development Mission Statement:

Through collaboration and coordinated planning efforts with local and state partners, the Wood County CEED Committee will grow our economy by,

- *fostering a business friendly environment with a skilled workforce,*
- *maintaining and enhancing our quality of life,*
- *creating awareness of recreation opportunities,*
- *and promoting the County as a tourism destination.*

Request Overview - Provide a summary overview of your program or project and explain how it is consistent with the Wood County Economic Development Mission Statement.

(If you require additional space, attach separate sheet.)

The Central Wisconsin Tourism Association (CWTA) made up of the Marshfield CVB, Wisconsin Rapids CVB, and Stevens Point CVB host a booth each year at the Wisconsin State Fair in Milwaukee the 1st and 2nd week of August for 10 days. We have 20 work shifts (1-2 people per shift) plus set up and tear down with over 150 hours of time at the show with 20-30 staff and volunteers. The state fair attracts over 1 million people each year and we are 1 of only 2 tourism information booths (the other is the State Department of Tourism) and estimate we have foot traffic of 100,000 or people in the Wisconsin products pavilion building. Each destination passes out approximately 1,000 pieces of Tourism literature and talks to thousands of potential visitors. We also collect emails for a contest and average 2,000 – 3,000 entries and email them more info about our area. This meets the mission of the WCED as it creates awareness of Wood county recreation areas and promotes the county as a tourism destination.

Return on Investment - Explain how the proposed program or project will provide a Return on Investment (ROI) to Wood County. Please be as specific as possible. *e.g. County funding allowed us to conduct 25 business prospects leading to the establishment of 2 new local businesses creating 10 full time jobs; County funding contributed to funding an entrepreneurial boot camp that led to the development of 12 business plans and the creation of 2 businesses employing 6 people.*

(If you require additional space, attach separate sheet.)

The CWTA booth at Wisconsin State Fair costs our organization approximately \$10,000 a year in booth fees, travel expenses, volunteer stipends for lodging, and other resources. The Marshfield CVB & Wisconsin Rapids CVB pay for \$6,666 of these costs. The \$2500 funding from WCED has helped offset 37% of our costs to do the show. A conservative estimate of 500 overnight stays in Wood County can be contributed to the marketing efforts at our booth and using the state department of Tourism calculators of value for an overnight visitor at \$180 of economic impact, would total \$90,000 of economic impact. So it would be fair to say 37% of the \$90,000 economic impact, or \$33,300 of economic impact comes from the \$2500 investment from WCED.

Funding Request Summary – Program/Project

(If you require additional space, attach separate sheet.)

	Requested Funding	Total Organization Budget	Other Funding – e.g. grants, volunteers, donations
Wages & Benefits			
Office Supplies & Expenses			
Professional Services			
Conferences & Dues			
Misc. or Other	\$2500	\$10,000	
Total	\$2500	\$10,000	

Project Reporting Requirement - As a reporting requirement of receiving a Wood County Economic Development Grant, a 1-page summary program or project report will be prepared and presented to the Wood County Conservation, Education, and Economic Development Committee in 2018. Funding will not be released to the applicant prior to the reporting requirement being met.

This reporting requirement can be coordinated by contacting *Jason R. Gruenberg, Director at 715-421-8478 or jgrueneberg@co.wood.wi.us*

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

PETER MANLEY

Wood County UW-Extension, Community Resource Agent

- I attended and processed paperwork related to the August 2 CEED meeting.
- We entered the final stages of the UWEX reorganization process as Jason Hausler became the new Area Extension Director and will assume many of the administrative roles. I will remain Department Head through 12/31/2017.
- I communicated numerous times with Jason on Wood County's budget process and administrative processes.
- Sarah Siegel, Family Living Educator submitted her resignation and I began processing the related paperwork.
- I submitted my resignation, effective 1/31/2018, and began processing the related paperwork and how various programming will continue.
- I facilitated the Employee Feedback Group meeting, August 22.
- The Tree Farm Field Day was held August 12. 150 people attended this event north of Pittsville. I developed the educational booklet for this event, served on the steering committee, promoted the Field Day and helped coordinate Field Day activities. We were at capacity for the event and received very favorable verbal reviews (evaluations were conducted).
- I began a community strategic planning process for the Nekoosa area. At our first formal meeting we began work on a mission statement, mandates and stakeholders.
- I have also negotiated at strategic planning process for the Marshfield Area Pet Shelter. Formal planning will begin in September.
- I facilitated follow-up strategic plan-of-action steps for the Aging and Disability Resource Center of Central Wisconsin, August 10.
- I met with the Blueways group that is promoting use of the Wisconsin River. I also participated in the Paddlefest, August 26.
- I began the Clean Sweep application process for 2018. I began planning for September 2017 Clean Sweep and met with the contractors.
- I attended two trainings: Windows 10 (August 7) and Public Information Officer Training (August 8-9).
- Radio programs this month promoted the Tree Farm Field Day.
- I assisted at the Fair, August 29-30-31.

MATT LIPPERT

Wood County UW-Extension, Agriculture Agent

- I was on vacation but learning things that will benefit me as an Extension Agriculture Agent in the process. I participated in an international tour with the Professional Dairy Producers of Wisconsin (PDPW) in Ireland. We did all of the tourist type things that people do in Ireland but we also visited 5 grass based dairy farms, all very progressive and successful producers. We also toured the main campus of the Irish counterpart to the USDA, toured a potato farm and a sheep grazing operation. There were 52 of us on the tour and it was a great opportunity to network. In addition to the large group from Wisconsin, there were producers from New York, Pennsylvania, Indiana, Iowa, Michigan and Colorado in our group. As a group, these people tended to be large producers with one couple involved with managing over 30,000 milking cows. There was also a non-farm couple, relatives of one of the dairy farmers on the tour and staff from the PDPW organization.
- In addition to my time away from work for the Ireland tour, my mother passed away at the good age of 95. I took time away from work to join family and greet the many people that came to join our family during the visitation and funeral.
- I did radio interviews on WDLB and WFHR during the month.
- I met with the Market Animal Sale Committee as they make final plans for the upcoming fair.
- Two issues of the Cranberry Crop Management Journal went to around 400 cranberry industry people either by internet or mail during the month. The Journal is sponsored by a grant from the Wisconsin Cranberry Marketing Board and is available to every cranberry grower in Wisconsin without charge.
- I attended the Cranberry Summer Field Day, this year held in Warrens. This event is jointly sponsored by UW-Extension and the Wisconsin State Cranberry Growers Association. UW-Extension leads a number of management informational seminars during the event. There are also marsh tours, commercial vendor displays and a grower association meeting. It is a great opportunity to network with growers.
- I met with our Agriculture academic department in UW-Extension as our committee considered 4 Extension Agents for tenure. This is not an easy process, as at this meeting none of the candidates received approval for advancement to a tenured status for academic rank.
- During the final week of the month I will be assisting with the county fair. I will be assisting with entry day on Tuesday, including assisting with the scanning of hogs for determining carcass quality characteristics. On Wednesday, I will be coordinating and announcing in the beef show ring and assisting with the dairy fitters special in the afternoon. Ten youth will compete by preparing ten unfitted heifers to see who can make their animal the most show ready in one hour's time. As a safety consideration, I have provided the heifers and trained the heifers to lead so they are not dangerous to the youth. In the evening I will be broadcasting on WDLB during the Market Animal Sale, and on Thursday and Friday I will assist with the Junior Dairy Show. The rest of the fair activities will show up in my September report.

SARAH SEIGEL

Wood County UW-Extension, Family Living Educator

- Talked on the radio (WDLB) on August 1. My topic was Back to School! I talked about the importance of getting families ready to go back to school weeks before school actually starts.

- Worked at Incurage's Community Picnic on August 2. As an office we assisted with the set up for the community picnic.
- Worked at the Stuff the Bus event which took place at Witter Field. August 3
- Had a booth at the Rome Farmers' Market on August 4. I had some food samples, information and resources on food safety, nutrition and home food preservation.
- Attended the Wood County Wellness Board meeting on August 7. I was proposing that the wellness board incorporate the WalletWise Financial Wellness survey as part of the employee wellness program. The board approved the use of the financial survey for all county employees.
- Attended a Home and Community Education (HCE) board meeting on August 8. Discussed the opportunity for HCE to have a booth at Farm Technology Days in 2018.
- Picked up recording equipment for videotaping the Wood County Lunch & Learns on August 9.
- Listened to a Department of Family Living wisline on August 15. We received an update on how our departments will be restructured in the new nEXT generation model.
- Attended a coalition training at the Country Inn and Suites in Stevens Point on August 15 and 16 (half days). The training was a leadership training on how to effectively start, run and participate in local coalitions.
- Had a planning session for the 2018 Wood County Wellness employee program. We discussed potential topics and dates. August 17
- Had a financial coaching appointment at McMillan library with a community member. August 17.
- Had 3 financial coaching appointments at the Marshfield Homeless/Transitional shelter on August 17. I met individually with clients who are living at the shelter.
- Taught Nutrition Grab & Go at the Marshfield Public Library on August 22. My topic was vegetables available in August. I provided food safety information, nutrition information along with samples & recipes.
- Had a booth at the Marshfield and Wisconsin Rapids Farmers' Markets. August 8, 10, 15 and 22. I provided food safety resources, nutrition information on vegetables available at the market along with samples & recipes.
- Had a meeting with Jackie Carattini the Family Living Educator in Marathon County. We discussed programming needs along with covering needs after my last day on September 8. August 24
- Had 3 financial coaching appointments at the Marshfield Homeless/Transitional shelter on August 24. I met individually with clients who are living at the shelter.
- Talked on the radio (WDLB and WFHR) on August 29 and 31. My topic was Being a Healthy Host or Hostess! I talked about the importance of offering healthier options as we get into the holiday and football season.
- Met with Ho-Chunk head start and HCE on August 29 to deliver bus bags. The bags will hold books for head start students to read as they are riding the bus to school.
- Worked at the Central Wisconsin State Fair in Marshfield on August 31 and September 1 and 4.
- I attended coalition meetings throughout the month for Recreate sub-committee Food Systems, and Recreate Health community food center.

JODI FRIDAY

Wood County UW-Extension, FoodWise Nutrition Educator

- In preparation for teaching a new curriculum (Eating Smart Being Active), which includes both food preparation and physical activity components, the Wood/Portage County FoodWise educators have been preparing lesson materials and practicing recipes/food preparation teaching techniques. The series is quite lengthy at nine lessons with many activities within each lesson. Food Prep practice days included 8/1 and 8/8. Lesson material review and role play included 8/17, 8/23 and 8/30
- Participated in a ReCreate Health: Food System team meeting (8/1).
- Taught lessons at the SWEPS Pantry, approximately 15 learners during each visit (8/7, 8/14 & 8/28).
- Participated in one Community Food Center planning meeting (8/8).
- Began a new lesson series with SWEPS called Healthy Cents. Pantry participants register for the lesson which is taught during non-pantry hours. The lessons focus more on food resource management skills. (8/15)
- Met with Erin Hess from the YMCA regarding offering the new curriculum Eating Smart Being Active to "Membership for All" YMCA participants. The series is scheduled to begin in January.
- Again, I've taken quite a bit of time off this month due to both family time and my daughter's post-surgery physical therapy appointments.

KYLI BROWN

Wood County UW-Extension, 4-H Program Advisor

- The month of August was busy with a number of things. First and foremost the 4-H office was getting ready for the Central WI State Fair. As an office we all have roles in which we help to prepare for the seven-day event. Much of my time was spent answering questions, creating reports with the help of Katie and Wendy, assembling handouts and attending Jr. Fair Board meetings.
- I spoke on the radio with a few of my 4-H youth on WDLB and WFHR as well as kept the Facebook page humming with updates and events.
- Farm Technology Days Youth Committee is taking shape more and more. I am really excited to be working with this group and looking forward to seeing this program come to fruition. We have been meeting monthly.

CHRIS VIAU

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

The following is an overview of Youth Development activities:

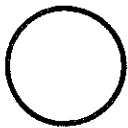
- 4-H Club and Program Management
 - Leadership Washington Focus Trip Planning and Logistics
 - 2017 program wrap-up, Financial and evaluations
 - 2018 program start-up, Travel reservations, promotion
 - 4-H Leaders Association

- Central WI State Fair
 - Work with office staff to ensure completion of Jr. Fair Tasks
 - Assist with entry issues
 - Work with CWSF staff to answer questions related to youth passes, parking, and other items
 - Print Entry Tags, Judging Sheets, Superintendent reports
 - Jr. Fair Board August Meeting
 - 1-hour training for Jr. Fair Superintendents
 - Discuss staffing for Fair and beyond
- Other
 - WFHR and WDLB- "Lessons Learned at the Fair"
 - Encourage Community Picnic Set-up crew
- Administrative
 - State and Regional Phone Conferences and Meetings
 - 4-H Youth Development Liaison Responsibilities- 25% FTE

Jeremy Erickson

Wood County UW-Extension, Horticulture Assistant

- Facilitate veggie judging at Central Wisconsin Jr. Fair
- Promotion of UWEX and Master Gardeners at Central Wisconsin State Fair booth
- Attend Wood County Master Gardener Association Membership meeting
- Attend the Healthy People Wood County/Recreate Health coalition meeting on Healthy Food Promotion
- Respond to horticultural inquiries from clients and the public
- Co-host Herb Presentation at Wisconsin Rapids Community Garden
- Appear on WFHR Rapids Radio Program
- Attend Wood County Health Department Food Systems meeting
- Facilitate Master Gardener Continuing Education Committee meeting
- Conduct a Master Gardener Training class for Marquette County
- Attend Local Food Procurement Training in Wausau



RESOLUTION#

Introduced by
Page 1 of 1

Conservation, Education and Economic Development & Executive

LAR

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 type="checkbox"/> Majority	<input checked="" type="checkbox"/> Two-thirds	
Reviewed by: <u>PAK</u> , Corp Counsel		
Reviewed by: <u>mf</u> , Finance Dir.		

INTENT & SYNOPSIS: To seek County Board approval to amend the 2017 Wood County Wildlife Damage abatement and Claims Program (WDACP) budget for unanticipated state aid monies and to appropriate those monies to Wildlife Damage Expenditures.

FISCAL NOTE: No cost to Wood County. The source of the funding is unanticipated revenues from the Wisconsin Department of Natural Resources to be received in 2018. For 2017 the funding will be from contingency and recouped in 2018. The adjustment to the budget is as follows:

Account	Account Name	Debit	Credit
56123	Wildlife Damage Abatement		\$25,143.75
51590	Contingency	\$25,143.75	

WHEREAS, the Wisconsin Department of Natural Resources has amended the Wildlife Damage Abatement Grant to Wood County from \$ 58,832 to \$83,975.75 and

WHEREAS, the \$25,143.75 increase will be for the Ken Rezen Cranberry, Corp. woven wire fence project.

WHEREAS, the payment made for the installation of the fence project will have no impact on the county tax levy, and

THEREFORE BE IT RESOLVED, that the Wood County Land & Water Conservation account – 56123 be amended to accept \$25,143.75 of state aid monies and funded with a transfer from contingency to be recouped in 2018 in account 43586-481, and

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

MINUTES OF THE JUDICIAL AND LEGISLATIVE COMMITTEE

DATE: August 22, 2017
 TIME: 1:30 p.m.
 PLACE: Room 115
 Wood County Courthouse
 TIME ADJOURNED: 3 p.m.
 MEMBERS PRESENT: Chairman Bill Clendenning, Ed Wagner, Bill Leichtnam, Ken Curry, Dave LaFontaine
 OTHERS PRESENT: Hon. Gregory Potter, Mary Anderson, Peter Kastenholz, LuAnn Mancl, Shannon Lobner, Cindy Joosten, Susan Ginter, Hon. Nicholas Brazeau, Jr., Craig Lambert, Trisha Anderson, Lance Pliml, William Winch

1. At 1:30 p.m. Chairman Clendenning called the meeting to order.
2. Public comments. Supervisor William Winch commented on PECFA fees for transportation aid. Item will be added to the September agenda.
3. The committee reviewed distribution of Wood County Board resolution 17-8-1 regarding supporting reforms to Wisconsin's eminent domain law. Motion by Leichtnam, seconded by Clendenning, to request the County Clerk send resolution 17-8-1 on eminent domain to the County Clerks of the counties that are along the path of the Enbridge pipeline, specifically, Douglas, Washburn, Sawyer, Rusk, Chippewa, Taylor, Clark, Wood, Adams, Marquette, Columbia, Dane, Jefferson, and Walworth. 4 ayes, 1 nay (Wagner - he feels resolution reflects poorly on Wood County).
4. The Committee reviewed the 2018 budgets of the departments it oversees:
 - a) Moved by LaFontaine, seconded by Wagner, to approve the 2018 budget for Branch I and to forward it to the Executive Committee. All ayes.
 - b) Moved by LaFontaine, seconded by Leichtnam, to approve the 2018 budget for Corporation Counsel and to forward it to the Executive Committee. All ayes.
 Discussion on cost of private counsel compared to present situation.
 - c) Moved by Clendenning, seconded by Leichtnam, to approve the 2018 budgets for Branch III, Drug Court, and Drug Court Enhanced and to forward them to the Executive Committee. All ayes
 - d) Moved by LaFontaine, seconded by Leichtnam, to approve the 2018 budget for Child Support and to forward it to the Executive Committee. All ayes.
 Question on FTE percentage increase; clarification by Director to Executive Committee.

- e) Moved by LaFontaine, seconded by Curry, to approve the 2018 budget for the Clerk of Courts, which includes Divorce Mediation and Family Court Commissioner, and to forward it to the Executive Committee. All ayes.
- f) Moved by LaFontaine, seconded by Leichtnam, to approve the 2018 budget for Register of Deeds, including Register of Deeds Redaction, and to forward them to the Executive Committee. All ayes.
- g) Moved by LaFontaine, seconded by Leichtnam, to approve the 2018 budget for Branch II and to forward it to the Executive Committee. All ayes.
- h) Moved by LaFontaine, seconded by Clendenning, to approve the 2018 budget for District Attorney and to forward it to the Executive Committee. All ayes.
Question on increase of Supplies & Expenses
- i) Moved by LaFontaine, seconded by Leichtnam, to approve the 2018 budget for Victim/Witness, including Victim/Witness Task Force, and to forward it to the Executive Committee. All ayes.
5. Moved by Curry, seconded by Clendenning, to adjourn. All ayes. Meeting adjourned at 3 p.m.

Minutes taken by Ken Curry.

Kenneth Curry
Kenneth Curry, Secretary (electronically signed)

C: County Clerk

Legislative Comm. Hec 8/22/17
Budget

Lance Paine WCA

Wm WINKA WCA # 9

May Anderson

Paul Peters

Shannon Lober - Wood Co CSA

Peter Kastenholz

Luann Mancel - Branch 3

Orvola Anderson Victim witness

MINUTES OF THE JUDICIAL AND LEGISLATIVE COMMITTEE

DATE: September 1, 2017
 TIME: 1:30 p.m.
 PLACE: Room 115, Wood County Courthouse
 TIME ADJOURNED: 3:23 p.m.
 MEMBERS PRESENT: Chairman William Clendenning, Ed Wagner, Bill Leichtnam, Dave LaFontaine
 MEMBERS EXCUSED: Kenneth Curry
 OTHERS PRESENT: Peter Kastenholtz, William Winch, Adam Fischer, Lance Pliml, Dennis Polach, Shane Wucherpennig, Brent Vruwink

1. At 1:30 p.m., Chairman Clendenning called the meeting to order.
2. Public comments. None.
3. Moved by LaFontaine, seconded by Wagner, to approve the minutes of the August 4 and 22, 2017, Committee meetings. All ayes.
4. The Committee reviewed monthly voucher reports of the departments they oversee. Moved by LaFontaine, seconded by Wagner, to approve the payment of vouchers. All ayes.
5. The Committee reviewed department reports:
Moved by LaFontaine, seconded by Wagner, to approve the department reports. All ayes.
 Vruwink explained why the FTE (full-time equivalent) numbers were what they were in the Child Support 2018 proposed budget.
 There were no revised budgets.
6. The Committee reviewed the notices of injury/claim of Elizabeth Duerr, Brienne Moore, and Nanci Olson. These notices will be provided to the county board.
7. There was one new animal claim against the County. Moved by Wagner, seconded by LaFontaine, to approve the claim of Castlerock Veterinary Hospital in the amount of \$83.00 for rabies testing of a stray animal. All ayes.
8. The Committee reviewed correspondence and legislative issues.
 - a. WCA resolution on the opioid epidemic. Moved by Wagner, seconded by Leichtnam, to support the proposal to send a resolution to the county board to participate in litigation against opiate manufacturers and to have the Corporation Counsel finalize the resolution working with the WCA draft resolution. All ayes.

- b. Resolution regarding allocation of PECFA funds. Explanation by Supervisor Winch on his proposal to use the currently allocated 2¢ of gas tax that goes to PECFA (Petroleum Environmental Cleanup Fund Award program) to counties via the general transportation aids to counties. Moved by LaFontaine, seconded by Leichtnam, to approve the resolution. All ayes.
 - c. Resolution addressing use of buggies on highways. Supervisor Winch is working with the sheriff's department to draft a resolution that will be brought back to this committee for co-sponsorship.
 - d. Resolution allocating environmental impact fee. Supervisor Winch continues to look into this matter.
9. County Board rules.
- a. Rule 42 - contracting for architectural services. Concern was expressed about the Health & Human Services Committee having directed the retention of an architectural firm to provide services when funds were not budgeted for same. Corporation Counsel was directed to prepare a memo on the topic to keep this from happening again.
 - b. Rule 40A - selection of committee chairs. Supervisor Clendenning proposed in a draft resolution to have the main committees elect their own chairs. Those chairs will then all serve on the Executive Committee. The draft resolution will be provided to the Committee in advance of the next meeting and further discussed then.
 - c. Resolution on Executive Committee membership. Moved by LaFontaine, seconded by Clendenning, to table resolution to the next meeting. All ayes.
 - d. Creation of Public Property Committee. The Executive Committee recently created a 3-person ad hoc committee but Chairman Clendenning prefers a 5-person/county board supervisor Public Property Committee, which would report directly to the County Board. Discussion had. No action taken.
10. County Ordinances.
- a. #905 - \$1,000 cap on dog damage claims. Discussion had; no changes.
 - b. #906 - provisions in self-organized county section. Discussion had; no changes.
 - c. #908 - overpayments and underpayments. Change from \$4 to \$10. Moved by LaFontaine, seconded by Wagner, to increase from \$4 to \$10. All ayes.

11. Committee goals.
 - a. Pros and cons of county administrator, administrative coordinator, and executive.
The committee members shared their thoughts for and against moving away from an administrative coordinator position. Moved by LaFontaine, seconded by Clendenning, to leave the current status of having the administrative coordinator continue as is. All ayes.
 - b. Authority of Finance Director. Brief discussion had.
12. Agenda items for the October 2017, meeting:
 - Draft resolution on modifying the Open Records Law.
 - Review resolution on committees appointing their own chairs.
13. The next committee meeting will be October 2, 2017, at 1:30 p.m.
14. Meeting adjourned at 3:23 p.m.

Minutes taken by Peter Kastenholz and approved by Dave LaFontaine.

Dave LaFontaine

Dave LaFontaine, Acting Secretary (signed electronically)

Judicial and Legislative Committee
WCA Conference Resolutions Advisory Meeting Minutes
Monday, September 11, 2017
Wood County Courthouse, Room 114

Meeting was called to order at 10:00 p.m. by Supervisor Clendenning.

In attendance at the meeting were: Judicial and Legislative Committee members Clendenning, Leichtnam and Curry. Excused was Supervisor LaFontaine. Not present was Supervisor Wagner. Present also were Chairman Pliml, County Clerk Cepress, WCA Deputy Director of Government Affairs, Sara Diedrick-Kasdorf.

Not every resolution was discussed or commented on, but was reviewed and are noted below along with the WCA's Resolution's Committee recommendation for action. Sarah Diedrick-Kasdorf (SDK) commented and offered a synopsis of resolutions as questions were brought up and offered any background and insight from the WCA steering committees and the resolutions committee. SDK broke down the proposed action on the 61 resolutions into 3 categories; 44 recommended for adoption, 14 to indefinitely postpone and 3 to refer to the board of directors.

CONFERENCE RESOLUTIONS

Res. #1– Supporting Full Funding of the Great Lakes Restoration Initiative – Steering Committee and Resolutions Committee recommends to adopt. Supervisor Leichtnam questioned if the resolution covered tributaries also and how many years the \$300M is meant to cover. Discussion and clarification from SDK.

Res. #2 – Supporting an Increase in Payment in Lieu of Taxes (PILT) for County Forest Lands - Steering Committee recommends adoption. Resolutions Committee recommends indefinitely postponement. Short discussion as to the reasons for the varied recommendations.

Res. #3 – Responding to the Wisconsin Legislative Audit Bureau Report “Wastewater Permitting and Enforcement, June 2016” - Steering Committee and Resolutions Committee recommends to adopt.

Res. # 4 – Opposing the Back Forty Mine – Steering Committee and Resolutions Committee recommends refer to the Board of Directors. SDK explained that there are many open ended implications with this resolution that the WCA did not want to become obligated to.

Res. #5 - Supporting the Paris Climate Agreement - Steering Committee and Resolutions Committee recommends referring to the Board of Directors. Expecting a lot of discussion at the conference regarding this resolution. WCA's concern is the specific directives that are outlined that they would be obligated to.

Res. #6 – Supporting Reinstating the Forestation State Tax – Steering Committee and Resolutions Committee recommends referring to the Board of Directors. SDK explained that it was referred to the board because at the time the steering committee met, it was an item in the

state budget. Another concern with the resolutions comes with the language 'appropriate level' when referring to funding.

Res. #7 – Adopting Public Participation Procedures for Updating the Multi-Jurisdictional Comprehensive Plan for Walworth County. Steering Committee and Resolutions Committee recommends indefinite postponement. SDK stated that Walworth County probably sent this in error.

Res. #8 – Recommending Change in Unemployment Compensation Rules; Res. #9 – Recommending Change in Unemployment Compensation Rules– Steering Committee and Resolutions Committee recommends to adopt. SDK indicated that there were many varied opinions to the question based on whether you were from a highly tourism based county or not.

Res. #10 – Recommending Amendment to Wisconsin statute 59.22 - Steering Committee and Resolutions Committee recommends indefinite postponement. SDK explained that this subject has already been debated previously. WCA Supports and doesn't need to add a third position on same subject.

Res. #11 - Supporting Proposed Legislation Allowing an Exception to Copy a Vital Record– Steering Committee recommends adoption as amended. Resolutions Committee recommends to indefinitely postpone. Due to timing, this is a moot point.

Res. #12 – Supporting a County Option Relating To Highway Committee/Commissioner Duties and Powers - Steering Committee and Resolutions Committee recommends indefinite postponement. Same resolution was presented in 2016 that was referred to the board. It is unclear what they want.

Res. #13-Res. #15

Res. #13 – Supporting Creation of a Nonpartisan Procedure for the Preparation of Legislative and Congressional Redistricting Plans – Steering Committee recommends indefinite postponement and Resolutions Committee recommends to adopt. **Res. #14 – Creating a Nonpartisan Procedure for the Preparation of Legislative and Congressional Redistricting Plans –** Steering Committee recommends indefinite postponement and Resolutions Committee recommends to adopt. **Res. #15 –Supporting Creation of a Nonpartisan Procedure the Preparation of Legislative and Congressional Redistricting Plans–** Steering Committee recommends indefinite postponement and Resolutions Committee recommends to adopt. Resolutions 13 – 15 all call for non-partisan redistricting. Staff recommends indefinite postponement. WCA feels it will hurt their lobbying position. Similar resolution was presented at 2014 conference and was indefinitely postponed. Probable amendments from the floor. WCA has current position already that the state uses the lines drawn by counties.

Res. # 16 – Advocating for Cooperative Extension Funding - Steering Committee and Resolutions Committee recommends to adopt. This would mean more federal funding which is appealing to all.

Res. #17 and #18 Opposing the UW-Cooperative Extension Multi-County Reorganization Plan. Steering Committee and Resolutions Committee recommends indefinitely postpone. Due to timing, this is no longer an issue. Reorganization is taking place.

Res. #19 – Supporting the Governor’s budget Proposals to Lower the Lead Poisoning Definition and to Increase the Medicaid Reimbursement Available for Lead Investigations - Steering Committee and Resolutions Committee recommends to adopt. Defines a lower lead poisoning level.

Res. #20 – Encouraging the United States Senate to Pass Senate Bill 2680 – Mental Health Reform Act of 2016 - Steering Committee and Resolutions Committee recommends to adopt. Relates to federal strengthening of mental health services.

It was noted that the Chairman will ask for a suspension of the rules to allow for voting on multiple resolutions with one vote.

Res. #21 – Supporting Retention and Expansion of Wisconsin’s Aging and Disability Resource Centers’ Dementia Care Specialist Program and Promoting the Work of the Dementia Coalition in Eau Claire County. Res. #22 – Requesting the legislature Restore funding in the 2017 – 2019 State budget for Dementia Care Specialist Positions - Steering Committee and Resolutions Committee recommends to adopt.

Res. #23 – Alzheimer’s Disease and Dementia - Steering Committee and Resolutions Committee recommends indefinite postponement. SDK explains that WCA has already taken positions on most of this.

Res. #24 – Res. #27

Res. #24 – Requesting Adequate Funding from the State and Federal Government for Medicare and Medicaid Reimbursement to Skilled Nursing Facilities. Res. #25 – Requesting the State Legislature Increase Nursing Home Medicaid funding. Res. #26 – Requesting an Increase in Medicaid Reimbursement Rates. Res. #27 – Urging the Wisconsin Legislature and governor to Enact Legislation to Increase Medicaid Reimbursement Rates. Steering Committee and Resolutions Committee recommends to adopt. SDK explains that 24-27 are very similar and are asking for increased reimbursements.

Res. #28 – Res. #33 Supporting Increased Funding in the Children and Family Aids Allocation. Steering Committee and Resolutions Committee recommends to adopt. SDK explains that Resolutions 28 – 33 are very similar and asking for increased funding to counties for service children and families.

Res. #34 – Supporting WCA’s Efforts to Establish a Statewide 9-1-1 ESInet. Steering Committee and Resolutions Committee recommends to adopt. SDK explained need to move forward to next generation 9-1-1.

Res. #35 – Supporting State Funding to Hire more Prosecutors for County-Based District Attorney’s Offices Without Counting County-Funded Positions when Assessing Need or Distributing Prosecutor Positions. Steering Committee and Resolutions Committee recommends to adopt. SDK explained briefly that some counties fund their own prosecutor positions and thus are damaged by the process used to determine allocations of positions by the state.

Res. #36 – Requesting that Circuit Judges be Given Discretion Regarding Adding the DNA Surcharge to Each and Every Count in Criminal Judgements of Conviction. Steering Committee and Resolutions Committee recommends to adopt. SDK explained the current practice and implications of charge fees for each DNA testing.

Res. #37 – Requesting the State Legislature Enact Legislation Authorizing Counties to Impose up to .1% Sales Tax Exclusively for Economic Development, Tourism and Infrastructure for the Same. Steering Committee and Resolutions Committee recommends to adopt.

Res. #38 – Res. #44 - Supporting Efforts to Close Commercial Property Assessment Loopholes. Steering Committee and Resolutions Committee recommends to adopt. These resolutions all relate to ‘dark stores’.

Res. #45 – Supporting Continued Funding of the Essential Air Service (EAS) Program - Steering Committee and Resolutions Committee recommends to adopt. SDK related that the WCA will write a caption so that it applies to all airports.

Res. #46 – Supporting the Completion of the Environmental Impact Study for the USH 12 Extension Project and Urging the State of Wisconsin to Include this Project in the Transportation Improvement Program for Southeastern Wisconsin: 2017-2020. Steering Committee and Resolutions Committee recommends to indefinitely postpone. SDK explained that this is too local and specific to add to WCA platform.

Res. #47 – Urging Elected Officials to Direct the Wisconsin Department of Transportation to Complete the USH 12 Environmental Impact Study. Steering Committee and Resolutions Committee recommends to indefinitely postpone. SDK explained that this is too local and specific to add to WCA platform.

Res. #48 – Urging the Surface Transportation Board to Conduct a Thorough Environmental Impact Statement for the Proposed Great Lakes Basin Railroad. Steering Committee and Resolutions Committee recommends to indefinitely postpone. SDK explained that this is too local and specific to add to WCA platform.

Res. #49 – Supporting The Initiation Of Passenger Rail Service Between West Central Wisconsin And The Twin Cities. Steering Committee and Resolutions Committee recommends to indefinitely postpone. SDK explained that this is too local and specific to add to WCA platform.

Res. #50 – Supporting Proposed Plan for Salary Increases for all University of Wisconsin Employees. Steering Committee had no recommendation . Resolutions Committee recommends to indefinitely postpone. SDK explains that the WCA is not able or inclined to lobby on behalf of UW employees.

Res. #51 – Encouraging Financial Support by the State of Wisconsin for LaCrosse Center Expansion Project. Steering Committee had no recommendation. Resolutions Committee recommends to indefinitely postpone. SDK explained that this again is too local and specific to add to WCA platform. However did state that WCA sent a letter in support of the project as they utilize that facility for conferences.

Res. #52 – Res. 61 – These resolutions are reaffirming positions already maintained within the WCA's adopted platform. Steering Committee and Resolutions Committee recommend adoption of all.

SDK brought the committee up to date on transportation issues within the state budget. Supervisor Leichtnam stated his wish for far sightedness in regard to water issues. SDK encouraged pursuing a seat on the Environment and Land Use Steering Committee as a good way to have voice heard.

At 11:10 a.m. Chair Clendenning declared the meeting adjourned.

Minutes taken by County Clerk Cephess. Approved by Secretary Curry.

9/11/2017

Sign-in

Bill Clandrum

Ken Cunn

Bill Cukhtman

Sarah Diederich-Kisdorf

Lance P

Cindy Cepress

Dist 15

Dist 11

Dist. 19

Wisconsin Counties Assn

WCB

Co Clerk



SEPTEMBER 2017

MONTHLY REPORT TO THE JUDICIAL AND LEGISLATIVE COMMITTEE

Prepared by Child Support Director Brent Vruwink

- Governor Walker declared August "Child Support Awareness Month". This is the fifth year the Governor has made this proclamation. The Proclamation speaks to the value of the child support program and the valuable services the program provides to children and parents.
- The payment for the second quarter arrived at the end of July.
- Staff members attended an open house at the Wood County Human Services River Block location.
- Vicki Stoflet attended a State Child Support Self-Assessment work group meeting in Madison on August 17th.
- Nicole Stelzer continues to be involved in the work group that is putting together changes to the foster care referral process. The changes are expected to be implemented on January 1, 2018.
- The agency will be busy at the end of the month putting the finishing touches on the WCSEA Fall Conference that we are hosting at the Hotel Mead in October.
- Agency performance continues to exceed Federal Performance measures. We will be working diligently to improve the numbers even more during September which is the final month of the federal fiscal year.
- The current IV-D case count is 3,962.



Wood County WISCONSIN

CORPORATION
COUNSEL OFFICE

Peter A. Kastenholz
CORPORATION COUNSEL

MONTHLY REPORT TO THE JUDICIAL AND LEGISLATIVE COMMITTEE
September 2017

5

1. Goals. Ordinance Recodification Project. I sent a reminder to the department heads to give an update on ordinance changes they were working on. Some are done and some will be wrapping theirs up in early September. One glitch that was just brought up is the Sheriff's Department and its concern that retaining squad and body camera video for 121 days verses the current 30 days (with exceptions) will take up too much storage space at a significant cost to the county. IT is looking into that cost but this may result in a significant delay in completing the revisions to the record retention ordinance and, therefore, the entire recodification process. I'll keep you posted.
2. Confidentiality of Performance Evaluations. A few years ago I wrote a memo explaining to the department heads and county board supervisors that performance evaluations of department heads and other senior management staff are not confidential and must be released if a request for them is made. Recently such a request was made by a disgruntled former employee for multiple years of performance evaluations of the HR Director, Norwood Administrator, and me. Those evaluations were released. The fact that these performance evaluations are open to the public has several negative consequences that likely outweigh the interest of the public in making them available. Such negative impacts include the reduction in desirability of these top management positions and the resulting difficulty in drawing top candidates to the positions. Another consequence to the openness of the evaluations is that it impedes the elected officials conducting the assessments from being as candid as desirable due to the knowledge that their critiques will be accessible to everyone, including the employees the manager supervisors. There is a natural and logical reticence to undermining the authority of a department head and making publicly available a manager's performance review has that effect. Related to this would be the problem in terminating a manager for poor performance. If the performance evaluations haven't been candid with respect to performance deficiencies due to a desire not to undermine the authority of the manager and a desire not to embarrass them, then disciplinary actions and terminations of the manager appear to be based upon non-legitimate reasons, such as prohibited forms of discrimination. Meanwhile, what is gained by availing the public of these performance evaluations? With that mindset, I am suggesting that the committee may be interested in sponsoring legislation that treats the performance evaluations of local public officials (department heads and some other managers) the same as those of other employees, that being, exempting them from availability to the public under the Public Records Law.

NOTICE OF INJURY AND CLAIM

RECEIVED

5

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

AUG 29 2017

WOOD CO. CORP. COUNSEL

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

THE INCIDENT

Date: June 21st or 22nd 2017

Time: between 3:30pm - 4pm

Place: on Hwy A right outside marshfield before getting to Hwy 10 ramp

The circumstances giving rise to my claim are as follows:

I was driving to work in marshfield while on Hwy A. There were Hwy construction personnel that were using a ^{small} road sweeper & personnel were on roller machine behind him. Well there were small rocks being thrown into other lane (the lane I was in) instead of toward the ditch & a rock ended up hitting my windshield on driver's side by windshield wiper & cracked it. I did not go fast through work area. I slowed down to about 30-35 miles per hour like signs (work signs) indicated.

The names of county personnel involved are: _____

UNSURE.

The names of other witnesses are: I was driving to work in my car

RECEIVED

AUG 28 2017

THE CLAIM

I request the following monetary or other relief: I would like my windshield fixed and guaranteed it won't spread. I had just gotten my ^{new} car in May.

8-20-17.

Date

Elizabeth Duer

Signature

Print Name: Elizabeth Duer

Address: 5365 4th Avenue

Pittsville, WI 54466

Phone: 715-459-3180 (cellphone)

147

✓
Copy to: Corp Cust, Risk, Hwy
(Rev. Feb. 09)

RECEIVED

AUG 25 2017

5

NOTICE OF INJURY AND CLAIM

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

RECEIVED

AUG 25 2017

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

WOOD CO. CORP. COUNSEL

THE INCIDENT

Date: AUGUST 14, 2017Time: 1133 AMPlace: S/B ON HWY CTY G NEAR LYNN HILL RD

The circumstances giving rise to my claim are as follows:

I WAS DRIVING SOUTHBOUND ON HWY G GOING TOWARD THE CASINO. WOOD COUNTY HIGHWAY DEPARTMENT TRACTOR #0513 WAS MOWING. THERE WAS ANOTHER CAR IN THE NORTH BOUND LANE AS I WAS NEARING THE TRACTOR MOWER I SLOWED DOWN AND REMAINED TWO-THREE CAR LENGTHS BEHIND. ONCE THE N/B CAR PASSED, I PROCEEDED TO PASS THE TRACTOR MOWER ON THE LEFT. AS I WAS PASSING, A ROCK FLEW AND HIT MY WINDSHIELD. ONE LARGE GOLF BALL SIZED NEAR THE MIDDLE AND ONE SMALLER DIME SIZED CRACKS IN MY WINDSHIELD. →
← (PASSENGER SIDE NEAR TOP)

The names of county personnel involved are: JOSH / WOOD COUNTY DISPATCH
TRAVIS / TRACTOR DRIVER DIANE / HIGHWAY DEPARTMENT

The names of other witnesses are: _____

THE CLAIM

I request the following monetary or other relief: REPLACE THE WINDSHIELD

Date

8/21/2017

cc: Risk Mgmt, Corp Counsel
Hwy

Signature

Print Name:

Address:

Phone:

148

BRIANNE MOORE1430 SARATOGA STWISC RAPIDS WI54494715 697 3818

NOTICE OF INJURY AND CLAIM

RECEIVED

AUG 07 2017

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

RECEIVED

AUG 07 2017

5

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

THE INCIDENT

Date: April 26, 2017

Time: _____

Place: _____

The circumstances giving rise to my claim are as follows:

Following protocol, on Monday, April 24th I emailed my per deim and report to Laura Clark at the Sheriff's Department. Payroll/H.R. My check was to be deposited directly into my account at midnight, Wednesday April 26th. In the late afternoon of Friday April 28th I received an email from my bank stating that I was overdrawn. I emailed Laura at that time but she had already left for the day.

On Saturday morning I talked with my banker and it was conformed that my work check was not deposited. I received two letters from my bank, BMO stating; April 27th there is an overdraft fee of \$105.00 and for April 28th an overdraft fee of an additional \$70.00 for a total of \$175.00. On the April 26th I had a positive balance of \$44.36 in my bank account, these overdrafts would not have happened if my work check had been deposited on time.

On Monday May 1st Laura Clark returned my emails and stated that H.R. Will cut my check on this date. I picked up my check and deposited it into my bank. I picked up my check at HR and mentioned to Jodi Pingel that Employers must pay employees at least monthly.

Laura Clark did find my emailed reports and per deim dated April 26th in her 'junk folder' of her Wood County Email. She contacted I.T. And they have no idea why it went to her junk folder.

The names of other witnesses are: Laura Clark, Human Resources Jodi Pingel, I.T. I am also enclosing my overdraft fee letters from the bank.

THE CLAIM

I request the following monetary or other relief: \$175.00

DATE

Signature Nanci K. Olson
Print Name Nanci K. Olson
Address: 4440 Church Ave
Wisconsin Rapids
WI 54494

cc: Corp Counsel Sheriff's Dept, HR
149

Castlerock Veterinary Hospital, Inc.

1214 S Oak Ave.
Marshfield, WI 54449
715-389-1011

INVOICE**RECEIVED**

AUG 23 2017

FOR: Ordinance Control Ordinance Control-WOOD CO
Courthouse Annex
184 2nd St North
Wis. Rapids, WI 54494
(715) 421-8911

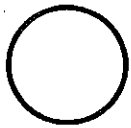
Printed: 08-17-17 at 10:25a

Date: 08-17-17

Account: 780

Invoice: 164939

Date	For	Qty	Description	Price	Discount	Price
Services by Makayla Schultz, DVM						
08-07-17	8/7/17- Stray B	1	Rabies 1st Exam			35.00
08-11-17		1	Rabies 2nd Exam			24.00
08-17-17		1	Rabies 3rd Exam			24.00
<hr/>						
Old balance			Charges	Payments	New balance	
0.00			83.00	0.00	83.00	



RESOLUTION#

Introduced by

Judicial & Legislative 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 checked="" type="checkbox"/> Majority	<input type="checkbox"/> Two-thirds	
Reviewed by: <u>PAK</u> , Corp Counsel		
Reviewed by: _____, Finance Dir.		

LAD

INTENT & SYNOPSIS: To encourage the Wisconsin Legislature to allocate the soon to be ended 2 cent per gallon petroleum tax for PECFA/Petroleum Inspection Fee funding to general transportation aids to counties.

FISCAL NOTE: If this resolution were to be enacted, it would have the potential to provide substantial revenue to all counties in the form of general transportation aids without raising taxes.

WHEREAS, the state commenced imposing a 2 cent per gallon tax on the sale of petroleum to end users in the late 1980s to fund the petroleum environmental cleanup fund award (PECFA) program, and

WHEREAS, the state is in the process of shutting the PECFA program down in that all claims for awards need to be filed by July 1, 2020, and

WHEREAS, the state has for many years imposed a tax freeze on counties that makes it impossible for Wood County and other counties to keep up with the cost of inflation in maintaining and replacing their highways, which forces counties like Wood to borrow funds and use debt to circumvent the tax freeze, and

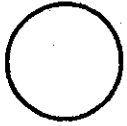
WHEREAS, the state has a 30.9 cent per gallon gas tax, a fixed part of which goes to counties as general transportation aids (GTAs), and

WHEREAS, using tax levy and debt to pay for highway repairs and improvements not covered by the GTA puts the financial responsibility on taxpayers as opposed to other users of the highways and is unfair to all Wisconsin taxpayers, and

WHEREAS, reallocating the current 2 cent per gallon PECFA petroleum tax/Petroleum Inspection Fee to general transportation aids to counties would be a fiscally responsible means for the state to assist counties in addressing the financial bind they are in without the need to create administrative infrastructure to syphon off any of the revenues.

NOW, THEREFORE, THE WOOD COUNTY BOARD OF SUPERVISORS HEREBY RESOLVES to go on record in requesting the state legislature to reallocate the 2 cent per gallon petroleum tax from the PECFA program/Petroleum Inspection Fee to the general transportation aids to counties program beginning with the next biennial budget.

BE IT FURTHER RESOLVED that the County Clerk shall forward a copy of this resolution to State Senators Petrowski, Testin and Moulton and State Representatives Kulp, VanderMeer, Krug and Spiros, and to the Wisconsin Counties Association so that they may sponsor legislation implementing this proposal.



RESOLUTION#

Introduced by Judicial & Legislative Committee
Page 1 of 2

LAD

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.		

INTENT & SYNOPSIS: To authorize the entry into an agreement with law firms to pursue legal action against opioid manufacturers at no cost to Wood County.

FISCAL NOTE: Nothing direct. Potential unknown monetary recovery and injunctive relief leading to future savings in program and services costs.

		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 (the County) is concerned with the recent rapid rise in troubles among county citizens, residents, and visitors in relation to problems arising out of the use, abuse, and overuse of opioid medications, which according to certain studies, impacts millions of people across the country; and

WHEREAS, issues and concerns surrounding opioid use, abuse, and overuse by citizens, residents, and visitors are not unique to the County and are, in fact, issues and concerns shared by all other counties in Wisconsin and, for that matter, states and counties across the country, as has been well documented through various reports and publications, and is commonly referred to as the "Opioid Epidemic"; and

WHEREAS, the societal costs associated with the Opioid Epidemic are staggering and, according to the Centers for Disease Control and Prevention, amount to over \$75 billion annually; and

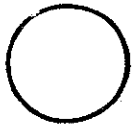
WHEREAS, the National Institute for Health has identified the manufacturers of certain of the opioid medications as being directly responsible for the rapid rise of the Opioid Epidemic by virtue of their aggressive and, according to some, unlawful and unethical marketing practices; and

WHEREAS, certain of the opioid manufacturers have faced civil and criminal liability for their actions that relate directly to the rise of the Opioid Epidemic; and

WHEREAS, the County has spent millions in unexpected and unbudgeted time and resources in its programs and services related to the Opioid Epidemic; and

WHEREAS, the County is responsible for a multitude of programs and services, all of which require Wood County to expend resources generated through state and federal aid, property tax levy, fees and other permissible revenue sources; and

WHEREAS, the County's provision of programs and services becomes more and more difficult every year because the costs associated with providing the Opioid Epidemic programs and services continue to rise, yet the County's ability to generate revenue is limited by strict levy limit caps and stagnant or declining state and federal aid to the County; and



RESOLUTION#

Effective Date: September 19, 2017

Introduced by Judicial & Legislative Committee
Page 2 of 2

WHEREAS, all sums that the County expends in addressing, combating, and otherwise dealing with the Opioid Epidemic are sums that cannot be used for other critical programs and services that the County provides to Wood County citizens, residents and visitors; and

WHEREAS, the County has been informed that numerous counties and states across the country have filed or intend to file lawsuits against certain of the opioid manufacturers in an effort to force the persons and entities responsible for the Opioid Epidemic to assume financial responsibility for the costs associated with addressing, combatting and otherwise dealing with the Opioid Epidemic; and

WHEREAS, the County is informed that the Wisconsin Counties Association has engaged in extensive discussion with law firms and has expressed a desire to assist the law firms, Wood County, and other counties in the prosecution of claims against certain of the opioid manufacturers; and

WHEREAS, the law firms are currently in the process of drafting an engagement agreement that would contain the specific terms of representation for the County in relation to the potential claims; and

WHEREAS, the County believes it to be in the best interest of Wood County, its citizens, residents, visitors, and taxpayers to join with other counties in and outside Wisconsin in pursuit of claims against certain of the opioid manufacturers, subject to completing the negotiation of an engagement agreement with the law firms; and

WHEREAS, by pursuing the claims against certain of the opioid manufacturers, the County is attempting to hold those persons and entities that had a significant role in the creation of the Opioid Epidemic responsible for the financial costs assumed by Wood County and other public agencies across the country in dealing with the Opioid Epidemic.

NOW, THEREFORE, THE WOOD COUNTY BOARD OF SUPERVISORS HEREBY RESOLVES to authorize the Board Chair to execute an engagement agreement with the law firms provided that there is no out-of-pocket cost to Wood County and further provided that the Board Chair and Corporation Counsel have reviewed and approved the form and content of the engagement agreement; and

BE IT FURTHER RESOLVED that Wood County shall endeavor to faithfully perform all actions required of the County in relation to the claims contemplated herein and in the engagement agreement and hereby directs all County personnel to cooperate with and assist the law firms in relation thereto.

6

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

DAY & DATE: Thursday, September 07, 2017
PLACE: Wood County Highway Department, 555 17th Ave North,
Wisconsin Rapids, WI 54495
MEETING TIME: 8:00 AM
ADJOURNMENT TIME: 12:00 PM
MEMBERS PRESENT: Chairman Al Breu, Supervisor Marion Hokamp, Supervisor
David LaFontaine, Supervisor William Winch, Supervisor
Joseph Zurfluh
EXCUSED:
OTHERS PRESENT: Dennis Polach, Wood County Board Supervisor; Bill
Clendenning, Wood County Board Supervisor; Chad
Schooley, Parks & Forestry Director; Fritz Schubert, Forest
Administrator; Douglas Passineau, Highway
Commissioner; John Peckham, Highway Accounting
Supervisor; Sandra Green, Parks & Forestry Office
Supervisor; Wood County Board Chairperson Lance Pliml;
Pam Ironside, Wazeecha Inclusion Project, Bernie
Karaliunas, Highway Patrol Superintendent

1. Call meeting to order.
2. Public comments. Pam Ironside from the Wazeecha Inclusion Project is presenting a proposal to build and provide various styles of playground equipment as well as improvements and small changes to the walking trails on Lake Wazeecha for disabled persons. These changes would make the playground and walking trails more appealing, accessible and family friendly to persons with disabilities as well as the elderly. Other ideas include a dog park; adding senior fitness apparatus for mobility limited. Chad Schooley stated Ms. Ironside has a lot of good ideas and this would be a good time to possibly include these items in our 5-year long range plan for the parks department. C. Schooley states the department will need to prioritize and make sure it fits into our overall plan for the park. B. Clendenning said Ms. Ironside should look into getting onto the Grand Rapids town Board agenda to bring this forward as well. Ms. Ironside has a lot of interest and volunteers available to assist with donations as well as volunteer help. It will not be a complete "Wood County" project, but a community project where all donate time, money and support. This is about taking what we have and making it better as well as ensuring it will be safe for everyone that visits the parks. Ms. Ironside is always looking for more volunteers as well as monetary donations to support this project.

Bill Winch speaking about an access road at North Wood County Park that has been closed for the past several years. He questioned why this has been closed off, and circulated pictures for the committee to review. C. Schooley explained why this road was blocked off.

Bill Clendenning just wanted this information to be on record as he received verbal and one written complaint about the bathroom remodel project at Shady Rest. The remodel of this bathroom has been going on since the middle of May. C. Schooley stated Shady Rest is one of our vault toilets on the north side of Lake Wazeecha. The remodeling includes new fixtures, partitions, roof, etc. The person working on this project is our

“all parks” maintenance worker, so he is not solely working on this project every day as he has other responsibilities to attend to at all of our other parks. The tile will be complete this week and then the doors will be replaced shortly after, to complete this project. This bathroom stays open year round for the walk trail users.

3. Approve minutes of the August 3, 2017 and August 7, 2017 Highway, Infrastructure, and Recreation Committee meeting(s), as well as the July 11, 2017 Wood County State Wildlife Area Advisory Committee meeting minutes.

Motion to approve the minutes of the August 3, 2017 HIRC minutes by J. Zurfluh and second by M. Hokamp. Motion carried.

Motion to approve the minutes of the July 11, 2017 Wildlife Area Advisory Committee meeting minutes by D. LaFontaine and second by B. Winch. Motion carried.

PARKS:

4. Parks Construction Supervisor report.
 - a. Current projects update.
 - b. Employee matters. Concerns and questions were addressed regarding the TimeStar time keeping system.

Motion to approve the Parks Construction Supervisor report by B. Winch and second by D. LaFontaine. Motion carried.

5. Office Supervisor report.
 - a. Snowmobile/ATV Reports
 - b. Office Update
 - c. Photo Contest. Notification regarding voting of photos next month.

Motion to approve the Office Supervisor report by J. Zurfluh, second by M. Hokamp. Motion carried.

6. Parks and Forestry Director report.
 - a. Schedule Annual Tour with HIRC. Hold until D. Passineau comes into the meeting. The date will be October 5, 2017, and will follow the normal October HIRC meeting. The location will be at the Dexter Shop with the tour continuing from there. A more inclusive agenda of the tour will be sent out to all members. HIRC meeting will begin at 8:00 am.
 - b. 2018 Parks and Forestry Budget. Summary sheets are included in the packet. C. Schooley explained that the current draft has all Capital Outlay items being funded from the non-lapsing P&F Capital Projects Fund. The Executive Committee has included \$140,000 of that total in their resolution for CIP borrowing for the county. C. Schooley also handed out additional supplemental information which highlights the parks department operating tax levy coming in at a 0% increase from 2017 to 2018, which is not the case for most other departments. It was also noted that the Parks and Forestry Department's budgeted tax levy for 2016 and 2017 were 1.93% and 1.77%, respectively, of the total Wood County tax levy.
Supervisor Winch requested to add a note on the calendar to review the Wood County Parks and Forestry Department and State Wildlife area agreement, every 5 years.

Motion to approve the 2018 Parks & Forestry Budget by LaFontaine and second by J. Zurfluh. Motion carried.

- c. Parks Ordinance Revisions. No further revisions. Next step, forward to Peter Kastenholz to bring to the oversight committee for approval.

Motion to approve the Parks Ordinance revisions and forward to Peter Kastenholz in Corporate Counsel for the oversight committee by D. LaFontaine and second by M. Hokamp. Motion carried.

- d. Unanticipated Revenues Resolution. The parks department would like to use these revenues to fill shortfalls over the years as well as work on specific projects.

Motion to approve the Unanticipated Revenues Resolution by J. Zurfluh and second by D. LaFontaine. Motion carried.

- e. Special Use Permits

- 1) Arpin Volunteer Fire Department doing a fundraiser at Powers Bluff which is an annual event being held on October 19, 2017. They are requesting a fee waiver for the set-up the night before which is a \$75.
- 2) Port Lions Fisheree being held on January 28, 2018. Set up would be the 27th at the Nepco shelter.

Motion to approve the Special Use permits by D. LaFontaine and second by B. Winch. Motion carried.

Motion to approve the Parks & Forestry Supervisor report by M. Hokamp and second by J. Zurfluh. Motion carried.

FORESTRY:

- 7. Forest Administrator report.
 - a. Timber Sale Update. Ground conditions have improved. Has been in contact with the loggers to move into the areas and begin work before everything gets too wet.
 - b. Forestry Ordinance Revisions.

Motion to approve the Forestry Ordinance revisions and refer to Peter Kastenholz Corporate Counsel for the oversight committee by J. Zurfluh and second by M. Hokamp. Motion carried.

Motion to approve the Forest Administrator report by D. LaFontaine and second by J. Zurfluh. Motion carried.

- 8. Correspondence. None.
- 9. Approve payment of bills.

Motion to approve payment of bills by D. LaFontaine and second by J. Zurfluh. Motion carried.

10. Revenue report.

**Motion to approve the revenue report by J. Zurfluh and second by D. LaFontaine.
Motion carried.**

HIGHWAY:

11. Driveway Permit Variance Request on CTH Z (James Koehntopp). Mr. Koehntopp who resides at 3931 Downing Street, Town of Grand Rapids is hereby requesting a variance of the Wood County driveway policy, leading to the issuance of driveway permit. D. Passineau stated that if you have a driveway in Wood County that is the driveway you are instructed to use and that is a county policy. Extensive discussion took place regarding the consideration of approval. Since the original request for the driveway was denied years ago and Mr. Koehntopp went ahead and put the building on the property anyway is cause for concern and some of the committee members do not feel that was the right thing to do and the request should be denied. Others feel approving the permit will not cause a hardship to other landowners and each request should be considered separately.

Motion to approve the driveway permit variance request introduced by James Koehntopp by B. Winch and second by D. LaFontaine. Discussion. Zurfluh and Breu opposed. Motion carried. B. Winch, D. LaFontaine and M. Hokamp are in favor. Opposing are J. Zurfluh and A. Breu because they feel that procedure wasn't followed. He was denied twice previously and built anyway.

12. Final Budget Review. J. Peckham states nothing has changed in the figures since the packet was handed out last time. Discussed.

**Motion to approve the Highway budget by D. LaFontaine and second by J. Zurfluh.
Motion carried.**

13. Capital Projects Funding. Discussed.

14. Pittsville Shop Survey Costs. This will be about a \$3500 cost as the shop will be discontinued and therefore will be sold at a later date (the shop only, not the salt shed)

Motion to move forward with this survey for the Pittsville Highway shop by M. Hokamp and second by D. LaFontaine. Motion carried.

15. Discuss Bridge Leadman's Truck. This is in next year's budget and Doug would like to move to this year's budget. This would be an amendment of the Capital Improvement program.

Motion to move monies into this year's budget by J. Zurfluh and second by D. LaFontaine. Motion carried.

16. Resolution authorization of issuance of \$1M general obligation promissory notes.

Motion to approve resolution to authorize \$1M in promissory notes by D. LaFontaine and second by M Hokamp. Motion carried. Opposing are J. Zurfluh and B. Winch as they do not agree with the borrowing and Joe thinks it should be co-sponsored by the Executive Committee.

Discussion included a suggestion to have two resolutions which would be co-sponsored through the Executive Committee. This will be brought forward to the Executive Committee and then to the October County Board for final approval.

17. Ordinance ATV Bridge Crossing.

Motion to approve the ordinance ATV Bridge crossing by D. LaFontaine and second by J. Zurfluh. Motion carried.

18. BIA Anticipated Co-ops (Bureau of Indian Affairs). Discussed.

19. Bridge replacement on CTH E, north of CTH N. County Trunk E bridge will be taken out of the Frac Sand monies and shouldn't be a large cost.

Motion to approve the engineering on the County Trunk E bridge by J. Zurfluh and second by M Hokamp. Motion carried.

20. Discuss Quad Axle Trucks. Bids will be taken at a later date.

21. CTH A Safety Improvement Project. Discussed.

22. Frac Sand update. Discussed.

23. Current projects update. Discussed.

24. Approve payment of bills. Discussed.

Motion to approve payment of bills by D. LaFontaine and second by J. Zurfluh. Motion carried.

25. Accounting Supervisor's Report.

Motion to approve the Accounting Supervisor's report by D. LaFontaine and second by M Hokamp. Motion carried.

26. Correspondence.

a. Friday, October, 20th is the fall Legislative breakfast at the Stevens Point Holiday Inn. The HIRC committee is invited to attend.

27. Next meeting date: October 5, 2017 at the Parks & Forestry Dexter Shelter in Pittsville at 8:00 am and will include the Annual HIRC tour.

28. Motion to adjourn.

Motion to adjourn by D. LaFontaine and second by J. Zurfluh. Motion carried.

Signed by, Secretary Marion Hokamp

Marion Hokamp

Minutes taken by Sandra Green, Parks & Forestry Office Supervisor

6

WOOD COUNTY STATE WILDLIFE AREA ADVISORY COMMITTEE
7-11-17 SANDHILL EDUCATION CENTER, BABCOCK WI 5:30 PM

1. THE MEETING WAS CALLED TO ORDER BY CHAIRMAN GEORGE BARTELS
AT 5:30 PM
2. AGENDA OK, NO CHANGES
3. NO CITIZEN PARTICIPATION
4. MOTION TO APPROVE MINUTES FROM APRIL 4TH 2017 BY CURT/SCOTT
MOTION CARRIED
5. A NEWER MEMBER IS SCOTT ARNESON
6. NO STAN PLIS UPDATE TONIGHT
7. NEIL PAISLEY REPORTED ON THE WORK DONE AND PLANNED FOR THIS
SUMMER CONSTRUCTION OF THE 4TH IMPOUNDMENT WEST SIDE DIKE ,
ROADBASE WAS FUNDED PARTIALLY THRU THE WOOD COUNTY
ALLOTMENT. A MEADOW VALLEY PROJECT IS OUT FOR BIDS, SW REFUGE
POOL ,THE SW DIKE RENOVATION WORK. ON DITCH BANK ROAD- LATE
AUGUST WILL BE DOING SOME GRADING AND ADDING ¾ ' BASE , ABOUT
ONE MILE FROM THE FIRST DAM TO WEISNER ROAD CORNER. ALWAYS
TRAIL AND DIKE MOWING GOING ON EVERY SUMMER. COLE
ROAD/POTTER ROAD TIMBER SALE CONTINUES. THERE WERE 2 STORIES
IN THE WI CONS. MAGAZINE ABOUT SANDHILL AND THE GRANGES.
GALLEGAR FLOWAGE IS DRAWN DOWN, WILL REFILL NEXT SPRING. WDNR
ALIGNMENT IS CONTINUING, THEY LOST SOME BIG MACHINERY
8. WAYNE HALL WILL SUBMIT THE BILL FOR THE WOOD COUNTY
ALLOTMENT WITH FRITZ SHUBERT FOR DIKE WORK ALREADY DONE
9. NEIL WILL FOLLOW UP BEFORE NOVEMBER ABOUT THE WDNR
PAYMENT TO WOOD COUNTY
NEXT MEETING WILL BE OCTOBER 17TH 2017 5:30 pm AT SANDHILL
THE RESEARCHERS WILL BE BACK TO REPORT, AND THE CRANMOOR
LANDING STRIP MAY BE DISCUSSED
AJOUNED AT 6:10 PM
THOSE SIGNING IN WERE SCOTT MCAULEY, GEORGE BARTELS, CURT
PLUKE, DENNIS POLACH, SCOTT ARNESON, LEO KEDROWSKI

PARKS CONSTRUCTION SUPERVISOR REPORT

September 7, 2017

By D. Quinnell

CURRENT PROJECTS

- Shady Rest Vault toilet should be completed this month.
- The D.O.T. is working on repairs to the Dexter Hwy 54 bridge wingwalls, downstream from the dam. In addition, the P&F Department is hiring a diver to inspect the dam apron and support wall.
- I will be getting quotes to crack-fill joints and stripe the roads and parking lots at Dexter.

MAINTENANCE OPERATIONS

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

EMPLOYEE MATTERS

- We are sending 3 employees to a train the trainer course for training new employees to operate the forklift tractors. Location is Plover.
- Timestar time keeping has a couple bugs to work out. We are expecting to go live on August 28.
- I will be attending a seminar on "Wood Based Construction" in Madison on September 20, 2017.

OTHER

- The "big and ugly" logs that were put on auction produced \$1180.00.
- We are assisting IT with installing wireless relays to the North Park Ranger Cabin for the telephone and internet as the underground system is failing.

WOOD COUNTY PARK & FORESTRY
OFFICE SUPERVISOR REPORT

September 7, 2017

By: Sandra Green

SNOWMOBILE:

- 1st meeting of the season is scheduled for September 11, 2017.
- Sent out easement renewal reminder e-mail's to Verso and Meteor Timber.
- Prepared notes and copied reimbursement paperwork to hand out at first meeting.

ATV:

- Meeting held August 7th. Randy Bowden and I were present.
- The DNR Forestry section called and said they need "dozer hours" and would like to do work inside the Wood County ATV area. They have been working for a couple of weeks now and are clearing out the trails as well as filling in some of the large holes that are currently filled with water which makes some of them un-passable. (See map on next page).

OFFICE:

- Worked with Rangers every Monday morning to reconcile campground money.
- Sent out news release regarding the closing of the Wood County beaches.
- Provided Wellness materials to employees in the field.
- Continued to promote the Photo Contest as well as logging photos.
- Worked on the 2018 budget.
- Ordered a new cell phone for a full-time staff person.
- Attended and took minutes at both the Employee Meeting and the Campground Critique Meeting held on August 9th at North Park Shelter.
- Attended TimeStar training on August 24th in the courthouse training room.
- Sent out news release regarding change in office and reservation hours.
- Ordered desk calendars for the staff.

Parks and Forestry Director Report

By Chad Schooley, Parks and Forestry Director
September 7, 2017
HIRC meeting

- I have included a copy of the Parks ordinance update suggestions. An approved version will be sent to Peter Kastenholz to be included in the County-wide ordinance update.
- I have included the Parks and Forestry 2018 draft budget. Please review and contact me with any questions.
- I would like to schedule a Parks, Forestry & Highway tour for some time in late September or early October. We will discuss at the meeting.
- As requested by the HIRC last month, I have included a resolution which would allow P&F to retain all excess revenues on an annual basis, if available.
- I met with a couple individuals who live adjacent to South Park who are interested in creating more accessible areas within the park for individuals with disabilities and/or mobility restrictions. I will be meeting more with them in the future to look at different ideas.
- We had our end of season employee meeting and appreciation luncheon on August 9th at North Park. We like to recognize and thank all seasonal employees before they leave for the season. Our staff can be very proud of the jobs they have done maintaining our parks at a top-notch level.
- I continue to meet with Adam D. from P&Z regarding the Parks, Recreation and Open Spaces Plan update. We are currently working on a survey that will be sent out in order to get feedback from the public.
- As was approved at a prior HIRC meeting, I signed an agreement with IMBA (International Mountain Biking Association) to provide trail design services for the Powers Bluff Development Project. This design work will be funded with our annual Ho-Chunk funds that our department receives.
- I met with the Marshfield CVB regarding the Powers Bluff Development Project. They are very excited about the project, and are willing to assist in getting the word out.
- We have hired a diver/engineer to inspect the Dexter Dam spillway apron. During the last inspection, there was concern of possible undercutting of the apron. This inspection will take place on 8/31.
- Staff continues to learn the new TimeStar system. We attended additional training on 8/24.

August events – 46 shelter reservations

Special Use Permits

- Oct. 19, 2017- Arpin Volunteer Fire Dept. Sportsman's Banquet. Powers Bluff shelter building. They have rented the shelter for the day of the event (\$125), but have requested for the reservation fee (\$75), for setup the night before, to be waived.

FOREST ADMINISTRATOR REPORT

September 7, 2017

By: F.Schubert

Timber Sale Activity

TIMBER SALE BALANCES AS OF 8/31/2017					
JOB NUMBER	CONTRACTOR	ENDING MONTH BALANCE	CONTRACT AWARD	PAYMENTS RECEIVED THIS MONTH	YEAR AWARDED
756	SCHREINER	(2,159.60)	1,889.50	0.00	2017
Payments Received This Month:				\$ -	
2017 Forestry Revenue:		\$ 159,268.15			

Timber Sale Activity (August)

Jobs Started: None

Jobs Continuing/Reactivated: None

Jobs Gone Inactive: None

Jobs Finished: #756 Schreiner Forestry

Lake Wazeecha Inclusion Project

Make an **alternative (accessible) path** around steep hill –

South side of lake between 80th Street and Red Beach field/parking area

Dog Park

Area 1

Across/diagonal from South Park playground
Little impact on area
No tree removal
Parking area already in place

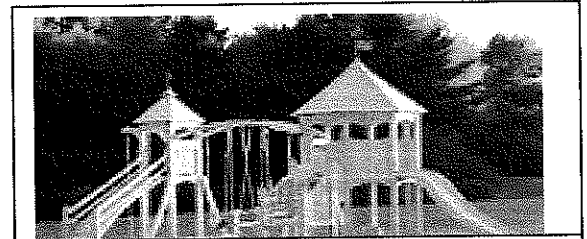
Little usage

Easy access to water

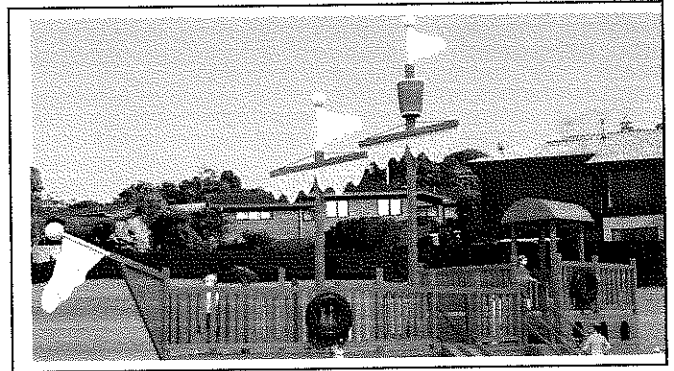
Need: Fencing

Area 2

East of dike (Kayak – Canoe – Beach)



Wheel chair – ramp accessible



Playgrounds

Red beach, add accessible:

Slide

Swings / Glider

Sensory area

Senior fitness apparatuses

Tire Dragon

White beach, add accessible:

Slide

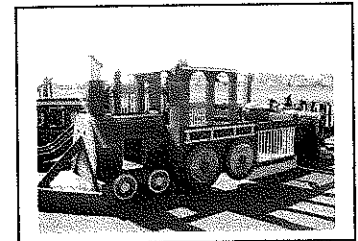
Swings / Glider

Senior fitness apparatuses

Castle

Benches around a fire pit

This would be by North side of shelter /across from golf course



Fun Facts and signage around walking / biking path

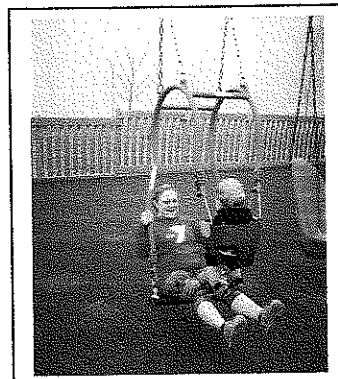
Garbage cans – dog waste receptacles

Pinecone bay

Clear for nicer picnic area

Update accessible swing/slide

Train



LAKE WAZEECHA PARKS

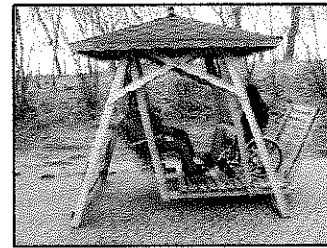
INCLUSION PROJECT

MISSION STATEMENT:

To enhance and develop a stimulating, full life-span and diverse abilities inclusion park with least possible impact on the existing environment that goes beyond the minimum ADA Standards such that it extends playground courtesies to all of our park visitors.

DISABILITY/SPECIAL NEEDS INCLUSION:

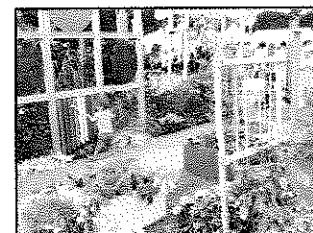
All kids deserve a chance to play and share in the enjoyment of a park. Currently, we are minimal in park equipment (swings and benches) that offers our disabled and handicapped children (and adults) the same advantages of play and fitness within a social setting. The benefits of play are multi-layered and go beyond obvious physical fitness and development; it is far reaching through social, mental, and emotional



health. Inclusion play teaches others tolerance, patience, understanding, empathy and acceptance. It is imperative that we encourage not just accessibility to play equipment, but inclusion play by incorporating equipment that allows ALL of our children to play together and interact no matter where they are in the park or their disability.

SENSORY GARDENS:

Sensory Gardens are beautiful and interesting as an alternative park experience. They are beneficial in stimulating the five senses as well as other input senses such as balance, proximity, movement and





control. The unique ability of Sensory Gardens to engage the senses and nourish relaxation, contemplation and mood has been proven to reduce the need for ADHD and anxiety medications. An array of benefits from a Sensory Garden extend not only to our physically and cognitively disabled visitors, but to all who enter.

SENIOR INCLUSION:

Senior Citizen Playgrounds are becoming increasingly popular. More

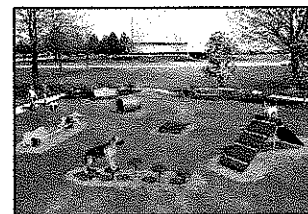


and more community seniors request that low-impact equipment designed specifically for limited and/or aging abilities be incorporated into public parks. Low -impact equipment that is designed for seniors will allow them to share in the same advantages of an enjoyable and social park experience. Moreover, physical fitness and movement will promote and increase the overall well-

being of our community seniors by reducing stress and isolation as well as nurturing their social and mental health.

PET INCLUSION:

Understandably so, Lake Wazeecha is a “leashed pet” park due to the safety and consideration for its many patrons utilizing the paths and play areas. However, many pet owners desire a fenced agility course park and designated swim area enabling them to include their pets in the enjoyment of the park and family activities.



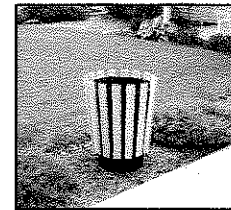
An un-leashed pet park and swim area is near the top of the list when asked about park inclusion. The benefits of play and social interaction are equally

vital to the well-being and development of our pets. Dog agility parks and designated swim areas offer our pets the ability to socialize with other dogs, learn tricks and agilities, bond with their owners, exercise and to run, swim, and play expelling anxious energy. A dog park also allows the elderly and limited mobility owners the same opportunities to keep their pets physically active increasing the overall well-being of their pet. An exercised dog makes a better social, neighborhood dog as well as less aggressive and socially adjusted o people and other dogs.

WASTE STATIONS:



Installing appropriate, appealing and visible waste and recyclable receptacles are a necessity for easier park upkeep and cleanliness. It also reduces the probability of littering. Multiple dog waste stations and receptacles are also an important addition to keep our park clean and litter free enabling pet owner responsibility.

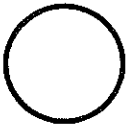


Installing appealing receptacles demonstrates our pride and desire to beautify and enhance our pare areas.

PARK AIDS:



Park aids such as informational sign posts depicting lake and land environmental facts will have visitors partaking and observing the uniqueness of the areas as they travel the nature trail. These signs can inform the visitor of the specifics and history of the lake, aquatic life, birds, trees, foliage, other wildlife, park attractions etcetera.



RESOLUTION#

Introduced by
Page 1 of 1

Highway Infrastructure & Recreation Committee

SMG

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 checked="" type="checkbox"/> Majority	<input type="checkbox"/> Two-thirds	
Reviewed by: <u>PAK</u> , Corp Counsel		
Reviewed by: <u>MFM</u> , Finance Dir.		

INTENT & SYNOPSIS: To allow the Parks and Forestry Department to retain all excess revenue, in years where the actual revenue exceeds the budgeted revenue.

FISCAL NOTE: These excess revenues would be placed into the Parks and Forestry Capital Projects account 245-2107-56913-000. This account will continue to be used for funding capital improvement projects, as well as equipment purchasing, and for covering operating expenses on years that revenues fall short of budget.

		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, due to several different factors, including market values and weather conditions, the Parks and Forestry Department's annual timber sale revenue has fluctuated between \$234,170.00 and \$639,801.00 over the past ten years, with the average being \$424,000.00, and

WHEREAS, this fluctuation makes it difficult to accurately budget these revenues; which are combined with all other parks and forestry revenues, and tax levy, to cover Parks and Forestry operating expenses, and

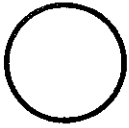
WHEREAS, the Parks and Forestry Department strives to follow through with its mission: To develop, maintain, and operate facilities, resources, and programs that meet the outdoor recreation, environmental, and economic needs of the public; and provide clean, safe, quality family enjoyment at a reasonable cost, and

WHEREAS, in order to follow through with this mission, the Parks and

Forestry Department will need future Capital Improvement funds in order to purchase maintenance equipment, remodel aging facilities, replace outdated infrastructure, and develop new outdoor recreation areas, and

WHEREAS, continued funding of this Capital Projects account will allow the Parks and Forestry Department to follow through with its mission statement, while reducing the need for additional tax levy and/or borrowing,

THEREFORE BE IT RESOLVED, that the Wood County Board of Supervisors does hereby authorize the Parks and Forestry Department to retain all excess revenue, in years where the actual revenue exceeds the budgeted revenue, and to place those funds into the Parks and Forestry Capital Projects account.



ORDINANCE#

Introduced by
Page 1 of 2

Highway Infrastructure & Recreation Committee

JBP

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.		

INTENT & SYNOPSIS: To establish an ordinance whereby ATV users may operate an all-terrain vehicle or utility terrain vehicle on the roadway or shoulder of any highway to cross a bridge that is 1,000 feet in length or less.

FISCAL NOTE: None

WHEREAS, ATV users sometimes must cross a bridge or culvert on a roadway that is officially closed to all-terrain vehicle or utility terrain vehicle traffic, and

WHEREAS, the bridges and culverts are not part of the national system of interstate and defense highways, and

WHEREAS, the bridges and culverts are 1,000 feet in length or less, and

WHEREAS, the bridges and culverts are located within the territorial boundaries of the County.

NOW, THEREFORE, THE WOOD COUNTY BOARD OF SUPERVISORS HEREBY ORDAINS, that Wood County Ordinance 403 is established to read as follows:

WOOD COUNTY ORDINANCE # 403

Highway Access by ATV and UTV Operators

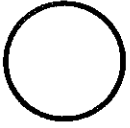
403.01 Purpose. This ordinance is intended to regulate the use of ATVs and UTVs in crossing county highways.

403.02 Definitions.

- ATV means an all-terrain vehicle as that is defined in Wis. Stat. Ch. 340.01(2g).
- UTV means a utility terrain vehicle.
- Highway means a Wood County Highway.

403.03 Regulations. An ATV or UTV user crossing a bridge or culvert on a highway must do all of the following:

- Cross the bridge in the most direct manner practicable and at a place where no obstruction prevents a quick and safe crossing.
- Stay as far to the right of the roadway or shoulder as practicable.
- Stop the vehicle prior to the crossing.
- Yield the right-of-way to other vehicles, pedestrians, and electric personal assistive mobility devices using the roadway or shoulder.



ORDINANCE#

ITEM#

DATE

September 19, 2017

Effective Date: Upon passage & publication

Introduced by
Page 2 of 2

Highway Infrastructure & Recreation Committee

e. Exit the highway as quickly and safely as practicable after crossing the bridge.

403.04 Penalties. Any person violating any provision of this ordinance may be required to forfeit not less than \$20.00 nor more than \$200.00 plus costs.

BE IT FURTHER RESOLVED that this ordinance shall take effect upon passage and publication as required by law.

BE IT FURTHER RESOLVED, upon adoption of this ordinance, the County Clerk shall immediately send a copy of the ordinance to the Wisconsin Department of Transportation, to the State Traffic Patrol, and to the office of any law enforcement agency having jurisdiction over any of the highways to which the ordinance applies.

Central Wisconsin State Fair
Board of Director Minutes
August 8, 2017

ROLL CALL:

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

Excused: Andy Keogh

Public Present: Lori Salzman

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

John Hartman made a motion to approve the minutes and Meyer-Miller seconded them. The finance report was presented. There was a suggestion that the financial report be sent out before the meeting for review. There was discussion about the line of credit and bills due for the new building that still need to be paid. There was also discussion about the grandstand improvements. The Perish Pull is donating part of the cost for fixing the fence and gates after the stage project. McFarland motioned to approve the financial report and Meyer-Miller seconded the motion.

Christiansen gave his executive report. On Wednesday of the fair, the Wenzel Stage will be dedicated and the Wenzel family will be invited to acknowledge and thank them for their donation. The office hours were extended to 8am-5pm, but the doors will not open to the public until 9am to get things squared away for the day. Christiansen then reported that there had been a few instances of past management getting into contact with vendors and others within the Wisconsin fair community about our fair. Ashbeck mentioned that the Commission would discuss the problem and go from there. Heeg asked about our Facebook presence and Christiansen responded that there has been a lot of posts and promotions on the Facebook page by our office help. Mueller is also working hard to get the new website up and running as soon as possible to have information, ticket sales and entry available. Sapphire was hired to assist with ticket sales and IT help. There is a \$3000 start-up fee and \$100/month fee. Christiansen also said that the Curling Club building is almost full, and all the food vendor positions are filled to the point where we are turning away food vendors.

No Jr. Fair Report or Commission Report.

Old Business:

Superintendent's Meeting – Still in discussion for when the dinner and training will take place. There will be an email and letter sent with the date.

New Business:

Free Tickets – There have been too many free tickets given out to vendors. Carolfi made a motion to give Christiansen control to make decisions regarding vendor negotiations and Heeg seconded the motion. The motion unanimously passed.

Hockey Building - Heeg mentioned that Neil Potts could bring in antique tractors for the Hockey Building display and it was mentioned to ask Draxler's to display antique cars. Heeg also mentioned that Potts asked about getting fair passes to bring tractors in and take them out.

Board Meeting – There will be a meeting Monday 21st at 7:00pm to hand out schedules for the fair of tasks the board members need to do. Christiansen will send an email before the meeting with tasks that we still need to find people for.

First Aid – There will be many different volunteers from fire stations around the area to fill the first aid station this year.

Flags – Heeg looked into pricing for flags from Heinzen Printing and Stratford Signs. There was also an idea that larger donations would include a flag to position along 17th Ave. Urban then had the idea to give organizations an option to donate a certain amount to also have a flag positioned.

Entertainment Guide - It will be sent to the printer by the end of the week. It will have a lot more color, and glossy paper to be more eye catching.

Salzman asked about signage to say what animals are in what barns. Jeff Hartman said that there are some signs that were not put out last year but will be cleaned up and put out for this year. Salzman also asked about what superintendents can do to help get barns set up before the Saturday of Fair Clean Up. Jeff Hartman said that Steve Taylor has a list of what he has to do before that day.

Ashbeck made the motion to adjourn and Carolfi seconded the motion. The meeting was adjourned at 8:42pm.

Respectfully submitted,

A handwritten signature in cursive script that reads "Sara McFarland". The signature is written in dark ink and is positioned above the printed name.

Sara McFarland
Central Wisconsin State Fair
Board of Directors Secretary

MINUTES

McMillan Memorial Library
Board of Trustees
July 19, 2017

DRAFT

Subject to
Approval

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

ROLL CALL ATTENDANCE:

Present: Anne Zacher, Andrea Galvan, David Farnbrough, Kevin Finbraaten, Susan Bovee, William Clendenning, Scott Kellogg, and Craig Broeren.

Administration: Andrew Barnett and Vicki Steiner

President Zacher welcomed new Board member Craig Broeren, Superintendent for the Wisconsin Rapids Public Schools.

CORRESPONDENCE: There were no items of correspondence.

MINUTES: A motion to approve the Minutes of the June 21, 2017 Library Board meeting was made by Mr. Clendenning, second by Ms. Galvan. Motion carried.

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

DIRECTOR'S REPORT:

Library Use and Events – We had two concerts, Ron McCabe on June 22 and Carrie Newcomer on July 13. Our next concert will be members of the CWSO in September. June and July are packed full of programming, but August will be a reprieve for the staff.

Budget – There was a short presentation reviewing Library expenditures.

Building & Grounds – The rearrangement of the Commons continues. The booths have been removed and may be donated to Boys & Girls Club. Four café tables and chairs have been added to the coffeehouse area, purchased through UWSP surplus.

Solar Project – Sixteen pallets of solar panels have been delivered and are being staged in the old main entrance. Work should begin before the end of the month with commissioning in late August. The next step is having a crane hoist the pallets onto the roof and arranging the hiring of local electricians and helpers.

Miscellaneous – Colin McGinnis has been hired as our new Adult Services Manager. PA System has been installed and is operational. The City of Wisconsin Rapids and Solarus are working on the operation of the paging system through the phone system.

COMMITTEE REPORTS: There were no committee meetings held during the month.

OLD BUSINESS: The deterioration of the parking lot near the drainage area was discussed. Mr. Barnett will follow up with the City.

NEW BUSINESS: Mr. Farmbrough presented the following slate of officers:

President-Andrea Galvan

Vice-President-Anne Zacher

Treasurer-Susan Bovee

A motion to close nominations for the slate of officers was made by Mr. Farmbrough, second by Mr. Broeren. Motion carried.

A motion to approve the slate of officers was made by Mr. Broeren, second by Ms. Galvan. Motion carried.

A motion to adjourn was made by Ms. Bovee, second by Ms. Galvan. Motion carried and the meeting adjourned at 4:55 p.m.

The next regular monthly meeting of the McMillan Memorial Library Board of Trustees will be held in the McCourt Conference Room on August 16, 2017 at 4:00 p.m.

Respectfully submitted,
Vicki Steiner, Secretary

**Draft
MINUTES
SCLS BOARD OF TRUSTEES
July 27, 2017 12:15 p.m.
SCLS Headquarters**

Present: J. Ashford, A. Bhasin, N. Brien, F. Cherney, P. Cox, J. Harrington, J. Healy-Plotkin, N. Long, M. Hokamp, K. Michaelis, M. Nelson, R. Owens, A. Pawlak, R. Seltzer, A. Weier

Also Present: K. Goeden, M. Van Pelt

Absent:

Excused: H. Bauman, M. Furgal, L. Sipiorski, P. Behling P. Nelson

Call to Order: K. Michaelis, President, called the meeting to order at 12:17p.m.

- a. Introduction of guests/visitors: W. Zimdars, PCPL
- b. Changes/additions to the agenda: None
- c. Requests to address the board: Janet Pugh's mother passed away. The board will sign a sympathy card.

Minutes: R. Owens moved approval of the June 22, 2017 minutes. P. Cox seconded. Motion carried.

Bills for Payments: P. Cox reviewed the bills for payment in the amount of \$225,253.76 and moved approval. M. Nelson seconded. Motion carried.

Financial Statements: K. Goeden

Presentation: Trustee Essential #26 The Public Library System Board - K. Michaelis. Q & A followed.

Committee Reports:

- a. Advocacy: M. Nelson – At a holding pattern at federal and state levels. The house appropriations committee voted no cuts to IMLS, but they are in recess and the Senate has not started work on it yet. The support is maintained at the state level.
A. Weier inquired about the WI Senate Republicans proposal to delete the state's 13% funding requirements for systems.
- b. The Personnel and Budget & Finance Committees members will meet next month prior to the board meeting at 11:00 a.m. to discuss the 2018 budget.
- c. The Bylaws Committee will meet following the September board meeting.

Action Items: None

SCLS Foundation Report: M. Van Pelt noted they will meet today to discuss expanding the foundation membership to outside of SCLS boundaries. An Attorney and CPA have reviewed the current SCLS Foundation documents.

Larry Martin will be the Cornerstone recipient.

System Director's Report: M. Van Pelt noted the OWLS system posted a director position, so it would appear they are not interested in combining with another system. M. Van Pelt attended her first COLAND meeting. She also discussed the PLSR steering committee retreat, which she attended as well.

Discussion Items: None

Administrative Council (AC) Report: All Directors met July 20, 2017. You may view the minutes here: <http://www.scls.info/committees/ac/index.html>

The 2018 fees were approved and there was discussion of investigating different ILS vendors.

Other Business:

Information Sharing:

A. Weier volunteers her time at the reading buddies program at the Vera Court neighborhood center and was inspired by a very sharp young man who loves to read.

R. Owens inquired about the Living Book Program. People in the community who have specific skills and expertise in a particular topic are available in libraries for patrons to "check out". It allows a patron to have one on one conversation with someone with specific information on a topic.

The next board meeting will be held on August 24, 2017

Meeting adjourned at 1:05 p.m.

Heidi Moe, Recorder

BOT/Minutes/7-27-2017

Director's Report

July 2017

Meetings and Visits

On August 2, I attended the Village of Monticello Board meeting. The Monticello Library Board asked me to attend, as a resource person, to explain the relationship between a library board and a village board.

I attended the WPLC Board meeting in the Dells. The board recommended to change their bylaws to have each member pay the same partnership fee in 2019. The voting within the Steering Committee would be weighted. Both recommendations would be beneficial for SCLS. It would lower the fee for SCLS. The final approval and vote will occur at the October meeting.

The coordinators and I met to continue work on the Employee Handbook and to draft a contract policy as part of the SCLS Purchasing Policy.

The SCLS website redesign team met with the administrative staff to discuss the archiving of committee minutes and search capability. The team has been working for the last year to launch a new, polished SCLS website. The new site will migrate the content from the current site, combine the Delivery Department and HQ sites using Drupal software. They hope to go live with the new site in September. The training of SCLS staff begins next week.

Kerrie Goeden and I met with First Business Bank personnel to discuss new investment options, review our 2 portfolios and check in with our customer service representative.

I have been working with the Flipster Committee to select electronic periodicals at a good price for 2018. Approval of the subscription will go to the library directors for a vote this month.

PLSR (Public Library System Redesign)

A presentation on PLSR will be the August Board meeting presentation. Members of the PLSR Steering Committee are planning on attending the SRLAAW meeting this Friday. I have been attending several PLSR on-line webinars.

SCLS Foundation

The Foundation voted to open their organization to all public libraries and Friends groups in Wisconsin. This will allow other public library to open individual accounts under SCLSF. Non-SCLS libraries would not be eligible for the SCLSF annual disbursement to SCLS libraries. A brochure is being created and a presentation at SRLAAW are parts of the marketing plan to publicize the opportunity to non-SCLS libraries across the state. The board also voted to disburse up to \$1,500 to purchase "Measure the Future" equipment, which includes a computer and sensors.

Good News

We have a tentative one year agreement with the University of Wisconsin to provide their delivery service in 2018 at the same price as 2017.

Respectfully submitted by,

Martha Van Pelt

Martha Van Pelt

(APPROVED)

MINUTES OF THE UNIVERSITY COMMISSION MEETING OF MAY 18, 2017

The meeting was preceded by a tour of the STEM Building.

Vice-Chair Breu called the meeting to order at 5:55 p.m.

Present: Breu, Earll, Spiros, Montgomery, Rozar, and Poeschel.

Excused: Machon.

Absent: Pliml, Meyer.

Also present: Michelle Boernke, Associate Regional Dean; Brian Panzer, Building & Grounds Superintendent; Peter Kastenholtz, Wood County Counsel; Shane Begley, Cell Tower Representative; and Jim Halvorson from CliftonLarsonAllen,

Breu declared a quorum present.

There were no public comments.

Earll nominated Machon for Chair. Breu nominated Rozar for Chair. The vote was Rozar-3 / Machon-2. Spiros nominated Earll for Vice-Chair. Hearing no further nominations, motion was made (Spiros/Poeschel) to close the nominations and cast a unanimous vote for Earll for Vice-Chair. Motion carried. Breu nominated Spiros for Secretary. Hearing no further nominations, motion was made (Rozar/Breu) to close the nominations and cast a unanimous vote for Spiros for Secretary. Motion carried. Introductions were made to the new Commissioner, Nick Poeschel, who replaces Alanna Feddick. Chair Rozar took over presiding at the meeting.

A short review of the draft 2016 financial statements and audit findings was presented by Jim Halvorson of CliftonLarsonAllen. Motion (Breu/Earll to accept the draft reports. The motion carried. The final reports will be sent to the University bookkeeper, who will distribute them. (Draft on file.)

Motion (Breu/Spiros) to receive and place on file the minutes of the January 29, 2017 regular meeting and the February 20, 2017 special meeting – with one spelling correction. Motion carried. (Minutes on file.)

Motion (Spiros/Breu) to receive and place on file the statement of accounts. Motion carried. (Statement of accounts on file.)

Motion (Poeschel/Breu) to receive and place on file the lists of bills. Motion carried. (List of bills on file.)

Brian Panzer presented his report. Motion (Earll/Poeschel) to receive and place on file the Building and Grounds Superintendent's report. Motion carried. (Report on file.)

Motion (Spiros/Earll) to approve the naming of the John Harrington Memorial Athletic Fields. The motion carried. (Handout on file.)

Motion (Breu/Earll) to approve the location of a possible cell tower. Following discussion, the motion carried. (Handout on file.)

Motion (Earll/Breu) to approve the Eagle Scout projects. The motion carried.

Montgomery reported on the budget, especially the "All Agency" fund. Commissioners promised to express their support. He announced graduation for tomorrow and the search for a new faculty member for STEM.

Motion (Earl/Spiros) to approve the Wood County cell tower resolution. Following discussion, there was a new motion (Earl/Breu) to approve the cell tower resolution as amended and contingent upon: 1) approval of City and County and the Board of Regents. The motion carried. (Edited resolution on file.) A request will be made to the City to pass a similar resolution. The City Planning Commission will hold a public hearing for community members.

The next meeting is scheduled for August 17 at 5:30 p.m.

Rozar expressed sincere appreciation for the work done during his tenure as Commission Chair – especially the STEM Center and the cell tower project.

Chair Rozar declared the meeting adjourned at 7:07 p.m.

Minutes taken for Rebecca Spiros, Secretary, by Michelle Boernke.