

AGENDA FOR OCTOBER 20, 2020 – 9:30 A.M.
WOOD COUNTY BOARD OF SUPERVISORS
WOOD COUNTY BOARD ROOM

CALL TO ORDER

ROLL CALL

INVOCATION: Supervisor Fischer

READING OF THE MINUTES OF THE PREVIOUS MEETING

EXCUSALS:

RESIGNATIONS:

APPOINTMENTS/Re-APPOINTMENTS:

South Central Library Board of Trustees – 3 year term – Francis Cherney
Veterans Service Commission – 3 year term – Tom Heiser
Civil Service Commission – 5 year term – David Laude
Ethics Committee – 3 year term – Robert Whitrock & Jeff Conradt

COMMENTS FROM THE PUBLIC REGARDING AGENDA ITEMS

ACKNOWLEDGEMENTS AND RECOGNITIONS

READING OF MINUTES OF COMMITTEE MEETINGS, RESOLUTIONS. RESOLUTIONS INTRODUCED BY COMMITTEES SHALL BE PRESENTED IMMEDIATELY FOLLOWING THE READING OF THAT COMMITTEE'S MINUTES.

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

SPECIAL ORDER OF BUSINESS

Jonette Arms – 2019 ADRC-CW Annual Report

SET DATE FOR NEXT COUNTY BOARD MEETING – November 10, 2020

ADJOURN

Join by phone

+1-408-418-9388 United States Toll
Meeting number (access code): 146 219 9935

Join by WebEx App or Web

<https://woodcountywi.webex.com/woodcountywi/j.php?MTID=me1a987639ecf9274ae2353ee57e679e0>
Meeting number (access code): 146 219 9935
Meeting password: CB1020

PROCEEDINGS OF WOOD COUNTY BOARD OF SUPERVISORS

September 15, 2020 – 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 September 15, 2020.

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

Supervisors present were: Ashbeck, Breu, Clendenning, Curry, Feirer, Fischer, Hahn, Hokamp, Hamilton, LaFontaine, Leichtnam, Pliml, Polach, Rozar, Thao, Valenstein, Wagner, Winch, and Zurfluh.

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

Motion by Hamilton/Breu to approve the minutes of the previous meeting. Motion carried by voice vote.

Motion by Hamilton/Wagner to approve the following appointments: Board of Adjustments – Dan Forbes; Marshfield Sewer Service Area Policy Advisory Committee – Adam Dekleyn. Motion carried by voice vote.

There was no public comment

Chairman Pliml recognized the outgoing supervisors that left the board in April of this year. Former Supervisor Marion Hokamp was presented with a plaque of appreciation for her many years of service. Also recognized, but not present, were former Supervisors Douglas Machon & Mark Holbrook.

Referrals were noted.

Committee minutes presented: Operations.

RESOLUTION 20-9-1

Introduced by: Operations Committee

INTENT & SYNOPSIS: Resolution Awarding the Sale of \$3,990,000 General Obligation Promissory Notes.

Motion by Hamilton/Wagner to adopt Resolution 20-9-1. Supervisor Wagner was recognized and introduced Justin Fischer from Baird, who discussed the bonding and interest rates received. Discussion ensued. Motion to adopt Resolution 20-9-1 carried unanimously.

RESOLUTION 20-9-2

Introduced by: Operations Committee

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

FISCAL NOTE:	TAXES 2015 – 2019	\$72,441.65
	SPEC. ASSESSMENTS	3,155.84
	SPEC. CHARGES	5,750.57
	DEL UTILITIES	6,853.33
	PUBLICATION FEES	1,508.90
	<u>TAX DEEDING EXP.</u>	<u>2,594.39</u>

TOTAL

\$92,304.68

Motion by Hamilton/Clendenning to adopt Resolution 20-9-2. Motion carried unanimously.

RESOLUTION 20-9-3

Introduced by: Health & Human Services and Public Safety Committees

INTENT & SYNOPSIS: To create (.97 FTE) Jail Discharge Planner/Case Manager Position.

FISCAL NOTE: Anticipated wages and benefits based upon Grade 7 Step 6 is:

Wages: \$ 49,004.80

Fringe: \$ 23,367.39

Total: \$ 72,372.19

Motion by Feirer/Hamilton to adopt Resolution 20-9-3. Motion carried. Voting no was Winch.

RESOLUTION 20-9-4

Introduced by: Public Safety Committee

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: \$35,730.00

Motion by Feirer/Hamilton to adopt Resolution 20-9-4. Motion carried unanimously.

Committee minutes presented: Conservation, Education, & Economic Development, Golden Sands Resource & Development Council.

Without objection, Chairman Pliml asked that the next two resolutions be acted on in one vote.

RESOLUTION 20-9-5

Introduced by: Conservation, Education, & Economic Development Committee

INTENT & SYNOPSIS: Approve a zoning amendment to the Town of Grand Rapids Zoning Map.

FISCAL NOTE: No cost to Wood County. The Town of Grand Rapids is responsible for any costs associated with administering their town zoning ordinance.

Motion by Hamilton/Clendenning to adopt Resolution 20-9-5. Motion carried unanimously.

RESOLUTION 20-9-6

Introduced by: Conservation, Education, & Economic Development Committee

INTENT & SYNOPSIS: Approve an amendment to the Town of Grand Rapids Zoning Ordinance.

FISCAL NOTE: No cost to Wood County. The Town of Grand Rapids is responsible for any costs associated

with administering their town zoning ordinance.

Motion by Hamilton/Clendenning to adopt Resolution 20-9-6. Motion carried unanimously.

Committee minutes presented: Judicial & Legislative, Criminal Justice Coordinator Adhoc.

Chairman Pliml declared his intent to abstain from voting on the following resolution and turned the gavel over to Vice Chair Fischer.

RESOLUTION 20-9-7

Introduced by: Judicial & Legislative Committee

INTENT & SYNOPSIS: To authorize entry into a developer and operations agreement pertaining to the establishment and management of a large solar array complex.

FISCAL NOTE: None. By law the County will indirectly receive a payment in lieu of tax type of compensation from the operator of any power generating utility such as this one irrespective of the agreement. The agreement serves more to protect the interests of the County than it does to directly deal with compensation.

Motion by Feirer/Hamilton to adopt Resolution 20-9-7. Discussion ensued. Motion carried unanimously.

Chairman Pliml assumed the gavel.

Committee minutes presented: Highway Infrastructure & Recreation, Property & Information Technology.

RESOLUTION 20-9-8

Introduced by: Property & Information Technology Committee

INTENT & SYNOPSIS: To amend County Board Rule #42 to essentially delegate the oversight of the acquisition of real property to the Property and Information Technology Committee, recognizing that final approvals are required of the County Board itself via resolution.

FISCAL NOTE: None

Motion by Clendenning/Feirer to adopt Resolution 20-9-8. Motion carried unanimously.

Committee minutes presented: Central Wisconsin State Fair Board of Directors, South Central Library Board of Trustees, UW Commission.

SPECIAL ORDER OF BUSINESS Wage Study Update – Patrick Glynn

Patrick Glynn of Carlson Dettmann presented an informational PowerPoint highlighting the progress of the wage study to date. He reviewed the current and proposed plan design and discussed data and wage profiles for Wood County. He highlighted the timeline of the study and the process overview, as well as the market competitiveness of the county. Questions and answers followed.

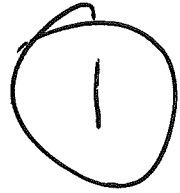
Without objection, Chairman Pliml adjourned the meeting at 10:58 a.m. Next scheduled county board meeting is October 20, 2020.

Trent Miner
County Clerk

REFERRALS FOR OCTOBER 20, 2020 – COUNTY BOARD

- None

**OPERATIONS COMMITTEE
MEETING MINUTES**



DATE: Tuesday, September 15, 2020
TIME: 8:30 a.m.
PLACE: Wood County Courthouse – Conference Room 114

PRESENT: Ed Wagner, Donna Rozar, Lance Pliml, Adam Fischer, Mike Feirer

OTHERS PRESENT (for part or all of the meeting, in person or via Webex): Bill Clendenning, Dennis Polach, David LaFontaine, Bill Leichtnam, Al Thurber, Ed Newton, Heather Gehrt, Shane Wucherpennig, Jason DeMarco, Lisa Keller, Kelli Quinnell, Justin Fischer (Baird)

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

Justin Fischer from Baird gave a brief presentation to the Committee on capital financing and the resolution for awarding a bid on \$3,990,000 General Obligation Promissory Notes. Brief discussion ensued.

Motion (Rozar/Feirer) to approve the resolution awarding the bid on \$3,990,000 General Obligation Promissory Notes. Motion carried unanimously.

The meeting was adjourned by Chair Wagner at 8:40 a.m.

Minutes taken and prepared by Kelli Quinnell.

OPERATIONS COMMITTEE MEETING MINUTES

DATE: Thursday, September 17, 2020
TIME: 8:00 a.m.
PLACE: Wood County Courthouse – Conference Room 114

PRESENT: Ed Wagner, Donna Rozar, Lance Pliml, Adam Fischer, Mike Feirer

OTHERS PRESENT (for part or all of the meeting, in person or via Webex): Dennis Polach, Jake Hahn, Ken Curry, Joe Zurfluh, Allen Breu, Al Thurber, Ed Newton, Marissa Laher, Kathy Alft, Lisa Keller, Amy Kaup, Shawn Becker, Sue Kunferman, Reuben Van Tassel, Jason DeMarco, Trent Miner, Jordon Bruce, Mary Solheim, Mary Schlagenhaft, Jo Timmerman, Jodi Liegl, Brandon Vruwink, Jason Grueneberg, Nanci Olson, Erik Engel, Steve Kreuser, Lori Heideman, John Peckham, Chad Schooley, Roland Hawk, Craig Lambert, Heather Gehrt, Cindy Joosten, Tiffany Ringer, Brent Vruwink, Jason Hausler, Kim McGrath, Bill Voight, Andy Barnett (McMillan Memorial Library), Jill Porter (Everett Roehl Marshfield Public Library), Darla Allen (Charles & JoAnn Lester Library)

The meeting was called to order by Chair Wagner at 8:00 a.m.

There were no public comments.

Chair Wagner provided an introduction to the budget overview and briefly reviewed the parameters that were set for the budget process. Finance Director Thurber shared a brief overview of the 2021 budget as a whole as of the current date.

Budget Meetings

Health: Health Director Kunferman presented the Health budget. Questions and general discussion followed.

Veterans: Supervisor Rozar presented the Veterans budget. No questions or discussion.

Edgewater Haven: Human Services Director Vruwink presented the Edgewater Haven budget. Questions and general discussion followed.

Norwood: Human Services Director Vruwink presented the Norwood budget. Questions and general discussion followed.

Human Services: Human Services Director Vruwink presented the Human Services budget. Questions and general discussion followed.

Sheriff: Sheriff Becker presented the Sheriff budget. Questions and general discussion followed.

Dispatch: The Committee reviewed the Dispatch budget. No questions or discussion followed.

Communications: Communications Director Engel presented the Communications budget. Discussion regarding priorities and desirables in the Communications budget followed. The Committee decided to place the oscillators as high priority and the new truck as desirable/optional.

Coroner: The Committee reviewed the Coroner budget. No questions or discussion followed.

Humane Officer: Humane Officer Olson presented the Humane Officer budget. Questions and general discussion followed.

Emergency Management: Emergency Management Director Kreuser presented the Emergency Management budget. Questions and general discussion followed.

Highway: Highway Commissioner Hawk presented the Highway budget. Question and general discussion followed.

Parks & Forestry: Parks & Forestry Director Schooley presented the Parks & Forestry budget. Discussion regarding differentiating between maintenance and CIP requests ensued.

Clerk of Courts: Clerk of Courts Joosten presented the Clerk of Courts budget. Questions and general discussion followed.

Circuit Courts: The Committee reviewed the Circuit Court budgets. No questions or discussion followed.

Criminal Justice Coordinator: Supervisor Fischer presented the Criminal Justice Coordinator budget. Questions and general discussion followed.

District Attorney: District Attorney Lambert presented the District Attorney budget. Questions and general discussion followed.

Corporate Counsel: The Committee reviewed the Corporate Counsel budget. No questions or discussion followed.

Register of Deeds: Register of Deeds Ringer presented the Register of Deeds budget. Ringer stated that there is a discrepancy between the budget that the Judicial & Legislative Committee approved and what was given to this Committee. Finance will correct the discrepancy. Questions and general discussion followed.

Child Support: Child Support Director Vruwink presented the Child Support budget. Questions and general discussion followed.

Break at 9:50 a.m. Reconvene at 9:59 a.m.

UW Extension: Area Extension Director Hausler presented the UW Extension budget. Questions and general discussion followed.

Planning & Zoning: Planning & Zoning Director Grueneberg presented the Planning & Zoning budget. Questions and general discussion followed.

Transportation & Economic Development: Planning & Zoning Director Grueneberg presented the Transportation & Economic Development budget. Grueneberg explained that the CEED Committee feels it is important to invest more in the Economic Development of Wood County because of COVID and the closure of the Verso mill, which is the reason for the increase in the budget. Questions and discussion followed.

Maintenance: Facilities Manager Van Tassel presented the Maintenance budget. No questions or discussion followed.

Information Technology: IT Director Kaup presented the IT budget. Questions and general discussion followed.

Land & Water Conservation: County Conservationist Wucherpennig presented the Land & Water Conservation budget. Questions and general discussion followed.

Treasurer: Treasurer Gehrt presented the Treasurer budget. No questions or discussion followed.

County Clerk: County Clerk Miner presented the County Clerk budget. Questions and general discussion followed.

Human Resources: Human Resources Director McGrath presented the Human Resources budget. No questions or discussion followed.

Finance: Finance Director Thurber presented the Finance budget. Questions and general discussion followed.

Ho-Chunk: The Committee reviewed the Ho-Chunk budget.

Contingency: Finance Director Thurber presented the Contingency budget and stated that they are recommending \$450,000.

PILOT: The Committee reviewed the PILOT budget.

Marshfield Fairgrounds: The Committee reviewed the Marshfield Fairgrounds budget. Questions and general discussion ensued.

UW Marshfield: Supervisor Rozar presented the UW Marshfield budget. No questions or discussion due to flat budget.

Break at 11:08 a.m. Reconvene at 12:46 p.m.

Wood County Libraries: Andy Barnett, Director of McMillan Memorial Library, presented the Wood County Libraries budget on behalf of the Library Committee. Discussion ensued at length regarding the reimbursement requested from the Library Committee and the expenses that the libraries incur. The Committee requested to see budgets detailing operational expenses for the libraries. Mr. Barnett indicated that he will provide that information to the Committee.

Finance Director Thurber stated that his team needs to do some work now to determine what the levy limit is and he will need about two weeks to get through it. Thurber stated that it will be prepared for the next regular Committee meeting in October and he will place it on the agenda.

Chair Wagner adjourned the meeting at 1:37 p.m.

Minutes recorded and prepared by Kelli Quinnell. Minutes in draft form until approved at the next meeting.

**OPERATIONS COMMITTEE
MEETING MINUTES**

DATE: Tuesday, October 6, 2020
TIME: 9:00 a.m.
PLACE: Wood County Courthouse – Conference Room 114

PRESENT: Ed Wagner, Donna Rozar, Lance Pliml, Adam Fischer, Mike Feirer

OTHERS PRESENT (for part or all of the meeting, in person or via Webex): Bill Clendenning, Dennis Polach, Ken Curry, Kimberly McGrath, Kelli Quinnell, Al Thurber, Ed Newton, Heather Gehrt, Jason DeMarco, Adam Fandre, Amy Kaup, Trent Miner, Brian Landowski, Jordon Bruce, Marissa Laher, Nick Flugaur, Jodi Pingel, Reuben Van Tassel, Sue Kunferman, Nancy Marti, Randy Dorshorst, Brandon Vruwink, Mary Schlagenhaft, Jo Timmerman, Jason Grueneberg, Mary Solheim, Steve Kresuer, MaryAnn Lippert, Eric Glinsky (Nationwide), Levi Lathen (Nationwide)

The meeting was called to order by Chair Wagner at 9:00 a.m.

There were no public comments.

There was no discussion on any items in the Consent Agenda.

Motion (Fischer/Feirer) to approve the Consent Agenda. Motion carried unanimously.

Rozar brought forward a topic referred from the Health & Human Services (HHS) Committee regarding the mandatory presentation requirements tied to the Boston Mutual Whole Life Benefit. Rozar stated that Norwood Administrator Bruce expressed concerns over the mandatory presentation requirement. Discussion ensued. The consensus of the Committee was that if the mandatory presentation continues to include a virtual option, it was okay to continue with the requirement to ensure that this benefit is offered to County employees.

Pliml gave a brief overview of the opportunity to expand broadband throughout the County and the ability to leverage dollars to do so in the near future. Pliml explained that the cost of this expansion would be \$7 million. He further explained that \$5 million of that cost would be covered by the company, Bug Tussel Wireless, \$1 million would be provided by grants, and the remaining \$1 million will need to be provided by the County. Pliml introduced MaryAnn Lippert to continue discussing the opportunity. Ms. Lippert gave a brief background about the process to expand broadband throughout the County. She further explained the process going forward and that there needs to be someone coordinating the project locally, which she is already doing. Ms. Lippert proposed that the County contract with her to continue these services from now until the end of the calendar year for \$50/hour up to a maximum of 120 hours, plus travel and expenses. Discussion ensued at length.

Motion (Fischer/Feirer) to direct Chairman Pliml to work with the County Clerk on drafting a resolution to present to the full County Board. Motion carried unanimously.

Treasurer Gehrt presented a resolution to deed property back to the former owner.

Motion (Pliml/Feirer) to approve the resolution to deed property back to the former owner. Motion carried unanimously.

Wellness Coordinator Fandre gave a brief update to the Committee regarding Wellness-related activities.

Human Resources Director McGrath introduced Eric Glinsky, the local Nationwide Retirement Specialist that works with Wood County. Mr. Glinsky, along with Levi Lathen, Nationwide Program Director, gave a presentation regarding the Nationwide Deferred Compensation Benefit. Discussion ensued. No action was taken by the Committee, the presentation was considered as informational purposes only at this time.

Safety & Risk Specialist Flugaur presented a revised Safety Manual and explained the changes made to the Committee.

Motion (Rozar/Feirer) to approve the revision to the Safety Manual. Motion carried unanimously.

McGrath gave a brief update on the Classification and Compensation Study. McGrath stated that Patrick Glynn, Carlson Dettmann Consultant, would be meeting with her on October 12th to wrap up any final changes to the proposed wage structures, establishing an employee communication schedule, and putting together a process for appeal procedures following adoption of the plans. Discussion ensued.

Finance Director Thurber explained that the County will not be participating in the Payroll Tax Deferral program.

Thurber briefly discussed the interfund balance between the Health Fund and the General Fund.

Thurber presented about the 2021 budget and preliminary levy. Thurber stated that there is a projected \$4.6 million deficit, and in 2021, there is a projected \$6.3 million deficit. Thurber explained that operating expenses are driving the deficit, specifically payroll expenses. Thurber presented the concept of implementing a hiring freeze immediately to attempt to reduce expenses yet in 2020. Pliml stated that he spoke with Corporation Counsel Kastenholz and determined the best course of action would be to send a letter to Department Heads asking them to hold off on filling vacant positions. Discussion ensued at length regarding the budget deficit and possible options to reduce expenses.

The consensus of the Committee was for Pliml to draft a letter to Department Heads regarding a hiring freeze through the end of the year. The Committee will meet prior to the next County Board meeting to put together the guidance in the form of a resolution. Thurber will set a meeting to discuss the budget deficit with Department Heads immediately.

Feirer excused at 11:27 a.m.

There will be a special Operations Committee meeting at 1:00 p.m. on October 15th.

Chair Wagner thanked Thurber and Deputy Finance Director Newton for the long hours they have put it on the budget so far.

The meeting was adjourned by Chair Wagner at 11:29 a.m.

Minutes recorded and prepared by Kelli Quinnell. Minutes in draft form until approved at the next meeting.



Wood County

WISCONSIN

OFFICE OF THE
COUNTY CLERK

Trent Miner

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Letter of Comments – October 2020

- After multiple court cases being argued and decided, we were able to distribute the November ballots by the statutory deadline. Two of the court cases involved 3rd party Presidential candidate ballot access. In both of those cases, the courts upheld the Elections Commission decisions in denying ballot access. The 3rd court case that had the potential to affect ballots was in the 7th Congressional District for an independent candidate. Again, the courts upheld the Election Commission denial of ballot access.
- There are multiple court cases out there yet that have the potential of affecting the administration of the November election. We continue to monitor those and provide guidance to our municipal clerks as it warrants.
- Phone calls into our office are increasing, as is to be expected, for election based questions. Many calls about where to get an absentee ballot, or where and how to register to vote are common place. Even our in-person visits to the office have increased. While we do not issue absentee ballots, or process voter registrations, we are able to answer those questions and alleviate some of them going to the municipalities.
- In addition to voter calls, our office fields numerous calls from the municipal clerks looking for guidance of various scenarios that pop up during a busy election such as this.
- The Passport Agency alerted us that they are starting to open up more and allowing for expedited service, which had been on hold since March. However, the times they are stating for return have increased a lot. Prior to March, expedited service was 2-3 weeks. It is now 4-6 weeks. For regular service, it is now 10-12 weeks and prior to March it was 6-8 weeks. The passport application acceptance that we have actually been doing has dropped almost little to none.
- Of the 34 municipalities in Wood County, all but 4 use the DS200 ballot tabulating machine. That number appears to be going to 3, with the Town of Remington purchasing a machine yet this fall. The hope is to have it operational by the November election. I will be conducting the training on that machine for them, so as to save them that expense. The 3 hand count municipalities left are the Towns of Cranmoor & Dexter, and the Village of Rudolph.
- I will be attending a district county clerk meeting on Wednesday, October 6th in Green Lake. All of our conferences have been cancelled so it will be nice to have our little group of 9 counties be able to get together and compare notes, battle scars, and gray hair of a busy, ever changing, unprecedented presidential election year.



Wood County WISCONSIN

HUMAN RESOURCES DEPARTMENT

September 30, 2020

To: Wood County Operations Committee

From: Kimberly McGrath, Director- Human Resources

Subject: Human Resources (HR) Monthly Letter of Comments – September 2020

Human Resources Activity

	September 2020	2020 Year-to-Date
Applications Received	652	3,304
Positions Filled	15	159
Promotions/Transfers	2	29
New Hire Orientations	7	79
Terminations, Voluntary	11	93
Terminations, Involuntary	6	20
Retirements	1	12
Exit Interviews	5	33

Human Resources Narrative

General Highlights

1. We remain in Phase III of the Classification and Compensation Study with Carlson Dettmann. Patrick Glynn presented to the Operations Committee on September 1st and at County Board on September 15th. Costing spreadsheets provided by CDC were updated with current employee information. A Technical/Executive Summary was provided to the County Board on September 29th as a follow-up to those meetings and is attached in this packet. Final draft pay plans were communicated to department Heads on September 30th and are awaiting County Board approval.
2. We are excited to announce that we are in the final stages of implementing an electronic benefit enrollment process through Employee Self Service (ESS) for annual open enrollment. We are extremely thankful to IT for creating the electronic forms and processes within the ESS platform. HR, IT, and Finance have tested the system with IT making necessary changes throughout the process. We have created a PowerPoint presentation with instructions on the new electronic benefit process. More information will be communicated to employees as we get closer to open enrollment.
3. Assisted the Ad Hoc Criminal Justice Coordinator Committee with scheduling candidate interviews and 2nd interviews, corresponding with candidates, checking references and background, preparing and presenting an offer, and scheduling the drug screen for the final candidate. Continuing to prepare an onboarding and orientation schedule. The Coordinator is scheduled to join Wood County on October 26th.

4. With regards to a former Wood County employee appealing their termination, we have no further updates from last month. The former employee has not yet scheduled the grievance meeting with Human Resources.

Meetings & Trainings

1. Attended the Operations Committee on September 1st which included a presentation related to the Classification and Compensation Study and the initial presentation of the HR department budget.
2. Attended the Ad Hoc Criminal Justice Coordinator Committee on September 9th, 15th, 23rd, and 30th.
3. Attended County Board on September 15th where Patrick Glynn of Carlson Dettmann presented an overview of the Classification and Compensation Study.
4. Attended Judicial & Legislative Committee on September 15th.
5. Attended Operations Committee on September 17th to present the HR department budget (including HR, Wellness, and Safety/Risk).
6. Held the monthly conference call with The Horton Group on September 22nd to discuss various benefit topics including Open Enrollment.
7. Attended the weekly COVID-19 calls facilitated by Emergency Management.
8. Held individual staff meetings to discuss and provide updates on the department's progress towards our 2020 goals.
9. Staff attended various meetings including:
 - a. SPAHRA Board meeting on September 1st.
 - b. Wellness Committee Meeting on September 15th.
 - c. Job Fair at East Junior High School in Wisconsin Rapids on September 2nd and 3rd.
 - d. CWSHRM Webinar on Employees' Mental Health and What Leaders Should Know on September 10th.
 - e. Review of ESS Benefits Enrollment with IT and Finance on September 10th and 25th.
 - f. Review of New Hire Orientation process with IT and Finance on September 16th.
 - g. Nationwide webinar on Medicare on September 24th.

Benefits

1. Processed Family and Medical Leave requests, address changes, beneficiary designations, qualifying events, benefit elections or contributions for new hires, terminations, and cancellation/reporting of benefits.
2. Processed and prepared monthly COBRA remittance, TASC admin fees, quarterly EAP fees, and turnover reports.
3. Reconciled monthly invoices for health, dental, vision, life, and disability insurances.
4. Updated the Health Fund Balance document for August.
5. Tracked hours used under the FFCRA and processed approvals.
6. Tracked vacation accruals lost during bi-weekly accruals for essential departments due to reaching the maximum hours. This is due to the COVID-19 pandemic and many departments having to restrict staff vacation and/or time off.
7. Ran report to determine eligible employees for enrollment with Boston Mutual. Created registration format in Sign-Up Genius. Scheduled WebEx presentations and sent out email communication.
8. Updated the Benefit Guide with 2021 insurance changes and premiums.
9. Updated the Open Enrollment PowerPoint presentation with 2021 insurance changes and working with Horton to develop a recorded voiceover.
10. Updated New Hire Orientation PowerPoint presentation with 2021 insurance changes and premiums.
11. Facilitated Boston Mutual Presentations on Whole Life Insurance on September 14th, 15th and 16th. Worked with IT to upload link to recorded session. Collection of waiver forms.

12. Transferred Sick hours to CSLA in both TimeStar and RTVision for employees with hours over the maximum (100 days).
13. Updated Open Enrollment mailing for Retirees and Employees on Leave of Absence during enrollment period.

Recruitment

1. Updated the Status of Open Positions and Headcount Sheet (FTE Control) spreadsheets daily.
2. Reported new hires with the Wisconsin New Hire Reporting Center.
3. Closed multiple positions in Cyber Recruiter upon successful acceptance of an offer and notified all remaining applicants of position status.
4. Communicated with multiple applicants, employees, and supervisors regarding varying issues.

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>
Replacement	Dispatch	Dispatcher	Name retrieved from Eligibility List previously established in March. Filled 8/31/20.
Replacement	District Attorney	Legal Administrative Assistant	Position posted. Filled internally 10/26/20.
Replacement	District Attorney	Legal Administrative Assistant	Position posted. Deadline 9/29/20.
Replacements	Edgewater	CNA, RN, LPN and Dietary Assistant – (Multiple)	Ongoing recruitment- positions posted, applications reviewed, interviews, references, backgrounds, onboarding. Deadline 11/1/20.
Replacement	Edgewater	Maintenance Technician	Position posted. Deadline 9/24/20.
Replacement	Emergency Management	Administrative Services	Position posted. Interviewing 9/30 & 10/1.
New-Grant funded	Health	COVID Response Interviewers	Position posted. Telephone interviews being conducted as of 9/25/20.
New-Grant funded	Health	LTE Public Health Nurses (Multiple)	Position posted, applications reviewed, telephone interviews conducted. Offers extended and accepted. Filled 9/18/2020.
Replacement	Health	Public Health Nurse	Position posted, deadline 9/23/20.
Replacement	Health	Program Coordinator	Position posted, interviews conducted. Offer extended and accepted to internal candidate. Filled 9/21/20.
Replacement	Health	Health Screener	Position posted, interviews conducted. Final candidate selected. References and background completed. Offer extended 9/25/20.
Conversion – No change in FTE	Health	Public Health Nurse converted to Public Health Nurse Supervisor	Internal candidate promoted, filled 9/6/20.
Replacement	Highway	Administrative Services	Position posted, deadline 10/4/20.
Replacements	Human Services	Social Worker – Initial Assessment (2)	Positions posted, deadline 9/28/20.
Replacement	Human Services	Secretary – Marshfield City Hall	Position posted, deadline 9/24/20.

Replacements	Human Services	Bus Driver (One casual, one full-time)	Position posted, deadline 11/8 (Casual) & 10/11 (FT).
Replacement	Human Services	Social Worker – Youth Justice	Position posted, interviews conducted. Final candidate selected. References/background conducted. Offer accepted. Filled 10/19/20.
Replacements	Human Services	Crisis Interventionists (One casual, one full-time)	Positions posted, interviews conducted. Final candidates selected. References/background conducted. Offers accepted. Filled 9/14 & 10/5.
Replacements	Human Services	Social Workers (4) – Family Services Ongoing	Positions posted, deadline 10/18/2020.
Replacement	Human Services	Administrative Services Assistant	Position posted, interviews conducted. Final candidate selected, references & background completed. Offer accepted. Filled 9/8/20.
New – Approved by CB	Human Services	Discharge Case Manager	Position posted, deadline 10/4/20.
Replacement	Human Services	Family Interaction Worker	Position posted, deadline 9/20/20.
Replacement	Norwood	Receptionist – Casual	Position posted, interviews conducted. Final candidate selected, references & background completed. Offer accepted. Filled 9/3/20.
New/Replacement	Norwood	COTA, Occupational Therapist, Therapy Asst., Dietary Aide, RN, LPN and CNA's Multiple	Ongoing recruitment by Norwood.
Replacement	Norwood	Head Nurse	Position posted. Deadline 10/6/20.
Replacement	Planning & Zoning	Code Technician	Position posted. Interviews to be conducted next month.
Replacement	Register of Deeds	Deputy	Position posted. Deadline 10/11/20.
Replacements	Sheriff	Part-time Deputies (Reserves)	Position continually posted, deadline 10/4/2020. Eligibility list being established.
Replacement	Sheriff	Deputy Sheriff	Position posted, deadline 10/11/20. Civil Service Commission & Sheriff's Department reviewing applications.
New	Criminal Justice	Criminal Justice Coordinator	Position posted. Interviews conducted. References checked. Offer extended and accepted. Filled 10/26/20.

Safety/Risk Management – News and Activities

1. Continuing the process of updating the Safety and Risk Manual and associated appendices/forms (expected completion is October 2020).
2. Managed open claims with Aegis throughout the month.
3. Working with Facilities, IT and Courthouse Security to develop Courthouse Emergency Action Plan.
4. Completed process of renewing County's property, auto and liability policies with Wisconsin County Mutual Insurance Corporation (WCMIC).

NEW Workers' Compensation Claims (2)

1. 8/29/20 – Sheriff's – Employee injured upper back/neck after hitting deer in squad during emergency call.
2. 9/3/20 – Highway – Employee strained lower abdominal muscles pulling posts at roadside (surgery required)

OPEN Workers' Compensation Claims (3)

1. 8/4/20 – Highway – Employee fractured L elbow in fall at asphalt plant (surgery required).
2. 8/18/20 – Highway – Patrol truck tailgate dropped onto employee's R foot on roadside after it became detached from truck bed.
3. 8/22/20 – Sheriff's Rescue – Employee injured R knee at accident scene performing extrication (surgery required).

CLOSED Workers' Compensation Claims (1)

1. 6/18/20 – Parks – Employee injured R knee slipping while weed cutting at South Park.

First Aid Injuries (0)

1. 9/26/20 – Edgewater – Employee suffered lower back/hip pain lifting resident from floor.

Property/Vehicle Damage Claims (0)

1. 8/29/20 – Sheriff's – Squad struck deer en route to emergency call (actual \$10,854.82)
2. 9/9/20 – Sheriff's – Squad windshield was struck by beer bottle outside of private business in Wisconsin Rapids (est. unknown)
3. 9/10/20 – Emergency Management – Windshield chip and crack from rock while traveling in Town of Rock (actual \$364.40)
4. 9/19/20 – Sheriff's – Squad struck deer en route to emergency call (actual \$7,704.20)

Liability Claims (0)

OPEN EEOC/ERD Claims (2)

1. 6/21/19 - Related to a 2016 claim alleging violation of the Wisconsin Fair Employment Act- Wood County successfully defended the claim at the Initial Determination stage and again after a four-day Hearing to Determine Probable Cause. The Complainant has appealed to the Labor and Industry Review Commission (LIRC). On October 4, 2019 Counsel submitted the County's Reply Brief in Opposition to the Petition for Review.
2. 6/1/20- Former Human Services employee submitted a claim alleging violation of the Wisconsin Fair Employment Act. Our position statement was submitted to the Equal Rights Division by counsel on July 1, 2020.

Notice of Claim (1)

1. 9/8/20- We received notice of a former Wood County employee seeking damages related to the denial of Post Employment Health Plan benefits.

Other

1. Continue to process an increased volume of UI questionnaires due to the COVID-19 pandemic.
2. Worked with UI to provide additional information regarding multiple claims. Worked with various departments to compile information needed.
3. Worked with multiple departments to develop new job descriptions or to revise existing descriptions.
4. Received and processed multiple invoices for HR, Safety & Risk, and Wellness.
5. Facilitated New Hire Orientation on August 31st, September 8th, 14th and 21st.
6. Facilitated New Hire Orientation for Health LTE's on September 18th.
7. Facilitated meeting and completion of paperwork with Casual new employee on September 17th and 18th.
8. Conducted exit interviews on August 26th, August 27th, September 15th and September 18th including the benefit and payout information.
9. Reconciled and processed the August Unemployment Insurance payment.

10. Reconciled July and August work comp payment logs.
11. Responded to various verifications of employment.
12. Replied to multiple requests from surrounding counties with varied information.
13. Met with several County employees and managers individually over the month to listen to concerns, provide advice, counsel, resources, and appropriate follow-up.

TECHNICAL & EXECUTIVE SUMMARY

Wood County Classification & Compensation Study

Background

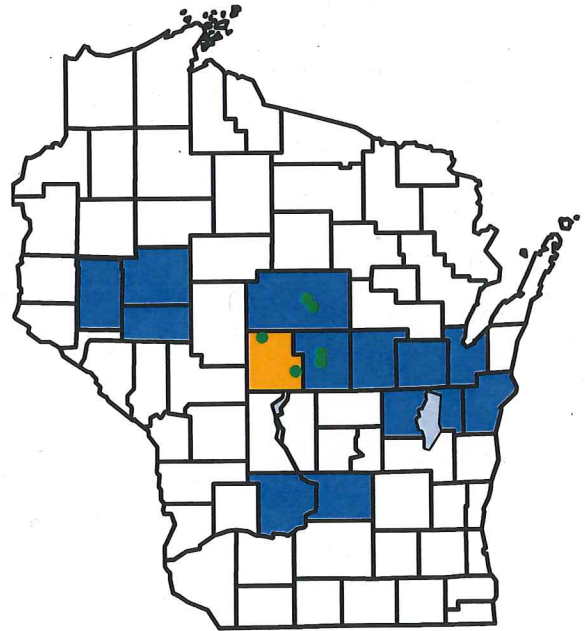
Wood County ("the County") retained our firm to systematically evaluate job content, conduct a market analysis, and produce a new classification and compensation plan, including implementation and plan management recommendations. In addition to our comprehensive PowerPoint presentation, the following summarizes our process, findings and recommendations.

Comparable Communities

During our initial meetings with the County, we agreed to assess the following organizations for the pool of comparable communities and make a recommendation following a review of the market data:

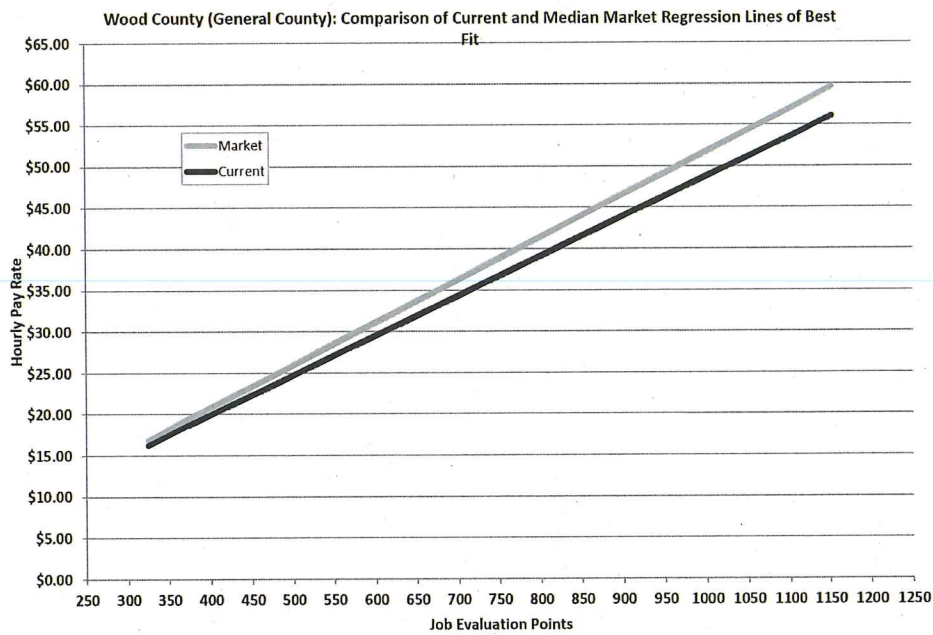
- **Counties:** Brown, Calumet, Chippewa, Columbia, Dunn, Eau Claire, Manitowoc, Marathon, Outagamie, Portage, Sauk, Waupaca, Winnebago
- **Cities:** Marshfield, Wisconsin Rapids, Plover (Village), Stevens Point, Wausau, Weston

As the above list suggests, this is a comprehensive listing and it is representative of those communities that either compete for the talent the County is seeking or are similar in size or structure. We determined benchmarks and analyzed public-sector market data from the selected comparable communities. Private-sector market data, when appropriate, was obtained from the Bureau of Labor Statistics, Central and Western Wisconsin SHRM, Towers Watson, LeadingAge, and CompData.



In terms of overall market competitiveness, as it relates to the benchmark positions utilized in the study, the County is currently paying slightly below the market throughout most of the measured market. We use a measure called a "market index" to compare a benchmark's base salary to the market estimate for the benchmark position. For the County, the overall market index is approximately 95.2%. This is not meant to suggest that all staff members are paid below market; the statistic is an average of the benchmark market indices, so there are some jobs paid above the market and some below. However, the statistic provides us with a good measure of how competitive the County is on an overall basis. A market index of 95.2% is an indication that the County has a mixed bag of justification for concerns relating to market competitiveness while still being competitive for many positions. ¹

¹ The market index for the proposed Care Facilities structure is 93.6%, which is still in a range of relative competitiveness with the marketplace.

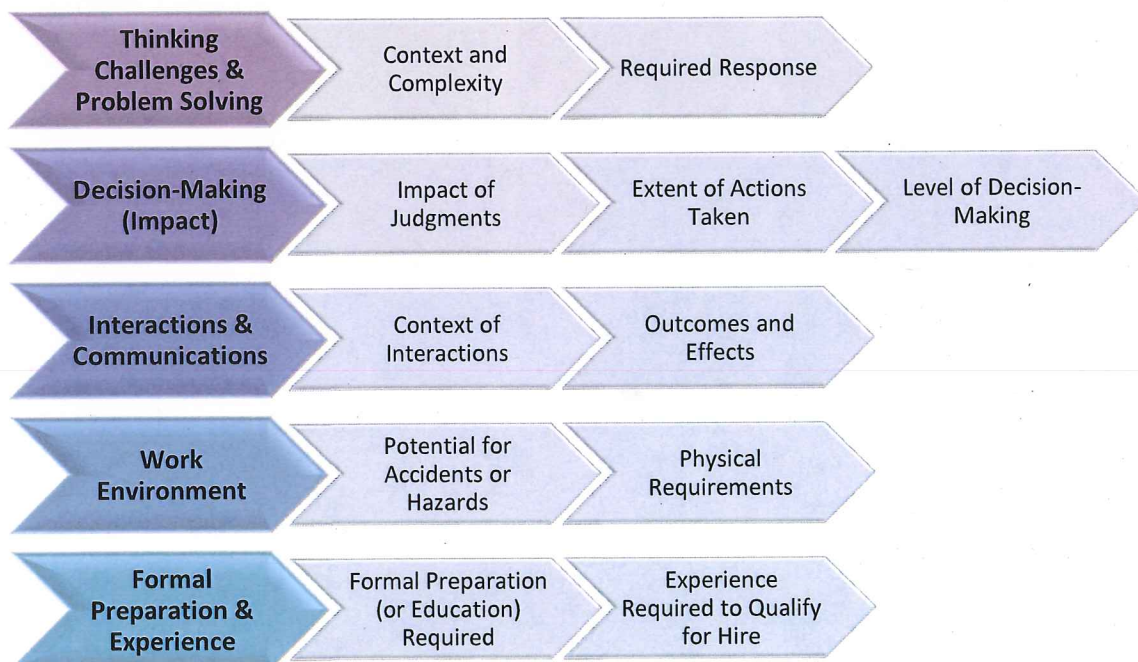


Methodology

CDC consistently recommends pay plans balanced for (1) internal equity, as measured by objective job evaluation, and (2) competitiveness, as measured by our market data. We also tailor our recommendations to the organizational culture and affordability.

Job Evaluation

At the beginning of the project, we conducted employee orientation sessions to explain the steps we would follow in the project and review the absolute necessity of accurate Job Descriptions. We then evaluated each Job Description using our firm's Point Factor Job Evaluation System. Our system breaks jobs down into specifics related to five major evaluation factors, with sub-factors for each of the five major factors:



Our objective evaluation results in point scores that accumulate to a total point score for each job, allowing us to compare and contrast varied jobs using a common rating method.

Departmental Input

Following our initial evaluations, we met—virtually—with each department head to review any questions we had about their respective department and/or their jobs. Taking their collective input into account, we then revisited our evaluations as necessary and appropriate to arrive at an initial internal hierarchy. Each department's hierarchy was then shared with the department head for their review and comment with only the grade letter assignments (i.e. no wages) as a reference point. This last phase likely had greater meaning for the larger departments as it allowed us to firm up the appropriate reporting relationships and address any potential areas of concern before publication for review by the Board. Although the same information was shared with the smaller departments, it's understandably more difficult to draw the same contextual references with a smaller number of positions.

Clerical/Administrative Classification Series

One of the areas of concern at the outset of the study was the proliferation of classification review requests on an annual basis, and the prevalence of clerical requests in that mix warranted greater review during the course of this study.

In order to better-manage these requests in the future, we worked with a number of the departments to provide greater definition for the classifications making up the County's clerical jobs. The creation of the "*Non-Exempt Administrative/Clerical Classification Series*" took the following factors into account when developing the four general clerical and the two legal assistance classifications: Education / Experience; Computer Proficiency; Data Analysis; Supervision Received / Given; Public Relations; Problem Resolution; Records Management; Document Management / Preparation; Financial / Budgetary; Calendar Management; and Agenda Preparation / Meeting Attendance.

It is hope that, with greater definition, there will either be fewer classification review requests in the future, or such requests will have a more definitive criteria for purposes of evaluation. ²

Benchmark Jobs

The job documentation and departmental interviews also provided a solid basis for matching the jobs to the external marketplace, both public and private sectors (as relevant and appropriate). Due to a variety of reasons, it is not possible to match every position in the pay plan to a corresponding job in the selected marketplace. Instead, we measured a set of "benchmark jobs". Benchmark jobs are those that have similar duties and responsibilities across different organizations. Benchmark jobs were chosen to cover jobs spanning the entire pay plan, are then used to serve as the anchors in the development of a structure which is both internally consistent and externally competitive. Either due to the lack of sufficient data among the comparable employers, or due to the unique nature of the job, several jobs are not designated as "benchmark jobs". The term "benchmark job" simply means that a job has solid and reliable representation in the marketplace. There are 127 benchmark jobs utilized for the study; 103 for the General County structure and 24 for the Care Facilities structure.

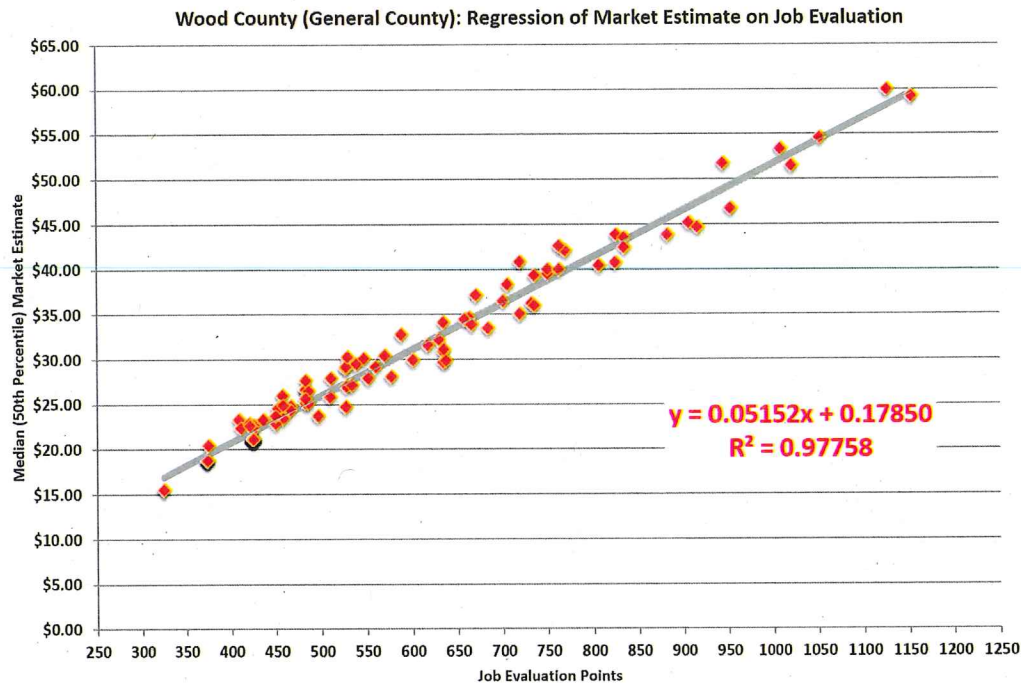
However, even if a job is not deemed to be a benchmark job, it is placed into proper grade on the wage schedule based on its job evaluation score or, in exceptional circumstances, based on its market value or on a calculation to relieve any compression concerns.

Analysis of the "Pay Line"

The balance between internal equity and external competitiveness is achieved by using regression analysis to develop the recommended compensation structure. A scatter graph of job evaluation scores and market rates for the County's benchmarks are below. The graph shows that as the internal value of jobs increase, measured by job evaluation scores, market pay increases, as well. As the graph indicates, the trend is very clear.

²

We are developing a similar classification series for the non-exempt bookkeeping and accounting jobs for the County.



Each data point on the graph is one of the benchmark positions, representing the job evaluation score for that benchmark and the corresponding measured market estimate. The trend line (i.e. regression line, pay line, etc.) through these data points for the benchmark jobs is called a line of best fit, or regression line. The regression line for the County's benchmark positions is represented by the equation: Y (predicted pay) = {\$.05152 times job evaluation points} + \$.01785.

In this regression equation, \$.05152 is the slope of the trend line and means that each single job evaluation point is worth \$.05152. Therefore, if the score goes up one point, pay rises \$.05152. The +\$.01785 amount is the line's y-axis intercept, so if the line were extended downward to y-axis of the graph (measuring market pay rates), it would intersect that axis at +\$.01785.

The $r^2 = 0.97758$ shown below the equation on the graph is the coefficient of determination. This coefficient of determination is very high and means that our market model (i.e. job evaluation scores, grade breaks, market matches, selected benchmark jobs, etc.) are reasonably predicting the variance in market pay. One way to interpret the result is that 97.8% of the variance in pay is explained by differences in job evaluation values, market variances, etc.; the remaining 2.2% can be attributed to other factors. The significance is that we can use these relationships to develop a pay plan (below) for the County that is strong internally and externally.

Building a Pay Structure

Determining Grade Breaks

One of the elements in plan design is the designation of the size and number of grades to which positions are assigned. For the salary ranges to be manageable, the recommended pay schedule utilizes a concise number of pay ranges so that pay remains competitive and internal pay management is relatively easy to accomplish. Jobs assigned to lower pay grades have a lower point value, and the incremental increases associated with changes to job evaluation ratings are also lower. Therefore, it makes sense to have a smaller range of points for lower grades, and then expand those ranges as the positions grow in points. As a result, our recommended assignment of "grade breaks" is as follows:

- Grades A through D = 25 points per grade
- Grades E through O = 50 points per grade
- Grades P through S = 75 points per grade

Build a Balanced Pay Structure

Using the “regression line” noted above, we can build a pay structure that takes both internal equity and external competitiveness into account. Take Grade J—highlighted below—as an example. Grade J comprises all jobs with job evaluation scores ranging from 600 to 649. To construct the grade, we first arrive at the middle value of Grade J: 624.5 points. Then, by using the regression equation noted above, and substituting 624.5 for “x”, we then arrive at the “Control Point” (C/P) for Grade J.

$$(.05152 \times 624.5) + 0.1785 = \$32.35$$

We repeat this process for each and every grade in the proposed structure.

WOOD COUNTY (GENERAL COUNTY)

RECOMMENDED 2021 WAGE STRUCTURE: STEP PLAN

GRADE	87.50% Min.	90.00%	92.50%	95.00%	97.50%	100.00% C/P	101.25%	102.50%	103.75%	105.00%	106.25%	107.50%	108.75%	110.00%	111.25%	112.50% Max.
S	\$52.54	\$54.04	\$55.54	\$57.04	\$58.54	\$60.04	\$60.79	\$61.54	\$62.29	\$63.04	\$63.79	\$64.54	\$65.29	\$66.04	\$66.79	\$67.55
R	\$49.16	\$50.56	\$51.97	\$53.37	\$54.78	\$56.18	\$56.88	\$57.58	\$58.29	\$58.99	\$59.69	\$60.39	\$61.10	\$61.80	\$62.50	\$63.20
Q	\$45.78	\$47.09	\$48.40	\$49.70	\$51.01	\$52.32	\$52.97	\$53.63	\$54.28	\$54.94	\$55.59	\$56.24	\$56.90	\$57.55	\$58.21	\$58.86
P	\$42.39	\$43.61	\$44.82	\$46.03	\$47.24	\$48.45	\$49.06	\$49.66	\$50.27	\$50.87	\$51.48	\$52.08	\$52.69	\$53.30	\$53.90	\$54.51
O	\$39.58	\$40.71	\$41.84	\$42.97	\$44.10	\$45.23	\$45.80	\$46.36	\$46.93	\$47.49	\$48.06	\$48.62	\$49.19	\$49.75	\$50.32	\$50.88
N	\$37.33	\$38.39	\$39.46	\$40.53	\$41.59	\$42.66	\$43.19	\$43.73	\$44.26	\$44.79	\$45.33	\$45.86	\$46.39	\$46.93	\$47.46	\$47.99
M	\$35.07	\$36.07	\$37.07	\$38.08	\$39.08	\$40.08	\$40.58	\$41.08	\$41.58	\$42.08	\$42.59	\$43.09	\$43.59	\$44.09	\$44.59	\$45.09
L	\$32.81	\$33.75	\$34.69	\$35.63	\$36.56	\$37.50	\$37.97	\$38.44	\$38.91	\$39.38	\$39.84	\$40.31	\$40.78	\$41.25	\$41.72	\$42.19
K	\$30.56	\$31.44	\$32.31	\$33.18	\$34.06	\$34.93	\$35.37	\$35.80	\$36.24	\$36.68	\$37.11	\$37.55	\$37.99	\$38.42	\$38.86	\$39.30
J	\$28.31	\$29.12	\$29.92	\$30.73	\$31.54	\$32.35	\$32.75	\$33.16	\$33.56	\$33.97	\$34.37	\$34.78	\$35.18	\$35.59	\$35.99	\$36.39
I	\$26.06	\$26.80	\$27.55	\$28.29	\$29.04	\$29.78	\$30.15	\$30.52	\$30.90	\$31.27	\$31.64	\$32.01	\$32.39	\$32.76	\$33.13	\$33.50
H	\$23.80	\$24.48	\$25.16	\$25.84	\$26.52	\$27.20	\$27.54	\$27.88	\$28.22	\$28.56	\$28.90	\$29.24	\$29.58	\$29.92	\$30.26	\$30.60
G	\$21.54	\$22.16	\$22.77	\$23.39	\$24.00	\$24.62	\$24.93	\$25.24	\$25.54	\$25.85	\$26.16	\$26.47	\$26.77	\$27.08	\$27.39	\$27.70
F	\$19.29	\$19.85	\$20.40	\$20.95	\$21.50	\$22.05	\$22.33	\$22.60	\$22.88	\$23.15	\$23.43	\$23.70	\$23.98	\$24.26	\$24.53	\$24.81
E	\$17.04	\$17.52	\$18.01	\$18.50	\$18.98	\$19.47	\$19.71	\$19.96	\$20.20	\$20.44	\$20.69	\$20.93	\$21.17	\$21.42	\$21.66	\$21.90
D	\$15.35	\$15.79	\$16.22	\$16.66	\$17.10	\$17.54	\$17.76	\$17.98	\$18.20	\$18.42	\$18.64	\$18.86	\$19.07	\$19.29	\$19.51	\$19.73
C	\$14.22	\$14.63	\$15.03	\$15.44	\$15.84	\$16.25	\$16.45	\$16.66	\$16.86	\$17.06	\$17.27	\$17.47	\$17.67	\$17.88	\$18.08	\$18.28
B	\$13.09	\$13.46	\$13.84	\$14.21	\$14.59	\$14.96	\$15.15	\$15.33	\$15.52	\$15.71	\$15.90	\$16.08	\$16.27	\$16.46	\$16.64	\$16.83
A	\$11.97	\$12.31	\$12.65	\$13.00	\$13.34	\$13.68	\$13.85	\$14.02	\$14.19	\$14.36	\$14.54	\$14.71	\$14.88	\$15.05	\$15.22	\$15.39

However, there are times when market pressures dictate a grade placement higher—occasionally lower—than what the job evaluation system would predict:

Look at Market Outliers

The external marketplace is ever-changing and increasingly competitive and, from time-to-time, there are jobs that have clear market matches which do not align with our formulaic approach. Typically, these jobs tend to be [1] highly technical in nature, [2] possess significantly higher risks, or [3] are in high-demand in the marketplace. In such cases, with clear and compelling data, we will place those jobs in a grade commensurate with their market value, and such placement should be balanced with the competitive and financial needs of the organization.

Look at Compression Concerns

Finally, there are situations when internal compression influences the placement of a job. For example, in jobs where overtime is a regular occurrence, it may be necessary to adjust the grade placement of a supervisor to ensure that there is not a loss in wages, or that subordinates aren't regularly earning more than their supervisor, at the higher level position.

Note Regarding the Proposed Wage Structure

Control Point (C/P)

The anchor for all of our pay structures is the Control Point (C/P), which is an approximated market rate for the jobs in any given grade. Many confuse the Control Point as the market rate for each and every job in a grade. However, it is a more appropriate assertion that each grade reflects an acceptable market-based

range of pay for each job in a grade and the average market rate would be found at or near the middle steps of a grade for any given job.

Range Spread

With the C/P in place, the minimum (87.5%) and maximum (112.5%) can be calculated. It's not uncommon for a client to inquire as to why 87.5% and 112.5% are used to develop a plan. First, there are no rules that require such a "range spread". In fact, our performance-based plans often range from 80% to 120%, and we have developed many other alternative approaches for clients.

However, the 87.5% to 112.5% spread does have a logical foundation. When working with many of our survey sources, we typically receive four data points for the jobs we're analyzing: 25th percentile, average (mean), 50th percentile (median), and 75th percentile. Since our public sector data doesn't always provide a sufficient n-count (i.e. number of jobs) to reliably calculate percentiles for each job, we have conducted analyses to verify the distribution of the market data.

Using a data set comprised of [1] the 40 most common jobs from the CDC public sector database, and [2] the 100 most common jobs from the BLS data, we conducted an analysis of the distribution of the median wage data for each of these sources. Our observation is that the 25th percentile of the data was between 10% and 15% below the median (hence 87.5%) and the 75th percentile of the data was between 10% and 15% above the median (hence 112.5%).

Paying Above the Control Point (C/P)

Finally, we frequently are questioned during the course of deliberations of our pay plans as to why an employer would pay more than the Control Point (market estimate). Using Grade J as an example, our intent in recommending a range of pay of \$28.31 to \$36.39 is to make the County competitive across the measured market. If the County were to stop the range at \$32.35—the Control Point—then it only would be competitive with the lower half of the market. Having the range reflect the breadth of the measured market will keep the County competitive for some time without having to re-measure the market annually.

Progression Through the Wage Schedule

With the proposed step-based pay plan, we strongly recommend requiring performance evaluations on an annual basis in order for an employee to progress in the range. Further, we recommend that if an employee's performance is unsatisfactory (e.g. discipline, performance improvement plan, etc.) all wage increases should be withheld, including any "structural adjustment" (i.e. "general wage increase", "across the board adjustment", "market adjustment", etc.) approved by the Board.

It is intended that any structural adjustment will be applied to steps in the structure(s). Excepting those deemed to be "Unsatisfactory", employees will receive both the general increase as well as the step increase (if applicable).

Implementation

One of the greater challenges associated with these projects is the development of an implementation plan that balances fairness and equity with the financial limitations of the organization. Most clients choose to implement a step-based structure based on the premise of placing employees—regardless of tenure—on the step in the new structure that provides "an increase in pay". Other options exist, and we work with our clients to devise the strategy that best aligns with their financial and strategic goals. Because the County went through a similar process several years ago, including the implementation of a new wage structure, the cost impact of implementation is less than if the County had not gone through the prior process (e.g. costs associated with bringing employees onto a new wage structure, movement of jobs to higher grades, etc.). Of the implementation options presented to the County for consideration, based on several discussions with the County's leadership, we recommend an implementation strategy based on the following criteria:

- Employees with <5 Years of Total Service: Placement on the step in the new structure that provides an increase in compensation from the current rate of pay.

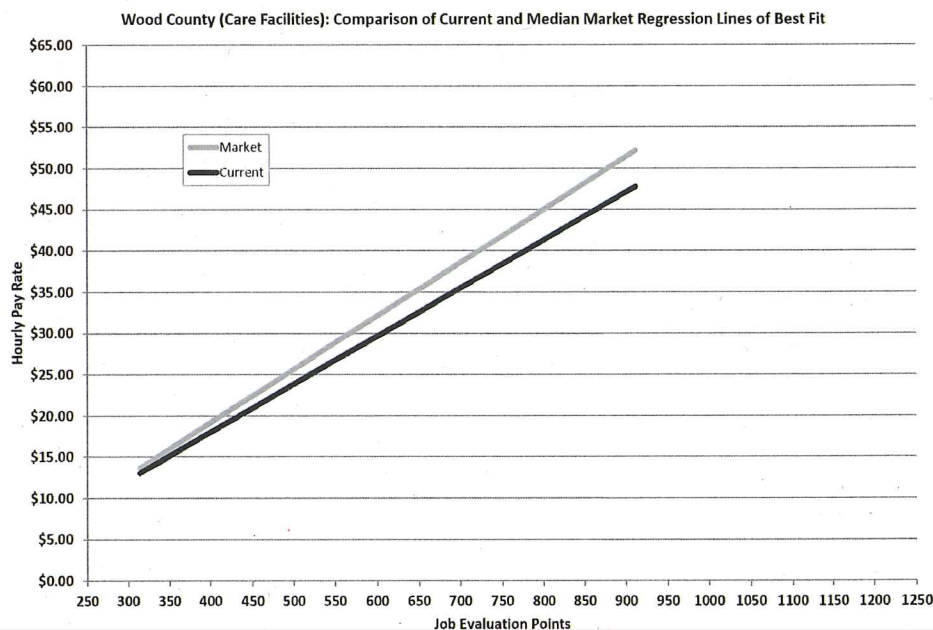
- Employees with ≥5 Years of Total Service: Placement on Step 3 of the new structure, or the step in the new structure that provides an increase in compensation from the current rate of pay, whichever is greater.

Such an approach not only creates a separation between long-term and less-tenured employees, but it also creates a cushion at the bottom of the new structure for hiring activity to occur while mitigating unwanted compression. The estimated base-wage cost to the County for this implementation is just under \$650,000, or roughly a 2.25% increase in base-wage costs. ³

Separate Structure: Care Facilities

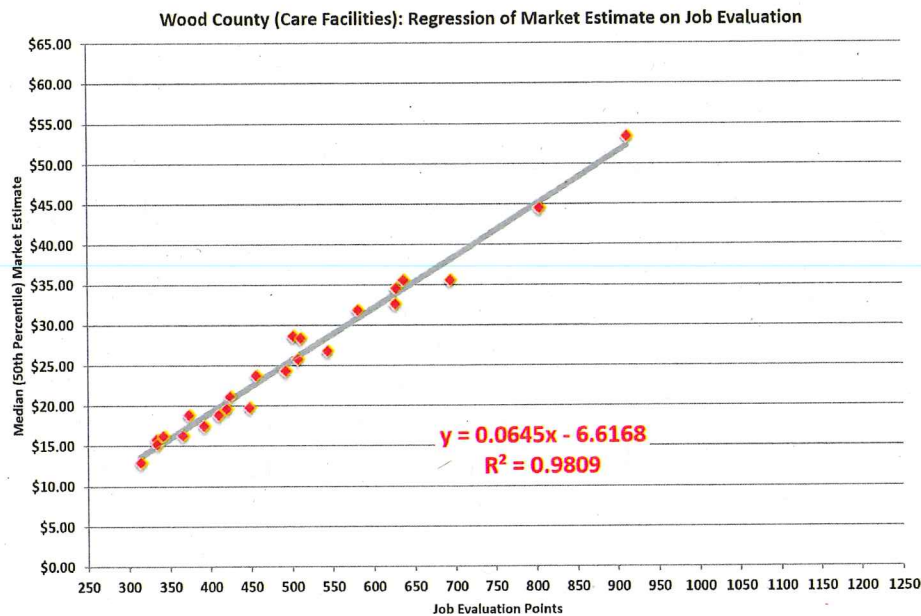
One question we frequently receive from organizations where we recommend separate wage structures, is why we've chosen that approach. This is common when competitive or financial situations require a different approach. It is not uncommon for a segment of the organization—such as a nursing home—to have unique competitive concerns and marketplace practices. Placing such jobs on a one-size-fits-all structure is possible, but often necessitates the need for manual adjustments to more closely align the with the marketplace.

In the public sector, we most commonly deal with separate structures for nursing homes, libraries, and public-owned utilities. If there are enough similarly situated jobs, as well as sufficient and reliable market data, it is prudent to investigate the possibility of a separate schedule to see if this corrects any problem associated with market alignment. In the case of the Wood County “Care Facilities” (Edgewater and Norwood), conducting a separate analysis provides a better result. The following is the market comparison between current compensation and market compensation:



Like the general County structure, the care facilities structure is balanced between internal equity and external competitiveness using the same approach, but with a different result.

³ Due to ongoing turnover—which can be expected—these numbers will vary slightly between the time of this writing and the actual date of adoption. Further, the costs can be broken out as follows: General County (\$456,570) + Care Facilities (\$188,798) = \$645,368.



The resulting wage schedule is as follows:

WOOD COUNTY (CARE FACILITIES)
RECOMMENDED 2021 WAGE STRUCTURE: STEP PLAN

GRADE	87.50% Min.	90.00%	92.50%	95.00%	97.50%	100.00% C/P	101.25%	102.50%	103.75%	105.00%	106.25%	107.50%	108.75%	110.00%	111.25%	112.50% Max.
Q	\$51.31	\$52.78	\$54.24	\$55.71	\$57.17	\$58.64	\$59.37	\$60.11	\$60.84	\$61.57	\$62.31	\$63.04	\$63.77	\$64.50	\$65.24	\$65.97
P	\$47.08	\$48.42	\$49.77	\$51.11	\$52.46	\$53.80	\$54.47	\$55.15	\$55.82	\$56.49	\$57.16	\$57.84	\$58.51	\$59.18	\$59.85	\$60.53
O	\$43.55	\$44.79	\$46.04	\$47.28	\$48.53	\$49.77	\$50.39	\$51.01	\$51.64	\$52.26	\$52.88	\$53.50	\$54.12	\$54.75	\$55.37	\$55.99
N	\$40.73	\$41.90	\$43.06	\$44.22	\$45.39	\$46.55	\$47.13	\$47.71	\$48.30	\$48.88	\$49.46	\$50.04	\$50.62	\$51.21	\$51.79	\$52.37
M	\$37.91	\$38.99	\$40.07	\$41.15	\$42.24	\$43.32	\$43.86	\$44.40	\$44.94	\$45.49	\$46.03	\$46.57	\$47.11	\$47.65	\$48.19	\$48.74
L	\$35.09	\$36.09	\$37.09	\$38.10	\$39.10	\$40.10	\$40.60	\$41.10	\$41.60	\$42.11	\$42.61	\$43.11	\$43.61	\$44.11	\$44.61	\$45.11
K	\$32.26	\$33.18	\$34.10	\$35.03	\$35.95	\$36.87	\$37.33	\$37.79	\$38.25	\$38.71	\$39.17	\$39.64	\$40.10	\$40.56	\$41.02	\$41.48
J	\$29.44	\$30.29	\$31.13	\$31.97	\$32.81	\$33.65	\$34.07	\$34.49	\$34.91	\$35.33	\$35.75	\$36.17	\$36.59	\$37.02	\$37.44	\$37.86
I	\$26.63	\$27.39	\$28.15	\$28.91	\$29.67	\$30.43	\$30.81	\$31.19	\$31.57	\$31.95	\$32.33	\$32.71	\$33.09	\$33.47	\$33.85	\$34.23
H	\$23.80	\$24.48	\$25.16	\$25.84	\$26.52	\$27.20	\$27.54	\$27.88	\$28.22	\$28.56	\$28.90	\$29.24	\$29.58	\$29.92	\$30.26	\$30.60
G	\$20.98	\$21.58	\$22.18	\$22.78	\$23.38	\$23.98	\$24.28	\$24.58	\$24.88	\$25.18	\$25.48	\$25.78	\$26.08	\$26.38	\$26.68	\$26.98
F	\$18.16	\$18.68	\$19.19	\$19.71	\$20.23	\$20.75	\$21.01	\$21.27	\$21.53	\$21.79	\$22.05	\$22.31	\$22.57	\$22.83	\$23.08	\$23.34
E	\$15.34	\$15.78	\$16.22	\$16.65	\$17.09	\$17.53	\$17.75	\$17.97	\$18.19	\$18.41	\$18.63	\$18.84	\$19.06	\$19.28	\$19.50	\$19.72
D	\$13.22	\$13.60	\$13.98	\$14.35	\$14.73	\$15.11	\$15.30	\$15.49	\$15.68	\$15.87	\$16.05	\$16.24	\$16.43	\$16.62	\$16.81	\$17.00
C	\$11.81	\$12.15	\$12.49	\$12.83	\$13.16	\$13.50	\$13.67	\$13.84	\$14.01	\$14.18	\$14.34	\$14.51	\$14.68	\$14.85	\$15.02	\$15.19
B	\$10.40	\$10.70	\$11.00	\$11.30	\$11.59	\$11.89	\$12.04	\$12.19	\$12.34	\$12.48	\$12.63	\$12.78	\$12.93	\$13.08	\$13.23	\$13.38
A	\$9.00	\$9.25	\$9.51	\$9.77	\$10.02	\$10.28	\$10.41	\$10.54	\$10.67	\$10.79	\$10.92	\$11.05	\$11.18	\$11.31	\$11.44	\$11.57

Second-in-Command

During the course of our projects, we're often faced with evaluating a classification that's been identified as a "backup", "second-in-command", "serves in the absence of", etc. While it's helpful for a department to identify a point-of-contact in case of an absence of a superior, our responsibility is to look more deeply into the duties, responsibilities, and requirements for the job. Our experience has led us to the following observations with a job designated as a "backup":

- It happens infrequently; typically, during periods of vacation, illness, or attendance at seminars. These are frequently periods of one week or less, and sometimes (or rarely) will extend up to three weeks. Anything longer than three weeks (e.g. long-term FMLA absence) could/should be handled through an out-of-class pay designation.

- When the manager is actually absent, the person designated as backup typically has a decision-tree that looks something similar to the following:
 - If it involves a long-term matter, or if it's outside the backup's field of expertise, it gets set aside for the manager to handle upon their return.
 - If it involves a sensitive matter (e.g. discipline, emergency spending, etc.), other internal resources are typically brought into the decision-making process (e.g. HR, Finance, etc.). While these resources might also be utilized when the manager is present, the likelihood that these parties are involved increases with the absence of the manager.
 - Similarly, managers often leave contact information should anything serious arise during their absence. While this isn't always possible or practical, it is a common practice.
 - All other matters, typically day-to-day issues, are handled by this person serving as backup, but tend to fairly narrow in scope (e.g. signing documents, coordinating workflow, etc.), and fall in line with the scope of their normal duties.
- There is not an automatic line of succession for a vacancy in the top-level job. In all fairness, there are very few—if any—automatic lines of succession in any job in small-to-mid-size organizations. However, for most public-sector positions there are civil service and/or recruiting requirements for most jobs, and appointment authority for certain elected classifications (e.g. Governor, County Board, Judge, etc.).
- During periods where the manager is present, this designated backup often has relatively few—if any—management-level duties. There certainly cases where there are indeed management functions, but it should clearly be supported not only by the job documentation, but also the day-to-day realities of the job in question.

With some rare exceptions, we tend to rate these “backups” higher only if (1) there is a greater frequency to the duties than just short absences; (2) the responsibilities are meaningful and ongoing; and (3) there are elements of management responsibility even when they're not serving in the backup role.

Elected Officials

As part of the recent classification and compensation study, we were asked to evaluate the classifications and salaries for the County's elected officials and recommend a process for future salary-setting. We did not collect comparable data for these elected classifications largely due to the fact that the established salaries for the various counties often have less to do with true market practices, and more to do with the political environment where the salaries are established.

Therefore, we evaluated each of the jobs based on the statutory/constitutional duties of the office. Since the complexity of the jobs requires greater skill than statutory requirement of being a “qualified elector” (i.e. US citizen, 18 years of age, resident, non-felon, etc.), we have evaluated the educational and experience factors commensurate with the duties. The result is a recommended grade placement, but the County must still review these wages prior to the election for the 4-year terms of office.

Per statute, the County must establish (or “fix”) the salary for these offices for the entire four-year term of office. Since this requires some forecasting, we suggest the following three options for consideration to maintain alignment of these positions with the compensation plan. Because the County can neither reward for tenure, or pay less for lack thereof, we suggest the use of the Control Point—with no step movement—for the elected classifications regardless of length of service.

- One option is to establish the salary at the Control Point (i.e. C/P, Step 6) of the established grade for the position, which is then frozen for the entire term. When it comes time to adopt a new salary in four years, the County would use the rate of pay then in effect at that time for the respective grade. As can be expected, this may result in sizeable increases every four years dependent on action taken by the County as it relates to the pay plan.

- An alternative is to establish the salary at the C/P of the established grade for the position, and make a conservative estimate of pay plan structure changes over the four year term and set the salary accordingly. The County would then, at the end of the term, “recalibrate”—up or down—the salary to align with the C/P of the assigned grade.

Classification Review (i.e. Appeals Process)

Even though our firm objectively applied the Point Factor System to the documentation provided by the employees, and the job documentation was reviewed by (and discussed with) a manager, something could have been missed or misunderstood, or the job has changed since the JDQ was prepared. We believe it is appropriate to offer a classification review (i.e. appeal) process following adoption of the new plan to give any employee an opportunity to state why the new job classification is in error.

We recommend that matters subject to the appeal process be limited to errors of classification and exclude any issues of pay plan design or implementation method as those are matters of policy reserved to the County. Our role in the appeal process would be to analyze, evaluate and recommend, with the County having final authority over the decision.

The professional service agreement between the County and our firm anticipates an appeal process, and the fee for such as service was agreed upon at the outset of the project. However, in order to control this expense, we strongly urge the County submit for our review only those appeals which clearly meet the criteria for an appeal.

Other Policy Matters

Other policy matters appearing to require attention—or comment—in the final adoption of the classification and compensation study include:

- Exempt Employee Comp Time
 - It’s important to note that compensatory time (“comp time”) for exempt employees is an exception to common business practice, nor is it typical for public sector employers. Further, there is the possibility for one to fill their comp time bank to the maximum, empty said bank, fill it again, and repeat. While it is doubtful that such extreme situations actually exist, they are possible under the current language.
 - We realize that this matter has been previously discussed by the Board, but it is worth mentioning during the course of this policy review. At the very least, we encourage the County to track aggregate/average usage data and report to the Operations Committee periodically for purposes of monitoring this benefit.
- Tuition Assistance
 - The fact that the County has a tuition assistance program is an advantage in today’s marketplace. With the ongoing and anticipated talent shortages, organizations with a program of this nature are in a position to have a pipeline of talent for future advancement opportunities. Further, with supervisory and management skills being a key element of workplace engagement, requiring formal supervisory training is an easier requirement to enforce with financial assistance available to employees.
- 11 Steps
 - The policies identify 11 steps in several instances. This will need to be revised to align with the proposed structure of 16 steps.
- Definition of Control Point
 - The policies state that *“The control point is the market average wage for that type of work.”* While this would be ideal, the more accurate definition—as explained above—would be: *“The control point is an approximated market rate for the jobs in any given grade.”*

- Merit Pay
 - The policies speak to a “merit” increase above the maximum of the wage structure. However, it is our understanding that no formal program exists for awarding such increases and the extra range was deleted some time ago. It is our experience that a policy without formal definition lends itself to confusion and/or misinterpretation.
- Employee Recruitment Guidelines
 - The fact that the hiring guidelines grant decision-making authority to the department heads and/or the HR Department provides the necessary flexibility to respond to salary negotiations without any unnecessary delays. However, in order to effectively manage all of the elements of the compensation system, we would recommend that all wage offers be approved by HR.
- Employee Retention Guidelines
 - The policy allows for “*the ability to advance employees who are identified as working above average to skip one step per year*”. While the intent of the policy is to reward outstanding employees, there is no formal definition of what it means to be “working above average”.
 - It is our understanding that HR is working on formal competency definitions that will provide examples of what it means to be “Below Average”, “Average”, and “Above Average”. These definitions should provide the appropriate calibration to ensure that those receiving advanced step movement meet the criteria established by the County.
- Wage Plan Review
 - The current policy states: “*In order to stay competitive, the wage plan should be reviewed by the Executive Committee every two years to ensure its effectiveness and verify the plan has kept up with current market values.*”
 - While regular, periodic reviews of the marketplace are essential to maintain competitiveness, a biennial review might not always be necessary. This, of course, is dependent on the economic circumstances affecting the marketplace. We would recommend that the County assess (i.e. discuss) their situation every two years, but a formal market review may range from every two-to-four years.

Ongoing Maintenance

We understand and appreciate the costs associated with a project such as this, and the effect it can have on an organization. With proper care and maintenance, the need for this type of project—a comprehensive review of the entire classification and compensation system—can be minimized. From our experience, employers that treat compensation as a strategic component of its operations typically engage in the following practices:

- Rigorous adherence and discipline as it relates to the underlying assumptions and principles on which the pay plan is developed. In other words, all job changes should be documented and no reclassification requests should be granted unless the job evaluation system indicates as such, or there is a demonstrated market condition that would warrant such an adjustment.
- To that end, we recommend a process where any employee whose duties change substantially over the course of a year could ask for a classification review. In many instances, this coincides with the budget process to allow for the County to plan for any increase in compensation. This differs from a management-initiated reorganization, or new position creation, which could conceivably occur at any point in the year. As noted above, all duties—or changes in duties—should be documented prior to being evaluated.
- Annual review of the pay structure for adjustment based upon market conditions, changes in the cost-of-living, and the County’s ability to pay for any resulting changes in base salary costs. While we

understand that an organization's ability to increase the structure by any significant amount is limited, it is still necessary to adjust ranges periodically to keep up with the labor market and inflation.

- Periodic measurement of benchmark positions to the established marketplace. This is markedly different—and less expensive—than a comprehensive study. Simply stated, this is an evaluation of those jobs that anchored the compensation structure described herein. Such a review provides the assurance needed to maintain market competitiveness, to stay on top of “hot jobs”, and to serve as a “health check” to ensure that the pay plan is functioning as intended
- To the extent that pay is dictated by performance, a solid commitment to funding the performance-based pay. An employee should have a formal evaluation on an annual basis, and any progression through the structure should be predicated on—at a minimum—meeting the expectations of the County. We understand that the public sentiment for “automatic” pay increases is waning. To that end, the focus on employee development is even more important in that the County only retains employees dedicated to furthering the mission of the organization.

CDC is available to provide all of these services to the County. At a minimum, we recommend our clients adopt a regular classification review process utilizing our assistance. The service works with the client submitting revised job documentation for our analysis. We evaluate the responsibilities, rate the job, and recommend a pay grade allocation. Doing so allows the County to maintain an unbiased review of the jobs in question.

Benchmark Jobs (General County)

- Accountant I (Human Services)
- Accountant II (Human Services)
- Accounting Supervisor (Highway)
- Accounting Supervisor (Human Services)
- Accounting Technician (Child Support)
- Administrative Assistant I (Human Services)
- Administrative Assistant II (Child Support)
- Administrative Assistant II (Human Services)
- Assistant IT Director / Network Administrator (IT)
- B1 Register in Probate (Circuit Court)
- Benefits/HRIS Admin (Human Resources)
- Captain - Operations (Sheriff)
- Chief Deputy (Sheriff)
- Chief Deputy Clerk of Courts (Clerk of Courts)
- Child Support Director (Child Support)
- Corp Counsel Lead Legal Administrative Assistant (Corporation Counsel)
- Corporation Counsel (Corporation Counsel)
- Corrections Officer (Sheriff)
- County Conservationist (Land Conservation)
- County Highway Engineer (Highway)
- Court Clerk (Clerk of Courts)
- CS Case Worker (Child Support)
- DA Legal Administrative Assistant (District Attorney)
- Deputy County Clerk (County Clerk)
- Deputy Director of Child Support (Child Support)
- Deputy Finance Director (Finance)
- Deputy Register of Deeds (Register of Deeds)
- Deputy Register of Probate (Circuit Court)
- Deputy Treasurer (Treasurer)
- Deputy Veterans Service Officer (Veterans)
- Dispatch Manager (Dispatch)
- Dispatcher (Dispatch)
- Division Administrator Behavioral Health (Human Services)
- Emergency Management Director (Emergency Management)
- Engineering Tech (Highway)
- Environmental Health Specialist (Health)
- Equipment Operator (Grader) (Highway)
- Executive Assistant (Human Services)
- Facilities Manager (Maintenance)
- Family Services Division Manager (Human Services)
- Family Services Social Worker (Human Services)
- Finance Director (Finance)
- Fiscal Services Division Manager (Human Services)
- Forest Administrator (Parks & Forestry)
- Highway Commissioner (Highway)
- Highway Maintenance Worker (Highway)
- Highway Patrol Superintendent (Highway)
- HR Director (Human Resources)
- HR Generalist (Human Resources)
- HS AODA Counselor (Human Services)
- HS Deputy Director (Human Services)
- HS Director (Human Services)
- HS Economic Support Specialist (Human Services)
- HS Medical Transcriptionist (Human Services)
- IT Director (IT)
- Jail Captain (Sheriff)
- Jail Sergeant (Sheriff)
- Judicial Assistant (Circuit Court)
- Lead Person (Paver) (Highway)
- Legal Administrative Assistant (Circuit Court)
- Legal Secretary (Corporation Counsel)
- Legal Secretary (District Attorney)
- Licensed Mental Health Professional (Human Services)
- Lieutenant (Jail) (Sheriff)
- Lieutenant (Patrol) (Sheriff)
- Maintenance Technician (Maintenance)
- Mechanic (Highway)
- Network Analyst (IT)
- Network Engineer (IT)
- Parks and Forestry Director (Parks & Forestry)
- Parks Maintenance Worker (Parks & Forestry)
- Payroll Coordinator (Finance)
- Program Assistant (Emergency Management)
- Program Assistant (Highway)
- Program Assistant (Human Services)
- Program Assistant (Land Conservation)
- Program Assistant (Maintenance)
- Program Assistant (Planning & Zoning)
- Program Assistant (UW Extension)
- Programmer / Analyst / Web Developer (IT)
- Programmer Analyst (IT)
- Public Health Director (Health)
- Public Health Manager (Health)
- Public Health Nurse (Communicable Disease) (Health)
- Real Property Lister (Treasurer)
- Safety/Risk Specialist (Human Resources)
- Services Support Analyst (IT)
- Shop Superintendent (Highway)
- Social Work Manager (Fam Svcs) (Human Services)
- Systems Technician (IT)
- Veterans Service Officer (Veterans)
- Victim Witness Coord (District Attorney)

Benchmark Jobs (Care Facilities)

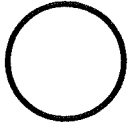
- Account Technician (Edgewater)
- Accountant (Edgewater)
- Accountant (Norwood)
- Activities Coordinator (Edgewater)
- Activities Coordinator (Norwood)
- Administrator (Edgewater)
- Administrator (Norwood)
- AP/AR Specialist (Norwood)
- Building Maintenance (Norwood)
- Casual Receptionist (Norwood)
- Certified Dietary Supervisor (Edgewater)
- Client Services Assistant (Norwood)
- Clinical Services Manager (Norwood)
- CNA (Edgewater)
- Congregate Meal Coordinator (Norwood)
- Congregate Meal Driver (Norwood)
- Cook (Edgewater)
- Cook (Norwood)
- Dietary Aide (Edgewater)
- Dietary Aide (Norwood)
- Director of Nursing (Edgewater)
- Director of Nursing (Norwood)
- Food Services Supervisor (Norwood)
- Head Nurse (Norwood)
- Health Information Coordinator (Edgewater)
- Health Information Manager (RHIT) (Norwood)
- Inservice Coordinator (Edgewater)
- Intake Coordinator - Inpatient (Norwood)
- LPN (Edgewater)
- LPN (Norwood)
- Maintenance Lead (Edgewater)
- Maintenance Specialist (Norwood)
- Maintenance Technician (Edgewater)
- Maintenance Technician (Norwood)
- MDS Coordinator (Edgewater)
- Medical Assistant (Norwood)
- Medical Records Editor (Norwood)
- Medication Aide (Edgewater)
- Mental Health Technician (Norwood)
- Nurse Supervisor (Edgewater)
- NW Family Resource Coordinator (Norwood)
- Occupational Therapist (Norwood)
- Patient Accounts Billing Specialist (Edgewater)
- Patient Acct Billing Specialist (Norwood)
- Program Assistant (Norwood)
- Receptionist (Norwood)
- Recreation Therapy Aide (Edgewater)
- Registered Nurse (Edgewater)
- Registered Nurse (LTC) (Norwood)
- Registered Nurse (Psych) (Norwood)
- Scheduler / Payroll Assistant (Norwood)
- Social Services and Admissions Manager (Edgewater)
- Social Worker (Edgewater)
- Social Worker (Norwood)
- Student RT (Edgewater)
- Therapy Assistant (Norwood)

TREASURER'S REPORT

October 06, 2020

By: H. Gehrt

1. Attended Operations Committee meeting on September 1, 2020.
2. Attended County Board meeting Web Ex on September 15, 2020.
3. Attended Operations Committee budget hearing on September 17, 2020.
4. Had a demonstration with vendor regarding a new credit card processing service on September 23, 2020.
5. Received our new folding machine from Rhyme as our old one was no longer able to be serviced due to its age.
6. As of August 31, 2020 sales tax revenues compared to 2019 revenue at this time are \$273,253.53 ahead of previous year.
7. Set up the principal and interest debt payment wire to go out on September 30, 2020.
8. As of this update, there are 14 properties that have received eviction notices that have not come into pay of all delinquent years' taxes. These properties will be sold in November.



RESOLUTION#

Introduced by
Page 1 of 1

Operations Committee

ITEM#

1-1

DATE

October 20, 2020

Effective Date

October 1, 2020

TDM

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 contract with MaryAnn Lippert Consultant LLC to coordinate a Broadband Workgroup, resulting in submission of a funding application to the Wisconsin Public Service Commission (PSC) for a Broadband Expansion Grant.

FISCAL NOTE: Cost not to exceed \$6,200.

		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	Hahn, J			
9	Winch, W			
10	Thao, L			
11	Curry, K			
12	Valenstein, L			
13	Hokamp, J			
14	Polach, D			
15	Clendenning, B			
16	Pliml, L			
17	Zurfluh, J			
18	Hamilton, B			
19	Leichtnam, B			

WHEREAS, there is a need for better broadband services in rural Wood County, and,

WHEREAS, grant funding is available through the PSC to help with infrastructure costs associated with enhanced and improved broadband, and,

WHEREAS, there is a tight timeline for submitting an application, with a due date of December 1, 2020, and,

WHEREAS, the Operations Committee believes that hiring a consultant to oversee and coordinate the application process would be beneficial to better leverage those grant dollars available.

NOW, THEREFORE BE IT RESOLVED, that the Wood County Board go on record in support of this endeavor, and,

BE IT FURTHER RESOLVED, the county board approves the expenditure of an amount not to exceed \$6,200, as per the attached agreement, with those funds coming out of the Committees and Commissions budget (51120).

MaryAnn Lippert Consultant LLC
Strategies to Move Rural Communities Forward

Proposal for Services for Wood County Broadband Project
October 1 to December 31, 2020

Goal:

Coordinate a Broadband Workgroup, resulting in submission of a funding application to the Wisconsin Public Service Commission (PSC) for a Broadband Expansion Grant.

Project Outline/Scope of Work:

- Continue to coordinate meetings with stakeholders and Internet Service Provider(s) (ISP).
- Facilitate communication among Wood County stakeholders and ISP(s).
- Moving into the application writing process, serve as the local single point-of-contact for information coordination between the ISP writing the application and local stakeholders.
- Manage the process of obtaining community matching funds (in-kind and cash).
- Manage the process of obtaining key organization letters of support prior to the application submission.
- Manage the process of obtaining community letters of support during the PSC comment period.

Deliverables:

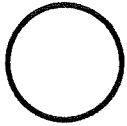
- In collaboration with the ISP, Broadband Expansion Application submitted to the PSC, by December 1, 2020.
- Minimum of 25 community letters of support submitted during the PSC comment period.

Responsibilities of Wood County:

- Garner support from the Wood County Board of Supervisors.
- Direct involvement of Wood County staff to provide needed information for a successful funding application.
- Provide a portion of application match funding.

Investment/Terms:

- \$50 per hour, up to a maximum of 120 hours (\$6,000), plus travel & expenses, up to a maximum of \$200.
- Itemized invoices submitted by the third working day of November & December, payable by the 15th of the month.
- Retainer of \$500 (10 hours) payable as soon as practical following approval by the Wood County Board, to be applied to final invoice for the month of December, submitted by December 23, 2020.



ITEM# 1-2
 DATE October 20, 2020
 Effective Date October 20, 2020

RESOLUTION#

Introduced by Operations Committee
 Page 1 of 1

CAK

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

INTENT & SYNOPSIS: Authorize the sale of tax deed property back to former owner.

FISCAL NOTE: Paid Amount **\$7,463.39**

WHEREAS, by Resolution No. 20-9-2, the Wood County Board of Supervisors authorized the taking of a tax deed on parcel number 33-00128, more particularly described as:

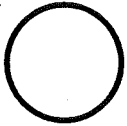
The Westerly one half of Lot 6 and the Westerly one half of Lot 7 of Block 97 of the City of Marshfield, Wood County, Wisconsin.

WHEREAS, Wood County Ordinance 904 and Wis. Stat. § 75.35(3) authorizes Wood County to sell tax deed property back to the former owner upon payment of all taxes, interest, fees, and special charges and assessments,

WHEREAS, it is beneficial for Wood County to sell to the former owner of this property because the funds received on September 28, 2020 will compensate the County in full for the amounts due and owing,

THEREFORE BE IT RESOLVED, that the Wood County Board of Supervisors authorize the County Clerk to sell the above referenced property back to the former owner by Quit Claim Deed.

		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	Hahn, J			
9	Winch, W			
10	Thao, L			
11	Curry, K			
12	Valenstein, L			
13	Hokamp, J			
14	Polach, D			
15	Clendenning, B			
16	Pliml, L			
17	Zurfluh, J			
18	Hamilton, B			
19	Leichtnam, B			



RESOLUTION#

ITEM#

1-3

DATE

October 20, 2020

Effective Date

January 1, 2021

Introduced by

Operations Committee

Page 1 of 2

Committee

KM

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"/> Three-Fourths	
Reviewed by: <u>PAK</u> , Corp Counsel		
Reviewed by: <u>AT</u> , Finance Dir.		

INTENT & SYNOPSIS: To adopt a comprehensive Classification and Compensation Plan for Wood County which will provide fair, competitive, and equitable wages for full and part-time employees of Wood County not covered by union contracts, excluding any professional employees paid outside of the pay plan as well as employees in positions with flat wages established by statute or County Board.

FISCAL NOTE: None in 2020. If adopted, based upon standard projections, the cost of implementation is approximately \$700,000 in wages in 2021.

		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	Hahn, J			
9	Winch, W			
10	Thao, L			
11	Curry, K			
12	Valenstein, L			
13	Hokamp, J			
14	Polach, D			
15	Clendenning, B			
16	Pliml, L			
17	Zurfluh, J			
18	Hamilton, B			
19	Leichtnam, B			

WHEREAS, the Wood County Board of Supervisors authorized funding to hire a wage consultant to complete a comprehensive classification and compensation study and create fair, competitive, and equitable wage scales for most County positions, with the following objectives:

- ensure internal consistency of pay for Wood County positions,
- ensure that wage rates are competitive in the labor market to successfully allow Wood County to hire and retain skilled employees, and

WHEREAS, employees completed Job Description Questionnaires (JDQs) detailing the duties of their positions, Carlson Dettmann Consulting, LLC (CDC) conducted evaluations of all JDQs, and assigned job classifications, which resulted in a recommendation to adopt the attached two (2) Wood County Compensation Plans (one for the Care Facilities and one for the General County), and

WHEREAS, the Operations Committee believes the proposed Classification and Compensation Plans as recommended by CDC provides a solid foundation that is fiscally prudent and fair to the employees, provides for uniform handling of job classifications and pay adjustments, and is deemed to fit with the best interests of Wood County, and

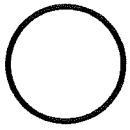
WHEREAS, the Wood County Board of Supervisors was presented with on overview of the study and process by both a presentation at the September 2020 County Board meeting and via Technical/Executive Summary later that month, and

WHEREAS, the cost of implementation is estimated to be approximately \$700,000. The implementation model recommended by the Operations Committee is to place employees at the step of their assigned grade that provides an increase, and placing those with at least 5 years of service at a minimum of Step 3 to address wage compression, and

WHEREAS, the Operations Committee approved the proposed Classification and Compensation Plans as recommended by CDC.

THEREFORE BE IT RESOLVED that the Wood County Board of Supervisors accepts the Classification and Compensation Plans for Wood County which will apply to full and part-time employees of Wood County not covered

WOOD COUNTY



RESOLUTION#

ITEM#

DATE

Effective Date:

Introduced by

Page 2 of 2

Committee

by union contracts, excluding any professional or casual employees paid outside of the pay plan as well as employees in positions with flat wages established by statute or County Board, with an implementation date effective January 1, 2021, placing all affected employees in the Plan;

BE IT FURTHER RESOLVED, that the Finance Department is authorized to make the appropriate employee wage adjustments in the 2021 Wood County budget.

DRAFT

WOOD COUNTY (GENERAL COUNTY)			January 2021						2021 GRADE ORDER LIST: STEP PLAN										
GRADE	JOB TITLE	DEPARTMENT	DIVISION	87.50%	90.00%	92.50%	95.00%	97.50%	Control Point	101.25%	102.50%	103.75%	105.00%	106.25%	107.50%	108.75%	110.00%	111.25%	112.50%
				Min.	Step 2	Step 3	Step 4	Step 5	100.00% Step 6	Step 7	Step 8	Step 9	Step 10	Step 11	Step 12	Step 13	Step 14	Step 15	Max.
S	Corporation Counsel HS Director	Corporation Counsel Human Services	Administration	\$52.54	\$54.04	\$55.54	\$57.04	\$58.54	\$60.04	\$60.79	\$61.54	\$62.29	\$63.04	\$63.79	\$64.54	\$65.29	\$66.04	\$66.79	\$67.55
R	Finance Director	Finance		\$49.16	\$50.56	\$51.97	\$53.37	\$54.78	\$56.18	\$56.88	\$57.58	\$58.29	\$58.99	\$59.69	\$60.39	\$61.10	\$61.80	\$62.50	\$63.20
Q	HR Director IT Director	Human Resources IT		\$45.78	\$47.09	\$48.40	\$49.70	\$51.01	\$52.32	\$52.97	\$53.63	\$54.28	\$54.94	\$55.59	\$56.24	\$56.90	\$57.55	\$58.21	\$58.86
P	Public Health Director Highway Commissioner HS Deputy Director Planning and Zoning Director	Health Highway Human Services Planning & Zoning	Public Health Administration	\$42.39	\$43.61	\$44.82	\$46.03	\$47.24	\$48.45	\$49.06	\$49.66	\$50.27	\$50.87	\$51.48	\$52.08	\$52.69	\$53.30	\$53.90	\$54.51
O	Parks and Forestry Director Chief Deputy	Parks & Forestry Sheriff	Administration	\$39.58	\$40.71	\$41.84	\$42.97	\$44.10	\$45.23	\$45.80	\$46.36	\$46.93	\$47.49	\$48.06	\$48.62	\$49.19	\$49.75	\$50.32	\$50.88
N	Child Support Director Division Administrator Behavioral Health Family Services Division Manager County Conservationist Facilities Manager	Child Support Human Services Human Services Land Conservation Maintenance	Behavioral Health Family Services	\$37.33	\$38.39	\$39.46	\$40.53	\$41.59	\$42.66	\$43.19	\$43.73	\$44.26	\$44.79	\$45.33	\$45.86	\$46.39	\$46.93	\$47.46	\$47.99
M	Deputy Finance Director Supervisor of Strategic Initiatives Certified Engineer Crisis/Legal Services Supervisor Emergency Mental Health Services Manager Outpatient Clinic Manager Network Administrator Captain - Operations Jail Captain	Finance Health Highway Human Services Human Services Human Services IT Sheriff Sheriff	Public Health Behavioral Health Behavioral Health Behavioral Health Administration Administration	\$35.07	\$36.07	\$37.07	\$38.08	\$39.08	\$40.08	\$40.58	\$41.08	\$41.58	\$42.08	\$42.59	\$43.09	\$43.59	\$44.09	\$44.59	\$45.09
L	Dispatch Manager Emergency Management Director Environmental Health/Communicable Disease Supervisor Public Health Manager Highway Patrol Superintendent Shop Superintendent Fiscal Services Division Manager Income Maintenance Consortium Manager Social Work Manager (CCS / CSP) Social Work Manager (CLTS) Social Work Manager (Fam Svcs) Network Engineer Lieutenant (Investigative) Lieutenant (Security Services) Lieutenant (Patrol)	Dispatch Emergency Management Health Health Highway Highway Human Services Human Services Human Services Human Services IT Sheriff Sheriff Sheriff	Emergency Management Public Health Public Health Administrative Services Community Resources Behavioral Health Behavioral Health Family Services Administration Courthouse Security Traffic Police	\$32.81	\$33.75	\$34.69	\$35.63	\$36.56	\$37.50	\$37.97	\$38.44	\$38.91	\$39.38	\$39.84	\$40.31	\$40.78	\$41.25	\$41.72	\$42.19

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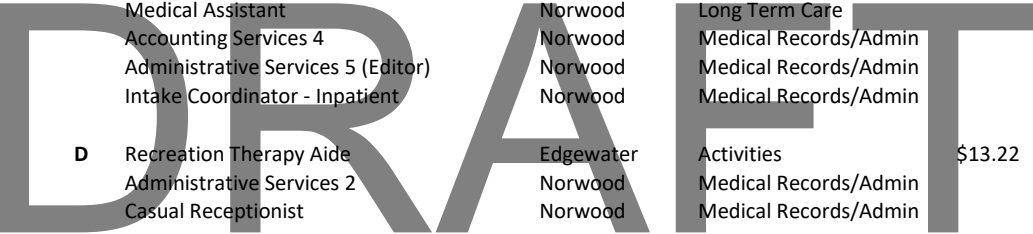
Veterans Service Officer			Veterans																
K	Communications Director	Communications		\$30.56	\$31.44	\$32.31	\$33.18	\$34.06	\$34.93	\$35.37	\$35.80	\$36.24	\$36.68	\$37.11	\$37.55	\$37.99	\$38.42	\$38.86	\$39.30
	WIC Director/Project	Health	WIC																
	Public Health Nurse Supervisor	Health	Public Health																
	Crisis Mental Health Therapist	Human Services	Behavioral Health																
	Licensed Mental Health Professional	Human Services	Behavioral Health																
	Mental Health Therapist	Human Services	Behavioral Health																
	Mental Health Therapist and AODA	Human Services	Behavioral Health																
	Mental Health/SAC	Human Services	Behavioral Health																
	Social Work Manager (BHN)	Human Services	Behavioral Health																
	Programmer/Analyst/Web Developer	IT																	
	Programmer Analyst	IT																	
	Planner/Land Records Coordinator	Planning & Zoning																	
	Criminal Justice Coordinator	Sheriff																	
J	Accounting Supervisor	Child Support		\$28.31	\$29.12	\$29.92	\$30.73	\$31.54	\$32.35	\$32.75	\$33.16	\$33.56	\$33.97	\$34.37	\$34.78	\$35.18	\$35.59	\$35.99	\$36.39
	Register in Probate	Circuit Court																	
	Public Health Epidemiologist	Health	Public Health																
	Environmental Health Specialist	Health	Public Health																
	Public Health Policy & Communications Coordinator	Health	Public Health																
	Accounting Supervisor	Highway																	
	Safety/Risk Specialist	Human Resources																	
	HS Accounting Supervisor	Human Services	Administrative Services																
	Lead Services Coord	Human Services	Behavioral Health																
	Employment and Training Manager	Human Services	Community Resources																
	HOME Team Supervisor	Human Services	Family Services																
	Lead Social Worker	Human Services	Family Services																
	Youth Diversion Supervisor/FSET Case Manager	Human Services																	
	Forest Administrator	Parks & Forestry																	
	Parks Construction Supervisor	Parks & Forestry																	
	Code Administrator	Planning & Zoning																	
	Lieutenant (Asst. Jail Admin)	Sheriff	Jail																
	Lieutenant (Jail)	Sheriff	Jail																
I	Deputy Clerk of Courts	Clerk of Courts		\$26.06	\$26.80	\$27.55	\$28.29	\$29.04	\$29.78	\$30.15	\$30.52	\$30.90	\$31.27	\$31.64	\$32.01	\$32.39	\$32.76	\$33.13	\$33.50
	Victim Witness Coord	District Attorney	Victim Witness Program																
	Community Health Planner	Health	Public Health																
	Public Health Strategist	Health	Public Health																
	Public Health Nurse (Communicable Disease)	Health	Public Health																
	Public Health Nurse (Family Health Injury Prevention)	Health	Public Health																
	Health Educator	Health	WIC																
	Health Educator/Nutritionist	Health	WIC																
	Lead Mechanic	Highway																	
	Lead Person (Asphalt Plant)	Highway																	
	Lead Person (Bridge Crew)	Highway																	
	Lead Person (Paver)	Highway																	
	HS Accounting Manager	Human Services	Administrative Services																
	Support Services Division Manager	Human Services	Administrative Services																
	AODA Counselor	Human Services	Behavioral Health																
	CCS/CSP Nurse	Human Services	Behavioral Health																
	CST Coordinator	Human Services	Behavioral Health																
	CCS/CSP Case Manager	Human Services	Behavioral Health																

Job Title	Department	Service Area
Birth to Three Program Manager	Human Services	Behavioral Health
Birth to Three Teacher	Human Services	Behavioral Health
Crisis Interventionist	Human Services	Behavioral Health
CSS Coordinator	Human Services	Behavioral Health
Support and Service Coordinator	Human Services	Behavioral Health
FSET Case Manager	Human Services	Community Resources
Foster Care/Kinship Coordinator	Human Services	Family Services
Software Specialist	IT	
Engineering Technician	Land Conservation	

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	Bridgeway CBRF Supervisor	Human Services	Behavioral Health																
	Volunteer Services Coordinator	Human Services	Community Resources																
	Family Resource Coordinator	Human Services	Family Services																
	Youth Mentor/Family Resource Coordinator	Human Services	Family Services																
	Youth Mentor	Human Services	Family Services																
	Systems Technician	IT																	
	Land Conservation Specialist	Land Conservation																	
	Conservation Program Coordinator	Land Conservation	Non-Metallic Mining																
	Maintenance Specialist	Maintenance																	
	Maintenance Technician	Maintenance																	
	Forestry Technician	Parks & Forestry																	
	Office Supervisor	Parks & Forestry																	
	Parks Worker (Construction)	Parks & Forestry																	
	Parks Lead Worker	Parks & Forestry																	
	Chief Deputy Register of Deeds	Register of Deeds																	
	Office Supervisor	Sheriff	Administration																
	Corrections Officer	Sheriff	Jail																
	Deputy Treasurer	Treasurer																	
	Real Property Lister	Treasurer																	
	Veterans Representative 7	Veterans																	
F	Accounting Services 6	Child Support		\$19.29	\$19.85	\$20.40	\$20.95	\$21.50	\$22.05	\$22.33	\$22.60	\$22.88	\$23.15	\$23.43	\$23.70	\$23.98	\$24.26	\$24.53	\$24.81
	Deputy Register of Probate	Circuit Court																	
	Legal Administrative Assistant	Circuit Court																	
	Bookkeeper	Clerk of Courts																	
	Collections Deputy	Clerk of Courts																	
	Court Clerk	Clerk of Courts																	
	Legal Administrative Assistant	Corporation Counsel																	
	Administrative Services 5	County Clerk																	
	Dispatcher	Dispatch																	
	Administrative Services 5	District Attorney	Victim Witness Program																
	Administrative Services 5	Emergency Management	Emergency Management																
	Administrative Services 5	Emergency Management	Work Relief																
	Work Relief Shop Coordinator	Emergency Management	Work Relief																
	Environmental Health Administrative Assistant	Health	Public Health																
	Accounting Clerk	Health	Public Health																
	WIC Community Health Worker	Health	WIC																
	WIC Program Nutrition Assistant	Health	WIC																
	Accounting Services 5	Highway																	
	Administrative Services 5	Highway																	
	Signage Coordinator	Highway																	
	Stockroom Attendant	Highway																	
	Truck Operator	Highway																	
	Patient Billing Specialist	Human Services	Administrative Services																
	Administrative Services 6 (Accounting and Payroll Clerk)	Human Services	Administrative Services																
	Admininstrative Services 5 (Outpatient Clinic Admin)	Human Services	Administrative Services																
	Administrative Services 5 (CLTS/CC/OP/B23)	Human Services	Administrative Services																
	Administrative Services 5 (Cornerstone Admin)	Human Services	Administrative Services																
	Administrative Services 5 (Fiscal Admin)	Human Services	Administrative Services																
	Administrative Services 5 (Transcriptionist)	Human Services	Administrative Services																
	Contract Coordinator	Human Services	Administrative Services																
	Economic Support Specialist	Human Services	Community Resources																
	Administrative Services 5	Land Conservation																	

WOOD COUNTY (CARE FACILITIES)				January 2021					2021 GRADE ORDER LIST: STEP PLAN										
GRADE	JOB TITLE	DEPARTMENT	DIVISION	87.50%	90.00%	92.50%	95.00%	97.50%	Control Point	101.25%	102.50%	103.75%	105.00%	106.25%	107.50%	108.75%	110.00%	111.25%	112.50%
				Min.	Step 2	Step 3	Step 4	Step 5	100.00% Step 6										Max.
Q	Administrator	Norwood	Medical Records/Admin	\$51.31	\$52.78	\$54.24	\$55.71	\$57.17	\$58.64	\$59.37	\$60.11	\$60.84	\$61.57	\$62.31	\$63.04	\$63.77	\$64.50	\$65.24	\$65.97
P	Administrator	Edgewater	Administration	\$47.08	\$48.42	\$49.77	\$51.11	\$52.46	\$53.80	\$54.47	\$55.15	\$55.82	\$56.49	\$57.16	\$57.84	\$58.51	\$59.18	\$59.85	\$60.53
O	Director of Nursing	Norwood	Long Term Care	\$43.55	\$44.79	\$46.04	\$47.28	\$48.53	\$49.77	\$50.39	\$51.01	\$51.64	\$52.26	\$52.88	\$53.50	\$54.12	\$54.75	\$55.37	\$55.99
N	Director of Nursing	Edgewater	Nursing	\$40.73	\$41.90	\$43.06	\$44.22	\$45.39	\$46.55	\$47.13	\$47.71	\$48.30	\$48.88	\$49.46	\$50.04	\$50.62	\$51.21	\$51.79	\$52.37
M				\$37.91	\$38.99	\$40.07	\$41.15	\$42.24	\$43.32	\$43.86	\$44.40	\$44.94	\$45.49	\$46.03	\$46.57	\$47.11	\$47.65	\$48.19	\$48.74
L	Client Services Manager	Norwood	Admission	\$35.09	\$36.09	\$37.09	\$38.10	\$39.10	\$40.10	\$40.60	\$41.10	\$41.60	\$42.11	\$42.61	\$43.11	\$43.61	\$44.11	\$44.61	\$45.11
K	Nurse Supervisor	Edgewater	Nursing	\$32.26	\$33.18	\$34.10	\$35.03	\$35.95	\$36.87	\$37.33	\$37.79	\$38.25	\$38.71	\$39.17	\$39.64	\$40.10	\$40.56	\$41.02	\$41.48
J	Head Nurse	Norwood	Various																
	Occupational Therapist	Norwood	Admission																
	Inservice Coordinator	Edgewater	Nursing	\$29.44	\$30.29	\$31.13	\$31.97	\$32.81	\$33.65	\$34.07	\$34.49	\$34.91	\$35.33	\$35.75	\$36.17	\$36.59	\$37.02	\$37.44	\$37.86
	MDS Coordinator	Edgewater	Nursing																
	Social Worker 8	Edgewater	Social Services																
	Registered Nurse (Psych)	Norwood	Various																
I	Social Worker 10	Norwood	Admission																
	Social Worker 9	Norwood	Admission																
	Registered Nurse	Edgewater	Nursing	\$26.63	\$27.39	\$28.15	\$28.91	\$29.67	\$30.43	\$30.81	\$31.19	\$31.57	\$31.95	\$32.33	\$32.71	\$33.09	\$33.47	\$33.85	\$34.23
	Registered Nurse (LTC)	Norwood	Long Term Care																
H	Social Services Coordinator	Norwood	Long Term Care																
	Building Maintenance	Norwood	Maintenance																
	Accountant	Edgewater	Administration	\$23.80	\$24.48	\$25.16	\$25.84	\$26.52	\$27.20	\$27.54	\$27.88	\$28.22	\$28.56	\$28.90	\$29.24	\$29.58	\$29.92	\$30.26	\$30.60
	Certified Dietary Supervisor	Edgewater	Dietary																
	Maintenance Lead	Edgewater	Maintenance																
	Social Worker 7	Edgewater	Social Services																
G	Food Services Supervisor	Norwood	Dietary																
	Health Information Supervisor	Norwood	Medical Records/Admin																
	Activities Coordinator	Edgewater	Activities	\$20.98	\$21.58	\$22.18	\$22.78	\$23.38	\$23.98	\$24.28	\$24.58	\$24.88	\$25.18	\$25.48	\$25.78	\$26.08	\$26.38	\$26.68	\$26.98
	LPN	Edgewater	Nursing																
	Activities Coordinator	Norwood	Long Term Care																
	LPN	Norwood	Various																
	Maintenance Specialist	Norwood	Maintenance																



	Accounting Services 7	Norwood	Medical Records/Admin																
F	Accounting Services 4 (Account Tech)	Edgewater	Administration	\$18.16	\$18.68	\$19.19	\$19.71	\$20.23	\$20.75	\$21.01	\$21.27	\$21.53	\$21.79	\$22.05	\$22.31	\$22.57	\$22.83	\$23.08	\$23.34
	Accounting Services 4 (Patient Billing)	Edgewater	Administration																
	Maintenance Technician	Edgewater	Maintenance																
	Administrative Services 4	Edgewater	Nursing																
	Medication Aide	Edgewater	Nursing																
	Mental Health Technician	Norwood	Various																
	Congregate Meal Coordinator	Norwood	Dietary																
	Client Services Assistant	Norwood	Long Term Care																
	Maintenance Technician	Norwood	Maintenance																
	Accounting Services 6 (AP/AR)	Norwood	Medical Records/Admin																
	Accounting Services 6 (Patient Billing)	Norwood	Medical Records/Admin																
	Administrative Services 5	Norwood	Medical Records/Admin																
E	Cook	Edgewater	Dietary	\$15.34	\$15.78	\$16.22	\$16.65	\$17.09	\$17.53	\$17.75	\$17.97	\$18.19	\$18.41	\$18.63	\$18.84	\$19.06	\$19.28	\$19.50	\$19.72
	CNA	Edgewater	Nursing																
	Therapy Assistant	Norwood	Admission																
	Cook	Norwood	Dietary																
	Medical Assistant	Norwood	Long Term Care																
	Accounting Services 4	Norwood	Medical Records/Admin																
	Administrative Services 5 (Editor)	Norwood	Medical Records/Admin																
	Intake Coordinator - Inpatient	Norwood	Medical Records/Admin																
D	Recreation Therapy Aide	Edgewater	Activities	\$13.22	\$13.60	\$13.98	\$14.35	\$14.73	\$15.11	\$15.30	\$15.49	\$15.68	\$15.87	\$16.05	\$16.24	\$16.43	\$16.62	\$16.81	\$17.00
	Administrative Services 2	Norwood	Medical Records/Admin																
	Casual Receptionist	Norwood	Medical Records/Admin																
C	Dietary Aide	Edgewater	Dietary	\$11.81	\$12.15	\$12.49	\$12.83	\$13.16	\$13.50	\$13.67	\$13.84	\$14.01	\$14.18	\$14.34	\$14.51	\$14.68	\$14.85	\$15.02	\$15.19
	Congregate Meal Driver	Norwood	Dietary																
	Dietary Aide	Norwood	Dietary																
B	Student RT	Edgewater	Activities	\$10.40	\$10.70	\$11.00	\$11.30	\$11.59	\$11.89	\$12.04	\$12.19	\$12.34	\$12.48	\$12.63	\$12.78	\$12.93	\$13.08	\$13.23	\$13.38
A				\$9.00	\$9.25	\$9.51	\$9.77	\$10.02	\$10.28	\$10.41	\$10.54	\$10.67	\$10.79	\$10.92	\$11.05	\$11.18	\$11.31	\$11.44	\$11.57

2

HEALTH AND HUMAN SERVICES COMMITTEE

DATE: August 27, 2020

PLACE: River Block Building, Room 206 – Wisconsin Rapids (meeting also accessible via WebEx)

PRESENT: Donna Rozar, Adam Fischer, John Hokamp, Laura Valenstein, Kristen Iniguez, DO, Tom Butkke, Lee Thao; joining by WebEx are Heather Wellach, RN and Jessica Vicente

ABSENT: ---

EXCUSED: ---

ALSO PRESENT (for all or part of the meeting): Brandon Vruwink, Marissa Laher, Mary Solheim, Jo Timmerman, Mary Schlagenhaft, Jordon Bruce, Jennifer Plisch (Human Services); Rock Larson (Veterans Service); Sue Kunferman, Kathy Alft (Health Department); Reuben Van Tassel (Maintenance); Lisa Keller (IT); Lance Pliml (County Board Chair); Joe Zurfluh, Ken Curry, Ed Wagner, Bill Clendenning, Bill Leichtnam (County Board Supervisors); Craig Lambert (District Attorney); Peter Kastenholz (Corporate Counsel); Al Thurber, Ed Newton (Finance) *(Some of these attendees were in the room and others joined by WebEx.)*

1) Call to Order

Meeting called to order at 5:00 p.m. by the Chair.

2) Quorum

Rozar declared a quorum.

3) Public Comments

- n/a

4) Members of Judicial & Legislative Committee invited to participate in Human Services Discussion of Legal Representation in Chapter 48 Matters (Children in Need of Protection or Services, Minor Guardianships, and Termination of Parental Rights).

Lance Pliml shared his insight after meeting with various departments that will be impacted by any option selected. All information learned during those meetings were shared with Health & Human Services Chair and Judicial & Legislative Chair. Motion (Buttke/Fischer) to form an ad hoc committee to mediate discussions and further study best options for Chapter 48 Matters. That motion was tabled to allow discussions. Craig Lambert described he has the capacity within the District Attorney's office to resolve the concerns without added expense to hire a specific attorney. Mary Solheim responded that Human Services doesn't believe Chapter 48 Matters are being represented well within Wood County. Lance Pliml questioned if there is a lack of understanding or communication, and asks what specific outcomes do we expect to do better? Supervisor Wagner shared he feels there may be a misunderstanding of expectations between departments and proposes Human Services and the District Attorney meet to clearly define the issues. Brandon Vruwink shared his concerns and perspective with potential process improvements. He also clarified that Human Services never recommended Wood County hire additional staff; that was one of a few options presented to the committee. Motion (Valenstein/Thao) to pull the motion off the table. All ayes. Motion carried. Vote called for motion to form an ad hoc committee. 3 aye (Bukke, Fischer, Iniguez) 5 opposed (Hokamp, Thao, Valenstein, Rozar, Wellach). Motion fails. Chair Rozar asked representatives from the District Attorney and Human Services meet with the County Board Chair and provide an update next month.

5) Presentation by ADRC

Presentation moved to September meeting.

6) Consent Agenda

Pulled from consent agenda – page 4

Motion (Buttke/Hokamp) to approve the consent agenda. All ayes. Motion carried.

7) Discussion and consideration of items removed from consent agenda

- Page 4 – Sue Kunferman provided additional explanation of school planning activities and described how complaints regarding the mask emergency order are being handled.

Motion (Valenstein/Hokamp) to approve items pulled from the consent agenda. All ayes. Motion carried.

- 8) Financial Statements – Edgewater Haven, Human Services Community, Norwood Health Center**
Department staff answered questions regarding information in the financial statements. Brandon Vruwink announced Norwood Health Center will be receiving some additional funds which can be used at Wood County discretion; this will be an agenda item for discussion next month.
- 9) Health Department COVID-19 update**
Sue Kunferman described gating metrics are looking better. Sue explained implementation of a pilot program with the Wisconsin Rapids School District for specimen collections. The Health Department will also establish a strike team to respond to high risk testing needs within the community. Sue responded to questions regarding parameters of if/when children will be sent home from school.
- 10) Human Services resolution for creation of one (.97) FTE Jail Discharge Planner/Case Manager position**
Brandon Vruwink described his intent to create a Jail Discharge Planner/Case Manager position, how the position will be funded, the evidence-based program planning, and overall goal of the position. Motion (Hokamp/Thao) to support the resolution as presented and forward to the Public Safety Committee for co-sponsorship and County Board for approval. All ayes. Motion carried.
- 11) Discuss remaining funds from Crossroads Renovation**
Jordon Bruce explained the CIP project approved previously must use unspent funds within same project areas. At the direction of Finance, Jordon is requesting approval to spend remaining funds on furniture in the Crossroads unit. Motion (Thao/Valenstein) to allow remaining funds to be spent as he requested not to exceed the original amount as bonded. All ayes. Motion carried.
- 12) Budget presentation by Health Department (action required)**
Sue Kunferman and Kathy Alft presented the 2021 Health Department budget and responded to questions and concerns of Committee members. Motion (Buttke/Valenstein) to approve the Health Department budget as presented and forward to the Operations Committee. All ayes. Motion carried.
- 13) Budget presentation by Veterans Service (action required)**
Rock Larson presented the 2021 Veteran Services budget and responded to questions and concerns of Committee members. Motion (Fischer/Thao) to approve the Veteran Services budget as presented and forward to the Operations Committee. All ayes. Motion carried.
- 14) Legislative Issue Updates**
Department heads provided updates regarding issues pertaining to their departments.
- 15) Items for Future Agenda**
The Chair noted items for future agendas.
- 16) Next Meeting(s)**
 - September 1, 2020, 5:00 pm, (this meeting is only for purposes of budget presentation by Human Services), River Block Building, 111 W Jackson Street, 2nd Floor Auditorium (meeting will also be accessible via WebEx)
 - September 24, 2020, 5:00 pm, 111 W Jackson Street, 2nd Floor Auditorium (meeting will also be accessible via WebEx)
- 17) Adjourn**
Rozar declared the meeting adjourned at 7:45 p.m.

Minutes taken by Kathy Alft and subject to Committee approval.

HEALTH AND HUMAN SERVICES COMMITTEE

2

DATE: September 1, 2020

PLACE: River Block Building, Room 206 – Wisconsin Rapids (meeting also accessible via WebEx)

PRESENT: Donna Rozar, Adam Fischer, John Hokamp, Laura Valenstein, Kristen Iniguez DO, Tom Butkke, Lee Thao,

EXCUSED: Heather Wellach RN, Jessica Vicente

ALSO PRESENT (for all or part of the meeting): Brandon Vruwink, Marissa Laher, Jo Timmerman, Mary Schlagenhaft, Jordon Bruce, Jodi Liegl, Stephanie Gudmunsen, Lacey Piekarski (Human Services); Lisa Keller (IT); Al Thurber (Finance) *(Some of these attendees were in the room and others joined by WebEx.)*

1) Call to Order

Meeting called to order at 5:00 p.m. by the Chair.

2) Quorum

Rozar declared a quorum present.

3) Public Comment

None

4) Budget presentation by Human Services (action required)

Community

Brandon Vruwink presented the 2021 Human Services Community budget, responding to questions and concerns of Committee members.

Norwood

Brandon Vruwink and Jordan Bruce presented the 2021 Human Services Norwood budget, responding to questions and concerns of Committee members.

Edgewater Haven

Brandon Vruwink and Marissa Laher presented the 2021 Human Services Edgewater Haven budget, responding to questions and concerns of Committee members.

Motion (Valenstein/Thao) to approve the Human Services Community, Norwood, and Edgewater Haven budgets as presented and forward to Executive Committee. All ayes. Motion carried.

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

- September 24, 2020, 5:00 pm, Wood County River Block Building Room 206, Wisconsin Rapids

6) Adjourn

Rozar declared the meeting adjourned at 6:20 p.m.

Minutes taken by Donna Rozar, Chair.

Minutes subject to Committee approval

HEALTH AND HUMAN SERVICES COMMITTEE

DATE: September 24, 2020

PLACE: River Block Building, Room 206 – Wisconsin Rapids (meeting also accessible via WebEx)

PRESENT: Donna Rozar, Adam Fischer, John Hokamp, Laura Valenstein, Kristen Iniguez, DO, Tom Buttke, Lee Thao; Jessica Vicente; joining by WebEx are Heather Wellach, RN

ABSENT: - - -

EXCUSED: Sue Kunferman

ALSO PRESENT (for all or part of the meeting): Brandon Vruwink, Marissa Laher, Mary Solheim, Jo Timmerman, Mary Schlagenhaft, Jordon Bruce (Human Services); Rock Larson (Veterans Service); Kathy Alft (Health Department); Reuben Van Tassel (Maintenance); Brian Landowski (IT); Bill Clendenning (County Board Supervisors); Lance Pliml (County Board Supervisor); Craig Lambert (District Attorney); *(Some of these attendees were in the room and others joined by WebEx.)*

1) Call to Order

Meeting called to order at 5:00 p.m. by the Chair.

2) Quorum

Rozar declared a quorum.

3) Public Comments

- n/a

4) Consent Agenda

Motion (Buttke/Hokamp) to approve the consent agenda. All ayes. Motion carried.

5) Discussion and consideration of items removed from consent agenda

n/a

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

Department staff answered questions regarding information in the financial statements.

7) Human Services Update of Legal Representation in Chapter 48 Matters (Children in Need of Protection or Services, Minor Guardianships, and Termination of Parental Rights)

Brandon Vruwink provided an update with conversations that transpired between Human Services and the District Attorney. Meetings are going well and are planned to continue to maintain open communications. Brandon responded to question regarding expectations of the meetings. Craig Lambert echoed the same.

8) Discussion of Norwood additional funding

Jordon Bruce shared information that outlines the provider relief fund. A list of potential items that meet definitions of proper expenditures was shared. Jordon explained timelines of funding and specific requirements. Jordon responded to committee member questions. Committee members shared their belief of policy-making and decisions around what items to pursue. Motion (Fischer/Valenstein) to prioritize and authorize direct COVID expenditures at this time, and to hire consultant to help with making decisions for other expenditures that may need more research as an eligible expense. All ayes. Motion carried. An update will be shared with the Committee next month, of purchases made and items that need further consideration.

9) Discussion of Boston Life benefit mandatory viewing requirement for new employees

Jordon Bruce described viewing requirements for new employees of voluntary benefit, and concerns with required attendance by employees. Donna Rozar provided an explanation that it was Boston Life who mandated the all-employee requirement. Lance Pliml provided historical perspective of coverage. This item will be referred to Operations Committee.

10) Health Department COVID-19 update

Kathy Alft shared the health department is overwhelmed with response work. Cases increased nearly 25% in just this past week. We are continuing to recruit for LTEs to help with positive case interviewing. There are many positives and close contacts in just the past few days.

11) Mandated COVID-19 Testing Funding Options

Marissa Laher summarized mandated testing frequency of residents and staff at the nursing home. Marissa described various funding options for testing through 2020. Marissa provided a situational awareness of how testing may be funded in 2021 if necessary.

12) Virtual Tour of Marshfield Parent Engagement Center

Brandon Vruwink described the Marshfield Parent Engagement Center. There were audio issues with the virtual tour, a link was emailed to Committee members to view.

13) Legislative Issue Updates

Department heads provided updates regarding issues pertaining to their departments.

14) Items for Future Agenda

The Chair noted items for future agendas.

15) Next Meeting(s)

- October 22, 2020, 5:00 pm, 111 W Jackson Street, 2nd Floor Auditorium (meeting will also be accessible via WebEx)

16) Adjourn

Rozar declared the meeting adjourned at 6:33 p.m.

Minutes taken by Kathy Alft and subject to Committee approval.

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

ADMINISTRATIVE REPORT – SUE KUNFERMAN, RN, MSN

- The majority of our efforts continue to be focused on our COVID-19 response.
- For a current case count, please see:
<http://woodwi.maps.arcgis.com/apps/opsdashboard/index.html#/da7f0d6815494e4b85e614e042671b14>
- Here is an update on our larger scale efforts:
 - Communication – We continue to push out public information as new things occur and as guidelines and recommendations change. We are making a concerted effort to assure our public-facing communication is current and accurate and we are responsive to questions and concerns. We likely will not issue press releases for future deaths due to COVID-19. We've seen other jurisdictions do releases for the first few, but not ongoing after that. We will continue to report the data on our website and Facebook.
 - Disease Reporting and Contact Tracing – Our LTEs are getting more up to speed and our regular staff also continue to work extra hours. We've been receiving many questions from schools throughout each day. Our goal is to have our regular employees working fewer hours on weekends and fill that time with LTEs. We are looking on bringing on another two or three LTEs in the coming week or so.
 - Personal Protective Equipment (PPE) – We did have to request PPE from Emergency Management. The supply chain has again gotten slightly worse. We need to have PPE on hand as we prepare to conduct testing in outbreak situations.
 - School Planning – DHS finally released an exclusion protocol and our schools have implemented that. Kristie Egge and I are assigned to the schools as liaisons and are receiving many calls each day as we all try to work through specific situations. We expect these calls will decrease as we all get into a groove with the school year. I did ask the Department of Health Services if school health staff could access the WI Electronic Disease Surveillance System (WEDSS). This is the disease registry where our staff document case interviews, contact interviews and where isolation and quarantine dates can be found. DHS did give school staff permission to access WEDSS, so we are now working to get them set up and trained on how to use the system to access information they need. This should reduce the number of calls we receive.
 - Long-Term Care Facilities – We continue to await guidance from the Department of Health Services on processes to reopen long-term care facilities. Our facilities are doing a great job figuring out how to access routine testing of staff and residents, but that is becoming more and more challenging and there is some question as to how to continue to fund the required testing.
 - Access to Testing – We continue to struggle with access to testing even for symptomatic individuals. A priority for testing access is students and teachers and we have been meeting with our local health systems to brainstorm quick access to testing with short turnaround time for results to keep kids and teachers in school. We also applied for a grant that would provide testing supplies to schools so students and teachers who are symptomatic could be swabbed before being sent home. Hopefully we will hear soon about this grant.
 - WI Counties Human Services Association (WCHSA) – I joined a WCHSA meeting to field COVID-related questions from the association membership.
 - WI Health News Newsmaker Event – I served on a small panel of public health leaders during a live WI Health News Newsmaker event. We fielded questions from participants on our COVID response, health equity, and other topics.

COMMUNITY HEALTH IMPROVEMENT PLANNER REPORT – KRISTIE RAUTER EGGE, MPH

AOD Prevention Partnership

Family Health Center of Marshfield, Inc. was successful in securing the "Rural Communities Opioid Response Program" implementation project on behalf of the Central Wisconsin Partnership for Recovery beginning September 1, 2020. The grant covers Wood and Clark counties to provide funding for the identified priority areas:

- Targeted youth intervention (Clark County school resource officer, school-based prevention curriculum, youth diversion programming)

- Jail discharge planner (Wood County Jail)
- Safe and sober housing
- Peer recovery resources

Healthy People Wood County has been a part of this work since it started and will continue working with this group on these priority areas as they align with the Wood County Community Health Improvement Plan.

Wood County Drug Task Force has not been meeting since June due to low capacity among leaders within the group. The group plans to meet again in the near future to continue strategic planning.

Community Needs Task Force

The Community Needs Task Force continues to send weekly newsletters highlighting topics that are relevant to things happening in real time. Topics in August included: Wood County Gating Metrics, debunking misinformation (local to Wood County), suicide prevention, and parent information for back to school. Anyone can sign up for the weekly newsletter on the Wood County Health Department webpage:

<https://lp.constantcontactpages.com/su/BUvABqM/wchdcovidnewsletter>

A number of visual aid reminders were also developed to go along with the newsletter topics, as well as to provide additional information to the public about COVID-19. Messaging included Isolation vs. Quarantine; Proper cleaning/storage of face masks; How to wear a face mask; Timeline of COVID-19 incubation period; HIPAA Privacy Laws; underlying health conditions; and other information for the *Wear A Mask* campaign.

In addition, the community needs survey remains open with reminders going out periodically, but the survey has had little activity in the past month. Most needs are identified through word of mouth, and the task force has purchased bottles of hand sanitizer and disinfecting wipes in response to some of the identified community needs. The group has also worked with the Wood County Jail for the installation of soap dispensers in each cell, as well as hand sanitizer stations in public spaces of the courthouse.

Central Wisconsin Tobacco Free Coalition and Wisconsin Wins Program

The Wisconsin Wins program will not be supporting underage tobacco compliance checks in the 2020-2021 fiscal year. The federal law recently updated the age that individuals may purchase tobacco and nicotine-containing products to age 21, yet Wisconsin state law remains at age 18 so local officials are unable to enforce Tobacco 21. Additionally, with the COVID-19 pandemic, local contracted agencies were provided updated guidance on increasing the number of community outreach activities to specific community stakeholders in place of the underage tobacco compliance checks. Wood County will be increasing the number of outreach activities from 9 to 21.

Wisconsin Wins materials have recently been updated to reflect the federal Tobacco 21 law and all retailers in Wood County will be receiving these updated materials. In addition, these materials have been translated to Spanish and Hmong in order to reach more residents within our communities. An additional update is that the free state-approved training at WITobaccoCheck.org now includes Google Translate to allow non-English speaking individuals to complete the training.

Farmers Market

The Wisconsin Rapids Downtown Farmers Market is open every Thursday and Saturday from 8:00 AM- 2:00 PM from June 4, 2020 to October 31, 2020. This is our second year at the 1st Avenue South location. There are currently 45 vendors this season. In the month of August, the market processed:

- \$721 in Debit/Credit transaction at management's booth
- \$1,060 in Food Share EBT at management's booth
- \$280 in Aspirus Fruit and Veggies RX redeemed at the management's booth
- We do not track WIC and Senior Farmers Market Vouchers as they are direct deposited by vendors, but are also available to use at the market.
- \$45,124 in total sales was reported from our vendors for the month

The farmers market receives its funding from vendor fees, which are \$30 for a 12x12-booth space. With those funds, a utility cart was purchased for our vendors to haul their produce and for market managers to haul supplies. In July, our utility cart was stolen. In order to prevent additional loss and in an effort to have secure storage, we applied for and received a \$2500 grant from Incourage Community Foundation to purchase an enclosed trailer to store supplies. The trailer will be stored at the Highway Department during the off-season.

Active Communities/Bike Share

In early June, the Wood County Health Department was notified by Zagster, Inc. that due to the impacts of the COVID-19 pandemic, they had to discontinue the River Riders Bike Share program. Unfortunately, other communities with bike share programs operated by Zagster received the same news. In the months to follow, our team explored and researched other bike share programs to partner with so that River Riders Bike Share could

continue in our community for years to come. In order to redeploy this program, 34 bikes and 6 stations were purchased from the leasing company that owned them through our lease with Zagster. Our team also connected with our local maintenance technician to ensure that whatever bike share company we decided to go with, he would still be involved in the program. We had conversations with two different bike share programs about logistics, cost, and the values of each company. After much thought and research, we have decided to partner with Koloni, Inc. housed in the small town of Pocahontas, Iowa. They have created a program for us that will allow us to launch 15 bikes and 3 stations for the remainder of this fall season at a tailored price. During the off season winter months, we will revisit what next year's River Riders Bike Share program will look like with Koloni, Inc. as well as work with a team from the Clean Green Action committee to finding innovative ways so that bike share is accessible to everyone. In addition, we have applied for grant funding that could potentially seed a bike share program in the Marshfield area.

COVID-19

As the pandemic response continues, the creation of social media content is an ongoing process. The most recent creations include education on underlying health conditions and their impact on a severe COVID-19 infection, patient confidentiality and COVID-19, and importance of talking to children about not sharing facemasks. Social media creation goes beyond infographics. Two videos were recorded with Dr. Falk at Aspirus. The topics of the videos include the importance of wearing a facemask and how to properly wear a facemask as well as how to care for a cloth facemask. The videos are currently being edited.

The Spanish speaking Community Engagement Plan is in the final stages. The resources are being made available via the Wood County website and pdf printed copies will be available upon request to be distributed to residents in the coming weeks.

The mask campaign survey questions have been finalized. These questions will be asked as multiple polls on Facebook throughout a week at the end of the media campaign.

Health Equity

Every other year a cultural awareness presentation is updated and provided to staff. The presentation has been updated and is tentatively scheduled to be presented to staff at an upcoming staff meeting. The Health Equity Team has also updated the action plan to determine activities that can be completed during the COVID-19 response.

Mental Health Matters

The month of August for Mental Health Matters was still slow due to the ongoing COVID situation. There continues to be movement with the storyteller workgroup and Wood County Jail workgroup though.

The storyteller workgroup is looking at ways to engage the community remotely to share stories and start reducing stigma. Additionally, the group will still look to actively recruit more members to be trained as storytellers.

The Wood County Jail workgroup still has interest in trauma informed care for the jail. Although there are not specific projects in mind, the group may be interested in implementing the Trauma Informed Care Toolkit.

Lastly, the Sheriff's Department and jail are looking to have staff trained within the Adverse Childhood Experiences (ACE) Interface training of the trainers. This training will train attendees to provide the ACE Interface training to community members and professionals within the community. The training itself covers the basics of ACE's and their impact on an individual's neurobiological development.

Additionally, continuing with the ACE interface training of the trainer, if enough Mental Health Matters coalition members attend the online training, a workgroup could be developed. This workgroup would function similarly to the Question, Persuade, Refer (QPR) trainer workgroup.

ENVIRONMENTAL HEALTH REPORT – NANCY EGGLESTON, R.S.

Port Edwards/Armenia Groundwater Issues-MOU progress

A brief call between all parties involved in the MOU was held in August. The farmer led study was discussed. Data will be gathered after this growing season. The Health Department will be making another attempt to encourage the remaining households in the Armenia/Port Edwards area to test their drinking water for nitrates if they have not already done so. Residents will receive a phone call regarding the water testing vs a mailing.

Staff Training

Environmental Health staff attended a virtual National Environmental Health Association sponsored FDA training on food safety and groundwater concerns. Tim Wuebben participated in a webinar on PFAS (polyfluoroalkyl substances) and PFOA (perfluorooctanoic Acid) contamination in groundwater. The DNR also provided well training to assist staff working with the Transient Non-Community well program. Kate and Mariah attended the l-

Team meeting focused on financial abuse. Kate provided a presentation to Love INC about accepting donations, entering homes, and avoiding the transmission of bed bugs from homes to workers.

Lead Safe Homes Program

Four homes had risk assessments completed. A contractor submitted a bid on a Marshfield home. Once the bid is approved by DHS, a start date can be scheduled for the work. The risk assessments are waiting for approval and can then go to the homeowners to seek bids on the work.

New Businesses and Consultations

A pre-licensing inspection was conducted at Lucky's on 2nd LLC. The establishment was licensed to do prepackaged food and plan on serving pizza. Taco John's was licensed to operate under a new owner in Marshfield. A pre-licensing inspection was conducted at Purple Basil, a call to order pasta restaurant that is operating out of the ODC kitchen in Wisconsin Rapids. A pre-licensing inspection was conducted for the mobile unit and base of Stone Press Food Truck, a mobile restaurant with a base at ODC in Marshfield. A pre-licensing inspection was done at Me & Mom's Catering in Arpin. The restaurant is now operating out of a new building on the same property as the previous Me & Mom's Catering establishment. A consultation was done with 2 ½ Cups in Marshfield. They are planning on expanding their business. Inspections were done at Taste of the Fair, a temporary food event in Marshfield.

Complaints

Nineteen complaint investigations were received in the month of August.

- A caller complained about housing conditions for her disabled neighbor. She was referred to Human Services. If they are unable to look into it, we will check it out.
- A worker reported mold and water in an apartment building basement. No one lives in the basement and no tenants complained of ill health.
- A home with a disabled individual has a damaged roof resulting in mold, wet insulation, and rotting wood. The homeowner is applying for a grant to repair the roof. The local housing inspector also has an order on the home for roof repairs.
- A rental home was reported to have a mold. The landlord was contacted and repaired the basement issues. The tenant will let us know if remaining repairs are not done.
- A rental home was found to have feces in the toilet, no working refrigerator, and dirt and debris throughout. The landlord said the guy needs help, and he was advised to call Human Services. A social worker was assigned to the case and community members helped clean out the home.
- An apartment building has a mouse problem. The tenant is concerned about the mouse feces and urine in the apartment. The landlord provided sticky traps.
- A tenant complained of mold issues in her apartment. She reported it to the landlord and it was not fixed. Tim contacted the landlord, and repairs were made.
- Tenants complained of fruit flies in their apartment. Kate was on site and observed many fruit flies, with no cause within the apartment. Kate discovered a closet in the common hallway with rotting garbage from another unit. The landlord was contacted.
- Bed bugs were found in a rental unit. An abatement order was written to the landlord.
- A tenant complained that she had no smoke detectors and her unit wasn't cleaned before she moved in. Tim explained the definition of a health hazard to her.
- A resident in Arpin was illegally burning furniture and other items. An advisory letter was sent to the resident and a second fire was observed at that address following the warning. An abatement letter was issued to the resident.
- An individual was burning illegal items and an advisory letter was issued. Educational materials about what can and cannot be burned were also sent.
- The Wisconsin Dept. of Justice referred a case of a meth manufacturing at a residence in Wood County. The meth was being manufactured in a vehicle so there was no contamination in the residence itself.
- A caller complained about a neighbor with 40 outdoor cats. She can't let her dog out or it will chase them. The Humane Officer was contacted. There is no "cats at large" ordinance and the Humane Society will not accept feral cats that are not adoptable.
- An ex-employee complained about cleaning in a restaurant and handling of ill employees. The establishment owner was contacted and stated this employee had recently been fired. Allegations were false.
- A caller complained of worms in the walls of a restaurant. An onsite visit was done. Following a rainy period, a large number of millipedes showed up and were sprayed with insecticide. No insects were observed inside the building. They were advised to secure exterior openings from pests.
- Maggots were reported to be found in cooked chicken. The restaurant checked with the supplier and has cooking records to show internal cooking temperatures of 166F for that batch. Caller complained of illness. On-site inspection with establishment did not note any issues at the time of inspection. No other complaints made.
- An employee complained of poor personal hygiene at a restaurant. The owner stated the employee was recently terminated. They have two certified food managers on staff, routinely use gloves and wash hands. She will review processes with employees.

- Bed bugs were reported in a rental unit. The landlord was contacted and hired a pest control company to treat and ret-treat in a couple of weeks.

HEALTH PROMOTION AND CHRONIC DISEASE TEAM REPORTS

Oral Health Program – Erin Fandre, RDH

Healthy Smiles is still waiting on the request for proposal from Wisconsin Seal-A-Smile for the 2020/2021 school year. Wisconsin Seal-A-Smile is planning to release the request for proposal within the next week. In the last email update from Wisconsin Seal-A-Smile, we were informed that programs will not be able to provide care in the schools until after October 1st. Programs will also have to complete two infection control trainings prior to going into the schools. Additionally, they informed us that our program will be able to apply for funding now and then again in late 2020 or early 2021 based on the current state of COVID-19.

WOMEN, INFANTS AND CHILDREN (WIC) REPORT – CAMEN HAESSIG, RD, CD, CLC

- WIC continues to complete all appointments over the phone during this time. The physical presence waiver to allow appointments over the phone currently goes through September 30th.
- I am working my way toward the IBCLC credential. I was accepted into the WIC IBCLC Mentorship Program and plan to take the exam in spring of 2021. This will further the breastfeeding expertise in the Wood County WIC program which strives to promote breastfeeding as the norm for infant feeding.
- Wood County WIC was awarded the USDA Gold Premier Loving Support Award for an outstanding Breastfeeding Peer Program.

Caseload for 2020 (Contracted caseload 1433)

	Dec 2019	Jan 2020	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Active (initial)	1397	1413	1365	1393	1408	1382	1402	1431	1419				
Active (final)	1409	1424	1375	1395	1408	1404	1413	1441					
Participating	1402	1422	1371	1395	1410	1403	1402	1440	1420				

WOOD COUNTY HUMAN SERVICES DEPARTMENT REPORT

September 16, 2020

Director's Report by Brandon Vruwink

Wood County Human Services continues to meet with the Superintendents from all of the school districts in Wood County. Deputy Director Solheim has organized and coordinated the quarterly meetings. Meeting with the Superintendents is an opportunity to discuss and solve issues the districts and our department are seeing. We are looking forward to collaborating on the Adolescent Diversion Program and the Kids at Hope initiative soon.

With the county board's approval, the Jail Discharge Case Manager/Planner position has been posted. We expect to keep the application period open for three weeks and then begin the screening and interview process. If we are successful in our initial recruitment, we anticipate having a candidate identified and hired by the middle of November.

I am pleased to announce a collaborative project that has come to fruition. Wood County Human Services has been seeking to enhance our visitation services on the North end of the County for some time now. Currently, we are using a small space on the fourth floor of City Hall Plaza. I began discussing the need for enhanced services with leadership from the Wood County Child support Agency and CW Solutions several months ago. Child Support Director Vruwink reached out to the State to request funding to support a Parent Engagement Center. The funding request was approved, and the process to develop the center began. CW Solutions moved forward in signing a lease and creating and remodeling the space. A virtual tour will be provided to the H&HS Committee at the September 24 meeting.

The Health and Human Services Committee held the Human Services Department's annual budget meeting on Tuesday, September 1, 2020. I want to thank the entire committee for their support. Specifically, I want to thank you for your thought-provoking questions and a good discussion about how we deliver Wood County services.

Previously, I provided an update on the Criminal Justice Coordinator Ad Hoc Committee's decision to move the Drug Court Coordinator from River Block to the Courthouse. This move was complete in early August. This resulted in space opening up within the River Block building. Since Wood County Human Services has always paid rent on the space, it was available for the department to repurpose. Considering the increased need for meeting space, we have now made the room available for telehealth and face to face appointments. The room offers sufficient space to allow for socially distanced face to face appointments.

Administrative Services Update by Jo Timmerman

Norwood: On August 27th Norwood received additional CARES Relief funding in the amount of \$180,950. This additional funding has been allocated for COVID-19 related expenses associated with the Crossroads Unit.

Fiscal staff worked on finalizing the 2021 budget project.

Additional projects worked on by staff are:

- Processed Medicare, Medicaid, HMO, Commercial Insurance, other county and patient responsible billings
- Processed vendor payments
- Attended Norwood Department Head meetings
- Attended weekly payer source meetings for patient/resident updates
- Attended bi-weekly budget meetings with Administrator and Norwood Department Heads
- Tracked COVID-19 expenditures

Edgewater: Fiscal staff worked on finalizing the 2021 budget project.

Additional projects worked on by staff are:

- Processed a total of 89 claims in the amount of \$469,880 for Medicare, Medicaid, HMO, Commercial Insurance, and patient responsible billings and payments
- Processed vendor payments
- Attended daily stand-up meetings for patient/resident care and payer source updates
- Conducted weekly "triple-check" meetings regarding patient accounts and billing issues; as well as other miscellaneous issues that arise
- Attended bi-weekly budget meetings with Administrator and Edgewater Department Heads
- Track COVID-19 expenditures

Community: Fiscal staff worked on finalizing the 2021 budget project.

Additional projects worked on by staff are:

Fiscal

- Attended Administrative Services Division managers' weekly meetings
- Attended Smart Care Core Meeting (multiple)
- Attended Norwood Bi-Weekly budget meeting
- Attended Edgewater stand up weekly meetings
- Reviewed and approved time off requests
- Met with Staff regarding annual WIMCR report responses
- Worked on and collaborated with staff on Community and Edgewater 2021 budget
- Attended multiple budget meetings
- Supervised monthly revenue integration reporting for Community and Outpatient Clinic
- Attended Children's Long Term Support (CLTS) Child Welfare Agency (CWA) teleconference via WebEx
- Attended Health and Human Services Committee Meeting via WebEx
- Attended Statewide CLTS Stakeholder Meeting via Zoom
- Prepared and submitted to program manager 2021 Vehicle Purchase (Transportation) application
- Attended Accountants' Group meeting
- Attended TSSF program overview with newly hired Child Welfare/Youth Aids staff
- Attended Northern Region Financial/Directors quarterly meeting via Zoom
- Prepared and conducted employee annual review
- Attended Emergency Management COVID-19 Route to Recovery Wood County Funding via WebEx
- Reviewed and approved staff time cards
- Prepared and submitted 2021 CST budget request
- Participated in panel interviews for administrative employee opening
- Attended staff meeting for Edgewater Business Office
- Attended weekly staff one-to-one meeting
- Completed monthly expenses reports for Childcare and Income Maintenance
- Reviewed and approved monthly expense reports for Energy, FSET, DCF & DHS
- Prepared and filed monthly expense report for Northern Income Maintenance Consortium (NIMC)
- Prepared and submitted ACH for NIMC expense payments

- Provided NIMC reports for monthly Director Meeting; attended same meeting
- Prepared monthly bi-weekly budget report for Edgewater revenues
- Reviewed and presented YTD data and budget projections to all Community Program managers (Crisis, Behavioral Health, Long-term Support, Family Services)
- Reviewed and gave feedback for monthly financial reports
- Provided support and supervision to team members

Support Services

- Filled one vacancy for an Administrative Services Assistant (part time) with a start date of 9/8/2020
- Filled one vacancy for the CLTS/Cornerstone Secretary (full time) with a start date of 8/17/2020
- Began recruitment for one vacant position of Family Services Secretary MFLD
- Completed one staff annual performance evaluation
- Coordinated upcoming support required for Family Service, B-3/CLTS and Cornerstone interim coverage during staff FMLA beginning mid-October
- Coordinated upcoming support required for Outpatient Clinic Reception (OPC) interim coverage during staff FMLA beginning mid-November
- Worked with OPC front desk staff to review process of scanning consent forms
- Attended New Manager training (HR) on disciplinary process and PIPs
- Attended three Family Services trainings targeting TPRs (Termination of Parental Rights), Guardianship, & Change of Placements Trial Reunification
- Attend all web meetings for Streamline Implementation of Smartcare: weekly internal planning meetings, workflows for Smartcare, and coordinated implementation team and Superusers (defined roles of support staff)
- Worked with support staff on Duo Setup Yubikey distribution
- Worked with Family Services supervisors, Deputy Director and Support staff regarding ongoing discussions on eWISACWIS scanning and case notes versus paper copies
- Coordinated coverage for multiple staff vacations, and extended or last minute absences at three locations
- Met with 13 Support Services staff bi-weekly by phone or in person
- Provided direct coverage on Marshfield Reception and River Block OPC Reception desks as needed

Behavioral Health Services Update by Stephanie Gudmunson

Personnel Updates: Nicole Heiser was hired for the CCS/CSP Manager position at the River Block location and started on 8/24/20. Kristen Waechter was hired for the Support and Service Coordinator position within the CLTS Unit and started on 9/8/2020. Bridget Beach was hired for a full time Crisis Interventionist position and started on 8/10/20. Justin Volkaitis was hired for a full time Crisis Interventionist position and will start on 9/14/20. There are no current vacancies within the division.

The Outpatient Clinic continues to have no waiting list for mental health or AODA services. All clients that were previously seen by the nurse practitioner have been transferred to one of the psychiatrists. The Day Treatment program resumed in-person group treatment this month. Groups are held at a location with ample space for distancing. The clinic is also in the process of switching to Doxy.me for tele-health appointments. The Doxy.me application is easy to use for clients, offers the ability to hold groups via tele-health and provides options such as virtual waiting rooms that will streamline and simplify tele-health services. The majority of clinic appointments continue to be via video and a small portion are in person or via phone.

As another measure to help clients maintain access to their providers, we are setting up two I-Pad kiosks at River Block. Clients who do not have access to internet or appropriate technology can come to the River Block location and use the I-Pad to complete their appointments. We have been doing this with one I-Pad and a staff to facilitate, but the kiosk set-up along with the Doxy.me platform should allow clients to be more independent with their appointments

Community Resources Update by Steve Budnik

Transportation: We passed our Compliance Site Review (CSR) for the WisDOT (Dept. of Transportation) Transit Audit. In August, we provided 968 rides on our buses. This is less rides than July; however, we increased medical rides by 34 trips. The 5310 grant to purchase a new bus in 2021 was successfully submitted. The results of this grant will be shared in the next few months.

WHEAP: With the change in temperature, Energy Assistance has seen an increase in referrals, calls, and applications for electric and furnace help. In the 2020 heating year, we have served 2387 households. This is an increase of 4.19% from last year. The 2021 heating season does not start until October 1; however, customers can apply early as of September 1. Since then, we are seeing applications arrive daily.

Community Outreach: Members of the Community Resources Division attended the 2020 Employment & Resources Fair on September 2 and 3. This fair focused on job opportunities, health, mental wellness, insurance, financial planning, workshops, and training. We had representation from WHEAP, Income Maintenance, and FSET. The overall turnout for the fair was modest; however, approximately 30 individuals interacted with staff about the services and opportunities available through human services.

Edgewater Haven Update by Marissa Laher

In the month of August we had 11 admissions and 3 readmissions with a memory care census is 17 residents.

Census comparison to last year:

August 2019 – 54.90 average census with 6.77 rehab

August 2020 – 49.29 average census with 10.10 rehab

Admissions/Discharges Comparison:

August 2019 – Admissions 14/Discharges 16/Readmissions 4

August 2020– Admissions 11/Discharges 11/Readmission 3

CMS issued a memo on 8/26 addressing new mandated testing requirements. The regulation requires facilities to complete routine staff testing based on the positivity rate in the county. The memo addresses several other provisions. The memo is attached for your review. WI DHS told providers on 9/10 that the state funding for testing will not cover anything besides every 14-day testing and outbreak testing. If facilities are required to test once a week or twice a week, the facility will be responsible for funding the testing.

Community COVID-19 Activity	County Positivity Rate in the past week	Minimum Testing Frequency
Low	<5%	Once a month
Medium	5% - 10%	Once a week*
High	>10%	Twice a week*

As of writing this, we have:

- no resident cases
- two active employee cases (restricted from returning to work until meet CDC return to work guidance)
- one recovered employee case from July

We conducted a round of outbreak testing of all residents and staff on 9/3-9/4 in response to a positive test result of a staff member on 9/3. This round of testing identified an additional staff member case on 9/5. No individuals were identified as a close contact of either staff member. We conducted another round of testing on 9/9 of all residents and staff and received all negative results. We are required to test every 3-7 days for 14-days since our last positive until we receive all negative results.

We will see a census impact in September as admissions were held during our 14-day outbreak period.

Employment & Training Update by Lacey Piekarski

FSET Program: On August 18th, the FSET Program completed annual monitoring with DHS. The virtual monitoring includes a review of service level agreement requirements, document and quarterly report discussion and review of case findings.

- From 10/01/19 through 06/2020, the NorthCentral FSET Region met and exceeded all service level agreement requirements in the contract except 1-month reduction of participation rate in April 2020. This slight participation rate reduction occurred during the transition from in-person case management to adapted virtual services during COVID-19. DHS confirmed no impact on contract requirements. Requirement categories include percentage of customers assigned to employment and training activities, participation rate, timely contact of referred customers and enrolled to referred ratio rates.
- Case review findings were discussed, adjusted when appropriate per policy requirement and sent to DHS as a response to findings. The regional caseload size averages 800 individuals, 16 of which were reviewed for case findings. Case review findings highlighted community, education and employer partnership tracking, case comment detail and best practices in overall case management as strengths of our FSET Program.

Wood County – FSET Customer Success Story

Crystal enrolled in FSET in July 2019 with the goal of earning her GED. Crystal passed all of her tests on the first attempt! Crystal's last GED test was scheduled for April 2020, but was cancelled due to COVID-19. She was finally able to take her last GED test – Math – in August 2020. FSET funded 5 GED tests, a GED study book and assisted with gas cards for travel to Mid-State Technical College for studying and testing. During this year, Crystal also managed a full-time job, parented 5 children under age 18, quit smoking, purchased a new car, and was promoted to Assistant Manager at her new job! In the future, Crystal plans to further her education and complete a college degree.

***Release of Information signed 08/13/20 to share Crystal's story*

Independent Living Program: On August 25th, the TRAIL Region 1 Independent Living Program held our annual monitoring visit with DCF. The annual program evaluation includes review of program service provision, staff training and support, community partnership building, youth tracking, budget review, and incorporation of youth voice into the 2020 Region 1 program model. We anticipate our written evaluation feedback will be received by October 2020.

2020 Program Highlights Discussed:

- All internal Standard Operating Procedures were revised between 06/2019 – 06/2020.

- Quality Assurance includes monthly peer + manager case reviews; Implemented beginning 06/2020 includes engagement tracking of youth contact.
- The IL budget remains aligned with forecasted budget totals, slightly underspent in regular IL funds with the addition of one-time DCF COVID-19 relief funds designated for youth transitioning out of care through 12/31/20.
- Brighter Star funds are 100% pass-through state funds available for eligible youth pursuing post-secondary education.
 - 28 youth in our 9-county region enrolled in post-secondary education for fall 2020 semester, applying the DCF Brighter Star fund for additional financial support.
 - In 2019, Region 1 approved \$52,735 in Brighter Star funds.
 - From 01/01/20 - 08/31/20, Region 1 approved \$49,655 in Brighter Star funds.
 - Our youth-driven Youth Advisory Council continues to meet virtually each month, relaunching their vision of "Empowering Youth to Lead" through 2020.

Norwood Health Center Update by Jordon Bruce

Norwood has had two staff members test positive for COVID as of September 13, 2020. We are continuing outbreak testing of staff and residents weekly. We will continue this until we go 14 days without a new positive case. Norwood continues to screen all staff prior to working and must continue to restrict visitation at this time.

We continue to research and identify items or supplies that might help us combat this pandemic or may help us adapt to the changes needing to be implemented. Our staffing continues to be a major focus, ensuring we are prepared with contingency plans in the event our staff are quarantined. We are also preparing for the seasonal flu campaign in addition to the current coronavirus.

Norwood Nursing Department by Liz Masanz

The Nursing Department has been busy coordinating and completing weekly COVID testing for all staff and residents. This testing is done both on-site for staff working in addition to drive-thru testing for staff who are not working. We have been getting results within 24 hours and currently these tests are paid for by the state's contract with Marshfield Clinic.

Norwood Medical Records Department by Jerin Turner

We had one of our Casual Receptionists resign. We were able to replace that vacancy rather quickly, limiting the disruption to our department.

Norwood Dietary Department by Larry Burt

Congregate meals for the month of August totaled 10,596 Revenues for August totaled \$48,742. YTD meals are 85,297 and YTD revenues are \$392,366. We have also seen a 36% increase in our frozen meal production over the same time last year.

Norwood Maintenance Department by Lee Ackerman

As a follow-up to my report last month regarding the unexpected repairs required for the chiller water pump seal, the invoice for parts and labor was received this month and was much more than initially expected due to the complexity of the repair and the high cost of parts. The total bill was \$2,183.98

Update on 2020 Capital Improvement Projects:

The Level 4 Renovation, Phase 2 –Crossroads: Due to new guidelines published by WI DHS, we have been given the “green light” to proceed with renovations on the Crossroads unit. The cabinets are still in production due to the high number of orders backlogged by the supplier. A date has been tentatively set for September 14th to start with installation. Extensive planning has been made to accommodate and protect our residents during this process as well as ensure the safety of the staff. Our plan was submitted to the Health Dept. Director and the Norwood Medical Director and was approved. The flooring replacement will start after the cabinets have been completed.

Roof Replacement Phase 4: September 8th has been set as the start date for the roofing replacement project.

Boiler Burner #1: arrived this month and was installed.

Renewable Energy Grant: Work is under way on the exterior lighting project, with about 1/3 of the fixtures converted to LED so far. The Variable Frequency Drives (VFDs) are ordered for the circulating pumps and work should be started in early September. Both of these projects are projected to save significant energy cost for the facility.

The Water and Sewer bill for July, which was received in August, saw the first jump in cost for sewer charges since the installation of the grease trap in 2019. This cost has been consistently lower than previous years for this period, and conversations with the Utility provider leads us to believe this to be an anomaly. Monthly charges are based on a 24 hour sample taken by the Utility each month and can occasionally show an unexpected rise or fall in activity. The August sample was taken and reported to be at the expected lower level. Overall, this line item has been coming in well under the historical amounts due to the benefits of the grease trap. I will continue to monitor this closely

CVSO Report to the Wood County Health and Human Services Committee

Meeting Date: September 24, 2020

August Activity:

Caseload activity for August 2020 - 14 new veterans served. During the month of August, we completed/submitted 389 federal forms to include:

- 33 Intent to file a claim (this marks the effective date while we assist the veteran in gathering all the required supporting documentation)
- 5 Appeal – Higher level review, Notice of Disagreement (appeal)
- 16 New claims for disability compensation
- 1 New claim for pension
- 1 New claim for surviving spouse benefits (DIC or surviving spouse pension)
- 10 New applications for VA Healthcare
- 36 Appointment of Claimants Representative (POA for American Legion, VFW, DAV etc.)
- 9 Burial and marker applications

Activities:

1. Completed as of September 16:
 - a. ~~August 25-30 – Central Wisconsin State Fair. CANCELLED~~
 - b. ~~August 26 – Central Wisconsin Homeless and Housing coalition meeting. CANCELLED~~
 - c. September 8 – Interview on WFHR radio talk show, presented information on changes to caregiver program.
 - d. September 9 – VA Regional Office Training on Non Service Connected Pension (SKYPE)
 - e. September 10 – Tomah VA Medical Center WEBEX meeting on Expansion of VA Family Caregiver Program.
 - f. September 15 – VA Regional Office (Milwaukee) Directors Veteran Service Organization Leadership quarterly conference call (held via Microsoft Teams).
 - g. September 15 – Tomah VA Medical Center Caregiver Expansion meeting (held via Microsoft Teams).
2. Near Future:
 - a. September 17 National CVSO Association and CVSO Association of Wisconsin conference call on 2021 National CVSO Association Conference Planning. Wisconsin is hosting in Madison WI.
 - b. ~~September 20-22 – CVSO Association table at the WCA conference. CANCELLED~~
 - c. September 23 CVSO Association of Wisconsin Executive meeting (held VIA WebEx).
 - d. September 30 Wood County CCS/CST Coordination Committee meeting.
 - e. ~~October 2 – Marshfield Senior Fair CANCELLED~~
 - f. October 5 – 9 – CVSO Fall Training Conference Siren WI. Wood County has cancelled participation. Limited WebEx participation is being explored.

Office updates:

1. Office and VA response to COVID-19
 - a. Federal VA

Agenda Item 5b – Consent Veterans Department Head Narrative page 2

- i. Health care for Wisconsin Rapids Clinic and Tomah VAMC are Operating with limited in person appointments. Efforts minimize the number of personnel scheduled to be in the facilities.
 - ii. **Madison VA Hospital has effective September 16 limited access due to Dane County's increase in positive cases.**
 - iii. Veterans Benefit Administration-
 1. Not taking in person contacts at regional offices
 2. Many employees are working from home, as all active case files are virtual.
 3. Compensation and Pension disability exams are starting to be scheduled mostly with contracted providers. In order to provide benefits to veterans when ever possible the VA is rating off existing medical records and deferring the full disability examination until it is safer to provide the exam. Several veterans with the basic requirements for a rating for Diabetes mellitus or Ischemic Heart Disease have received minimal 10-20% ratings. This provides for quick access to compensation and healthcare.
- b. Wisconsin Department of Veterans Affairs:
- i. Veterans Nursing Homes are not allowing visitors.
 - ii. Many Madison and Milwaukee staff are working remotely.
 - iii. Expanded eligibility to the subsistence aid grant to accommodate veterans with loss of income due to COVID-19.
- c. Wood County Veterans Service Department is operating under these guidelines:

Courthouse (715) 421-8420:

- For the safety of our staff, families and clients, whenever possible we will conduct business using the phone, email, fax and mail.
- Our lobby is open for intercom interaction with our staff. Please observe social distancing protocols in our lobby.
- A very limited amount of individuals with specific issues may be seen by appointment (determination is on a case by case basis) If scheduled for an appointment a face mask will be required as some of our staff and their families have compromising health issues.

Wood County Annex (Marshfield) (715) 384-3773

As it is collocated with the Norwood Health Center, the office is not accepting in person contact. It remains open to assist via phone, email, fax and mail.

2. Wood County veteran hiring initiative: No action this period.
3. Office continues to review and reach out to Blue Water Vietnam Navy and Marine personnel. Several veterans have responded and we have submitted claims for compensation. With compensation, exams starting up again and minimal ratings based on medical evidence of record. Since last month's report: One veteran increased from 20% to 70% retroactive payment of \$5,063 and monthly increase of \$1,265.

3

Minutes of the Wood County Public Safety Committee

DATE: September 14, 2020

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

EXCUSED:

NOT

PRESENT:

OTHERS Steve Kreuser, Scott Brehm, Shawn Becker, Lori Heideman, Kelli Trzinski, Erik

PRESENT: Engel, Bill Clendenning, Lance Pliml, Sarah Christensen, Mike Derrie, Ed

Newton, Reuben VanTassel, Nanci Olson, Ted Ashbeck

LOCATION: Wood County Courthouse

1. Call to Order:

Mike Feirer called the meeting to order at 9:00 a.m.

2. Review minutes of August 10, 2020:

Motion by Winch, second by Polach to approve the minutes of the August 10, 2020 meeting as presented. Motion carried unanimously.

3. Public Comments:

No Public Comments.

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

October 12, 2020

9:00 a.m.

Wood County Courthouse

5. Second Amendment Ordinance:

Mike Derrie presented a petition with over 600 signature on it to protect Wood County's second amendment rights. Dennis thinks that this is an important ordinance that we should be looking at. He would like to see something on the spring ballot. Dennis makes a motion to pass this on to the full County Board. Joe states that he believes this is more an issue for the Judicial and Legislative Committee to take up. The Chairman of that committee, Bill Clendenning agrees. This could possibly be a joint resolution between both committees. Discussion ensued. Joe Zurfluh seconds Dennis' motion. The Sheriff states that he supports the motion and believes it should be moved to the full board. Dennis states that he spoke with Chair Clendenning previously and also the County Clerk. They stated the believed it should be a Public Safety Committee issue.

Motion by Polach, second by Zurfluh to move this item on to the full County Board. Motion carried unanimously.

6. Communications Department:

a. Communications August 2020 Claims:

The Committee reviewed the Communications August 2020 claims.

b. Communications Report:

Erik stated the vendor that is doing the microwave upgrades did not show up last month. They did not call to say they were not coming. They have since called and rescheduled.

c. Communications Budget:

Erik discussed his budget. Fixed charges went up quite a bit due to insurance liability that was not on their previously. He also included a vehicle and master oscillators in his CIP for this year. Erik adjusted his operating budget down a bit in order to make up for some of the increases. Dennis asked some questions about the budget. Any sort of major failure or lightning strike would not be covered under the budget, but would hopefully be covered by insurance. Chairman Feirer asked what one of the CIP items could be put over to the following year if necessary. Erik stated either item. The vehicle is starting to get a couple rust spots and so far it hasn't needed major repairs but it might be good to replace it before it does

Motion by Zurfluh, second by Polach to move the Communications Budget on to the Operations Committee. Motion carried unanimously.

7. Emergency Management Department

a. Emergency Management August 2020 Claims:

The Committee reviewed the Emergency Management August 2020 claims.

b. Emergency Management Activity Report:

The Committee reviewed the Emergency Management report. Steve Kreuser talked about the CARES Grant. Steve stated the County was awarded 1.2 million payable at three different times during the year. Talked about the command trailer that is being purchased as a multi-use trailer for Health, Emergency Management, Dispatch and Sheriff to use. The command trailer was going to be in our CIP, but this would alleviate the need for that. Still working with the Corps of Engineers on the water study for Saratoga. Hoping that ends up in next year's budget and gets completed. Joe Zurfluh asked what the grant outlook is for next year. Steve stated that we have heard of no changes or decreases.

c. Emergency Management Budget:

Steve talked about the EM budget for next year. Talked about our Capital Improvement item, a utility trailer. Talked about how we decreased revenues for next year as we are not sure when we will be running a full work crew. We are hoping that will happen in spring.

Motion by Zurfluh, second by Polach to move the Emergency Management budget on to the Operations Committee. Motion carried unanimously.

8. Dispatch Department:

a. August 2020 Claims:

The Committee reviewed the Dispatch August 2020 claims.

b. Dispatch Report:

The Committee reviewed the Dispatch report.

Lori stated that she is still short 1 staff member. She is going to wait to hire as she already has 4 people in training. Talked about schedule rearranging due to staff shortages.

c. Dispatch Budget:

Lori talked about how staffing went up in some areas and down in others. She ended up under budget by about 1.82%.

Motion by Zurfluh, second by Polach to move the budget on to the Operations Committee. Motion carried unanimously.

8. Coroner:

a. Coroner Report:

The Committee reviewed the Coroner report.

b. August 2020 Claims:

The Committee reviewed the Coroner August 2020 claims.

c. Coroner 2021 Budget:

Motion by Winch, second by Zurfluh to move the Coroner's budget on to the Operations Committee. Motion carried unanimously.

9. Humane Officer

a. Humane Officer Report:

The Committee reviewed the Human Officer Report.

b. August 2020 Claims:

The Committee reviewed the Humane Officer August 2020 claims.

c. Humane Officer 2021 Budget:

Motion by Zurfluh, second by Polach to move the Humane Officer's budget on to the Operations Committee. Motion carried unanimously.

10. Sheriff's Department:

a. Correspondences:

Sheriff Becker discussed the arrest of John Saver for the 1984 murder of Eleanore Roberts. The Sheriff commended the teamwork that led to the result.

b. Wood County Rescue:

The Committee reviewed the Wood County Rescue report. Supervisor Winch said Rescue was never officially reinstated by Sheriff Becker. A discussion ensued, and minutes from previous County Board meetings were reviewed. Previous minutes indicated Chief Deputy Randy Dorshorst advised that maintenance for the Rescue vehicles was in the Sheriff's Department 2020 budget. Further discussion will take place next month.

c. Crime Stoppers:

The Committee reviewed the Crime Stoppers report.

d. K-9 Project:

The Committee reviewed the K-9 report.

Sheriff Becker told the committee the Department would be getting another K9 and announced that Deputy Kristine Beathard would be the new handler. He stated the purpose of this K9 would be for drugs, tracking and public relations. The new K9 will be a German Shorthair Pointer. Sheriff Becker stated the Department has received numerous generous donations to the K9 program. Sheriff Becker mentioned the Nasonville Dairy gave the Department \$10,000 towards a new K9. Many other donations were made and this K9 will be fully funded by donations.

e. August 2020 Claims:

The Committee reviewed the Sheriff's Department August 2020 claims.

f. Jail Discharge Planner Grant Resolution:

Motion by Zurfluh, second by Polach to create the Jail Discharge Planner/Case Manager Position. Feirer-yes, Zurfluh-yes, Polach-yes, Hamilton-yes, Winch-No

g. Tribal Enforcement Grant Resolution:

Motion by Zurfluh, second by Polach to authorize Wood County Sheriff's Department to enter into an agreement and seek funding under State Statute 165.90 for Law Enforcement services on restricted Tribal Lands. Motion carried unanimously.

h. 2021 Sheriff's Department Budget:

Motion by Hamilton, second by Polach to move the Sheriff's Department's budget on to the Operations Committee. Motion carried unanimously.

i. Hiring Process:

Sheriff Becker stated he met with the Civil Service Commission last week and a new eligibility list for Deputy Sheriff will be started. He stated we will have one opening due to the COPS Grant.

j. Boat/ATV/UTV Patrol:

The Committee reviewed the Boat/ATV/UTV Patrol report.

k. Overtime:

The Committee reviewed the overtime report.

l. Courthouse Security:

The Committee reviewed the Courthouse Security report and the letter from Captain Quentin Ellis.

m. Jail Items

- i. Inmate Daily Population: Reviewed
- ii. EMP: Reviewed
- iii. Safekeeper Housing Numbers: Reviewed
- iv. Kitchen Report: Reviewed
- v. Maintenance: Nothing to Report
- vi. Inmate Programs: Nothing to Report
- vii. Jail Study-Sheriff Becker presented another option to the Committee regarding the building of a new jail. Sheriff Becker stated he thinks this is the best option because it will have the least amount of impact on the City of Wisconsin Rapids and the Courthouse.

11. August 2020 Claims: Communications, Emergency Management, Dispatch, Sheriff, Coroner, and Humane Officer:

Motion by Zurfluh, second by Hamilton to approve the August 2020 claims of all Public Safety Committee Departments. Motion carried unanimously.

12. Agenda Items for Next Meeting:

Sheriff Becker-Rescue

13. Adjourn

Meeting adjourned at 10:50 a.m. by Chairman Feirer.

Minutes taken by Wood County Sheriff's Department and Emergency Management

Minutes of the Wood County Public Safety Committee

3

DATE: October 12, 2020

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

EXCUSED:

NOT

PRESENT:

OTHERS Steve Kreuser, Scott Brehm, Shawn Becker, Lori Heideman, Kelli Trzinski, Erik

PRESENT: Engel, Bill Clendenning, Lance Pliml, Randy Dorshorst, Nanci Olson, Trent Miner

LOCATION: Wood County Courthouse

1. Call to Order:

Mike Feirer called the meeting to order at 9:00 a.m.

2. Review minutes of September 14, 2020:

Motion by Polach, second by Winch to approve the minutes of the September 14, 2020 meeting as presented. Motion carried unanimously.

3. Public Comments:

No Public Comments.

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

November 9, 2020

9:00 a.m.

Wood County Courthouse

5. Discuss County Budget Shortfalls:

Lori Heideman stated she discussed with Chairman Feirer about not filling her current vacancy until June 1, 2021.

Sheriff Becker stated the Department was holding off on hiring one position and one squad car was cut out of the 2021 budget.

Steve Kreuser stated Emergency Management cut \$5000 from the budget for travel expenses.

Erik Engel stated Communications cancelled the vehicle request for next year.

6. Communications Department:

a. Communications September 2020 Claims:

The Committee reviewed the Communications September 2020 claims.

b. Communications Report:

Erik stated the vendor that is doing the microwave upgrades showed up this month with the equipment.

7. Emergency Management Department

a. Emergency Management September 2020 Claims:

The Committee reviewed the Emergency Management September 2020 claims.

b. Emergency Management Activity Report:

Steve stated the Department is continuing with the CARES Grant and still giving out money to municipalities for last year's storms.

Steve discussed with the Committee the return of inmates to the Emergency Government program.

8. Dispatch Department:

a. September 2020 Claims:

The Committee reviewed the Dispatch September 2020 claims.

b. Dispatch Report:

The Committee reviewed the Dispatch report.

Lori discussed with the Committee her fears if she has a COVID-19 outbreak in the Department. Lori stated she would check with other counties and see what their contingency plans are.

9. Coroner:

a. Coroner Report:

The Committee reviewed the Coroner report.

b. September 2020 Claims:

The Committee reviewed the Coroner September 2020 claims.

10. Humane Officer

a. Humane Officer Report:

The Committee reviewed the Human Officer Report.

11. Sheriff's Department:

a. Correspondences:

Sheriff Becker stated the Department has had five staff members that tested positive for COVID-19, three of which have recovered.

b. Wood County Rescue:

The Committee reviewed the Wood County Rescue report. Supervisor Winch initiated a discussion on Rescue. He said it was his understanding that Rescue was eliminated.

Chief Deputy Dorshorst reminded the Committee of the most recent Resolution allowing the Sheriff to decide the status of Rescue. Chief Deputy noted that Rescue is currently self-funded and that the County only pays for fuel and maintenance of the equipment, which is owned by the County.

Sheriff Becker stated that he supports Rescue and will not be eliminating it from the Department. Chairman Pliml also spoke in favor of Rescue.

c. Crime Stoppers:

The Committee reviewed the Crime Stoppers report.

d. K-9 Project:

The Committee reviewed the K-9 report.

e. September 2020 Claims:

The Committee reviewed the Sheriff's Department September 2020 claims.

f. Hiring Process:

Sheriff Becker stated the Department has two new hires coming to the Department. Oliver Pulsifer will begin in November and Terry Johnson will begin in December. Sheriff Becker stated this will cause an opening in the Jail due to Terry coming to patrol from the Jail. Sheriff Becker stated he discussed this with Lance and Lance approved the two new hires.

Sheriff Becker stated a new eligibility list was started and the test will be in November.

g. Mental Health Liaison Officer Resolution

Motion by Polach, second by Hamilton to accept the Legacy Foundation Grant funding and create a Mental Health Liaison Officer position. Motion carried unanimously.

h. Boat/ATV/UTV Patrol:

The Committee reviewed the Boat/ATV/UTV Patrol report.

i. Overtime:

The Committee reviewed the overtime report.

j. Courthouse Security:

The Committee reviewed the Courthouse Security report.

k. Jail Items

- i. Inmate Daily Population: Reviewed. Sheriff Becker noted that the inmate population is continuing to rise.
- ii. EMP: Reviewed
- iii. Safekeeper Housing Numbers: Reviewed
- iv. Kitchen Report: Reviewed
- v. Maintenance: Nothing to Report
- vi. Inmate Programs: Nothing to Report
- vii. Jail Study-Sheriff Becker stated the property committee is taking on this matter.

12. September 2020 Claims: Communications, Emergency Management, Dispatch, Sheriff, Coroner, and Humane Officer:

Motion by Hamilton, second by Feirer to approve the September 2020 claims of all Public Safety Committee Departments. Motion carried unanimously.

13. Agenda Items for Next Meeting:

Dispatch contingency plan in case of COVID-19 outbreak

14. Adjourn

Motion by Zurfluh, second by Hamilton to adjourn the meeting at 10:08 a.m. Motion carried unanimously.

Minutes taken by Wood County Sheriff's Department

WOOD COUNTY CIVIL SERVICE COMMISSION MEETING

September 8, 2020

Wood County Courthouse – Room 114

Time: 4:30P

Members Present: Mike Meyers, Chairman

Lee Garrels

David Laude

Diane Lieber

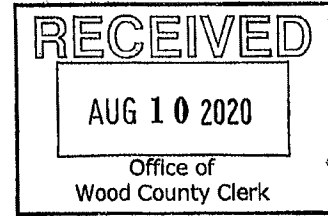
Member Absent: Lee Kauth

Also Present: Sheriff Shawn Becker

Lt. Quentin Ellis

1. Chairman Meyers called meeting to order at 4:30PM
- 2.
3. Public Comments. (There were none.)
- 4.
5. Motion by Garrels, second by Meyers to go into Closed Session pursuant to Wis Stats 19.85(1). Roll call vote taken; all ayes. Lt Ellis reviewed the present personnel list and Department availability. Motion made by Laude to have Lt. Ellis start the hiring procedure. Second by Lieber. Motion carried.
6. Motion by Lieber, second by Meyers to return to Open Session. Roll call vote taken with all ayes. Motion carried.
7. There was no other business properly brought before the Committee.
8. There were no public comments.
9. Meeting adjourned at 5:46P.
10. Motion to adjourn by Garrels at 10:40A, second by Lieber. Motion carried.

2



cc: Sheriff Feier

Cellcom 6:53 AM sanctuarycounties.com

2ND AMENDMENT COUNTIES

STATUS

- APPROVED
- REVIEWING PARALLEL PROPOSALS TO APPROVE
- DATE SCHEDULED
- PUBLIC HEARING HELD
- PUBLIC HEARING SCHEDULED
- INTRODUCED
- AN AMENDMENT CANNOT BE INTRODUCED
- TECHNICAL CONSIDERATION
- IN PROGRESS OPPOSITION
- REMOVED
- NO ACTION

LAST UPDATED 7-19-2020 6:00 PM

HOW YOU CAN HELP

BECOME A CONSTITUENT SPONSOR FOR YOUR COUNTY
Contact your county supervisors and express your support for the resolution and the model resolution.

CONTACT YOUR COUNTY BOARD SUPERVISORS
Call your county supervisors to express your support for the resolution and the model resolution. They will then bring it to the board. The supervisors need to hear from their constituents.

SHOW UP & SPEAK UP
Wisconsin and Kentucky have had great success because hundreds of constituents showed up to hearings and meetings. It is no accident that the laws passed. Go to the meetings and hearings and bring your family, friends and neighbors.

CONTACT W. CO. WILLIAM NORRISON@LIBERTY.COM
FOR MORE INFORMATION

COUNTY clerk 04

SEP 14 - 9:00

2019 Second Amendment Sanctuary Ordinance For Wood County, State of Wisconsin

SECTION 1. TITLE

The title of this ordinance shall be known as the "Second Amendment Sanctuary Ordinance, or SASO.

SECTION 2. FINDINGS

The people of Wood County, Wisconsin, find and declare:

- A. Acting through the United States Constitution, the people created government to be their agent in the exercise of a few defined powers, while reserving to the citizens the right to decide on matters which concern their lives, Liberty, and property in the ordinary course of affairs;
- B. The Second Amendment to the Constitution of the United States of America states, "A well-regulated Militia being necessary to the security of a free state, the right of the people to keep and bear arms, shall not be infringed";
- C. The right of the people to keep and bear arms is further protected from infringement by State and Local Governments under the Ninth, Tenth, and Fourteenth Amendments to the Constitution of the United States of America.
- D. The Supreme Court of the United States of America in

District of Columbia vs Heller recognized the individual's Right to keep and bear arms, as protected by the Second Amendment of the Constitution of the United States of America. Justice Antonin Scalia's prevailing opinion in that case stated that the Second Amendment protects an individual's right to possess a firearm unconnected with service in a militia, and the right to use that firearm for traditionally lawful purposes, such as self-defense within the home;

E. Section 1 of the Fourteenth Amendment to the Constitution of the United States of America states, "No State shall make or enforce any law which shall abridge the privileges or immunities of citizens of the United States; nor shall any State deprive any person of life, liberty, or property, without due process of law; nor deny to any person within its jurisdiction the equal protection of the laws";

F. The Supreme Court of the United States recognized in McDonald v. City of Chicago that the Second Amendment to

the Constitution was incorporated by the Fourteenth Amendment and thereby made applicable to the States;
G. Justice Thomas Cooley in the People v. Hurlbut 24 Mich.

44, page 108 (1871) , states: ""The State may mould local Institutions according to its views of policy or expediency: but local government is a matter of absolute right; and the state cannot take it away";

H. The right to be free from the commandeering hand of government has been recognized by the United States Supreme Court in Printz v. United States. The Court held: "The Federal Government may neither issue directives requiring the States to address particular problems, nor command the State's officers, or those of their political subdivisions, to administer or enforce a federal regulatory program." The anti-commandeering principles recognized by the U.S. Supreme Court in Printz v. United States are predicated upon the advise of James Madison, who in Federalist #46 advised " a refusal to cooperate with officers of the Union" in response to either unconstitutional federal measures or Constitutional but unpopular federal measures;

- I. Therefore the right to keep and bear arms is a fundamental individual right that shall not be infringed; and all local, state, and federal acts, laws, orders, rules or regulations regarding firearms, firearm accessories, and ammunition are a violation of the Second Amendment;
- J. Local governments have the legal authority to refuse to cooperate with the state and federal firearm laws that violate those rights and to proclaim a Second Amendment Sanctuary for law-abiding citizens in their cities and counties.
- K. Therefore, through the enactment of this document, Wood County Wisconsin, Wisconsin, is hereby a Second Amendment Sanctuary County.

SECTION 3. PROHIBITIONS

- A. Notwithstanding any other law, regulation, rule or order to the contrary, no agent, department, employee or official of Wood County, Wisconsin, a political subdivision of the State of Wisconsin, while acting in their official capacity, shall:
 - 1. Knowingly and willingly, participate in any way in the enforcement of any Unlawful Act, as defined herein regarding personal firearms, firearm accessories, or ammunition.
 - 2. Utilize any assets, Wood County fund, or funds

allocated by any entity to Wood County, in whole or in part, to engage in any activity that aids in the enforcement or investigation relating to an Unlawful act in connection with personal firearms, firearm accessories, or ammunition.

SECTION 4. PENALTIES

A. An "Unlawful Act" shall consist of any federal or state act, law, order, rule, or regulation, which restricts an individual's constitutional right to keep and bear arms including any federal or state act, law, order, rule, or regulation which bans or effectively bans, registers or effectively registers, or limits the lawful use of firearms, firearm accessories or ammunition (other than a fully automatic firearm which is made unlawful by federal law, Any such "Unlawful Act" is invalid in Wood County, Wisconsin, and shall not be recognized by Wood County, Wisconsin, is specifically rejected by the voters of Wood County and shall be considered null, void and of no effect in Wood County, Wisconsin, and this includes, but shall not be limited

to the following:

1. Any tax, levy, fee, or stamp imposed on firearms
firearm accessories, or ammunition not common to all
other goods and services on the purchase or ownership
of those items by citizens;
2. Any registration or tracking of firearms, firearm
accessories, or ammunition;
3. Any registration or tracking of the owners of
firearms, firearm accessories, or ammunition;
4. Any act forbidding the possession. Ownership, or use
or transfer of any type of firearm, firearm accessory.
or ammunition by citizens of the legal age of eighteen
and over, other than pursuant to federal law
background check requirements for transfers or
purchases through FFL dealers;
5. Any act ordering the confiscation of firearms, firearm
accessories, or ammunition from citizens;
6. Any prohibition, regulation, and/or use restriction
related to ownership or the constitutionally
guaranteed lawful use or carry of non-fully automatic
firearms; and
7. Any prohibition, regulation, and/or use restriction

limiting hand grips, stocks, flash suppressors,
bayonet mounts, magazine capacity, clip capacity,
internal capacity, , suppressors, or types
of ammunition available for sale, possession or use by
citizens.

B. Anyone within the jurisdiction of Wood County, Wisconsin
accused to be in violation of this ordinance may be sued in
the district court of the state of Wisconsin for declaratory
and injunctive relief, damages, and attorney's fees.

neither sovereign nor official or qualified immunity shall
be an affirmative defense in cases pursuant to this
Section.

C. Any peace officer can enforce this ordinance.

D. A civil offense against this ordinance is a Class A
violation, per offense. With a maximum fine of
\$2000 for an individual, and \$4000 for a corporation per
offense.

E. EXCEPTIONS

1. The protections provided to citizens by this ordinance
do not apply to persons who have been convicted of
felony crimes or who are prohibited from possessing
firearms under federal law.

2. This ordinance is not intended to prohibit or affect in any way the prosecution of any crime for which the use of, or possession of, a firearm is an aggregating factor or enhancement to an otherwise independent crime.
3. This ordinance does not permit or otherwise allow the possession of firearms in Federal buildings.
4. This ordinance does not prohibit individuals in Wood County, Wisconsin from voluntarily participating in assisting in permitting, licensing, registration or other processing of applications for conceal carry permits, or other firearm accessory, or ammunition licensing or registration processes that may be required by law.

SECTION 5. SEVERABILITY

- A. The provisions of this act are hereby declared to be severable, and if any provision of this act or application of such provision to any person or circumstance is declared invalid for any reason, such declaration shall not affect the validity of the remaining portions of this act.

SECTION 6. EFFECTIVE DATE

- A. The effective date of this ordinance, The Second Amendment

Sanctuary Ordinance, or SASO, shall be immediately upon approval by the Wood County Board of Supervisors of Wood County, Wisconsin.

3

Dept. Head & Humane Officer Nanci Olson
July 26th – August 8th 2020

7-26; Reports

7-27; WR13980 Owner was bit in the finger when she was breaking up her two pit bulls from fighting @ 600 block of 9th St. S. WR 12.

7-27,28,8-5; WC11630 Victim was riding his bike near 10500 block of Hollywood Road when a Mastiff Shepherd mix ran out to the road and bit the rider. The dog was taken to the SWCHS for the ten day quarantine. On 'Day Ten' the owners had a veterinarian put the dog down. 10,22,0

7-28,29; WC11673 Two Husky's at-large killed 4-6 chickens and two small goats and chased horses @ 2900 block of 32nd Street North, WR. 0,20

7-28,30; WR14013 Two dogs attacked chickens at the 1,000 block of 3rd Street North, WR. The chickens were feeding in a fenced in area at the time of the attack, one chicken has injuries and one chicken is missing. Both dogs were Husky mixes. 14,14

7-29; WC11698 Owner was bit by her elderly dachshund @ 2900 block of Swanson Road when she reached over him to pick something up. Owner is having the dog euthanized. 24

7-29,7-30,8-5; GR2504 I received a call from GR regarding a possible mistreatment case as they found dead goats and chickens and had concerns of the health of two dogs @ 3300 block of Eagle Road. Grand Rapids officers had already had the SWCHS pick up the dogs before I was contacted. I asked if there were any marks on the goat's necks which could indicate a killing as the night before we had two Husky's that live close to this address kill goats and chickens on the 2900 block of 32nd North. No marks were on the necks, but they wanted me to come out and take a look at the situation. I did go to this address in the afternoon and with the warm day the goats were bloating and bite marks did now show up on the necks of the goats. The owner of the goats and chickens was currently out of town. A neighbor did happen to take a picture of two Husky's on this property the night before. The photo of those dogs did match the Husky dogs that had been loose the night before on 32nd Street North. In the two hours these dogs were loose in the evening of July 28th they attacked and killed goats and chickens at two different locations. I put the dogs under a 3 year Abatement Order for proper confinement. Citations had been issued. 25,25,25

7-30; WC11743 A dog bite was reported today that happened on July 26th. The bite happened @ 10400 block of Hope Trail, Auburndale, when a child reached over a 1 year old Healer/Corgie mix to get a dish of ice cream. The mother later stated that the nip from the dog did not break the skin, so it was not a bite, she just wanted the dog put down. The mother also stated she had dropped her child off at this address on July 26th and that the child is still there as one of the household members is going to babysit the 9 year old for the rest of the summer. I spoke with the owner of the dog, whom is out of town, and she stated that neither the mother nor the child was to be on her property and that I should tell the mother to pick up her kid now or she's calling the police. I explained that that is not my job. 66

7-30, 31, 8-1; WR14247 Two Pit Bulls; MAX and Simon; on hand-held leashes got away from the owner that was walking them on the sidewalk when the leashes became tangled around a tree. The Pit's owner, who lives @ 300 block of Drake Street, WR, unleashed one dog in an attempt to free the leashes that were wrapped around the tree, the freed dog ran across the road, the 2nd Pit whom who was still on a leash ended pulling the owner across the road, at this time she let go of that leash also.

Both loose Pit's ran into the yard of the 1100 block of 3rd St. North, WR where an Aussidoodle, named LEDGER was tied up outside. Ledger is blind. The owner of Ledger heard the ruckus and went outside where they saw the Pit's owner was on the ground trying to pull Simon off Ledger. The 2nd Pit, Max left the scene, according to the neighbor. As Simon went for Ledger's throat his owner punched the Pit and then jumped on top of his dog, Ledger in an attempt to protect him. A neighbor came and was pulling on the Simon trying to get him to let go of Ledger neck, which he did let go only to then latch onto the victim's dog leg. The neighbor pulled on the leash and kicked the pit and finally was able to pull the dogs apart as the owner of Ledger pulled his dog away.

The owner of Ledger was bit on his wrist and thumb by Simon the Pit Bull when he was trying to get Simon to let go of his dog. Ledger was injured on his front leg. I sent Simon to the SWCHS for quarantine. WRPD issued citations to the owner of the Pits. On a latter date Wisconsin Rapids impounded both Pits and are holding them for court deeming them dangerous. At this time both Pits are at the SWCHS. 0,14,14

8-1,3; WR14400 Stray Cat Bite was reported by Aspirus for a victim that was bit on his right wrist. After my investigation I learned that the cat was no longer a stray as it was being fed for over a month by the victim @ 900 block of 21st Ave. South, WR, this cat also lives in a shed on the victims property; which makes him the care taker/owner of the cat. 0,18

10p – 11p

2p 5p

8-5,7; GR2585 Dog Bite at 5530 block of Griffith Ave. At 8am the victims dogs, which were kenneled started barking. Victim said there was a Husky dog loose and hanging around his yard as well as the neighborhood. Then the dog came back a 2nd time and his dogs again were barking, the Husky did not go by the victim at this time. The victim said he wasn't worried about the safety of his own dogs as the four labs were in their kennels. For 45 minutes the victim had called to the dog and fed the loose dog by tossing out buns with ketchup hoping to get the dog close enough to catch him. The dog got closer to eat the food but would at times growl and show his teeth and back away. The victim then tried to have the dog come up on his porch where he could try and put a leash on the dog. At one point the dog took bread out of his right hand, but when at the same moment the victim reached and grabbed the dog's collar the dog turned his head and 'attacked him' by biting his hand and tearing it open according to the victim. The man let go of the collar, went down his basement where he said he has a few guns and picked out a gun and brought it out to his porch and leaned it against the wall. For ten more minutes after he was bit the victim continued to toss out buns with ketchup hoping to catch the dog and put it on a leash.

When he was unable to catch the loose dog he shot and killed the dog. He then dragged the Husky's body behind his garage. He then went to the Marshfield Clinic and was treated with antibiotics for a scratch on his thumb and three puncture wounds on left hand. The Clinic being mandatory reports of animal bites called Dispatch. A Grand Rapids Officer met with the victim, recognized the dog and later talked to the owners.

The Officer called me and I said that being the dog was killed his head will need to be sent to Madison. I called the Health Dept. and they did receive permission for the dog to be tested for Rabies. IF the dog was still alive the dog would have had a 10 day quarantine instead. The Officer drove the dog to the Vet in the back of his truck and met the owner there and the owner paid for the vet costs involved.

I spoke with the victim and asked why, when he was in his house getting a gun, that he didn't safely stay inside and call the police or the Humane Society? He said his 90 year old mother lived next door. I asked again why he didn't just stay inside if he was afraid of the dog and call his mother and tell her to stay inside too. I also asked why he still tried to catch the dog for 10 minutes after he was bit and

before he shot the dog? He replied the dog should be killed because it growled at him and he didn't want the dog to attack a kid too. I asked if he thought the dog nipped his thumb due to him grabbing the collar at the moment he was bit and he agreed that was why. I asked how far away was the dog when he shot and killed him, he stated about 5 feet away.

I stated to the victim/dog shooter what the law is on when you can shoot a dog. RESTAINING ACTIONS AGAINST DOGS SS174.01; A person may intentionally kill a dog only if the person is threatened with serious bodily harm by the dog and:

1. Other restraining actions were tried and failed; or
2. Immediate action is necessary.

I talked with the owner and said that when he was safe in his house he could have stayed there and that it doesn't sound like immediate action was necessary. That he didn't need to come back out with a gun and buns and ketchup, wait 10 minutes AFTER he was bit to shoot the dog. He could have called Dispatch or the Humane Society when the dog first crossed his property and have requested they come pick up the loose dog and have just left the dog alone until they came and caught him.

I spoke with the owner of the dog, she said the dog was in his kennel early in the morning and believed he must have got loose between 5am and 8am. She stated that her husky was reported missing by her to the Humane Society earlier that day and his photo was posted on the South Wood County Facebook page hoping someone would spot the family pet and call. She stated that her dog has always been afraid of men. 0,25

8-5,6,7; WC11959 Removed 25 dogs @ 9000 block of County Road E, town of Dexter. Open Case 60,60,60

8-6,8; WR14694 A pitbull was loose and attacked a German Shepherd @ 1200 block of 2nd Ave. South, WR. 18,18

8-8; WR14863 Dog Bite reported @ 1010 Washington St., then the victim stated it wasn't a dog bite, it was a bite from kittens. Then she stated that it was scratches by the claws of the 2 stray cats, not a bite at all. 20

Dept Head Humane Officer Nanci Olson
August 9th - 22nd 2020

8-9; Reports

8-9; WR14915 Victim was bit on his left thigh area, after investigation I learned that the owner of the dog lives in Rome, Adam's County. As per state directive, the case is to be turned over to 'the county in which the dog lives', not necessarily the county where the incident happened. When dispatch put me thru to the Adam's County Dispatch, Adam's dispatcher stated to me they never heard of such a thing and added she can't confirm that I am a Humane Officer, the dispatcher hung up on me in spite of me having had been connected to Adam's dispatch via our dispatch center. So I had our dispatcher fax everything there, including my copy of the memo I provided titled "MANAGING BITE REPORTS THAT CROSS JURISDICTIONAL LINES" from the State Dept. of Health Services, dated June 2016. Later I received a call from an Adam's County Lieutenant stating that while the dog and the dog's owner do live in Rome, the dog's owner owns property in Wood Co. that she doesn't live at and he believed that being the case that I could take care of the dog bite. I explained that I had no problem taking care of dog bite cases, but in this situation I do not have jurisdiction. 0

8-9,10; WR14923 A 2 year old was visiting a friend @ 300 block of Edgewood Place, WR when she reached her hand through the friend's neighbor's fence and this neighbor's fenced in Great Dane bit her finger. 22,22

8-10; Public Safety Meeting 14

8-11,15; WC11959 Welfare check on remaining dogs & horses @ 9000 block of County Road E, town of Dexter. Open Case 60,60

8-12; GR2504 Follow up on new Order of Abatement. 25

8-13; Met with Finance Director regarding Budget. 18

8-14; WR14694 Follow up on confinement of a pitbull was loose and attacked a German Shepherd @ 1200 block of 2nd Ave. South, WR. 18

8-17; WR19-17298 & WC19-12669 Typed up a dog bite report for an Attorney. 0

8-17,18; WC12596 Dog bite reported today that happened 4 days prior when the owner of a 2 year old Lab was playing tog-a-war with the dog, named Karma when he was bit on the hand. 58,58

8-19; WC12719 Dog bite reported by a Home Health Care Worker @ 4700 block of Ranger Road, Saratoga. 8

8-19; GR2585 I typed an incident report per request of the owner of the Husky that was shot and killed @ 5500 block of Griffith Ave. on August 5th, and a copy sent to Grand Rapids PD. 0

8-20; Worked on Budget, emails with Finance Director. 0

8-20,21; WR15692 A dog bite happened @ 800 block of 10th St. N when a puppy was nipped by the neighbors Ausie/Shepherd/Lab mix dog, when the puppies owner picked up her puppy the dog bit her on the hand. 14,14

8-21; WC12848 A child was bit by a raccoon on two of his fingers on his left hand. The raccoon was shot and killed. I contacted the Health Dept. to get permission to have the raccoon's head sent to Madison for testing. Permission is needed due to the County covering the cost of testing the specimen by the Center of Disease Control. I then called the Veterinarian Clinic to see if they were able to accept the raccoon today to keep cold and advised them if they do send the head today, being it's Friday, to first call the State Lab to see if someone would be there to meet the truck on the loading dock on Saturday; otherwise the vet would have to wait until Monday to send the head in. Being this is a wild animal we are dealing with and not someone's pet, the County will also be paying for the veterinarian costs involved – per advise of the Wood Co. Health Dept. 0

8-21; WR15742 Owner was bit by their 16 year old cat who has become a little grumpy lately @ 1000 block of 11th Ave N. 18

8-21,22; WC12854 An aggressive dog went after the leg of a UPS driver. 60,78

8-21,22; WR15773 Victim was bit by a stray cat when she tried to pet it @ 2200 block of Brickyard Road, WR 26,26

Dept Head Humane Officer Nanci Olson
August 23rd – September 5th 2020

8-23; Report Writing

8-23,9-5; WC11959 Welfare check on several horses @ 9000 block of County Road E, town of Dexter. Open Case 60,60

8-24; WC12854 Follow up on Rabies Quarantine of a dog. 78

8-24,26,27; Working on Budget with Finance Director 0,0,0

8-25; GR2858 A dog-sitter went to meet potential clients @ 2900 block of 64th Street North, when one of the dogs; a Black Lab, mix jumped up on her shoulders and bit her in the middle of her face, bruising her jaw, puncture wounds by her nose and a scrape to her chin. 8

8-27,28; WR16075 Welfare Check, Open Case. 12,12

8-28,9-2,3; WR16217 Sanitation concerns @ 500 block of 10th Street South, Human Services and a Wisconsin Rapids Officer requested I come right out to join the investigation. I did impound a Pit Bull type dog due to the living conditions of the apartment. I issued the owner an Impound form and explained what she needed to do to claim her dog back. 16,16,16

8-29,30; WC13271 A cat bite @ 8000 block of Hwy 80, Town of Richfield, happened when the victim was visiting her son and his cat bit her. 72,72

8-30, 31; WR16335 A cat was hit by a car near 15th Ave. N. and West Grand Ave. A women, seeing the accident stopped and checked on the cat, the cat then attacked her left arm. The Humane Society was contacted and the cat was deceased when they arrived on the scene. I made contact with the SWCHS and the cat was refrigerated over night. The following day I received permission from the Health Dept to have the cat tested for Rabies. The cat was then taken to a Veterinarian's to have the head sent to Madison for Rabies Testing. 22,14

8-31; WC11630 Typed and submitted a Dog Bite report upon written request of the Victim. 0

9-1,2; WC13505 Complainant had driven to our area to look at two Friesian horses that were listed for sale. Complainant stated that one of the 2 year old horses was extremely thin. When I went out to look at them I did see one of them were thin. Suspect stated she had bought the two Friesians April of this year. I wrote up an Order of Abatement, regarding seeking veterinarian care, proper feeding, etc. I issued one for her and one for her husband as he is also a Caregiver of the horses. I did notice that the other 5 horses of theirs are in good condition. Open Case. 48,48

9-2; WC3500 Follow up with a Crime Stoppers Complaint. 0

9-3,4; WC13590 A Hound Mix type dog bit a delivery driver in the thigh area. When the victim stopped at the residence and opened the truck door, the dog leaped into the truck at him. 44,44

9-4; WC13506 Open Case under investigation. 8

9-5; WC9436 Typed and delivered a Bite Report to the victim of being bit by her neighbors cat. 0

EMPLOYEE NAME: Nanci Olson

Monthly Time Report

DEPARTMENT: Wood County Humane Officer

9/6/2020 THROUGH 9/19/2020

APPROVED BY: Public Safety Committee

Date	Incident #	Per Diem	Mileage	Start Time	End Time	Total Hours	Description
09/06/20		\$50.00	0	1p	4p	3.00	Reports
09/06/20	WR16816	\$50.00	18	4p	7p	3.00	Cat Bite
09/07/20	WR16217	\$50.00	16	1p	3p	2.00	Sanitation
09/08/20	WC13505	\$50.00	48	8a	11a	3.00	Welfare
09/09/20	WC13505	\$50.00	48	5p	7p	2.00	Welfare
09/09/20	WR16928	\$50.00	16	8a	11a	2.00	Dog Bite
09/09/20	WR16961	\$50.00	14	12p	4p	4.00	Dog Bite
09/10/20	WR16961	\$50.00	14	2p	4p	4.00	Dog Bite
09/10/20	WC13856	\$50.00	42	8a	11a	3.00	Welfare
09/14/20	WC13856	\$50.00	42	11a	2p	3.00	Welfare
09/18/20	WC13856	\$50.00	42	10a	2p	3.00	Welfare
09/11/20	WR17182	\$50.00	16	5p	8p	3.00	Welfare
09/14/20	WR17182	\$50.00	0	3p	5p	2.00	Surrender
09/11/20	WC14014	\$50.00	8	2p	4p	2.00	Welfare
09/12/20	WC14014	\$50.00	8	5p	9p	4.00	Welfare
09/12/20	GR3077	\$50.00	12	12p	3p	3.00	Dog Bite
09/12/20	WR17245	\$50.00	12	9p	11p	2.00	Dog Bite
09/13/20	WR17245	\$50.00	12	9a	11a	2.00	Dog Bite
09/14/20		\$50.00	12	8:30a	10:30A	2.00	Public Safety Meeting
09/15/20	WC14264	\$50.00	54	2p	6p	4.00	Dog Bite
09/16/20	WC14264	\$50.00	54	8a	11a	3.00	Dog Bite
09/17/20		\$50.00	12	8a	10a	2.00	Operations Committee Meet
09/18/20	GR3148	\$50.00	10	3p	4p	1.00	Dangerous Dog issues
TOTAL		\$1,150.00	510			62.00	\$293.25

Per Diem: 101-3901-54129-000-101
Mileage: 101-3901-54129-000-331

(Mileage Check)

Dept Head Humane Officer
Nanci Olson
September 6th - 19th 2020

9-6; Reports

9-6; WR16816 The owner of a cat was bit by her cat while she was sleeping, unprovoked. She also mentioned there had been a bat in the house a week and a half ago @ 1300 block of West Grand Ave, WR. I advised her to contact her primary care provider regarding possibly starting rabies prevention shots due to the bat being in her home. Her cat was also under quarantine for 10 days. 18

9-7; WR16217 Sanitation concerns @ 500 block of 10th Street South, Update: I inspected the apartment, all sanitation concerns were resolved. I released the dog back to the owner after she paid boarding cost to the SWCHS. 16

9-8,9; WC13505 Follow up on two horses that were extremely thin. I had issued the owners an Order of Abatement, regarding seeking veterinarian care, proper feeding,, etc. Update: On Sept. 9th I agreed to the 2 horses being sold to a veterinarian tech that deals with large animals near Wausau and owns several horses of her own. I spoke with the pending new owner and she will update me on the treatment and progress of the horses. 48,48

9-9; WR16928 A stray dog bit it's victim when she was at the end of her driveway, @ 500 block of Ruby Ave. WR. She was bit on the finger. She stated the dog ran off. The victim started rabies prevention shots. 16

9-9,10; WR16961 The owner of a dog @ 800 block of 10th Street South, WR was bit for the 2nd time in about a month. The dog, an Ausie/Shepherd mix was deemed to dangerous to quarantine according to the owners and their veterinarian. I made contact with the Health Dept. and it was approved to have the dog euthanized and the head sent into Madison for Rabies testing. 14,14

9-10,14,18; WC13856 Sanitation concerns, strong cat urine smell, welfare/mistreatment and neglect concerns of the eleven animals in the mobile home @ 6419 Hemlock St. Vesper. Several animals removed so far. I contacted Human Services and the Environmental Health Dept. The urine smell was so strong it went thru my disposable paper mask and burned my eyes. OPEN CASE 42,42,42

9-11,14; WR17182 Welfare Check @ 1300 Irving Street, WR. The owner was unable to take care of herself, her dog had been defecating in the house. I impounded the dog and gave the owner an impoundment form. A few days later the owner did surrender her dog to the Humane Society. 16,0

9-11,12; WC14014 Welfare, sanitation and mistreatment concerns @ 13300 block of 59th Street South Saratoga. Dozens of cats were able to go in and out of a mobile home thru broken screens and openings near the air conditioner. The urine smell was very strong thru my disposable paper mask. Feces on the floors in all rooms observed including the bathtub. I contacted the Humane Society and they were able to catch many of the cats, especially the ones showing illness or/and thin. Several kittens were found to be ill with upper respiratory illness and tape worms. Besides going in and out of the house thru the windows the skirting under the mobile home is broken and they hide under there as well. OPEN CASE 8,8

9-12; GR3077 A child was visiting friends @ 6100 block of 32nd St. South WR when she was bit on both lower legs and her hand by their new dog. The Pit mix pup was adopted a week ago from the Wausau Humane Society a week earlier. 12

9-12,13; WR17245 Owner of a Cane Corso bit him on his leg, arm and finger, needing stitches. The 100 pound dog bit the owner when he attempted to bathe it. 12,12

9-14; Pubic Safety Meeting 12

9-15,16; WC14264 A customer walked into a machine shop @ Town of Sherry and was bit in the hand by a Cane Corso. The victim stated that he walked in, saw the dog and went to bet the dog when he was bit. But this bite happened on September 9th, the victim didn't report it until today, so there will be 2 veterinarian checks and 4 days quarantine. Note: The ten day quarantine starts on the day of the bite, but this bite was reported 6 days after the bite happened. The victim told me he was treated at both the ER and the walk-in clinic and that he refused to give medical personal the dog's owners name or address. All medical personal are required to report all animal bites, in this case the victim wouldn't cooperate. 54,54

9-17; Operations Committee; Budget overview for all Public Safety Department Heads. 12

9-18; GR3148 Aggressive dog, Open Case. 10

TIME CARD

COUNTY OF WOOD

EMPLOYEE NAME: Nanci Olson

Monthly Time Report

DEPARTMENT: Wood County Humane Officer

9/20/2020 THROUGH 10/3/2020

APPROVED BY: Public Safety Committee

Date	Incident #	Per Diem	Mileage	Start Time	End Time	Total Hours	Description
09/20/20		\$50.00	0	5p	9p	4.00	Reports
09/20/20	WC14264	\$50.00	54	8a	11a	3.00	Dog bite
09/21/20	WC14264	\$50.00	54	4p	7p	3.00	Dog bite
09/20/20	NPD2000	\$50.00	0	11a	2p	3.00	Dog bite
09/21/20	NPD2000	\$50.00	18	9a	12p	3.00	Dog bite
09/21/20	GR3148	\$50.00	10	1p	3p	2.00	Abatement Order
10/03/20	GR3148	\$50.00	10	1p	3p	2.00	Abatement Order
09/22/20	WC13856	\$50.00	42	12p	3p	3.00	Sanitation
09/24/20	WC13856	\$50.00	42	1p	3p	2.00	Sanitation
09/23/20	WC13506	\$50.00	10	1p	2p	1.00	Welfare
10/02/20	WC13506	\$50.00	10	3p	5p	2.00	Welfare
09/25/20	WC14842	\$50.00	0	6p	9p	3.00	Cat Bite
09/28/20	WC14842	\$50.00	0	9a	11a	2.00	Cat Bite
09/27/20	WC14959	\$50.00	56	2p	5p	3.00	Pig Bite
09/28/20	WC14959	\$50.00	56	12p	3p	3.00	Pig Bite
09/29/20	WR18297	\$50.00	14	4p	6p	2.00	Welfare
09/30/20	WR18297	\$50.00	14	8a	10a	2.00	Welfare
09/29/20	PE1306	\$50.00	16	8a	10a	2.00	Aggressive dog
10/03/20	PE1306	\$50.00	16	4p	6p	2.00	Aggressive dog
10/02/20	WC14014	\$50.00	8	9a	11a	2.00	Welfare
10/03/20	WC15302	\$50.00	32	7p	9p	2.00	Welfare
TOTAL		\$1,050.00	462			51.00	\$265.65 (Mileage Check)

Per Diem: 101-3901-54129-000-101
Mileage: 101-3901-54129-000-331

Dept Head Humane Officer
Nanci Olson
September 20th – October 3rd 2020

9-20; Reports

9-20,21; WC14264 follow up for compliance of a dog bite. 54,54

9-20,21; NPD2000 A victim of a dog bite had sought treatment in Stevens Point, the hospital reported the dog bite to Portage county Humane Officers noting that the bite took place in Waushara County for a dog that lives in Wood County. Eventually this was straightened out between myself and a Portage County Humane Officer. The policy is that the County in which the dog lives is the County that follows through with the Quarantine process. 0,18

9-21,10-3; GR3148, Order of Abatement to be issued regarding an aggressive dog. 10,10

9-22,24; WC13856 Sanitation concerns, strong cat urine smell, welfare/mistreatment and neglect concerns of the eleven animals in the mobile home @ 6419 Hemlock St. Vesper. 42,42

9-23,10-2; WC13506 Welfare check on dogs with no shelter in outside kennel and at times have no water @ 10600 S. Young St, Saratoga. While the majority of the dogs, mostly Rottweilers, according to the owner do not spend a lot of time outside with the exception of a German Shepherd. The owner said he doesn't like to put water outside as it gets dirty and get's mosquito larvae in it or the dog carries the dish around. He also believes that there is no need for shelter from sun or rain as most of the dogs are not out there very long. I advised him to obtain a bucket from Tractor Supply that is flat on one side and can be hooked on the fence, the dogs then can not tip it over. I also advised that he keep fresh, unfrozen clean water outside at all times when dogs are in the kennel. Follow up needed for compliance with some sort of wind break and cover from the sun in the kennel. 10,10

9-25,28th ; WC14842 A stray cat scratched the victim on her legs and feet @ 11200 North Road, Auburndale. The victim took the cat, which appeared ill to a local Veterinarian Office in Marshfield. This Veterinarian directly contacted myself stating that there is a concern of the cat possibly having Rabies due to the cat showing neurological signs consistent with Rabies. The Veterinarian asked if they could but the cat down and have the head sent to Madison. I advised they refrigerate the cat until Monday as it's best not to send it to Madison on a Saturday when lab staff may not be available to receive the package off the loading dock. I also needed to have confirmation by the Health Dept. for the cat being sent to Madison. I advised the victim to start the Rabies prevention shots at the ER until results come back from the Lab. We did receive permission from the Health Dept and the cat's head was sent to Madison on Monday. The results were that the cat did not in fact have the Rabies Virus. The victim was able to stop receiving the remaining series of Rabies Shots. 0,0

9-27,28; WC14959 A victim of a pig bite received medical treatment today from a bite that happened 2 days prior @ 6400 block of Elm Road, Arpin. The pig was a pot belly pig belonging to her mother. The victim started the Rabies Prevention Shots at the ER. Both owner and victim stated this behavior was not normal behavior for this pig, which lives outside. The owner stated the pig is 5 years old and only had the initial Rabies Shots at age 1, but she did not continue with recommended booster shots.

DACPT Wisconsin State Humane Officer out of Madison advised either the victim continues with the Rabies Prevention Shots or have the pig's head sent to Madison. But our State Public Health

Veterinarian and an Infectious Diseases Epidemiologist, both out of Madison and both part of DHS Division of Public Health stated that while there is no specific statute specifically addressing this species of animals, but for domestic livestock a 30 day quarantine is often a reasonable alternative to euthanasia. Recommended is requiring a veterinary exam on days 1, 10 and 30. In the end, the victim wished to continued with the Rabies Prevention Shots and the pig is under quarantine. 56,56

9-29,30; WR18297 A welfare check @ 1200 Apricot Street regarding a dog that needed medical attention. Open Case. 14,14

9-29,10-3; PE1306 Complaint an aggressive dog that attacked another dog in an apartment complex @ 300 block of 1s Street, Port Edwards. The problem is that the dogs run is shared by several tenants who own dogs and not all of these dogs get along. I worked with the complainant and with the owner of the dog that attacked. They have come up with a detailed plan to prevent more than one dog at a time being in the dog run One idea is using a sign that can be attached to the gate that they can flip that says either there is currently a dog in the run or it's empty. I also advised the owner of the more aggressive dog that being there are concerns with other tenants that may have been approached by her dog in an aggressive manor in the past she will need to obtain a cage type muzzle to put on her dog before she leaves her apartment and to leave on while the dog is in the dog run or even going for walks. 16,16

10-2; WC14014 Welfare, sanitation and mistreatment concerns @ 13300 block of 59th Street South Saratoga. Follow up. 8

10-3; WC15302 Welfare check on farm animals. Open Case. 32



WOOD COUNTY SHERIFF'S DEPARTMENT



SHAWN BECKER, SHERIFF

NEWS FOR IMMEDIATE RELEASE

August 27, 2020

Wood County Man Arrested & Charged for 1984 Homicide

WISCONSIN RAPIDS, Wis. – The Wood County Sheriff's Office and Wisconsin Department of Justice (DOJ) today announced that John A. Sarver, a 57 year-old man from Port Edwards, Wis., has been arrested and charged with First Degree Murder in the death of 73 year-old Eleanore Roberts.

Mr. Sarver was arrested at his home today and has been booked into the Wood County Jail. A booking photo and the criminal complaint are attached.

As in any criminal proceeding, Mr. Sarver is presumed innocent until proven guilty.

The investigation has continued for decades at the Wood County Sheriff's Office, with assistance from the DOJ Division of Criminal Investigation (DCI). Also assisting is the Wisconsin State Crime Laboratory. The case is being prosecuted by DOJ Assistant Attorney General (AAG) Annie Jay, with assistance from AAG Dick Dufour. The DOJ Office of Crime Victim Services is providing victim services.

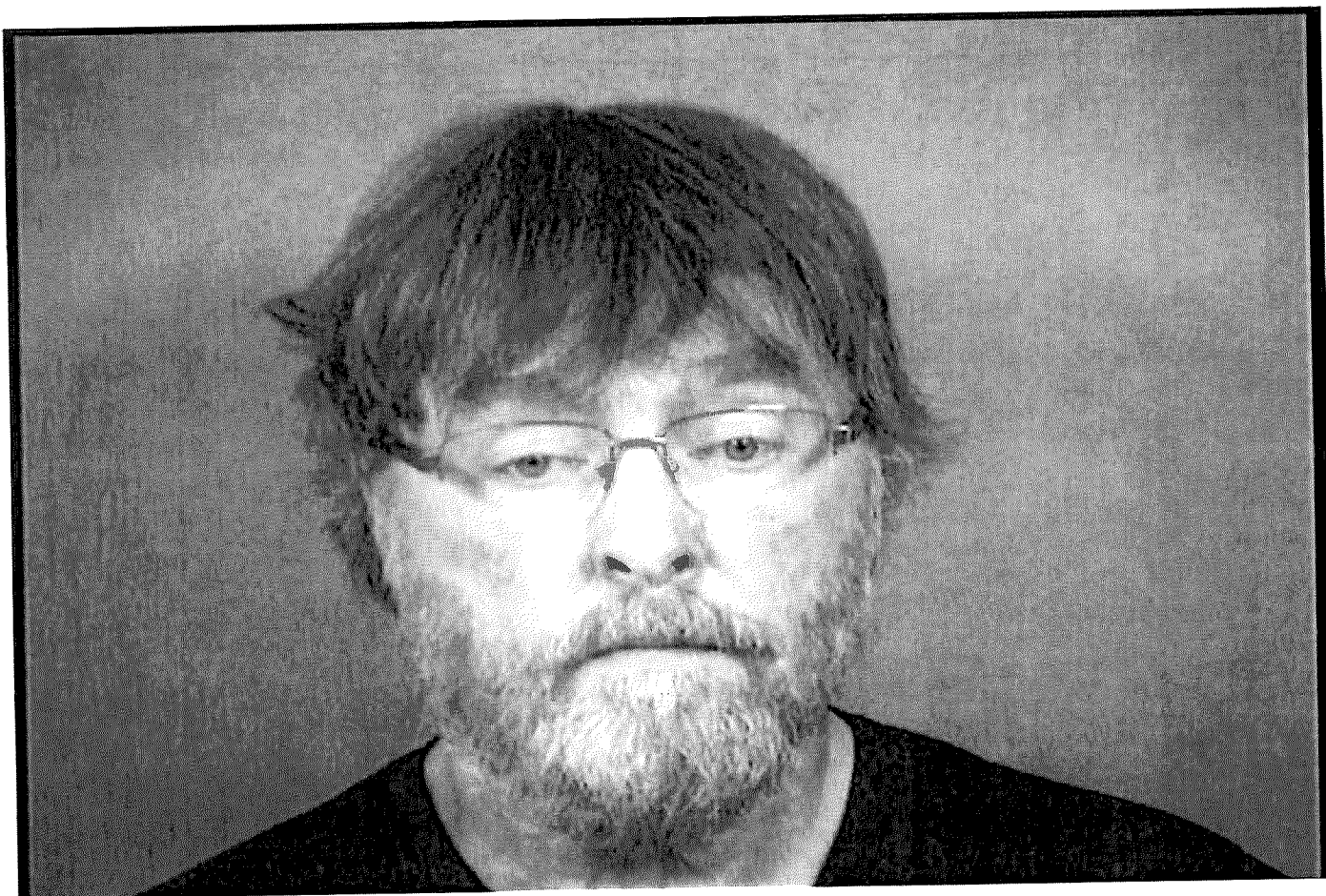
Page 1 of 1

DOJ Communications Office

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STATE OF WISCONSIN

CIRCUIT COURT

WOOD COUNTY

STATE OF WISCONSIN,
Post Office Box 7857
Madison, WI 53707-7857,

Plaintiff,

v.

Case No. 20-CF-_____

JOHN A. SARVER, M/W
130 Washington Ave
Port Edwards, WI 54469
DOB: 8/10/1963
Height: 5'9" Weight: 230 lbs.
Hair: Brown Eyes: Blue

Defendant.

CRIMINAL COMPLAINT

Your complainant, Special Agent Shane T. Heiser, being first duly sworn on oath, states as follows:

COUNT ONE: FIRST DEGREE MURDER

On or about November 26, 1984, in Wood County, Wisconsin, the defendant did cause the death of Eleanore Roberts with intent to kill her, contrary to Wis. Stat. § 940.01(1)(a), (1983-84 version), a Class A Felony, punishable by life in prison.

PROBABLE CAUSE

Your complainant reports that Deputy Thomas Reichert of the Wood County Sheriff's Department reports that on November 27, 1984, Witness 1 contacted the Nekoosa Police Department in a very hysterical state. Witness 1, then age 46, stated that he found his mother, Eleanore Roberts, age 73, dead in her home, located at 1157 South Hollywood Road in the Town

of Saratoga, Wood County, Wisconsin. The Nekoosa Police Department then contacted the Wood County Sheriff's Department, as the location of the home was outside of the City of Nekoosa and under the jurisdiction of the Wood County Sheriff's Department.

Deputy Reichert reports that he responded to 1157 South Hollywood Road and met with Witness 1. Witness 1 stated that he found his mother, Roberts, in the bathroom with a rug covering her head. Witness 1 stated that he removed the rug and observed that Roberts was dead. Deputy Reichert reports that he could see a clear head injury to Roberts, who was lying on her back. Deputy Reichert reports that he radioed for an investigator to come to the scene. Investigator Greg Raube of the Wood County Sheriff's Department reports that he responded to the scene. Witness 1 stated that Roberts' telephone, a beige desk dial phone, was missing from Roberts' home, and that is why he had to go to Witness 21's residence to report finding his mother dead.

Witness 1 stated that he had spoken with Roberts the previous evening and she seemed fine. Witness 1 stated he was contacted by his uncle, Witness 8, Roberts' brother, because Witness 8 could not get in touch with Roberts on the morning of November 27, 1984. Witness 8 stated that he had plans to meet Roberts that morning, as Roberts was looking to buy a new car. Witness 1 stated that he met Witness 8 at Roberts' house and Witness 1 entered the house, finding Roberts. Witness 1 stated that there were no lights on in Roberts' house when he arrived, and, outside of turning on some lights and removing the rug from over Roberts' head, Witness 1 did not disturb the scene prior to contacting law enforcement.

Investigator Raube reports that he observed no signs of forced entry at Roberts' home. Investigator Raube reports that he observed Roberts' body lying in the bathroom with her back flat on the floor, but with her body twisted at the hips, so that the left side at the hips and legs was lying under the right side. Investigator Raube also observed a large pool of blood and two area rugs. One rug was fully under Roberts' body and the second rug was under her head. Witness 1 reported this second rug had been folded over Roberts' head when Witness 1 arrived at the scene,

but that he had moved it to check on Roberts. Investigator Raube also observed numerous bloodstains in the bathroom and a piece of a twig in the area of Roberts' body.

Investigator Raube reports that he did a cursory search of the home. Investigator Raube observed a wall jack for a phone in the kitchen, but the phone was missing. Investigator Raube also observed a single oak leaf on the floor near the floorboard in that area. Investigator Raube observed that the house was very neat and clean.

Forensic Pathologist Robert Huntington III performed an autopsy on Roberts on November 28, 1984. Dr. Huntington found that Roberts died from a combination of blunt force trauma and sharp force injuries. Dr. Huntington found numerous sharp force injuries that, based on the shape and other factors, he opined were caused by a pair of scissors. Dr. Huntington also found significant bleeding in the scalp with subarachnoid bleeding. Dr. Huntington concluded that the blunt force injury to the head alone could have been fatal. The sharp force injuries included penetrations of the lungs and one that caused a nick to Roberts' aorta. There were penetrating sharp force injuries to both the front side and the back side of Roberts. The sharp force injuries also caused multiple fractures to the ribs. Overall, Dr. Huntington located no significant natural disease process, and the cause of death was a combination of blunt force and sharp force injury. Dr. Huntington concluded that Roberts died of "combined modes of homicide, including head blows and puncture wounds."

Law enforcement observed various bloodstains in Roberts' residence. Stains were found in the bathroom, and a few spots of blood were located near the front door area. Samples of all visible bloodstains were taken. Detective Randy Laessig of the Marshfield Police Department assisted in processing the scene along with Wood County Sheriff's Department Det. Robert Levendoske. Det. Laessig used a process known as "SuperGlu fuming" to attempt to locate friction ridge detail (finger and palmprints) in the bathroom of the home where Roberts' body was found. As a result of that process, Det. Levendoske was able to observe a number of areas of friction ridge

detail, which he preserved by making what is known as latent lifts of the observed friction ridge detail. These lifts were eventually submitted to the Wisconsin State Crime Laboratory. Analysts from the Crime Laboratory compared the friction ridge detail from the latent lifts to known human finger and palmprints of numerous persons.

Your complainant reports that numerous items of evidence collected from Roberts' residence were processed by the Wisconsin State Crime Laboratory, including the bloodstains and the friction ridge detail. The processing occurred over the course of over 35 years as new technologies were developed, especially those relating to DNA analysis. Additionally, new known fingerprint standards were submitted for testing at various times.

Your complainant reports that the friction ridge detail from Roberts' bathroom was examined multiple times. Various items of possible friction ridge detail were designated AQ 1 to AQ 11. Of the friction ridge detail found in the bathroom, only items AQ 1 – AQ 5, AQ 8, and AQ 10 were initially found to have sufficient detail to be useable in attempting to make a comparison. Of these, AQ 1 and AQ 8 were determined to lack sufficient detail to be suitable for comparison. AQ 2 and AQ 3 were matched to Det. Levendoske. AQ 4 was matched to Investigator Raube. AQ 10 was matched to Roberts.

AQ 5 was found to be three separate palmprints. All three palmprints were a match to the right palm of the defendant, John Sarver, according to a report by Analyst Steve Harrington of the Wisconsin State Crime Laboratory dated October 17, 1988, and later confirmed on November 27, 2019, by Analyst Laura Matson of the Wisconsin State Crime Laboratory. No friction ridge detail was found that did not match an investigator, Roberts, or the defendant.

Your complainant reports that Roberts' family members later determined that only three items appeared to be missing from Roberts' home: the phone, a pair of scissors, and a kitchen knife. Witness 9, the wife of Witness 1, reported she had an identical pair of scissors to the ones missing from the home. Investigator David Laude of the Wood County Sheriff's Department

reports that Witness 4 stated that the missing knife was one of two identical knives owned by Roberts. Investigator Laude reports that the other knife was found in Roberts' kitchen sink on November 27, 1984.

Witness 8 stated that he went to Roberts' house when Roberts did not come to the auto dealer on November 27, 1984, as originally arranged. Witness 8 found the rear door to the home locked and subsequently called Witness 1 to come to the home. Witness 1 stated that he arrived and used a hidden key from the garage to enter the home and eventually found his mother as described above. Witness 1 looked for the phone to call law enforcement, could not find the phone, and then went to Witness 21's home to use the phone and call. Witness 1 stated that Roberts had a beige-colored phone that was missing from the house. No one tried the front door, which was later found by law enforcement to be unlocked.

Various items of evidence were found outside at different times but in the general area of Roberts' home. On November 28, 1984, Deputy Reichert was conducting an area search. In the area of the intersection of Hillcrest and South Hollywood, near County Highway Z, which is about 1½ miles from Roberts' house, he found a pair of Fiskars scissors. These scissors were later identified by Witness 9 as being the same type of scissors that Roberts and Witness 9 received at the same time from Roberts' son, Witness 4. These matched the scissors that were reported to be missing from Roberts' home.

Witness 2 reported to Deputy Reichert that in the early afternoon of November 27, 1984, he discovered a butcher knife with a bent blade in the same general area where the scissors were found. The knife was sticking into the ground. Witness 2 turned the knife over to Deputy Reichert but stated that after finding the knife, Witness 2 had straightened and cleaned it off prior to giving it to Reichert. Investigator Laude reports that Witness 4 identified the knife as being the same type of knife that was missing from Roberts' home after she was murdered.

On November 27, 1984, Chief Kenneth Ruder of the Nekoosa Police Department reported finding what he described as a stocking cap, but which is more accurately described as a full-face ski mask, along the side of the road in a branch of a tree as if just thrown there. The ski mask was located across the street from Roberts' home.

On March 10, 1985, while launching a boat into the Wisconsin River off of County Highway Z, Witness 10 reported finding a beige telephone. The telephone was found completely submerged in the water of the Wisconsin River. Special Agent Dennis Miller of the Wisconsin Division of Criminal Investigation reports that he spoke with Witness 10 on March 13, 1985. Witness 10 stated that he looked up the phone number in the phone book after he pulled it out of the water. Witness 10 stated that when he saw it was Roberts' number on the phone, he immediately called law enforcement, as he knew the phone was missing and that law enforcement had been looking for it.

Your complainant is familiar with a timeline of Roberts' activities on November 26, 1984, based on witness interviews and phone records. That timeline shows that around 3:00 p.m. on November 26, 1984, Witness 8 first talks by phone and then in person to Roberts about the possible car purchase and arranges to meet Roberts on the morning of November 27, 1984, at the car dealer. Around 4:00 p.m., the newspaper is delivered, and the carrier sees Roberts, who waves at him. About 6:00 p.m., Witness 11 and Witness 12 arrive at Roberts' house and discuss their upcoming wedding plans. Shortly before 7:00 p.m., Witness 11 and Witness 12 leave the residence and observe Roberts closing the front drapes. Shortly thereafter, Roberts calls Witness 8's home and speaks to his wife, Witness 13, and they discuss wedding plans. Witness 8 then calls Roberts back and the call is interrupted by someone at the door. Around 7:15 p.m., Witnesses 14 and 15 come to Roberts' home looking for their lost dog. Roberts then calls Witness 13 back and says that Witnesses 14 and 15 had stopped by looking for their dog.

Later in the evening, Roberts was on the phone with Witness 16 and leaves the conversation for a short time and comes back and says it was "two guys" looking for a lost dog. Roberts also stated to Witness 16 that she double-locked the front door. Sometime between 9:00 p.m. and 9:30 p.m., Witness 17 spoke on the phone to Roberts, who told Witness 17 about most of the events of that evening, including the visit of Witnesses 11 and 12 and the visit of Witnesses 14 and 15 looking for their dog. Roberts describes Witnesses 14 and 15 as Witness 18's daughter and her husband. Witness 14 is the daughter of Witness 18. Witnesses 14 and 15 also confirm stopping at Roberts' home looking for their lost dog. The phone call with Witness 17 that ended at approximately 9:30 p.m. on November 26, 1984 is the last known contact anyone had with Roberts. Roberts' neighbor, Witness 3, reports seeing a car backing up and then pulling into Roberts' driveway at approximately 10:10 p.m. on November 26, 1984.

Roberts' son, Witness 4, then age 36, reported that he stayed with Roberts until November 25, 1984, to deer hunt in the area. Witness 4 stated that he shaved daily, and after shaving, would wipe the area around the bathroom sink to remove any hair that may have been deposited by his shaving. Witness 4 stated that Roberts would regularly clean her home, including regularly cleaning the bathroom of the residence. The latent lift that was identified as AQ 5 came from the area immediately adjacent to the sink in the bathroom, which is an area that would have been wiped by Witness 4 when he cleaned up after shaving. Your complainant is aware, based on his training and experience, that friction ridge detail is created typically by oils of a surface of a hand that are deposited on a flat smooth surface. Your complainant also knows that these friction ridge details are easily destroyed by water, humidity, and by wiping the surface with any kind of cloth or paper product, such as what Witness 4 reported doing while he was at the residence until the day prior to Roberts' murder.

Your complainant reports that various bloodstains collected from Roberts' residence were analyzed with varying degrees of sophistication from 1988 to 2020. Of the stains that had a suitable

amount of DNA present for analysis from the bathroom, all of them were confirmed as Roberts being the source, most being single-source profiles. Two were a mixture with Roberts as the source of the major contributor. The minor contributor was only a partial profile that was consistent with a lab employee. The only unidentified stain was designated AP 25, which was the stain near the front door. There was limited DNA only suitable for exclusionary purposes. According to a January 6, 2015 report from Analyst Samantha Delfosse of the Wisconsin State Crime Laboratory, the defendant, Witness 4, and Roberts were excluded as a source of that partial DNA profile.

In the same January 6, 2015 report, Analyst Delfosse reports that the ski mask found in the area of Roberts' house was found to have various head hairs and a partial DNA profile was obtained by the mouth area of the mask portion. That profile was suitable for Y-STR testing and Analyst Delfosse reports that the defendant was included as a possible source of that Y-STR profile. According to Analyst Delfosse, that profile is present in 1 in 1,206 persons in the United States. In March 2020, Analyst Lara Adams of the FBI Laboratory DNA Casework Unit performed mitochondrial DNA testing on hairs from the ski mask and reports that the defendant is included as a possible source of that mitochondrial DNA.

Your complainant reports that the ski mask, the scissors, the knife, and the telephone were all found along a line that would be consistent with the route of travel from Roberts' home to the defendant's home at the time of the murder.

Wood County Sheriff's Department Investigator Laude first interviewed the defendant on December 3, 1984. Investigator Laude reports that records of Competition Cycle, where the defendant worked, show that during the summer of 1984, Roberts purchased a Lawn Boy lawnmower from Competition Cycle. Those records further show there were some issues with the lawnmower that required repairs that were covered by warranty. The repairs were completed by the defendant, and most of the repairs were done at Roberts' home, according to Competition Cycle owner Witness 19. According to the records supplied by Lawn Boy, those repairs were paid

for by Lawn Boy in late September 1984. Witness 19 stated that it is very unlikely that additional repairs were made after payment was received, as the only repairs done were warranty repairs, so that the latest the defendant would have been at Roberts' home for repairs would have been September 1984.

In his initial interview on December 3, 1984, the defendant stated that on the evening of November 26, 1984, he was with Witness 5 shooting pool at Evergreen Lanes. After the defendant's palm prints were identified in 1988, Witness 5 was interviewed, and while Witness 5 could not specifically recall the night of November 26, 1984, he stated that he did not recall ever shooting pool with the defendant.

Special Agent Dennis Miller and Wood County Sheriff's Department Investigator Raube interviewed the defendant on May 1, 1985. In that interview, the defendant confirmed that his last contact with Roberts would have been in the late summer of 1984.

Your complainant reports that the defendant was not interviewed again until Analyst Steve Harrington of the Wisconsin State Crime Laboratory identified three palmprints of the defendant in a report dated October 17, 1988. In an interview with Agent Miller and Investigator Raube on October 17, 1988, the defendant again claimed his last contact with Roberts would have been late summer or early fall of 1984, a time period consistent with the Lawn Boy records. When the defendant was asked if he had ever been inside of Roberts' home, he specifically denied being in the residence. The defendant stated that the only reason he would go in a customer's home would be to use the phone, and he did not believe he used the phone at Roberts' home. Additionally, the defendant specifically denied ever being in Roberts' bathroom, the location where the defendant's palmprints were found when the bathroom was fumed with superglue on November 27, 1984.

Your complainant is aware that in various interviews after October 17, 1988, the defendant provided different alibis, none of which could be confirmed. One of the defendant's claimed alibis was that he was with Witness 20. Witness 20's parents were interviewed as part of a neighborhood

canvass in 1984 and advised that Witness 20 was home, but no one else was at their residence besides family members.

According to Witness 6, around the time of Roberts' murder, the defendant was having financial difficulties. Specifically, Witness 6 stated that the defendant had borrowed \$2,000 from Witness 6 shortly after the murder of Roberts. Witness 6 reported that the defendant never paid that loan back.

Wood County Sheriff's Department Investigator Mark Neuman reports that in 2005, Witness 7, then a confidential informant, told him that approximately 17 years earlier, the defendant admitted to killing a lady, and one of the things the defendant mentioned was a "karate chop" to her neck. Investigator Neuman followed up with Dr. Huntington on March 15, 2005, and Dr. Huntington confirmed that some of Roberts' neck injuries were consistent with that method of injury. Your complainant re-interviewed Witness 7 on April 14, 2020. At that time, Witness 7 described a conversation he had with Witness 22. According to Witness 7, Witness 22 told Witness 7 that the defendant admitted to entering Roberts' home through the back door to rob her, but was surprised by Roberts, who he beat to death by "accident." Witness 7 stated that in a phone conversation with the defendant, the defendant admitted to hitting Roberts in the back of the head and neck and using some type of weapon to kill her.

As with any criminal complaint, the above is a summary of some of the evidence in this matter and does not include all information known to the State relating to this offense.

Your complainant is a Special Agent with the Wisconsin Division of Criminal Investigation, who bases his knowledge of this complaint on:

- the official law enforcement agency reports of the Wood County Sheriff's Office, the Nekoosa Police Department, the Marshfield Police Department, the Wisconsin Division of Criminal Investigation, and the Federal Bureau of Investigation; which reports were prepared in the normal course of law enforcement duties;
- statements by citizen informant(s), who are eyewitnesses to the facts they relate;

- statements by the defendant, which were made contrary to his penal interests;
- the official records of the Circuit Court for Wood County, the Department of Transportation, the FBI Triple I Teletype, and the Wisconsin Circuit Court Automated Program; which records are maintained in the normal course of business duties.

Dated this 25 day of August, 2020.



SPECIAL AGENT SHANE T. HEISER
Complainant

Subscribed and sworn to before me and approved
for filing this 25 day of August, 2020.

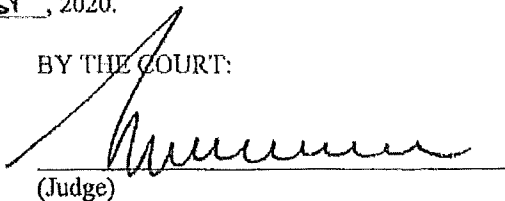


ANNIE JAY
Assistant Attorney General and
Special Prosecutor for Wood County
State Bar No. 1056404
Wisconsin Department of Justice
Post Office Box 7857
Madison, WI 53707
(608) 266-7447

I find that probable cause (exists) ~~(does not exist)~~ that the crime was committed by the
defendant and order that he be (held to answer thereto) ~~(released forthwith)~~.

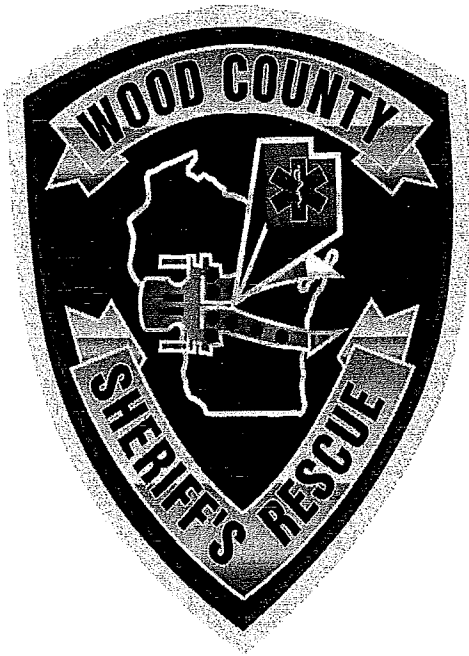
Dated this 25 day of August, 2020.

BY THE COURT:



(Judge)

2020



August Monthly Report

Wood County Sheriff's Rescue

August Training Descriptions

Date	Type	Description
4-Aug	Business Meeting	August Business Meeting
11-Aug	Work Night	Checks on vehicles and call sheet.
18-Aug	Extrication	Training with Res-Q jacks and air bags for stabilization and lifting of vehicle.
25-Aug	Extrication	Extrication review with members present.

Call #	50	51	52	53	54
Date	8/1/2020	8/2/2020	8/3/2020	8/4/2020	8/16/2020
Time	21:41	10:40	1:07	0:26	8:51
Day of Week	Saturday	Sunday	Monday	Tuesday	Sunday
Township	Biron	Saratoga	Port Edwards	Rudolph	Saratoga
Location	3460 N BIRON DR	CTH Z (to the south) & STH 73	CTH G & STH 54	5775 3RD AVE	BRANDING IRON CT & STH 73
Call Type	Missing Person	10-50 w/ Injuries	10-50 w/ Unknown Injuries	10-50 w/ Injuries	10-50 w/ Unknown Injuries
Medical/Extrication	No	No	No	No	Medical
Ambulance		WRFD		UEMR	WRFD
EMR		Saratoga		Rudolph	
Fire		Nekoosa		Rudolph	Grand Rapids
Tools/Equipment Used					Traffic cones & Emergency Scene Ahead sign
Notes			10-22ed prior to arrival		

Call #	55	56	57	58	59
Date	8/19/2020	8/22/2020	8/23/2020	8/29/2020	8/30/2020
Time	17:32	19:20	23:10	16:53	7:22
Day of Week	Wednesday	Saturday	Sunday	Saturday	Sunday
Township	Seneca	Saratoga	Saratoga	Rome	Rome
Location	STH 73 & MARTIN RD	7200 CTH Z	STH 73 S & OAK ST	1156 ALPINE DR	1156 ALPINE DR
Call Type	10-50 w/ Injuries	10-50 w/ Unknown Injuries	10-50 w/ Unknown Injuries	Mutual Aid	Mutual Aid
Medical/Extrication	Yes	Yes	No	No	No
Ambulance	UEMR	WRFD	WRFD		
EMR	Vesper	Saratoga	Grand Rapids		
Fire	Vesper	Nekoosa	Grand Rapids		
Tools/Equipment Used					
Notes		Port Fire also on scene.	10-22ed prior to R3 arrival on scene		Rescue 4, Marine 1 & Wave Runners used



September Monthly Report

Wood County Sheriff's Rescue

September Training Descriptions

Date	Type	Description
1-Sep	Business Meeting	September Business Meeting
8-Sep	Other	UTV training, including driving.
15-Sep	Project Lifesaver	Reviewed appropriate PLS response and usage of equipment.
22-Sep	Work Night	Checks, call sheet and cleaned the garage.
29-Sep	Work Night	Check and call sheet.

Call #	60	61	62	63	64
Date	9/1/2020	9/3/2020	9/4/2020	9/13/2020	9/15/2020
Time	7:15	10:32	7:54	9:39	23:07
Day of Week	Tuesday	Thursday	Friday	Sunday	Tuesday
Township	Cranmoor	Saratoga	Saratoga	Nekoosa	Port Edwards
Location	6101 STH 54 W	9041 STH 13 S	64TH ST S & CHURCH AVE	145 N CEDAR ST	WISCONSIN RIVER DR & SPRING HILL
Call Type	10-50 w/ Unknown Injuries	10-50 w/ Unknown Injuries	10-50 w/ Injuries	Other	10-50 w/ Injuries
Medical/Extrication	No	Medical	Medical	No	No
Ambulance			WRFD		WRFD
EMR	Port Edwards		Grand Rapids		Port Edwards
Fire	Port Edwards		Grand Rapids		Port Edwards
Tools/Equipment Used					
Notes					

Call #	65	66	67	68	
Date	9/16/2020	9/20/2020	9/22/2020	9/27/2020	
Time	18:31	2:47	17:04	14:32	
Day of Week	Wednesday	Sunday	Tuesday	Sunday	
Township	Saratoga	Cranmoor	Grand Rapids	Port Edwards	
Location	784 STH 73 S	5695 STH 54 W	48TH ST S & GRIFFITH AVE	CTH Z & RANGER RD	
Call Type	Traffic/Scene Containment	10-50 w/ Injuries	10-50 w/ Unknown Injuries	10-50 w/ Injuries	
Medical/ Extrication	No	No	No	No	
Ambulance			UEMR	WRFD	
EMR	Saratoga		Grand Rapids	Port Edwards	
Fire	Nekoosa		Grand Rapids	Port Edwards	
Tools/ Equipment Used					
Notes				Saratoga EMR also on scene	

Date	9/13/2020	9/21/2020			
Day of Week	Sunday	Monday			
Event	Nursing Home Drive Through Event	Spirit Award Presentation			
Host	Nekoosa Court Assisted Living	Spirit			
Location	Nekoosa Court Assisted Living	Aspirus Riverview Hospital			
Vehicle Used	Rescue 3	Rescue 3			
Tools/ Equipment Used					
Event Description	Drive through event at nursing home.	Award presentation for Kathy Palm from Spirit			



WOOD COUNTY SHERIFF'S DEPARTMENT



SHAWN BECKER, SHERIFF

September 1, 2020

Sheriff Becker:

During the Month of August the Crime Stoppers program received 41 tips that were forwarded to the appropriate agencies for follow-up.

Our most recent monthly meeting was held on 8/11/20 at the Pittsville Fire Department. The next regular monthly meeting is planned for September 8, 2020 at 6:30 P.M.

Respectfully,

Lt. Joseph Zurfluh



WOOD COUNTY SHERIFF'S DEPARTMENT



SHAWN BECKER, SHERIFF

October 1, 2020

Sheriff Becker:

During the Month of September 2020 the Crime Stoppers program received 35 tips that were forwarded to the appropriate agencies for follow-up.

Our most recent monthly meeting was held on 9/8/20 at the Pittsville Fire Department. The next regular monthly meeting is planned for October 13, 2020 at 6:30 P.M.

Respectfully,

Lt. Joseph Zurfluh



WOOD COUNTY SHERIFF'S DEPARTMENT



SHAWN BECKER, SHERIFF

August K9 Report

	TRAINING HOURS	USEAGE/ DEPLOYMENTS	DEMO/ COMMUNITY
K9 Sig	8	1	1
K9 Ace	8	2	0

TRAINING (MONTHLY) – Both K9 Teams had training with surrounding agencies consistine of narcotics detection, open area searches, tracking, apprehensions, agility and obedience. No issues were observed during the training.

TRAINING (INDIVIDUAL) – No individual training

USEAGE – The K9 teams were used several times this month wich resulted in multiple drug charges. Agencies assisted included WRPD and WSP. Additinally K9 Sig and Deputy Pidgeon assisted with a interdiction in the Wisconsin Rapids Area.

DEMO/COMMUNITY – Deputy Pidgeon and K9 Sig performed a K9 Demo at Nikolai Construction after tremendous support from the company towards L.E. K9 Sig interacted with the adminstration of the company as well as additional family members.

ADDITIONAL INFORMATION – We were presented the opportuntinty to add our 3rd and 4th K9 teams and after amazing support from the community. We will be sending two handlers to training later this month (Septemebr) at Jessiffany Canine Services LLC.

Respectfully,

Charles Hoogesteger
Patrol Lieutenant



WOOD COUNTY SHERIFF'S DEPARTMENT



SHAWN BECKER, SHERIFF

September K9 Report

	TRAINING HOURS	USEAGE/ DEPLOYMENTS	DEMO/ COMMUNITY
K9 Sig	12	0	1
K9 Ace	12	14	1
K9 Timo	64	0	0
K9 Lux	64	0	0

TRAINING (MONTHLY) – K9 Timo and Deputy Justus Arendt and K9 Lux and Deputy Kristine Beathard are currently goin through the intial training Program at Jessiffany Canine Services in Iron Ridge, WI. Once training is completed, we will have 4 canine teams on patrol. The training will consist of 5 weeks for K9 Timo/Deputy Arendt and 4 weeks for K9 Lux/Deputy Beathard.

K9 Ace and Deputy Christianson along with K9 Sig and Deputy Pidgeon completed monthly training in county along with WRPD and NKPD. Areas of training consisted of narctocs indoor and outdoor, tracking, vehicle extraction and search for person

TRAINING (INDIVIDUAL) – Deputy Christianson and Ace completed two hours of training while on duty. During these hours they trained in the area of narcotics.

USEAGE – Deputy Christianson and Ace had fourteen deployments in the month of September. Of those deployments items located were marijuana, methamphetamine, drug paraphernalia, pills, firearm used in a felony, dynamite, and unknown powdery substance.

DEMO/COMMUNITY – Deputy Christianson and Ace completed one community event. They completed a short birthday video for a four year old.

ADDITIONAL INFORMATION –

Respectfully,



WOOD COUNTY SHERIFF'S DEPARTMENT



SHAWN BECKER, SHERIFF

One Hoof

Charles Hoogesteger
Patrol Lieutenant



WOOD COUNTY SHERIFF'S DEPARTMENT



SHAWN BECKER, SHERIFF

Department of Natural Resources Patrols

AUGUST 2020

ATV

- Zero ATV/UTV Crashes.
- 10 Patrol Hours resulting in 2 citations and 2 warnings

BOAT

- 26 Hours of Patrol with multiple educational contacts.

SNOWMOBILE

- No activity

*One hour was used for completing monthly paperwork that was submitted to the state.

Respectfully

Charlie Hoogesteger



WOOD COUNTY SHERIFF'S DEPARTMENT



SHAWN BECKER, SHERIFF

Department of Natural Resources Patrols

SEPTEMBER 2020

ATV

- Zero ATV/UTV Crashes.
- 1 Patrol Hour resulting in 0 citations and 0 warnings
- Two deputies completed ATV/UTV Safety Training Online
- The Sheriff's Department continues to work with various county entities on the ATV/UTV trail system.

BOAT

- 9 Hours of Patrol with 7 citations and 5 warnings issued.
- Multiple educational contacts were also made.

SNOWMOBILE

- No activity

*One hour was used for completing monthly paperwork that was submitted to the state.

Respectfully

Charlie Hoogesteger



WOOD COUNTY SHERIFF'S DEPARTMENT



SHAWN BECKER, SHERIFF

Operations Overtime/Comp Time Totals

August 2020

Patrol

Overtime hours: 118.5

Comp time hours: 175.75

Investigations

Overtime hours: 9.25

Comp time hours: 45.5

Security Services

Overtime hours: 13.25

Comp time hours: 6.75

Submitted By: Quentin Ellis, Operations Captain

OVERTIME BREAKDOWN 2020 (HRS.)						
MONTH	FUNERAL LEAVE	FILL IN OT	FMLA	SICK LEAVE	TRAINING	TOTAL
January	0.00	41.00	0.00	121.00	320.00	482.00
February	28.00	33.50	0.00	24.00	40.00	125.50
March	0.00	42.50	0.00	102.50	48.00	193.00
April	0.00	0.00	0.00	44.00	0.00	44.00
May	0.00	0.00	128.00	90.00	0.00	218.00
June	0.00	24.00	136.00	66.00	0.00	226.00
July	0.00	0.00	12.00	63.50	0.00	75.50
August	16.00	0.00	0.00	0.00	0.00	16.00
September	0.00	0.00	0.00	0.00	0.00	0.00
October	0.00	0.00	0.00	0.00	0.00	0.00
November	0.00	0.00	0.00	0.00	0.00	0.00
December	0.00	0.00	0.00	0.00	0.00	0.00
TOTALS	44.00	141.00	276.00	511.00	408.00	1380.00

2020
COVID Sick Replacement
32.25
32.25



WOOD COUNTY SHERIFF'S DEPARTMENT



SHAWN BECKER, SHERIFF

Operations Overtime/Comp Time Totals

September 2020

Patrol

Overtime hours: 56 (includes 11 hours for SRT agency assist Kenosha PD)

Comp time hours: 285 (includes 86 hours for SRT agency assist Kenosha PD)

Investigations

Overtime hours: 2.5

Comp time hours: 25.75

Security Services

Overtime hours: 12 (SRT agency assist Kenosha PD)

Comp time hours: 9.75

Holiday Pay: (Labor Day)

Hours for pay: 108 hours, 9 deputies @ 12 hour shifts

Hours for comp: 12 hours, 1 deputy @ 12 hours

Submitted By: Quentin Ellis, Operations Captain

OVERTIME BREAKDOWN 2020 (HRS.)						
MONTH	FUNERAL LEAVE	FILL IN OT	FMLA	SICK LEAVE	TRAINING	TOTAL
January	0.00	41.00	0.00	121.00	320.00	482.00
February	28.00	33.50	0.00	24.00	40.00	125.50
March	0.00	42.50	0.00	102.50	48.00	193.00
April	0.00	0.00	0.00	44.00	0.00	44.00
May	0.00	0.00	128.00	90.00	0.00	218.00
June	0.00	24.00	136.00	66.00	0.00	226.00
July	0.00	0.00	12.00	63.50	0.00	75.50
August	16.00	0.00	332.00	0.00	52.50	400.50
September	0.00	16.00	179.00	87.50	0.00	282.50
October	0.00	0.00	0.00	0.00	0.00	0.00
November	0.00	0.00	0.00	0.00	0.00	0.00
December	0.00	0.00	0.00	0.00	0.00	0.00
TOTALS	44.00	157.00	787.00	598.50	460.50	2047.00

2020
COVID Sick Replacement
32.25
72
104.25



Wood County

WISCONSIN

SHERIFF'S
DEPARTMENT

Shawn Becker
SHERIFF

Public Safety Committee Meeting

Security Services August 2020 Report

For the month of August 2020, the total number of prohibited items stopped from entering the Courthouse are:

Guns -	0
Knives -	90
O.C. -	13
Misc. Items -	6

Security Services screened 6,997 people entering the courthouse for the month of August. We handed out a total of 270 masks to individuals coming into the courthouse for the month. Security Services also had 38 security requests from different departments within the Courthouse.

Some of the miscellaneous items that were located for the month were: rollerblades, a bike, corkscrews, bug spray and misc. hand tools.

The month of August started with the Governor's new order taking affect that everyone needs to wear a mask inside of public buildings. This order made the number of masks that we hand out go down since everyone should know that they need to wear a mask inside the building.

On Thursday, August 27th, a female subject entered the building and was complaining about difficulty breathing. Deputy Bannerman retrieved a wheelchair for the female and asked if she needed an ambulance. She stated that she did not but just needed to catch her breath. A short time later she collapsed in the security office and coded. Deputy Bannerman started CPR immediately on her. At this time other Law Enforcement Officers arrived on scene to assist. Deputy Bannerman's fast action helped to get a pulse back on the patient. When ambulance personnel arrived they transported her to the hospital for further care. See Captain Ellis's letter for further information on this incident.

During the Month of August I did utilize part-time employees for 83.5 hours to fill vacation time and after hour meetings.

Report submitted by: Lieutenant Bryan D. Peterson



WOOD COUNTY SHERIFF'S DEPARTMENT



SHAWN BECKER, SHERIFF

8/28/2020

Sheriff Becker-

I wanted to take a moment to recognize a great team effort I was able to witness yesterday, 08/27/2020. At approximately 4:30 pm, Investigator Sergeant Scott Machotka notified me Security Services needed assistance as they were calling for help and an ambulance.

We responded to assist and found Part Time Deputy Lon Radtke and Security Services Deputy Ryan Bannerman rendering aid to a female while they waited for the ambulance to arrive. The female had entered screening and they noticed she was having difficulty breathing. They moved her to the Security Services office so she could cool down and catch her breath. Her condition deteriorated and she started to turn blue. Deputy Bannerman called for assistance and began to render aid. Part Time Deputy Radtke retrieved the AED from the second floor. During this time, State Trooper Trevin Szulczewski arrived to assist.

Lieutenant Melissa Saeger and CO James Wunrow also responded and assisted by calming the woman's daughter and her young children. Lt. Saeger and CO Wunrow got the kids water, took them to the restroom, and even played catch with the young children to keep them occupied. Investigator Sergeants Derringer and Machotka assisted in staffing the screening station, assisting EMS, and making arrangements for the family.

To add to the already dynamic situation, the family was essentially stranded at the courthouse as a type of domestic dispute ensued and a male party left the patient, her adult daughter and three children at the courthouse. Deputies Pidgeon and Burroughs came to the courthouse and transported the family to the hospital so they could be with their mother/grandmother.

When the patient left the courthouse by ambulance, her breathing had improved, as had her blood pressure. I am unsure of her condition at this time. I was very proud of our team....from a part time employee up to administrators, everyone pitched in. As I write about the incident, I cannot do it justice....it was a very dynamic situation and we had all four divisions come together to help a family in need.

Lon Radtke, Ryan Bannerman, Trevin Szulczewski, Melissa Saeger, James Wunrow, Scott Machotka, Bren Derringer, James Pidgeon and Brandon Burroughs should be commended for their team effort and professionalism displayed yesterday.

Respectfully,

Quentin Ellis



Public Safety Committee Meeting

Security Services September 2020 Report

For the month of September 2020, the total number of prohibited items prevented from entering the Courthouse are:

Guns -	0
Knives -	130
O.C. -	10
Misc. Items -	7

Security Services screened 8,075 people entering the courthouse for the month of September. We handed out a total of 307 masks to individuals coming into the courthouse for the month. Security Services also had 59 security requests from different departments within the Courthouse.

Some of the miscellaneous items that were located for the month were: two torches, a corkscrew, an empty holster, a window punch and misc. hand tools.

This month started with Deputy Bannerman taking a subject into custody from drug court. When he arrived in the jail with the female subject a search of her person was conducted. During the search a baggie was located on her which contained a substance that tested positive for meth.

Security Services received a new thermal thermometer for the front entrance. This unit is faster and less intrusive than the other one. It picks up individual's temperature as soon as they walk through the front doors.

We assisted Rapids Police Department twice this month by using our camera system to identify the drivers of two hit and run accidents that happened in front of the courthouse.

On September 22nd we denied entry of an individual due to an elevated temperature. This is our first elevated temperature that we had to deny access to the building for.

For the month of September we had two medical calls in/around the courthouse. The first one an individual fell outside on the street and needed help to stand back up. He was uninjured and denied an ambulance or any medical care. The second incident was for a cancer patient that was feeling ill on the 3rd floor. An ambulance was called and she was transported for further medical care.

Wood County Circuit Court finally had its first jury trial since January. This was a six person jury so a pool of 20 jurors were called in to select the jury. Security Services had to make sure everyone was conforming to the CDC's guidelines of social distancing while coming into the building and while in the courtroom. This was a little tricky as it adds 20 extra people coming into the courthouse at 8 am. This is the time that we also get a rush of employees coming in for the day. The new thermal thermometer helped since no one has to stop in front of the thermometer to get their temperature taken. All in all the trial went without any mishaps.

During the Month of September I did utilize part-time employees for 28 hours to fill vacation time and after hour meetings.

Report submitted by: Lieutenant Bryan D. Peterson

WOOD COUNTY JAIL

January - June 2020

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	236	103	39	237	95	41	247	96	36	201	78	69	214	71	73	194	64	59
2	240	103	38	235	95	39	248	96	35	200	78	69	217	70	74	192	68	57
3	237	100	38	243	95	39	247	99	37	199	77	68	217	70	74	189	68	57
4	230	97	41	242	93	40	256	98	39	196	76	67	217	69	71	192	67	59
5	233	97	40	238	92	41	258	98	39	196	76	66	215	69	72	192	67	59
6	237	97	40	243	94	42	255	102	40	197	76	66	209	69	71	193	66	58
7	236	96	41	246	94	43	254	98	41	200	77	68	207	69	72	190	66	56
8	232	93	42	251	98	40	258	98	41	199	76	69	208	68	72	190	66	56
9	231	98	45	254	98	40	262	98	41	198	76	68	208	67	72	191	66	57
10	234	100	46	252	97	37	270	97	42	197	73	70	208	67	71	191	68	58
11	235	102	47	251	96	38	271	100	42	197	73	68	205	66	69	189	69	58
12	233	102	45	253	97	37	265	98	40	197	73	67	205	66	70	195	69	62
13	232	102	45	249	95	37	262	98	40	195	73	66	202	66	69	195	69	61
14	234	101	46	254	96	36	258	98	39	193	72	69	200	66	69	193	69	61
15	230	98	49	252	99	35	261	97	39	197	71	71	204	65	70	190	69	57
16	235	97	48	258	99	35	262	97	39	202	71	68	203	65	68	190	68	56
17	230	102	45	261	99	35	249	93	43	199	71	68	204	65	67	187	64	57
18	222	96	43	253	98	36	248	93	47	198	71	68	204	65	66	186	64	56
19	227	96	43	255	97	35	242	93	47	200	71	68	202	65	66	183	63	57
20	231	96	43	255	99	36	230	82	57	201	71	68	202	65	65	183	67	58
21	232	96	44	257	96	37	228	92	64	203	71	70	200	65	65	185	67	58
22	234	95	45	254	102	39	227	92	63	200	70	69	198	65	65	184	67	56
23	236	99	45	253	102	38	228	92	62	205	69	69	196	64	66	184	67	58
24	236	97	45	255	102	37	218	89	64	205	70	70	195	64	65	181	69	56
25	244	101	45	247	102	38	214	88	65	208	70	70	196	64	64	181	69	54
26	247	101	42	245	102	37	208	85	65	209	70	70	197	64	64	182	72	53
27	248	101	42	247	99	36	207	83	67	211	70	70	196	63	64	181	72	53
28	245	101	41	250	95	36	208	82	67	212	71	70	196	67	63	182	72	53
29	242	97	42	247	96	36	210	82	67	211	71	70	195	66	62	180	72	51
30	239	96	43				210	82	67	214	71	70	195	64	61	179	70	53
31	238	94	43				205	82	66				196	64	61			
WCJail	235.35			249.55			240.84			201.33			203.58			187.47		
Shipped	98.52			97.31			92.84			72.77			66.23			67.80		
EMP	43.26			37.79			49.71			68.63			67.77			56.80		
Avg Length of Stay (Days)	37.00			31.70			36.60			31.40			45.50			58.10		

WOOD COUNTY JAIL

July - December 2020

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	180	69	54	176	76	55	192	77	60	211	96	60	0	0	0	0	0	0
2	180	71	53	176	76	55	192	76	60	206	96	59						
3	180	73	53	174	76	53	196	75	61	206	95	58						
4	179	73	52	173	76	52	193	80	61	207	94	58						
5	181	73	51	172	74	53	196	84	61	210	94	58						
6	179	73	49	171	74	53	196	84	60									
7	182	72	51	164	68	52	195	84	60									
8	181	72	50	166	68	51	196	84	60									
9	181	72	49	168	68	49	197	83	61									
10	183	76	52	169	65	49	192	81	61									
11	185	74	52	172	65	50	189	83	60									
12	183	74	51	174	65	52	192	87	60									
13	182	74	48	174	65	52	188	87	57									
14	183	74	53	174	61	52	191	87	57									
15	185	74	54	173	60	55	194	86	60									
16	179	74	54	175	60	55	200	84	63									
17	181	74	53	175	60	55	198	83	59									
18	178	74	54	176	63	54	198	86	59									
19	176	73	52	176	63	53	201	89	60									
20	177	72	52	175	65	55	200	89	58									
21	180	72	52	177	70	55	198	89	56									
22	183	72	52	178	70	59	199	89	58									
23	178	72	52	178	70	58	203	88	59									
24	180	72	52	177	70	58	197	87	60									
25	179	76	53	180	69	59	199	87	60									
26	180	76	53	182	70	59	203	92	60									
27	180	76	52	183	74	60	204	92	60									
28	178	73	54	188	74	61	204	92	59									
29	183	78	58	187	77	61	202	90	58									
30	180	76	59	187	77	60	206	90	58									
31	175	76	56	190	77	60												
WCJail	180.35			176.13			197.03			208.00			0.00			0.00		
Shipped	73.55			69.23			85.50			95.00			0.00			0.00		
EMP	52.58			55.00			59.53			58.60			0.00			0.00		
Avg Length of Stay (Days)	59.20			72.30			54.00			0.00			0.00			0.00		

2020 Yearly Averages

Total	207.96
Safekeeper	81.87
EMP	54.97
LENGTH of STAY	47.31

SK Total

WP 75

AD 25/15

SK 100 / 90

Adams reduced to 15

Color indicates low population

164

08/07/20

Color indicates high population	271	03/11/20
Start of COVID - 19 Jail population reduction		3/17/2020

WOOD COUNTY JAIL & SAFE KEEPER

January - June 2020

DAILY POPULATION BREAK DOWN BY LOCATION

Day	January			February			March			April			May			June		
	Wood	WP	AD	Wood	WP	AD	Wood	WP	AD	Wood	WP	AD	Wood	WP	AD	Wood	WP	AD
1	94	78	25	100	70	25	115	71	25	54	55	23	69	49	22	71	44	20
2	99	78	25	100	70	25	117	71	25	53	55	23	73	48	22	67	48	20
3	99	76	24	109	70	25	110	74	25	54	55	22	73	48	22	64	48	20
4	92	72	25	109	68	25	119	73	25	53	54	22	77	47	22	66	48	19
5	96	72	25	104	67	25	121	73	25	54	54	22	73	47	22	66	48	19
6	100	72	25	106	69	25	113	77	25	55	54	22	68	47	22	69	47	19
7	99	71	25	108	69	25	115	73	25	55	55	22	65	47	22	68	47	19
8	97	68	25	111	73	25	119	73	25	54	54	22	67	46	22	68	47	19
9	88	73	25	114	73	25	123	73	25	54	54	22	68	46	21	68	47	19
10	88	78	22	116	72	25	129	72	25	54	52	21	69	46	21	65	49	19
11	85	77	25	116	71	25	127	75	25	56	52	21	69	45	21	62	51	18
12	85	77	25	118	72	25	126	73	25	57	52	21	67	45	21	64	51	18
13	85	77	25	116	70	25	124	73	25	55	52	21	65	45	21	65	51	18
14	87	76	25	121	72	24	121	73	25	52	51	21	64	45	21	63	51	18
15	83	73	25	117	74	25	125	72	25	55	50	21	68	45	20	64	51	18
16	90	73	24	123	74	25	126	72	25	63	50	21	69	45	20	66	50	18
17	83	78	24	126	74	25	113	68	25	60	50	21	71	45	20	66	46	18
18	83	72	24	118	73	25	108	68	25	59	50	21	72	45	20	66	46	18
19	88	72	24	122	72	25	102	68	25	61	50	21	70	45	20	63	45	18
20	92	72	24	120	74	25	91	57	25	62	50	21	71	45	20	58	49	18
21	92	71	25	124	72	24	72	67	25	62	50	21	69	45	20	60	49	18
22	94	70	25	113	77	25	72	67	25	61	49	21	67	45	20	61	49	18
23	92	74	25	113	77	25	74	67	25	67	48	21	66	44	20	59	49	18
24	94	72	25	116	77	25	65	64	25	65	49	21	66	44	20	56	51	18
25	98	76	25	107	77	25	61	63	25	68	49	21	68	44	20	58	51	18
26	104	76	25	106	77	25	58	62	23	69	49	21	69	44	20	57	54	18
27	105	76	25	112	75	24	57	60	23	71	49	21	69	43	20	56	54	18
28	103	76	25	119	71	24	59	59	23	71	49	22	66	47	20	57	54	18
29	103	72	25	115	71	25	61	59	23	70	49	22	67	46	20	57	54	18
30	100	71	25				60	59	23	73	49	22	70	44	20	56	52	18
31	101	70	24				56	59	23				71	44	20			
WOOD	93.52			113.76			98.03			59.90			68.90			62.87		
WPSO	73.84			72.45			68.23			51.30			45.52			49.37		
ADSO	24.68			24.86			24.61			21.47			20.71			18.43		
TOTAL	235.35			249.55			240.84			201.33			203.58			187.47		

MONTH	High	Low
January	105	83
February	126	100
March	129	56
April	73	52
May	77	64
June	71	56

WOOD COUNTY JAIL & SAFE KEEPER
July - December 2020
DAILY POPULATION BREAK DOWN BY LOCATION

Day	July			August			September			October			November			December		
	Wood	WP	AD	Wood	WP	AD	Wood	WP	AD	Wood	WP	AD	Wood	WP	AD	Wood	WP	AD
1	57	54	15	45	61	15	55	62	15	55	81	15	0	0	0	0	0	0
2	56	56	15	45	61	15	56	61	15	51	81	15						
3	54	58	15	45	61	15	60	60	15	52	80	15						
4	54	58	15	45	61	15	52	65	15	54	79	15						
5	57	58	15	45	59	15	51	69	15	57	79	15						
6	57	58	15	44	59	15	52	69	15									
7	59	57	15	44	56	12	51	69	15									
8	59	57	15	46	56	12	52	69	15									
9	60	57	15	50	56	12	53	68	15									
10	55	61	15	55	54	11	50	66	15									
11	59	59	15	57	54	11	46	68	15									
12	58	59	15	57	54	11	45	72	15									
13	60	59	15	57	54	11	44	72	15									
14	56	59	15	61	50	11	47	72	15									
15	57	59	15	58	49	11	48	71	15									
16	50	59	15	60	49	11	53	69	15									
17	53	59	15	60	49	11	55	68	15									
18	50	59	15	59	48	15	52	71	15									
19	51	58	15	60	48	15	51	74	15									
20	53	57	15	55	50	15	52	74	15									
21	56	57	15	51	55	15	53	74	15									
22	59	57	15	49	55	15	52	74	15									
23	54	57	15	50	55	15	56	73	15									
24	56	57	15	49	55	15	50	72	15									
25	50	61	15	52	53	16	52	72	15									
26	51	61	15	53	54	16	51	77	15									
27	52	61	15	49	59	15	51	77	15									
28	51	58	15	53	59	15	53	77	15									
29	47	63	15	49	62	15	54	76	14									
30	45	61	15	50	62	15	58	75	15									
31	43	61	15	53	62	15												
WOOD	54.16			51.81			51.83			53.80			0.00			0.00		
WPSO	58.55			55.48			70.53			80.00			0.00			0.00		
ADSO	15.00			13.74			14.97			15.00			0.00			0.00		
TOTAL	180.35			176.13			197.03			208.00			0.00			0.00		

2020 Safe Keeper Averages		
WOOD Co Jail	70.86	108
WAUPACA Co	62.53	75
ADAMS Co	19.35	15
Total Population	207.96	222

MONTH High Low

July	60	43
August	61	44
September	0	0
October	0	0
November	0	0
December	0	0

SAFE KEEPER DIFFERENCE 2020

MONTH	BED DAYS	WOOD CTY COSTS \$31.13/DAY	OUT OF COUNTY COSTS Including Wages/mileage \$44.08/DAY	DIFFERENCE	YTD TOTAL AMOUNT	2019 TOTAL AMOUNT
January	3054	\$95,071.02	\$134,620.32	\$39,549.30	\$39,549.30	\$36,059.24
February	2822	\$87,848.86	\$124,393.76	\$36,544.90	\$76,094.20	\$33,942.04
March	2878	\$89,592.14	\$126,862.24	\$37,270.10	\$113,364.30	\$38,613.54
April	2183	\$67,956.79	\$96,226.64	\$28,269.85	\$141,634.15	\$36,669.78
May	2053	\$63,909.89	\$90,496.24	\$26,586.35	\$168,220.50	\$36,906.52
June	2034	\$63,318.42	\$89,658.72	\$26,340.30	\$194,560.80	\$35,847.42
July	2280	\$70,976.40	\$100,502.40	\$29,526.00	\$224,086.80	\$39,049.64
August	2146	\$66,804.98	\$94,595.68	\$27,790.70	\$251,877.50	\$39,759.86
September	2565	\$79,848.45	\$113,065.20	\$33,216.75	\$285,094.25	\$37,380.00
October	475	\$14,786.75	\$20,938.00	\$6,151.25	\$291,245.50	\$38,588.62
November	0	\$0.00	\$0.00	\$0.00	\$291,245.50	\$37,392.46
December	0	\$0.00	\$0.00	\$0.00	\$291,245.50	\$39,685.10
TOTAL	22490	\$700,113.70	\$991,359.20	\$291,245.50		\$449,894.22

\$31.13
\$44.08

Electronic Monitoring 2019 Monthly Savings vs. Out of County Housing

Month	Monthly Average	Monthly Savings	YTD 2020 Total Amount	2019 Total Amount
January	43.26	\$39,293.06	\$39,293.06	\$37,676.28
February	37.79	\$31,002.92	\$70,295.97	\$74,036.41
March	49.71	\$45,151.59	\$115,447.57	\$117,580.31
April	68.63	\$60,325.77	\$175,773.34	\$158,954.84
May	67.77	\$61,555.49	\$237,328.83	\$203,697.70
June	56.80	\$49,927.20	\$287,256.03	\$245,916.07
July	52.58	\$47,758.41	\$335,014.44	\$289,042.16
August	55.00	\$49,956.50	\$384,970.94	\$322,503.93
September	59.53	\$52,326.87	\$437,297.81	\$352,152.60
October	0	\$0.00	\$437,297.81	\$390,946.09
November	0	\$0.00	\$437,297.81	\$430,826.32
December	0	\$0.00	\$437,297.81	\$468,157.45
TOTAL	61.38	\$437,297.81	\$437,297.81	\$468,157.45

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

Bed Days x \$29.30 = Monthly Savings

\$29.30

SAFE KEEPER HOUSING SUMMARY PAGE

MONTH	Other Facilitiy	Other Facility	ADAMS	WAUPACA	TOTAL	YTD TOTAL	
2011	\$0.00	\$0.00	\$0.00	\$957,060.00	\$957,060.00	\$957,060.00	
2012	\$0.00	\$0.00	\$0.00	\$988,200.00	\$988,200.00	\$988,200.00	
2013	\$0.00	\$0.00	\$0.00	\$988,470.00	\$988,470.00	\$988,470.00	
2014	\$0.00	\$0.00	\$0.00	\$985,500.00	\$985,500.00	\$985,500.00	
2015	\$0.00	\$0.00	\$0.00	\$985,500.00	\$985,500.00	\$985,500.00	
2016	\$0.00	\$0.00	\$0.00	\$985,500.00	\$985,500.00	\$985,500.00	
2017	\$0.00	\$0.00	\$0.00	\$985,500.00	\$985,500.00	\$985,500.00	
2018	\$0.00	\$0.00	\$0.00	\$985,500.00	\$985,500.00	\$985,500.00	
2019	\$0.00	\$0.00	\$325,500.00	\$985,500.00	\$1,311,000.00	\$1,311,000.00	
2020	\$0.00	\$0.00	\$211,575.00	\$739,125.00	\$950,700.00	\$950,700.00	
2021	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
2022	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
2023	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
TOTALS	\$0.00	\$0.00	\$537,075.00	\$9,585,855.00	\$10,122,930.00	\$10,122,930.00	

Wood County Sheriff's Department Kitchen Report 2019						
MONTH	Breakfast	Lunch	Dinner	Special	Total meals	Food Cost plus Labor
January	3583	3773	3518	0	10874	\$25,643.54
February	4680	2497	2593	0	9770	\$20,345.94
March	3328	3086	3118	0	9532	\$21,065.20
April	2388	2319	2318	0	7025	\$22,126.49
May	2215	2095	2093	0	6403	\$18,856.86
June	2094	1957	1957	0	6008	\$18,192.35
July	2279	2101	2117	0	6497	\$21,492.07
August	1680	1611	1591	0	4882	\$16,149.67
September	1713	1607	1598	0	4918	\$16,268.75
October	434	415	409	0	1258	\$4,161.46
November	0	0	0	0	0	\$0.00
December	0	0	0	0	0	\$0.00
TOTAL	24394	21461	21312	0	67167	\$184,302.33

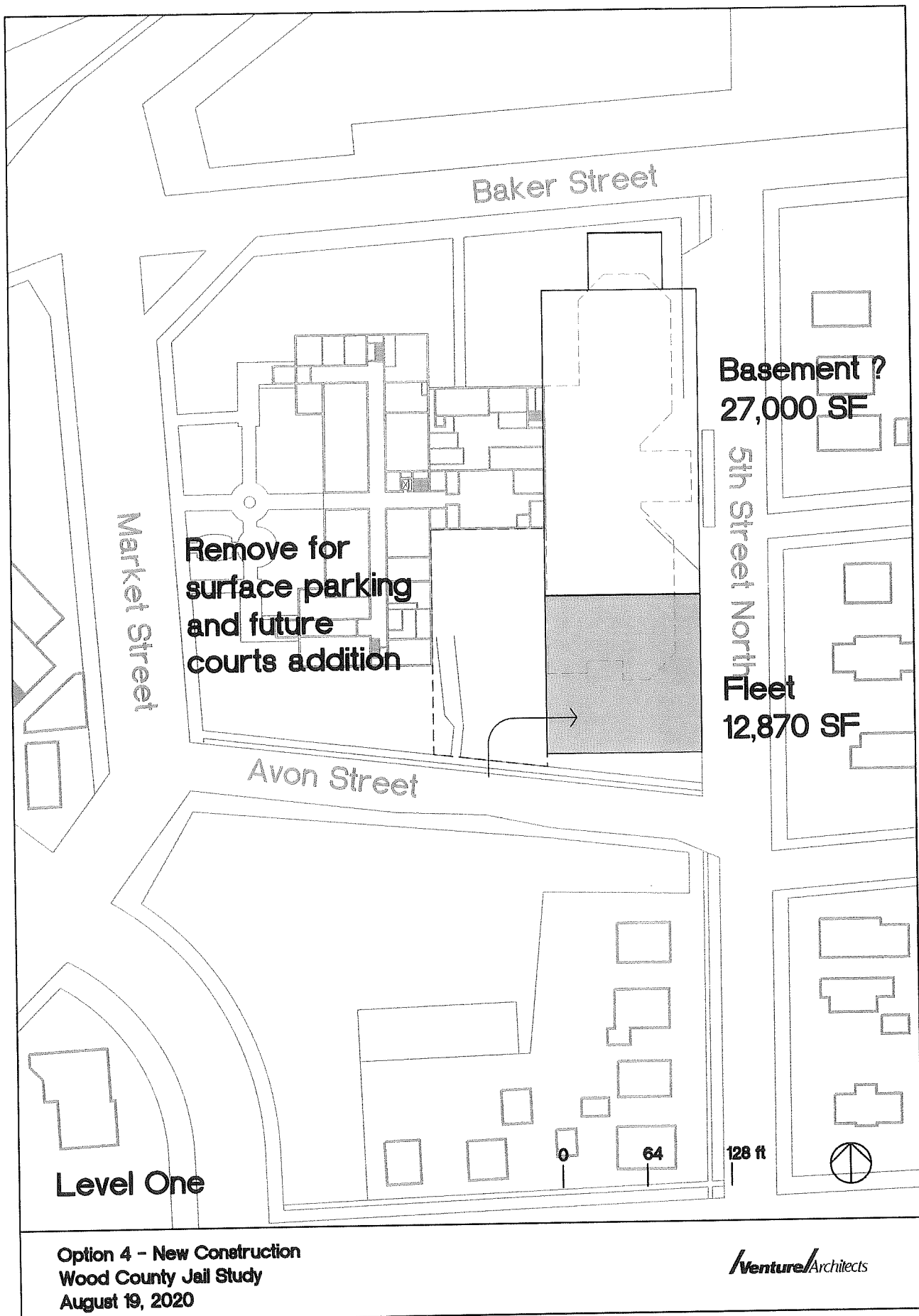
Summit end

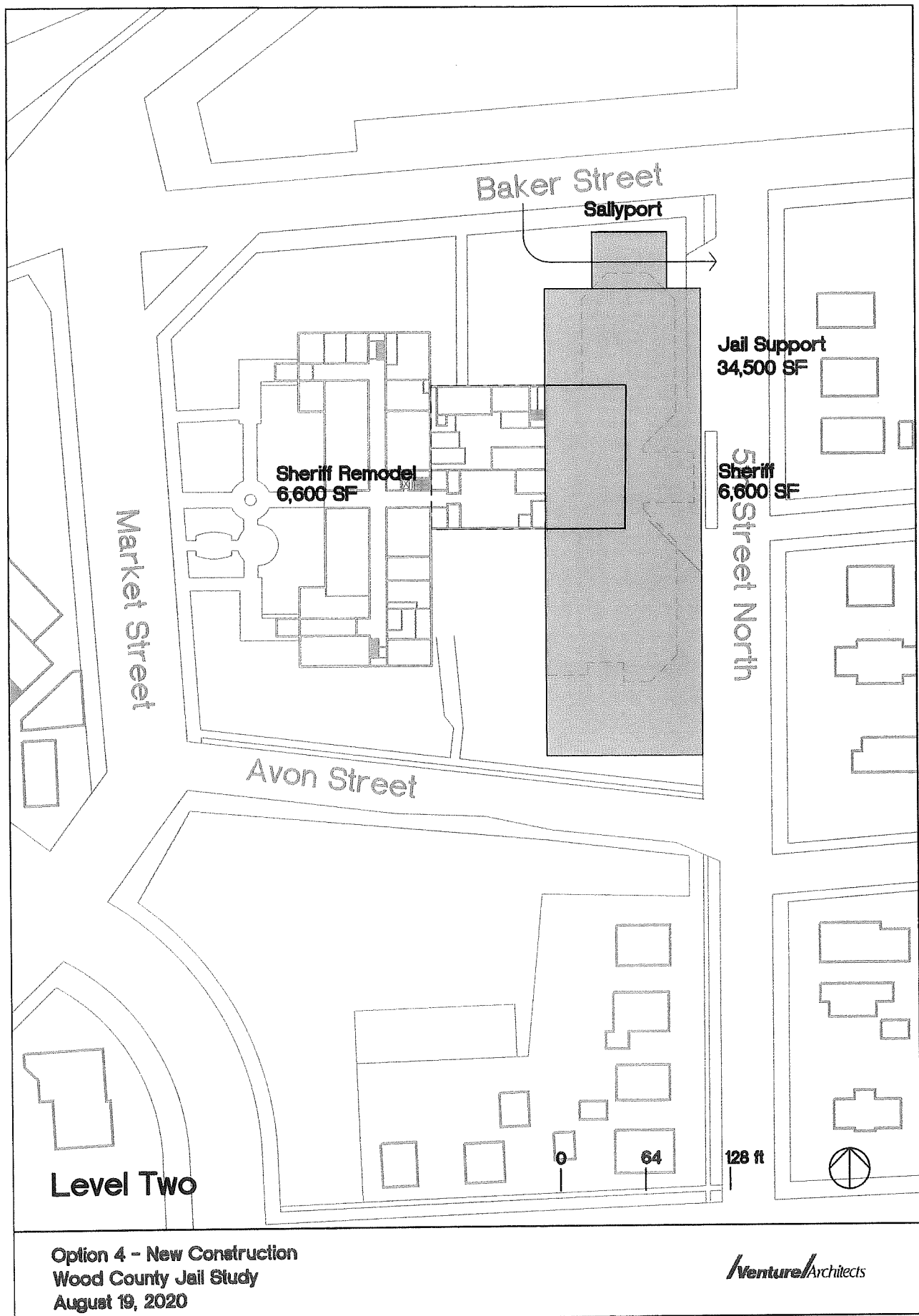
Trinity starts

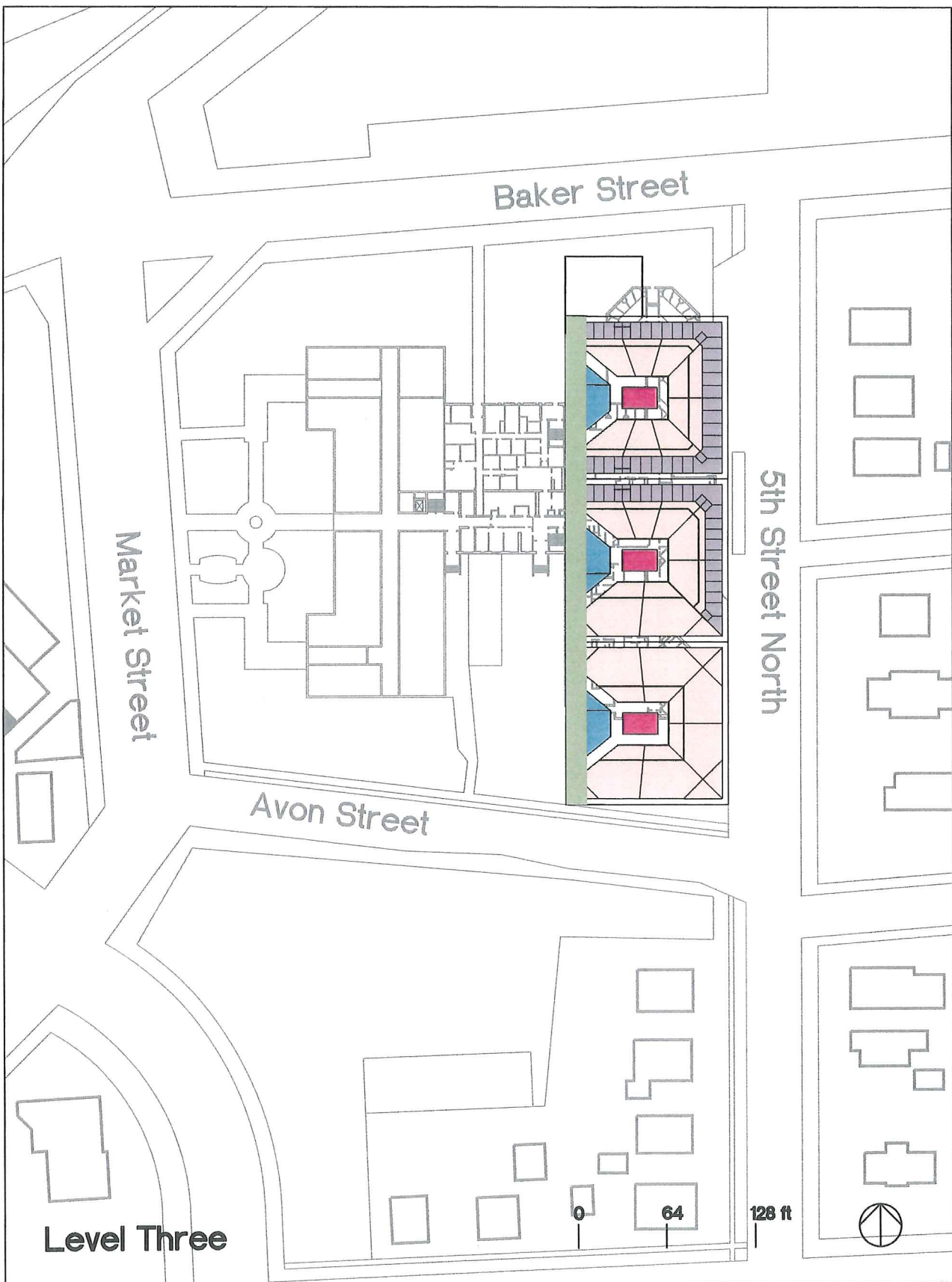
Cost per meal **\$2.74**

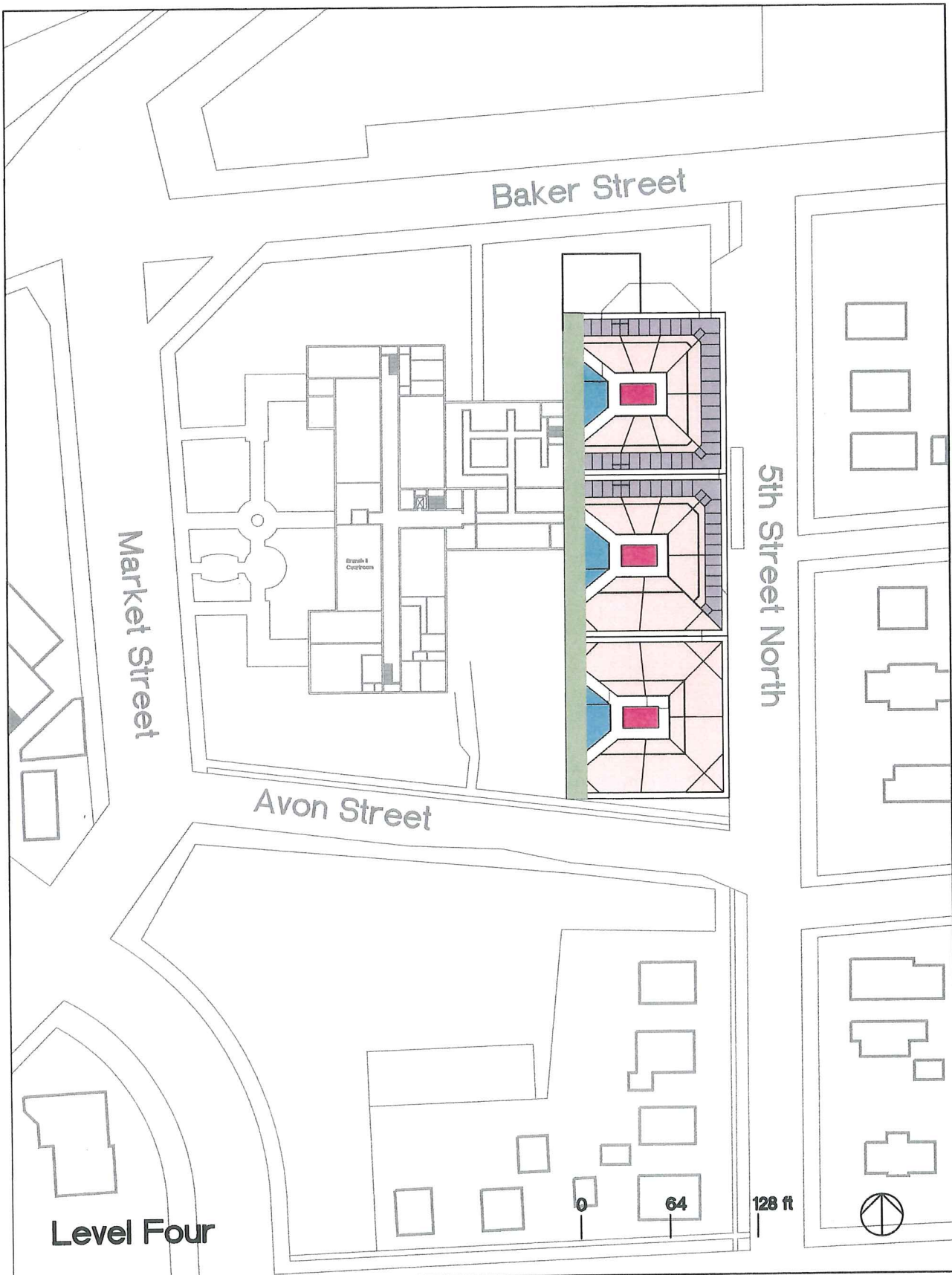
Cost per day **\$8.23**

Wood County Jail Kitchen Expenses					
	2013	2014	2015	2016	2017
Food & Labor	\$335,733.47	\$312,317.25	\$285,692.96	\$275,088.44	\$289,481.66
Number of Meals	103,993	86,637	77,044	88,993	118,016
Cost per Meal	\$3.23	\$3.60	\$3.71	\$3.09	\$2.45
Cost per Day	\$9.69	\$10.81	\$11.12	\$9.27	\$7.36
	2018	2019	2020	2021	2022
Food & Labor	\$262,016.71	\$262,906.02	\$184,302.33	\$0.00	\$0.00
Number of Meals	122,668	111,439	67,167	0	0
Cost per Meal	\$2.14	\$2.36	\$2.74	#DIV/0!	#DIV/0!
Cost per Day	\$6.41	\$7.08	\$8.23	#DIV/0!	#DIV/0!
	2023	2024	2025	2026	2027
Food & Labor	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Number of Meals	0	0	0	0	0
Cost per Meal	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!
Cost per Day	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!









Level Four

Option 4 - New Construction
Wood County Jail Study
August 19, 2020

Venture Architects

From: John Cain <jcain@ventarch.com>

Sent: Tuesday, September 8, 2020 1:33 PM

To: Reuben Van Tassel <rvantassel@co.wood.wi.us>; Randal Dorshorst <rdorshorst@co.wood.wi.us>; Theodore C. Ashbeck <tashbeck@co.wood.wi.us>; Shawn Becker <sbecker@co.wood.wi.us>

Cc: 'Kurt Berner' <KBerner@samuelsgroup.net>; John Cain <jcain@ventarch.com>

Subject: Wood County - updated budget number

EXTERNAL EMAIL: Do not click any links or open any attachments unless you trust the sender and know the content is safe.

To all,

The budget information requested:

The new option 4 numbers from The Samuels Group are:

- Construction Cost	\$45,284,000	
- Non-Construction Cost	\$ 9,057,000	20%
- Total Project Cost	\$54,341,000	

Compares to option 2b (phases one and two combined)

- Total Project Cost	\$58,224,000
----------------------	--------------

John

John Cain, AIA

Vice President | Principal | Design Director

Direct Line: 414.225.0823 Cell Phone: 414.881.9013

Main Phone: 414.271.3359

jcain@ventarch.com

www.ventarch.com

/Venture/Architects

Justice Planners & Designers

212 North 25th Street, Milwaukee, WI 53233



Legacy Foundation of Central Wisconsin

(Page 1 of 2)

2020 Grant Application - Preliminary Letter of Interest

Legal Name of Organization

Wood County Sheriff's Department

Employer ID # (EIN)

39-6005763

Type of Organization

☐ 501(c)3

☒ Government

PRIMARY CONTACT INFORMATION

Name of Primary Contact

Shawn Becker

Title

Wood County Sheriff

Address

400 Market Street

City

Wisconsin Rapids

State

WI

ZIP Code

54495

E-mail

sbecker@co.wood.wi.us

Phone

715-421-8705

PROPOSAL INFORMATION

Please give a summary of your request (500 characters or less)

The Wood County Sheriff's Department is seeking to create a Mental Health Liaison Officer position to provide a coordinated, professional and compassionate Law Enforcement response to individuals affected by mental illness, substance use disorders and their families. In doing so, also reducing emergency detentions and incarcerations of individuals by building positive relationships with the community.

Number of People Directly Served by Project

73,435

Geographic Area Served by Project

Wood County

Funds are being requested for (check all that apply)

☐ General Operating

☒ Project / Program

☒ Start-up Costs

☐ Capital

☐ Technical Assist.

Other Specify

Project Start Date (MM/DD/YYYY)

01/04/2021

Project End Date (MM/DD/YYYY)

12/31/2022

Amount Requested

\$235,000.00

Project Budget

\$235,000.00

Organization's Annual Budget

\$3,384,848.00

2020 Grant Application - Preliminary Letter of Interest

PROPOSAL NARRATIVE

Legal Name of Organization

Wood County Sheriff's Department

Please use the following as a guide to developing your proposal narrative of 3 pages or less (submit in pdf form). Also, include a cover letter with your application that introduces your organization and proposal and makes the link between your proposal and the mission of the Legacy Foundation.

ORGANIZATION INFORMATION

- ☒ History, including the date established.
- ☒ Mission and goals.
- ☒ Current programs or activities, including any service statistics and strengths or accomplishments. Please highlight new or different activities, if any.
- ☒ Relationship with other organizations working with similar missions. What is your role relative to these organizations?
- ☒ Number of board members, full-time paid staff, part-time paid staff and volunteers.
- ☒ Name and title of top paid staff or board chair

PURPOSE OF GRANT

- ☒ Situation - The opportunity, challenges, issues or need and the community that your proposal addresses. How that focus was determined and who was involved in that decision-making process.
- ☒ Activities - Overall goals regarding the situation described above. Objectives or ways in which you will meet the goals. Specific activities for which you seek funding. Who will carry out those activities. Time frame in which this will take place. How the proposed activities will benefit the community in which they will occur, being as clear as you can about the impact you expect to have. Long-term funding strategies (if applicable) for sustaining this

EVALUATION

- ☒ Please describe your criteria for success. What do you want to happen as a result of your activities? You may find it helpful to describe both immediate and long-term effects.
- ☒ How will you measure these changes?
- ☒ Who will be involved in evaluating this work (staff, board, constituents, community, consultants)?
- ☒ What will you do with your evaluation results?



WOOD COUNTY SHERIFF'S DEPARTMENT



SHAWN BECKER, SHERIFF

July 10, 2020

Legacy Foundation of Central Wisconsin
130 1st Street North
Wisconsin Rapids, WI 54494

Dear Committee Members,

The Wood County Sheriff's Department is pleased to submit this grant application for funding assistance for the creation of a Mental Health Liaison Officer position.

The Wood County Sheriff's Department is seeking to create a Mental Health Liaison Officer position to provide a coordinated, professional and compassionate law enforcement response to individuals affected by mental illness and/or substance use disorders, as well as their families. In doing so, the Department will work to reduce emergency detentions and incarcerations of individuals by building positive relationships within the community. The Mental Health Liaison Officer position will work collaboratively with County agencies to achieve improved outcomes for individuals affected by mental illnesses or suffering a crisis by connecting them to needed services, creating safety plans and diverting them away from the criminal justice system whenever possible.

The Wood County Sheriff's Department believes a Mental Health Liaison Officer is consistent with the mission and interests of the Legacy Foundation of Central Wisconsin. We are excited at the possibility of having such a position, and hope you share in our enthusiasm moving in this direction. In today's uncertain economic environment, progressive improvements in services to our communities are more important than ever.

The Wood County Sheriff's Department looks forward to receiving a positive response, the opportunity to partner with the Legacy Foundation of Central Wisconsin and in making these improvements to services for our communities a reality.

Most sincerely,

Shawn Becker

Mental Health Liaison Officer

ORGANIZATION INFORMATION:

History, including the date established:

The Wood County Sheriff's Office was officially established in 1856 with the first election for Sheriff. Shawn Becker is the 43rd elected Sheriff of Wood County.

Mission and goals:

The mission of the Wood County Sheriff's Department is to enhance the quality of life in Wood County by working cooperatively with the community to enforce the law, preserve the peace and provide for a safe environment. The goal of the Wood County Sheriff's Department is to develop a program to improve police services to people living with mental illness and substance use disorders. The goal of the Mental Health Liaison Officer program would be to provide a coordinated, professional and compassionate Law Enforcement response to individuals affected by mental illness and their families. The Mental Health Liaison Officer position will work collaboratively with partner agencies to achieve improved outcomes for individuals affected by mental illnesses or suffering a crisis by connecting them to needed services, creating safety plans and diverting them away from the criminal justice system whenever possible. This should reduce the number of calls for service and improve safety for Officers and all members of the Wood County community.

Current program or activities, including any services statistics and strengths or accomplishments.

Please highlight new or different activities, if any:

The Wood County Patrol Deputies, all of whom received comprehensive Mental Health / Crisis Intervention Training (CIT) through multiple departmental in-services, are often the first and most essential layer of service. The training was held at Mid-State Technical College (MSTC) and involved the National Alliance of Mental Illness (NAMI), Wood County Human Services Department along with other community partners. The training included an overview of major mental illnesses provided by local Mental Health Professionals, scenario based de-escalation training, emergency detention (Chapter 51) processes, consumer panel discussions, interagency collaboration and community resource options. Multiple County and Municipal Law Enforcement agencies, Corrections Officers and Dispatchers, attended the CIT training.

Currently with multiple partners in place the need for a dedicated position to coordinate, provide follow-up meetings, communicate with the families and organize community resources has come.

Relationship with other organizations working with similar missions. What is your role relative to these organizations?

Mid State Technical College:

Hosted the training for the Crisis Intervention Teams (CIT) training attended by Law Enforcement, Corrections and Dispatchers.

Wood County Human Services / Crisis:

Providing CIT training to Wood County Deputies, Adams County Deputies, Clark County Deputies, Jackson County Deputies, Juneau County Deputies and Portage County Deputies. Also attending the training were, the Wisconsin Rapids PD, Grand Rapids PD, Nekoosa PD, Port Edwards PD, Marshfield PD, Rome PD, Stevens Point PD, Plover PD, Wood County Dispatchers and the Milwaukee House of Corrections.

Three Bridges Recovery:

The Wood County Sheriff Department Jail Division collaborated with Three Bridges Recovery to address the inmate dependency disorders. This partnership initiated the implementation of the SMART Recovery program that incorporates recovery pods for individuals with dependency disorders to help prepare them for a successful re-entry to society.

Aspirus Behavioral Health:

The Wood County Sheriff's Department signed a contract with Aspirus to provide essential mental Health service to the Wood County inmate population.

National Alliance of Mental Illness (NAMI):

NAMI provides advocacy, education, support and public awareness so that individuals and families affected by mental illness can build better lives.

River Cities Clubhouse:

River Cities Clubhouse is a supportive environment where people experiencing mental illness and/or substance use disorder cultivate independence through peer support and services.

Number of board members, full-time paid staff, part-time paid staff and volunteers.

The Wood County Public Safety Committee (Board members Michael Feirer (Chair), Dennis Polach (Vice Chair), Brad Hamilton, William Winch and Joseph Zurfluh), Wood County Sheriff Shawn Becker, Chief Deputy Randal Dorshorst, Wood County Criminal Justice Coordinator, Wood County Jail Division Qualified Mental Health Professional (QMHP), Three Bridges Recovery and Wood County Human Services. Volunteer organizations do provide services, however the number of volunteers changes depending on the organization and the service provided.

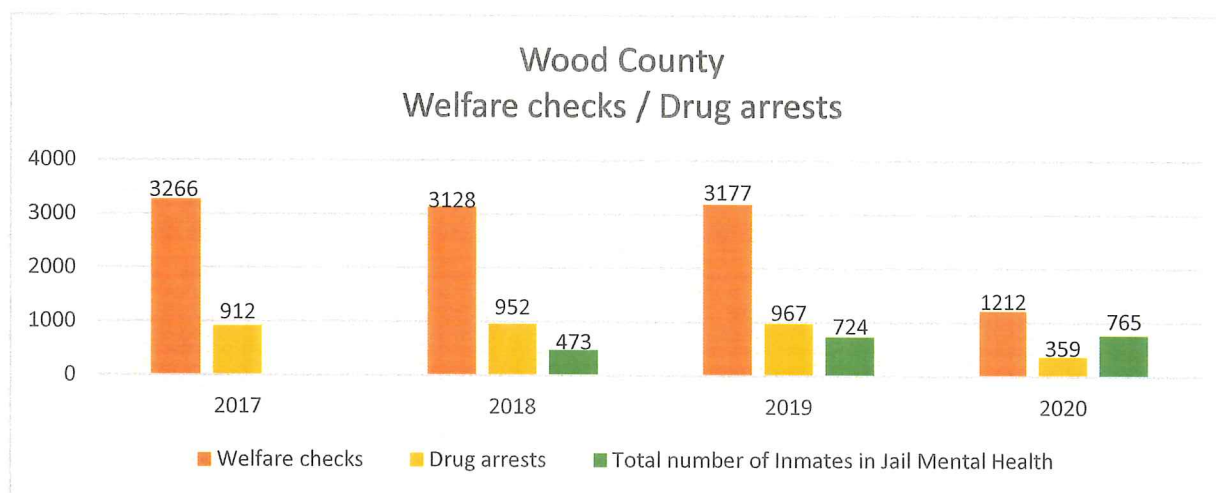
Name and title of top paid staff or board chair.

Wood County Sheriff Shawn Becker

PURPOSE OF GRANT

Situation - The opportunity, challenges, issues or need and the community that your proposal addresses. How that focus was determined and who was involved in that decision-making process.

The Wood County Sheriff's Department is seeking to create a Mental Health Liaison Officer position to provide a coordinated, professional and compassionate Law Enforcement response to individuals affected by mental illness and their families. In 2019, Law Enforcement Officers in Wood County responded to a total of 82,897 incidents countywide for an average of 227 per day. 3177 of these calls were for welfare checks and required 6503 Officers to be assigned or an average of two Officers per incident. In Wood County, a welfare call occurs on average of nine times per day. With this daily frequency, it places Law Enforcement in contact with those living with mental illnesses and their families seeking assistance for their loved one.



Wood County has responded to meet the need for additional training for Officer responding to welfare calls by providing Crisis Intervention Training (CIT). Currently all Wood County Patrol Deputies have received CIT instruction to be better prepared when responding to welfare calls. Additionally CIT instruction has been offered to all Law Enforcement Agencies with the assistance of Mid-State Technical College (MSTC), National Alliance of Mental Illness (NAMI) and the Wood County Human Services Department. Also attending the training were the surrounding Counties, Wisconsin Rapids PD, Grand Rapids PD, Nekoosa PD, Port Edwards PD, Marshfield PD, Rome PD, Stevens Point PD, Plover PD and Wood County Dispatchers. With the training in place and overwhelming participation in Wood County has shown the need for a Mental Health Liaison Officer dedicated to improving interactions with individuals living with mental illnesses or substance abuse disorder in the community.

Activities – Overall goals regarding the situation described above. Objectives or ways in which you will meet the goals. Specific activities for which you seek funding. Who will carry out those activities. Time frame in which this take place. How the proposed activities will benefit the community in which strategies (if applicable) for sustaining this.

The goal would be to establish the Mental Health Liaison Officer position in the community over a two year period. This would allow the position to become connected to existing services and identify new services necessary to be successful. The Mental Health Liaison Officer would respond to mental health calls for service in the community to address crisis and other immediate issues and reduce recidivism by affecting the likelihood of future crisis. This goal could be achieved through de-escalation, determining mental health issues, assessment, problem solving and by finding commitment or incarceration alternatives. This position would coordinate alternatives by working with the Wood County Judges, District Attorney's Office, Corporation Counsel, Criminal Justice Coordinator and other community partners to find ways to stabilize situations involving these individuals.

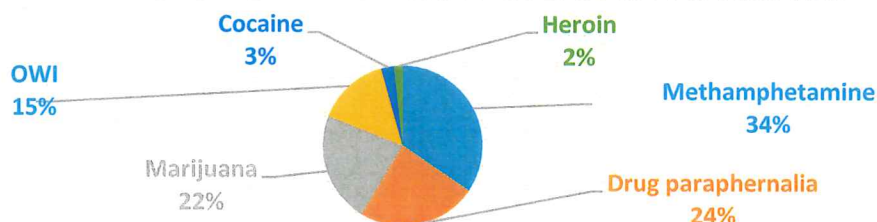
Additionally the Mental Health Liaison Officer position would initiate proactive contacts in the community with frequent utilizers of Law Enforcement, Crisis and/or medical services for mental health issues, who are not otherwise connected to mental health services. The position would build positive relationships with service partners, including medical, mental health and consumer support organizations in the community.

The Mental Health Liaison Officer's activities would carry out these activities by being part of the Mental Health and Substance Use Disorder projects in the Wood County Jail. With Three Bridges Recovery's assistance in the "Wellness and Recovery program" and Mental Health services provided by Aspirus Behavioral Health we would have a group of individuals returning to the community to begin the program. The Wood County Jail Mental Health program was started with support from the Legacy Foundation on June 2018. In the first year of the program the Qualified Mental Health Professional (QMHP) met with 473 individuals and currently (May 2020) has assisted 765 individuals. While the individuals are in custody we have been able to address many of the barriers for these individuals and get them connected to services once released. However, we have noticed the enthusiasm for change on release day has not transitioned to keeping their appointments for continued mental health services.

With the data from our mental health program I was able to review the names of people arrested for drug offenses in 2019. In 2019 Wood County had 967 drug arrests, there were 668 individuals involved in these 967 arrests. Of the 668 individuals 232 people had received mental health services while in custody. This represents 35% of the overall drug arrests for 2019. I reviewed the data and 116 of these people or 50% had been seen by the QMHP by June of 2019 (one year into the program).

Although our data is only for a single year (2019) it provides us with a starting point. I identified that of the 116 people arrested (new charges) for the following: 40 Methamphetamine, 28 Drug paraphernalia, 26 Marijuana (THC), 17 Operating while intoxicated, 3 Cocaine and 2 Heroin. Of the 116 individuals released 27 or 23% were re-arrested and 16 or 59% involved Methamphetamine charges. One of these re-arrests did involve both heroin and methamphetamine charges. These 16 individuals 5 of them (31%) required 5 suicide watches and 5 mental health watches while they detoxed off the methamphetamine. During this time the Wood County Jail was providing a plan and connecting the individuals to service providers outside the facility. Of these 16, none followed the plans or took advantage of the services in the community and went back to substance use.

BASED ON THE 116 PEOPLE THESE ARE THE PERCENTAGES FOR WHY THEY WERE RE-ARRESTED



This proposal for a Mental Health Liaison Officer position is based on the 3177 calls for service (welfare checks) and on the Jail's mental health program data. As this position would be the bridge from incarceration to our community and work with those in the community living with mental illnesses and battling substance use disorder.

EVALUATION

Please describe your criteria for success. What do you want to happen as a result of your activities? You may find it helpful to describe both immediate and long-term effects.

What Wood County expects to happen is to reduce the occurrence of individuals in Wood County being taken into custody under emergency detention or incarcerations and improving the outcomes of Officer interactions with individuals living with mental illnesses and substance use disorders. The immediate success would be measured by reducing the frequency of welfare calls for service, reducing the number of emergency detentions and the reduction in recidivism of individuals released from the Wood County Jail suffering from mental illnesses and substance use disorders.

The long-term effects would be to significantly reduce use of force incidents and the community's stereotypes, prejudices and perceptions of those individuals living with mental illnesses and substance use disorders. In doing so, also reducing emergency detentions and incarcerations of individuals by building positive relationships with the community. If done correctly, there will be acceptance for the need for assistance and or treatment from the end consumer.

How will you measure these changes?

The changes will be measured by comparing calls for service and dispositions of complaints involving mental health, emergency detentions, substance use disorders and the alternatives applied.

Who will be involved in this work (staff, board, constituents, community, consultants)?

The persons involved in the evaluation of the work would be Wood County Sheriff Shawn Becker or designee(s), State of Wisconsin Department of Corrections Jail Inspector Jodi Hollister, the Wood County Public Safety Committee, Aspirus Behavioral Health Marie Richards and the Wood County Human Services Department.

What will you do with your evaluation results?

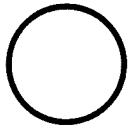
The evaluation results will be published on the Wood County Sheriff's Department website and provided to the Wisconsin Department of Corrections to be reviewed and shared with other correctional facilities. The hope is by taking this lead approach the Wood County Sheriff's Department Jail plan can be used to assist other agencies manage their mental health and AODA issues.

References:

Roger H. Peters, M. Scott Young, Elizabeth C. Rojas & Claire M. Gorey (2017) Evidence-based treatment and supervision practices for co-occurring mental and substance use disorders in the criminal justice system, *The American Journal of Drug and Alcohol Abuse*, 43:4, 475-488, DOI: 10.1080/00952990.2017.1303838

Diane S. Young PhD and MSW (2003) Co-Occurring Disorders among Jail Inmates: Bridging the Treatment Gap, *Journal of Social Work Practice in the Addictions*, 3:3, 63-85, DOI: 10.1300/J160v03n03_05

Sung, H., Mellow, J., & Mahoney, A.M. (2010). Jail inmates with co-occurring mental health and substance use problems: Correlates and service needs. *Journal of Offender Rehabilitation*, 49(2), 126-145. DOI: 10.1080/10509670903534811



RESOLUTION#

Introduced by Public Safety
Page 1 of 2

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

INTENT & SYNOPSIS: To accept Legacy Foundation Grant funding and create a Mental Health Liaison Officer position (1.0 FTE). RSD

FISCAL NOTE:

	Year 1 (2021)	Year 2 (2022)
Wages:	\$72,155.20	\$75,041.41
Fringe:	\$37,284.25	\$38,113.17
Total:	\$109,439.45	\$113,154.58
Grant funded:	109,439.45	\$113,154.58
County cost:	\$0	\$0

		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	Hahn, J			
9	Winch, W			
10	Thao, L			
11	Curry, K			
12	Valenstein, L			
13	Hokamp, J			
14	Polach, D			
15	Clendenning, B			
16	Pliml, L			
17	Zurfluh, J			
18	Hamilton, B			
19	Leichtnam, B			

Years one (2021) and two (2022) wages and benefits are based on Investigator-Sergeant rates outlined in the Deputy Sheriff's 2020-2022 Collective Bargaining Agreement and are fully funded by a Legacy Foundation Grant. Subsequent years' wages and benefits will be funded through the annual budget process.

Source of Funding: Legacy Foundation Grant for years one and two. Subsequent years through Wood County annual budget process.

WHEREAS, the mission of the Wood County Sheriff's Department is to enhance the quality of life in Wood County by working cooperatively with the community to enforce the law, preserve the peace and provide for a safe environment, and

WHEREAS, the Wood County Sheriff's Department continually seeks innovative ways to meet the needs of Wood County residents, and

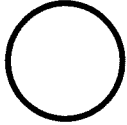
WHEREAS, on a daily basis, Wood County law enforcement officers encounter individuals displaying mental health symptomology, and

WHEREAS, the lack of mental health crisis services across the U.S. has resulted in law enforcement officers serving as first responders to most crises. A Mental Health Liaison Officer position is an innovative, community-based approach to improve the outcomes of these encounters, and

WHEREAS, in 2019, Law Enforcement Officers in Wood County responded to a total of 82,897 incidents countywide for an average of 227 per day. 3177 of these calls were for welfare checks and required 6503 Officers to be assigned or an average of two Officers per incident. In Wood County, a welfare call occurs on average of nine times per day. With this daily frequency, it places Law Enforcement in contact with those living with mental illnesses and their families seeking assistance for their loved one, and

WHEREAS, the goal of the Wood County Sheriff's Department is to develop a program to improve police services to people living with mental illness and substance use disorders, and

WHEREAS, the goal of the Mental Health Liaison Officer Position would be to provide a coordinated, professional and compassionate Law Enforcement response to individuals affected by mental illness and their families, and

**RESOLUTION#**

Effective Date: Upon Passage

Introduced by

Public Safety

Page 2 of 2

Committee

WHEREAS, the Mental Health Liaison Officer position would work collaboratively with partner agencies to achieve improved outcomes for individuals affected by mental illnesses or suffering a crisis by connecting them to needed services, creating safety plans and diverting them away from the criminal justice system whenever possible. This should reduce the number of calls for service and improve safety for Officers and all members of the Wood County community, and

WHEREAS, the Mental Health Liaison Officer position would initiate proactive contacts in the community with frequent utilizers of Law Enforcement, crisis and/or medical services for mental health issues, who are not otherwise connected to mental health services. The position would build positive relationships with service partners, including medical, mental health and consumer support organizations in the community, and

WHEREAS, the Mental Health Liaison Officer would respond to mental health calls for service in the community to address crisis and other immediate issues and reduce recidivism by affecting the likelihood of future crisis. This goal could be achieved through de-escalation, determining mental health issues, assessment, problem solving and by finding commitment or incarceration alternatives. This position would coordinate alternatives by working with the Wood County Judges, District Attorney's Office, Corporation Counsel, Criminal Justice Coordinator and other community partners to find ways to stabilize situations involving these individuals, and

WHEREAS, the Mental Health Liaison Officer will work with community partners and agencies to provide long term solutions for individuals whose mental health needs directly impact their contact with police, and

WHEREAS, the Mental Health Liaison Officer would provide agencies with Crisis Intervention Team (CIT) Training, a model of response for law enforcement officers to provide the most effective police response possible to individuals experiencing mental illness. It provides officers with the ability to recognize an individual with a mental illness and how to handle specific situations involving these individuals. The increased understanding and skills enhances officer safety and the safety of individuals and communities.

WHEREAS, the Mental Health Liaison Officer will work to decrease the criminalization of individuals living with mental illness and connect them with the resources they need to live well and safely in the community, and

WHEREAS, the Mental Health Liaison Officer serves as a link between law enforcement entities, mental health agencies, substance abuse agencies, and local social service agencies. This includes for-profit and non-profit community-based mental health agencies in each district and jurisdiction, and

WHEREAS, the Wood County Sheriff's Department has applied for, and has been awarded grant funding totaling up to \$235,000.00 to fund hiring a Mental Health Liaison Officer position for two years with the subsequent years being funded by Wood County through the annual budget process, and

NOW, THEREFORE, THE WOOD COUNTY BOARD OF SUPERVISORS HEREBY RESOLVES to accept the Legacy Foundation Grant funding and create a Mental Health Liaison Officer position (1.0 FTE).

Pay Grade: In accordance with the Deputy Sheriff's 2020-2022 Collective Bargaining Agreement

Hours: 2080 per year

FLSA status: Non-exempt

Department: Sheriff

④
#4

MINUTES
CONSERVATION, EDUCATION & ECONOMIC DEVELOPMENT COMMITTEE
MONDAY, SEPTEMBER 14, 2020
WOOD COUNTY COURTHOUSE, ROOM #320B, WISCONSIN RAPIDS WI

Members Present: Kenneth Curry, Bill Leichtnam, Robert Ashbeck, Dave LaFontaine and Jake Hahn.

Staff Present:

Planning & Zoning Staff: Jason Grueneberg and Kim Keech (via WebEx).
Land & Water Conservation Staff: Shane Wucherpennig.

Others Present: Dist. #5 Supervisor Adam Fischer, Allen Thurber (Wood County Finance Department) and Ed Newton (Wood County Finance Department).

Others Present (via WebEx): Nancy Turyk (UW Madison-Division of Extension), Kristie Rauter-Egge (Wood County Health Department), Angel Whitehead (Heart of Wisconsin Chamber of Commerce), Josh Miller (City of Marshfield), Kyle Kearns (City of Wisconsin Rapids), Meredith Kleker (Wisconsin Rapids Convention & Visitors Bureau), Matt McLean (Visit Marshfield), Scott Larson (Marshfield Area Chamber of Commerce & Industry), Jeff Gaier (Roy Shwery Field Airport), Charles Wendlandt (Marshfield Youth Hockey Association) and Jamie Rokus.

1. **Call to Order.** Chairperson Curry called the CEED Meeting to order at 9:00 a.m.
2. **Declaration of Quorum.** Chairperson Curry declared a quorum.
3. **Public Comment.** None
4. **Review Correspondence.** None
5. **Approve minutes of previous meeting.**
Minutes of September 2, 2020. No additions or corrections needed.

Motion by Dave LaFontaine to approve and accept the September 2, 2020 CEED minutes as presented. Second by Jake Hahn. Motion carried unanimously.

6. Review/approve 2021 Land & Water Conservation Department budgets.

Shane Wucherpennig gave an overview of the Land & Water Conservation budget for 2021. There are 6 budgets in the Land & Water conservation budget with only 1 impacted by tax levies. The other 5 are funded by grant dollars. Emily Salvinski was a full-time position but was reduced to part-time. Her tax levy full-time position was refilled by Caleb Armstrong & Emily is now grant funded by the Mill Creek grant. Discussion followed.

Motion by Dave LaFontaine to approve and accept the 2021 Land & Water Conservation Department budgets as presented. Second by Bill Leichtnam. Motion carried unanimously.

7. Review 2021 Planning & Zoning Department budgets.

Jason Grueneberg gave an overview of the Planning & Zoning budget. The Land Records budget is a non-levied non-lapsing program supported by a portion of funds from the Register of Deeds recording documents, as well as a State Strategic Initiative grant and a base budget grant. The Private Sewage budget is non-levied non-lapsing program supported by permit fees, violation fees and the triennial program fee. The Planning budget is a tax levied budget. The revenue streams come from CSM reviews, Shoreland permits and Floodplain permits. Well Delegation program will be implemented in

2021. The Surveyor's budget is a tax levied budget which has stayed the same as prior years. The Census & Redistricting budget will be eliminated. Costs can be absorbed by the Planning budget and County Clerk Department.

Motion by Dave LaFontaine to approve and accept the 2021 Planning & Zoning Department budgets as presented. Second by Jake Hahn. Motion carried unanimously.

8. Review 2021 Economic Development grant applications.

There is an increase in grant requests for 2021. There was \$32,500 grant requests unused in 2020. There was a lengthy discussion of the grant requests. The 2021 grant requests that will be presented to the Operations Committee are detailed below.

2021 Economic Development Grant Requests	Approved by CEED	Requested
<i>City of Pittsville</i> Building Incentive Program	\$ 25,000	\$ 25,000
<i>City of Pittsville</i> Outdoor Recreation Plan	\$ 6,000	\$ 6,000
<i>Town of Grand Rapids</i> Connecting trails systems & signage	\$ 15,000	\$ 30,000
<i>Marshfield Area Chamber of Commerce & Industry</i> General Funding for Economic Development	\$ 19,500	\$ 19,500
<i>Marshfield Economic Development Board</i> West 2 nd Street Redevelopment Plan	\$ 25,000	\$ 50,000
<i>Visit Marshfield 2020</i> Sports Tourism Strategic Planning	\$ 5,000	\$ 5,000
<i>Heart of Wisconsin Chamber of Commerce</i> General Funding for Economic Development	\$ 19,500	\$ 19,500
<i>HOW, Visit Rapids, Visit Marshfield, MACCI</i> Recreational Video for Central Wisconsin	\$ 4,000	\$ 4,000
<i>State Fair Booth-Wisconsin Rapids CVB</i> Operating Costs	\$ 2,500	\$ 2,500
<i>Alexander Field</i> Alexander Field	\$ 10,000	\$ 10,000
<i>Roy Shwery Field</i> Roy Shwery Field	\$ 10,000	\$ 10,000
<i>Friends of Scentrail Bark Community Park, Inc.</i> Creating & Sustaining A Dog Park	\$ 0	\$ 25,000
<i>Wood County Health Department</i> Bike Share Funding Request	\$ 9,000	\$ 15,000
<i>Wood County Highway Department 2020</i> Northern ATV Route	\$ 0	\$ 10,000
<i>City of Wisconsin Rapids</i> Wayfinding Signage	\$ 15,000	\$ 24,999
Total Requested	\$165,500	\$256,499

The consensus of the CEED Committee is to pay the Wood County Highway Department for the Northern ATV Route from unexpended 2020 funds.

Motion by Dave LaFontaine to approve and accept the 2021 Economic Development Grant Requests as presented. Second by Jake Hahn. Motion carried unanimously.

9. Review 2021 Economic Development budget.

Jason gave an overview of the Transportation and Economic Development budget for 2021. The committee decided that it will present the budget to the Operations Committee as follows: \$32,000 – Central Wisconsin Junior Fair, \$42,500 – Contractual Services (NCWRPC Membership), \$4,325 – Supplies & Expense and \$228,175 – Grants & Contributions (\$165,500 – Grant requests and \$62,675 – Special Projects) for a total of \$275,000. CDBG budget is for home repair loans and is a budget that functions on its own.

Motion by Dave LaFontaine to approve and accept the 2021 Economic Development budget as presented. Second by Kenneth Curry. Motion carried unanimously.

10. Schedule Next Regular Committee Meeting. The next regular CEED meeting is scheduled for Wednesday, October 7, 2020 at 9:00 a.m. at the Wood County Courthouse in Conference Room #114.

11. Agenda items for next meeting. Agenda items are due by Wednesday, September 30th.

12. Schedule any additional meetings if necessary. None.

13. Adjourn. Chairman Curry declared the meeting adjourned at 11:19 a.m.

Minutes by Kim Keech, Planning & Zoning Office



MINUTES
CONSERVATION, EDUCATION & ECONOMIC DEVELOPMENT COMMITTEE
WEDNESDAY, OCTOBER 7, 2020
WOOD COUNTY COURTHOUSE, ROOM #114, WISCONSIN RAPIDS WI

Members Present: Kenneth Curry, Robert Ashbeck, Jake Hahn, Dave LaFontaine, Bill Leichtnam and Carmen Good.

Staff Present:

Planning & Zoning Staff: Jason Grueneberg, Adam DeKleyn and Kim Keech.
Land & Water Conservation Staff: Shane Wucherpennig and Lori Ruess.
UW Extension Staff: Jason Hausler, Nancy Turyk and Rachel Whitehair.

Others Present (for part or all of the meeting): Dist. #14 Supervisor Dennis Polach, Dist. #15 Supervisor Bill Clendering, Dist. #16 Supervisor Lance Pliml, Josh Miller (City of Marshfield), Angel Whitehead (Heart of Wisconsin Chamber of Commerce), and Jeremy Sickler (South Wood County Airport).

1. **Call to Order.** Chairperson Curry called the CEED Meeting to order at 9:00 a.m.
2. **Declaration of Quorum.** Chairperson Curry declared a quorum.
3. **Public Comment.** None
4. **Review Correspondence.** Chairperson Curry shared that the Operations Committee met on October 6th. There is a hiring freeze effectively immediately. There is a resolution being drafted for Wood County Board to have a hiring freeze through December 2020. There is a \$6.3 million shortfall for the 2021 budget. The budget needs to be approved at the Wood County Board meeting in November.
5. **Consent Agenda.** The Consent Agenda included the following Items: 1) minutes of the September 2, 2020 and September 14, 2020 CEED meetings, 2) bills from Planning & Zoning, Land & Water Conservation and UW Extension and 3) staff activity reports from Jason Grueneberg, Adam DeKleyn, Paul Bernard, Jeff Brewbaker, Kim Keech, Victoria Wilson, Shane Wucherpennig, Adam Groshek, Caleb Armstrong, Emily Salvinski, Rod Mayer, Lori Ruess, Matt Lippert, Nancy Turyk, Allison Jonjak, Jackie Carattini, Hannah Wendels, Kelly Hammond, Rachel Whitehair and Laura Huber.
 - A. Minutes of September 2, 2020. No additions or corrections needed.
 - B. Minutes of September 14, 2020. No additions or corrections needed
 - C. Department Bills. No additions or corrections needed.
 - D. Staff Activity Reports. No additions or corrections needed

Motion by Dave LaFontaine to approve and accept the September 2, 2020 and September 14, 2020 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.

6. **Review items, if any, pulled from Consent Agenda.** None.
7. **Risk and Injury Report.** None.
8. **Department head reports – Wage Study effect**
 - Jason Grueneberg shared that the process has been fair and reasonable. Human Resources has asked to verify a few things.

- Shane Wucherpennig commented that the process was straightforward. The wage study did impact two positions in his office. Both positions were lowered a grade. Salaries are expected to be reduced by \$1,300 if the Wage Study is approved.
- Jason Hausler expressed that the Wage Study has been similar to other counties. There is no impact to staff.

Lance Pliml shared that no one will get a pay cut. The Wage Study will be a decrease in the amount of the pay increase.

9. Land & Water Conservation Department.

A. Discuss Joint Solicitation Grant. Shane Wucherpennig shared that the Central Sands Groundwater County Collaborative Committee has been working on a Joint Solicitation Grant which has been going well. The deadline date for completion is October 30th. This is a revised plan to the grant that was submitted last fall. This grant request is in the amount of \$60,000. The grant request is to compile information and mileage. Phase 1 – GAP Analysis (outreach plan). Phase 2 – Implementation (“boots on the ground”). Nancy Turyk has been discussing with the DNR the needs and priorities on the grant. Nancy added in general the grant request is not a perfect fit.

B. Update committee on process for Area and State Association resolutions. Shane Wucherpennig expressed that there has been considerable discussion at the state association regarding the resolution process. Resolutions are reviewed at the state annual conference in March. The state association would like the Board of Directors to review resolutions at meetings ahead of time. The goal is to have better results at the state annual conference. If the resolutions are reviewed ahead of time, there may be better results at the annual state conference.

i. Citizens Groundwater Group

Bill Leichtnam shared that Lance Pliml was very complimentary of the Citizens Groundwater Group.

Highlights of Wisconsin Counties Association presentation by Kyle Christianson, Director of Government Affairs:

- State legislators are not working together and that there is a bipartisan divide.
- 75%-80% of the water bills are bipartisan and are expected to pass the Wisconsin Senate.
- COVID-19 pandemic has created panic and uncertainty. Wisconsin legislators probably don't want to spend any money.
- There should be more clarity after the November election and when the Governor's budget is released after January 2021.

Groundwater Council was formed in 1984. Wisconsin Groundwater Coordinating Council's annual report to the legislature recommends establishing groundwater enforcement standards and continue to identify sources of the largely indestructible compounds, which have been linked to cancer and other illnesses. Private Wells and municipal wells are contaminated. 17% of private wells are contaminated with coliform bacteria.

The November speaker will be Rachel Whitehair of UW Extension.

Committee meetings are the third Monday of the month at 2:00 p.m. and are currently held virtually through WebEx.

ii. Health Committee report Nothing to report.

iii. Central Sands Groundwater County Collaborative (CSGWCC) committee report. Bill Leichtnam mentioned that there is \$90,000 available in state grants. The Joint Solicitation

Grant is for \$60,000. What happens if the outcome is less than what they are requesting? Do we still want to fund? How do we do it?

- iv. Golden Sands RC&D report. Bill Leichtnam shared that the 18 month Hernandez pending citation in Waushara County has been concluded. The judge ordered that the cattle be removed and sold. The case concluded about 10 years of manure runoff into Waushara County roads and waters of the state.
10. **Private Sewage.** Jason Grueneberg plans to proceed with filling the Code Technician position. This is a position that comes from a non-levied budget which is funded primarily by sanitary permit fees.
11. **Land Records.** Wood County Land Records Council meets annually every year. A virtual meeting is being planned for November
12. **County Surveyor.** Kevin Boyer who is the county Surveyor will be giving his annual report in December.
13. **Planning.** Jason Grueneberg is seeking assistance from the Regional Plan Commission and Nancy Turyk to secure a grant to pursue broadband funding. There are still quite a few people still working from home due to the pandemic. Some schools are learning virtually.

14. Economic Development

- A. Update from the Alexander Field, Wisconsin Rapids and consider release of 2020 economic development grant funds. Jeremy Sickler gave an update on the new hangar. Construction of the new hangar started in February 2020 and has been completed. Bill Leichtnam mentioned that the new airport hangar would be a possible tour site for the CEED Tour.

Other projects and developments:

- Taxiway A Completion
- Obstruction Removal
- Fuel System Replacement
- Airport Acquisition
- Fuel Sales/Revenues
- Airport activity – An estimated 400-500 large transient aircraft visited the airport.

Motion by Kenneth Curry to release the \$10,000 in grant funds to the South Wood County Airport Commission. Second by Bill Leichtnam. Motion carried unanimously.

- B. Update from the Marshfield Economic Development Board and consider release of 2020 economic development grant funds. Josh Miller presented the City of Marshfield Central Avenue Redevelopment Plan. There are six areas that are identified in the Comprehensive Plan, Downtown Plan and Housing Master Plan. The areas identified detract from the surrounding neighborhoods and can tend to give a negative impression to those passing through the City of Marshfield. All of these areas are along Central Avenue or within two blocks of Central Avenue. Projects will be prioritized by the Economic Development Board.

Josh Miller shared that Marshfield is in short supply of larger industrial land for future development. Largest lot currently in the industrial park is about 15 acres. Staff is working on getting approval to start the Industrial TIF District creation process with the appraisal completion by the end of 2020 and acquired in early 2021. Funding for the project covers the cost of the appraisal.

Motion by Dave LaFontaine to release the \$15,000 Central Avenue Redevelopment Plan and \$2,000 Appraisal for Industrial Land Development grant funds to the Marshfield Economic Development Board. Second by Robert Ashbeck. Motion carried unanimously.

- C. Update on the Rural Economic Development Innovation Initiative. Nancy Turyk shared that the draft goals and objectives have been completed. Initiatives should be completed within a month. Implementation of the REDI Plan is on track.
- D. General Economic Development update and discussion of 2020 and 2021 economic development project funding. Jason Grueneberg discussed the Economic Development budget and Wood County budget shortfall for 2021. How do we handle the 2020 unexpended grant funds? Do we return it to the general fund? Do we respect the Wood County budget shortfall? How do we handle the 2021 budget? Do we reduce the grant funds by \$20,000? How should we proceed?

Jason Grueneberg shared that the Wood County Health Department asked for clarification on their grant request and release of grant funds. Grant funds are to assist in the purchase of the bike share program.

Motion by Dave LaFontaine to advance the release of \$3,000 to the Wood County Health Department for the bike share and reduce the 2021 grant request from \$9,000 to \$6,000. Second by Jake Hahn Motion carried 3-2. Robert Ashbeck asked why the grant request isn't going before the Operations Committee before disbursing the money.

- E. North Central Wisconsin Regional Planning Commission update. Jason Grueneberg plans to have the Executive Director Dennis Lawrence give an update at an upcoming CEED Committee meeting. NCWRPC has been assisting in the Broadband strategy, Bicycle Pedestrian Plan, ATV Study, Wood County land use and VERSO closure. Dave LaFontaine will request a 2021 project list.

15. UW Extension.

A. General Office Update

Jason Hausler shared the following office updates:

- Attended Finance Budget meeting – Finance Director has asked for budget cuts by Friday, October 9th.
- Horticulture Educator Janell Wehr will be back on October 1st in a shared position with Marathon County.
- National 4-H Week is October 4th-10th
- Karli Tomsyck started maternity leave on September 8th. Wendy Young has been assisting in her absence.
- Public Health – Extension programming policy for programming outlines no more than 10 people indoors with no more than 50 people outdoors. Staff are working hard to ensure we are aligning state policy with local policy.

- B. 2021 Draft Contract Jason Hausler explained that the draft contract has been reviewed by Peter Kastenholz. The contract is a net decrease. The 2021 Draft Contract action by Wood County Board will be after the budget has passed.

Motion by Dave LaFontaine to approve the 2021 UW Extension Contract. Second by Bill Leichtnam. Motion carried unanimously.

- C. Educator Presentation – Rachael Whitehair Rachael Whitehair gave a presentation on ongoing work groups to support Producer-led groups. The goal for Wood County and Central Wisconsin is to improve water quality in Wisconsin.

Producer-led State-Wide Evaluation – Short term goals: Development of ongoing work group within Extension to support Producer-led groups. Increase collaboration among Extension, DNR,

DATCP and other partners in support of Producer-led groups. Increase capacity building opportunities provided by Extension and partners. Medium term goals: Increase capacity of producer-led groups and success of programming. Increase adoption of Best Management Practices. Development of new Producer-led watershed groups. Long term goals: Improve farm economy. Improve water, soil and habitat quality. Improve community relations between farm and non-farm groups.

Farmer to farmer education model is working. Producer-led groups are here to stay. There are currently 33 Producer-led groups. The goal is to increase Producer-led groups.

Central WI Farm Profitability Expo (Increase Resiliency, Decrease Inputs) – The virtual meeting will be held in early 2021. Bringing statewide expertise to the local level. The meeting was rebranded to a Profitability workshop versus the Healthy Water Health Soils workshops that used to be held.

- 16. Requests for per diem for meeting attendants.** Any per diem meeting requests need to be approved by the Wood County Board Chair or CEED Committee.
- 17. Schedule Next Regular Committee Meeting.** The next regular CEED meeting is scheduled for Wednesday, November 4, 2020 at 9:00 a.m. at Wood County Courthouse in Conference Room #114.
- 18. Agenda items for next meeting.** Agenda items are due by Wednesday, October 28th.
- 19. Schedule any additional meetings if necessary.** A special CEED meeting will be held immediately following Wood County Board on Tuesday, October 20th.
- 20. Adjourn.** Chairman Curry declared the meeting adjourned at 12:13 p.m.

Minutes by Kim Keech, Planning & Zoning Office

4

Golden Sands Resource, Conservation & Development Council, Inc.
Personnel/Finance Committee Meeting Minutes
September 17th, 2020
Jordan Park's East Pavilion

Attendees: Gary Beastrom (Member-at-Large); Joshua Benes (Golden Sands RC&D Staff); Amanda Burzynski (Golden Sands RC&D Staff); Reesa Evans (Member-at-Large); Ed Hernandez (Waushara); Denise Hilgart (Golden Sands RC&D Staff); Hugh O'Donnell (Member-at-Large); Amy Thorstenson (Golden Sands RC&D Staff). Diane Hanson (Marathon) and Bob Walker (Member-at-Large) attended online. Bill Clendenning and Al Drebek were also present.

CALL TO ORDER: Hernandez called the meeting to order at 9:01 a.m.

CLOSED SESSION: Motion made by Evans, seconded by Barden, to go into closed session. Motion carried unanimously. Into closed session at 9:03 a.m. Clendenning and Drebek left the room.

OUT OF CLOSED SESSION: Motion made by Barden, seconded by Evans, to go out of closed session. Motion carried unanimously. Back into open session at 9:14 a.m. Clendenning and Drebek re-entered the room.

INTRODUCTIONS: No introductions were made. All familiar.

APPROVAL OF MINUTES: Motion made by Beastrom, seconded by Hernandez, to pass the minutes from the July 2020 meeting. Motion carried unanimously.

TREASURER'S REPORT: Hilgart passed out the most recent treasurer's report. Most of the expenditures have been payroll and project-related. There was a slight increase in the endowment fund for the quarter that ended on June 30, 2020. The next endowment report will cover until the end of September 2020. Two extra expenditures were for the Employment Practices Liability Insurance, that was approved at the July 2020 meeting, and \$1,500 for attorney fees. Motion by Evans, seconded by Barden, to forward to the full council. Motion carried unanimously.

FINANCIAL PROCEDURES: Names are being changed on the bank account to reflect the change in officers that was voted on at the July 2020 meeting. There will also need to be a change on the assigned name on the credit card.

STAFF AND MEMBERSHIP:

New NRCS Employee: A new three year contract for a fifth soil conservationist position, in Juneau County, has been signed with the Natural Resources Conservation Service (NRCS). The job announcement has been posted. There is one more year remaining on the contract for the other four positions. Once the contracts are completed, all five positions will be combined under one contract. Although payment for three more years is guaranteed, if there is money left at the end of that period, the positions can be extended to five years.

COUNCIL PURCHASES:

New Speakerphones: Two new speakerphones, with enhanced speaker qualities, were purchased for online meetings and presentations.

GIS and Drone: There was a discussion about Golden Sands possibly getting GIS capabilities. Benes will look into options. Hernandez wondered if Golden Sands had any need for a drone; staff indicated that the topic wasn't discussed.

INSURANCE & BENEFITS:

Liability: Benes obtained a quote from Cincinnati Insurance and wondered if he should move forward once the current Beehive Policy expires. Motion by Evans, seconded by Barden, to go ahead with that plan. Motion carried unanimously.

Health Insurance: After discussion, a consensus was reached that further exploration about group health insurance, for full-time employees, was appropriate and that employees should be polled about their desire for such insurance in place of the current stipend.

Other Insurance: Anthem Insurance remains the best option for accidental death, dismemberment, life, etc.

PERSONNEL POLICY & PROCEDURES HANDBOOK

By-Laws and Conflict of Interest Revisions: Suggestions were previously made by the lawyer and by Evans. Benes explained the difference in the two options for each of these documents.

ThinkHR Handbook: Benes described this online handbook as a system that would contain suggested language for rule changes and possible answers for various human resources issues.

Communication/Marketing: No new items.

OTHER BUSINESS

LCC Meetings: Benes finished contacting Golden Sand's LCC committees. Outagamie County asked that their contact be delayed until spring 2021. Tentative arrangements are in November for Adams, Juneau, and Monroe Counties but it is possible these will also be delayed if the Covid-19 issues continue.

ADJOURNMENT: The meeting was adjourned at 9:47 a.m. upon motion made by Evans, seconded by Beaström.

Respectfully submitted,

Reesa Evans
Recording secretary

Golden Sands Resource, Conservation & Development Council, Inc.
Waters Committee Meeting Minutes
September 17th, 2020
Jordan Park's East Pavilion

Attendees: Anna Cisar (Golden Sands RC&D Staff); Reesa Evans (Member-at-Large); Chris Hamerla (Golden Sands RC&D Staff); Denise Hilgart (Golden Sands RC&D Staff); Ed Hernandez (Waushara); Bill Leichtnam (Wood); Al Rosenthal (Marquette); Joe Tomandl (Taylor); Amy Thorstenson (Golden Sands RC&D Staff). Diane Hanson (Marathon) and Paul Pisellini (Adams) attended online.

CALL TO ORDER: Chair Rosenthal called the meeting to order at 10:01 a.m.

INTRODUCTIONS: No introductions were made. All familiar.

APPROVAL OF MINUTES: Motion by Tomandl, seconded by Leichtnam, to approve the July 2020 minutes. Motion carried unanimously.

NEW PROJECTS: There are two new gold sheets for the Waters Committee. Hamerla outlined the projects. One is for Hamerla, Cisar, and Plonsky to do aquatic invasive species (AIS) work for Juneau and Columbia Counties, starting January 1, 2021. Funds would come from a Wisconsin Department of Natural Resources (WDNR) Lake Monitoring and Protection Grant for a total of \$26,559.39. The Land Conservation Departments of both counties will also assist. The application, which is due on November 1, 2020, will also need a resolution passed by the full council. Motion by Evans, seconded by Tomandl, to forward the project to full council. Motion carried unanimously. The second gold sheet is a contract with Clear Lake for diving and boat operation to remove Eurasian Watermilfoil from the lake, which started on July 20, 2020, for \$1,909.75. Motion by Evans, seconded by Leichtnam, to approve and send to full council. Motion carried unanimously.

UPDATE ON GROUNDWATER PROTECTION:

Leichtnam reported that he recently spoke with Representative Katrina Shankland and River Alliance's Alison Werner. The 13 pending water bills left hanging when the legislature adjourned due to Covid-19 are basically dead, so the process will have to start all over when the new legislature meets in January 2021. A report about well testing in Grant, Iowa, and Lafayette Counties found fecal matter in 21 of the 35 wells tested. The source of the contamination has not been determined.

COUNTY AND MEMBER UPDATES:

Hamerla: The pandemic has made getting AIS volunteers, whose time is usually used for match on the AIS grants, difficult and may not reach the required level. Hamerla and Cisar were able to do more field work than usual this year because of the situation. The current AIS regional grant will expire around the end of 2021. Due to the upcoming change in WDNR Surface Water Grants, regional AIS funding through a regional grant will no longer be available. Any new grant is expected to concentrate more on coordinating and less on field work. He will be participating in a waterfall outreach event at Mead Wildlife Center on September 26, 2020, with the assistance of six UWSP student volunteers. This year's LTE positions may last until October because of the pandemic conditions. He expects that he and Cisar will be working on reimbursement papers in October and November 2020.

Cisar: Besides the work already described by Hamerla, she has been checking Marquette County lakes since starry stonewort was found in one lake in that county this summer.

Thorstenson: Was working with Buckatabon Lake in Vilas County this summer on rearing the weevils that attack Eurasian Watermilfoil. In August 2020, 293 weevils were released into the lake. The lake plans to continue the project for two more years with an increased number of growing tanks. She also provided weevils from various lakes for a project at Montana State that is looking into genetic diversity.

Hernandez: The 18 month pending citation for manure runoff was finally concluded recently, with the judge ordering that the cattle be removed and sold. Some were sold at auction, some to local farmers, and some went to slaughterhouses. This concludes about 10 years of manure runoff into Waushara County roads and waters. Any funds from the dispersal will go to pay the county for the various procedures involved in this case and to an outstanding loan of the farmer. The county has postponed its planned drone flyover shore inventory until spring 2021. Waushara County is participating in the multi-county Central Sands Groundwater Collaborative. A grant application is being submitted for \$70,000 by October 1, 2020, for gap analysis and development of short and long-term strategies. Nancy Turyk, of Wood County, will coordinate.

Tomandl: He mentioned that Golden Sands might be able to apply for a Covid-19 small business grant. Private well testing throughout the county continues. Recent well test results revealed 20% had fecal coliform, one had e-coli, and two had high nitrates. Stream monitoring has been ongoing for five years. The Taylor County Farmland Preservation Plan is being updated.

Evans: The Friendship Lake District is still in litigation about the price it paid for taking over the dam which has needed, and still needs, expensive repairs. Members voted to increase the mil rate district property owners pay to fund repairs not covered by a loan application for \$380,000, which was also approved by the membership. The Water Resources Specialist in Adams County has taken another job somewhere else. Natural lakes and streams in Adams County continue to experience high water. Earlier this week, the Petenwell-Castle Rock Stewards and the Consolidated Musky Club coordinated a memorial fish stocking of 550 muskies, in Petenwell Lake, in honor of a long-time Petenwell and Castle Rock Stewards (PACRS) board member and a long-time member of the Musky Club.

Rosenthal: Nothing new to report.

ADJOURN: The meeting was adjourned at 10:55 a.m.

Respectfully submitted,

Reesa Evans
Recording Secretary

4

Golden Sands Resource, Conservation & Development Council, Inc.
Forestry / Agriculture / Wildlife Committee Meeting Minutes
September 17th, 2020
Jordan Park's East Pavilion

Attendees: Al Barden (Member-at-Large); Joshua Benes (Golden Sands RC&D Staff); Bill Clendenning (Wood); Brent Tessmer (Taylor); Hugh O'Donnell (Member-at-Large); Tristyn Forget (Golden Sands RC&D Staff); Al Drabek (Marathon); Maria Davis (Golden Sands RC&D Staff); Amanda Burzynski (Golden Sands RC&D Staff); Hannah Butkiewicz (Golden Sands RC&D Staff); Rachel Bouressa (Golden Sands RC&D Staff); Paul Pisellini (Adams); Robert Bauer (Golden Sands RC&D Staff); Bob Walker (Member-at-Large); Tommy Enright (Wisconsin Farmers Union) attended online.

CALL TO ORDER: Tessmer called the meeting to order at 10:02 a.m.

INTRODUCTIONS: Everyone introduced themselves.

APPROVAL OF MINUTES: A motion from Clendenning, seconded by Tessmer, to approve the minutes from the July meeting was passed unanimously.

PROJECT UPDATES:

Cooperating For Woods and Wildlife/Demo Forests: Butkiewicz created two new brochures for the Henrickson and Pine Villa Woodland Demonstration Forests. She has also scheduled and held half of the CFWW planning meetings with various county partners. Butkiewicz has assisted with the enrollment of a couple hundred acres into DMAP and is working with Brendan Woodall to enroll landowners interested in restoring karner blue butterfly habitat on their property.

US Forest Service Habitat Restoration Grants: Benes completed two grant applications through the United States Forest Service (USFS) Great Lakes Restoration Initiative (GLRI). One focused on oak wilt. The other dealt with the restoration of properties impacted by storm damage and planting trees on a property donated to the Boys and Girls Club in Green Lake County. The two grant applications totaled \$422,000. Benes will likely find out about funding next week.

Central Wisconsin Invasives Partnership (CWIP): Benes shared updates. CWIP's Mapping Blitz event is ongoing and so far volunteers have mapped 250 miles of roads in Portage, Juneau, Waushara, Marquette, and Green Lake Counties. The roads were mapped for Japanese knotweed, teasels, and wild parsnip but volunteers often reported other species as well. CWIP will hold a Multi-Session Forest Invasives Webinar on September 26, 2020, with assistance from Kelly Kearns (DNR) and Anne Pearce (WIFDN). The webinar will focus on identification and mapping. Plonsky and Henby (LTE) surveyed 54 acres of forest for invasive plants in Portage County as part of a DNR funded project. There will also be control work completed through this project. CWIP's Japanese Knotweed Early Detection and Response Grant application was approved by the DNR and most work will begin next summer. A landowner paid to control knotweed in their yard this summer through Golden Sands RC&D contracted services and that

project is nearly wrapped up. As part of CWIP's Forest Service GLRI Grant, more spotted knapweed control has been completed through a partnership with US Fish and Wildlife and Japanese hedge parsley has been hand-pulled on a UW-owned property. Finally, CWIP will hold a steering committee meeting online on October 28, 2020, from 2-3:30pm and all interested folks are welcome to attend.

Northeast Wisconsin Invasive Species Coalition (NEWISC): There are two upcoming meetings for NEWISC. A meeting focusing on forming and developing the group will be held on October 19, 2020, from 1-2:30pm. A meeting focusing on current and future grant projects will be held on November 9, 2020, from 12-1:15pm.

NRCS Cooperative Agreements: A new agreement is drafted with the NRCS Soil Conservationists. This agreement will be adding a new Soil Conservationist in Juneau County (job announcement already out) and will carry over our four existing Soil Conservationist when the current agreement expires around this time next year.

Wisconsin Tree Farm Website: Burzynski reported that her part of the project is complete. The new website has been made available to the public. Visit <https://www.witreefarm.org/> if you are interested in viewing it.

Bluebird And Bat Houses: No recent sales.

Tree Shelters: This year has been a busy year for tree shelters, with a total of 21 orders and an average of \$260/order. About \$900 in revenue was made.

Stevens Point Area Neighborhood Gardens (SPANG): The project is coming to close as we are getting closer to the end of the growing season. Burzynski reported that all of the garden plots were rented this summer.

NACD Technical Assistance Project/Managed Grazing: Bouressa reported that 18 of the 20 grazing plans have been completed, with the remaining two from the first grant in progress and soon to be complete. There are an additional five plans in progress, as well as a list of folks interested in having plans written. The three pasture walks for the first grant have been completed, along with two of the new project's deliverables. There is one last walk for the year on October 7, 2020. Completing the follow-up visits will continue to be the focus moving forward. Planning for the workshop is in progress with a late October-early November date.

Little Plover River Appreciation Field Day: Burzynski is hoping that Golden Sands will host the event in 2021. Burzynski is meeting with Benes to discuss and search for more funding opportunities. The Wisconsin Public Service (WPS) provided \$200 so far.

Waupaca County Conservation Field Day (WCCFD): This is the first year that the WCCFD will take place online instead of at Hartman Creek State Park. Burzynski reported that seven schools from Waupaca County will be participating in the event on September 25, 2020. About 300 participants will be viewing four presentations about grazing, fisheries, forest fires, and aquatic invasive species (AIS). She created and sent out instructional documents for both the students and the presenters to make it easier to navigate the online field day.

Hammerstrom Books: Benes reported that all remaining Hammerstrom Books were sold to Clean Green Action, the new nonprofit organization managing the Prairie Chicken Festival. Anyone interested in ordering those books should contact that organization.

NEW PROJECTS:

New projects were reviewed.

- NRCS Cooperative Agreement (#774F)
- Developing an additional Golden Sands RC&D Waupaca County Demonstration Forest (#776G)

Motion was made by Barden, and second by Clendenning, to approve all of the projects. Motion passed unanimously.

MEMBER REPORTS: None

ADJOURNMENT: Motion by Clendinning, second by O'Donnell, to adjourn at 10:43am.
Meeting adjourned.

Respectfully submitted,

Joshua Benes
Temporary Recording Secretary

DRAFT

4

Golden Sands Resource, Conservation & Development Council, Inc.
Regular Business/Executive Committee Meeting Minutes
September 17th, 2020
Jordan Park's East Pavilion

Attendees: Al Barden (Member-at-Large); Gary Beastro (Member-at-Large); Joshua Benes (Golden Sands RC&D Staff); Amanda Burzynski (Golden Sands RC&D Staff); Bill Clendenning (Wood); Reesa Evans (Member-at-Large); Ed Hernandez (Waushara); Denise Hilgart (Golden Sands RC&D Staff); Bill Leichtnam (Wood); Pat Kilbey (Marquette); Hugh O'Donnell (Member-at-Large); Al Rosenthal (Marquette); Brent Tessmer (Taylor); Amy Thorstenson (Golden Sands RC&D Staff); Joe Tomandl (Taylor); Al Drabek (Marathon); Robert Bauer (Golden Sands RC&D); B.J. O'Connor-Schevers (Outagamie); Gerry Zastrow (Portage). Tommy Enright (Wisconsin Farmers Union); Diane Hanson (Marathon); Paul Pisellini (Adams); Bob Walker (Member-at-Large); Scott Wilhorn (Juneau) attended online. Linda O'Donnell was also present.

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

INTRODUCTIONS: Everyone introduced themselves.

APPROVAL OF MINUTES: Two corrections we made to the July 2020 minutes: (1) in the list of attendees, Hugh O'Connell should be changed to Hugh O'Donnell; (2) in the groundwater legislation section, Kristina should be changed to Katrina. Motion made by Rosenthal, seconded by Barden, to accept the minutes of the July 2020 meeting as corrected. Motion carried unanimously.

TREASURER'S REPORT: The treasurer's report for July and August 2020 was passed around. Hilgart indicated that dispersals and receipts were standard. Two extra expenditures were for the Employment Practices Liability insurance that was approved at the July 2020 meeting and \$1,500 for attorney fees. Motion made by Barden, seconded by Evans, to accept and file the treasurer's report. Motion carried unanimously.

Executive Committee Appointments: Hernandez announced his recommendations for other openings on the Personnel/Finance Committee: Al Barden, Diane Hanson, Shane Wuchpfenning, and Gerry Zastrow. Motion by O'Donnell, seconded by Evans, to approve these appointments. Motion carried unanimously.

OLD BUSINESS:

Wisconsin RC&D Update: Benes indicated that no in-person state meetings have been held since January 2020. A meeting is scheduled for 10 a.m. on October 20, 2020, at the Matsche Center in Birnamwood. Attendance can be in-person or online.

Groundwater Legislation: Leichtnam reported that he recently spoke with Representative Katrina Shankland and River Alliance's Alison Werner. The 13 pending water bills left hanging

when the legislature adjourned due to Covid-19 are basically dead, so the process will have to start all over when the new legislature meets in January 2021. A report about well testing in Grant, Iowa, and Lafayette Counties found fecal matter in 21 of the 35 wells tested. The source of the contamination has not been determined.

NEW BUSINESS:

By-Laws: Suggestions were previously made by the lawyer and by Evans. Benes explained the difference between the two options. These were sent out along with the other information about this meeting. After some discussion, a motion made by Clendenning, seconded by Barden, to table these issues until the November 2020 meeting. Motion carried with one "nay" vote.

Conflict of Interest Policy: Benes explained the two different versions. The main difference was the expanded information on fiduciary duty in the one that was recommended by Evans. These were sent out along with the other information about this meeting. Motion made by Beastrom, seconded by Clendenning, to approve the version with the expanded fiduciary information. Motion carried unanimously.

Alternate Council Members: Benes indicated that there are openings for alternative representatives for Juneau, Monroe, and Outagamie Counties. He has contacted the LCCs in those counties and asked that alternatives be appointed. These conversations got him thinking that Golden Sands should expand its membership by inviting others in the member counties to come to the meetings. A draft invitation is available today for review titled "Golden Sands RC&D Seeks New Council Members". There was then some discussion about inviting area nonprofits, with similar missions, to become members. Motion by Barden, seconded by Clendenning, to appoint a committee to look into this issue. Motion carried unanimously. Barden, Beastrom, Clendenning, and Evans volunteered for this committee.

COVID-19 and Future Meeting Locations: Benes said that the staff has been considering how to make online attendance less confusing. It is anticipated that the November 2020 meeting will be both in-person and online, but a place has not yet been set and it is unlikely to be nice enough to meet outside. He will check options in Portage County. Leichtnam and Clendenning indicated that Wood County has a large room with WebX already set up that may be available. They will look into that option.

COMMITTEE REPORTS:

Personnel/Finance Committee Report: Evans reported on today's meeting. Most of the expenditures have been payroll and project-related. There was a slight increase in the endowment fund for the quarter that ended on June 30, 2020. The next endowment report will cover until the end of September 2020. Two extra expenditures were for the Employment Practices Liability Insurance, that was approved at the July 2020 meeting, and \$1,500 for attorney fees. Names are being changed on the bank account to reflect the change in officers that was voted on at the July 2020 meeting. There will also need to be a change on the assigned name for the credit card account. A new three year contract for a fifth soil conservationist position, in Juneau County, has

been signed with the Natural Resources Conservation Service (NRCS). The job announcement has been posted. There is one more year remaining on the contract for the other four positions. Once the contracts are completed, all five positions will be combined under one contract. Although payment for three more years is guaranteed, if there is money left at the end of that period, the positions can be extended up to five years. For Employee Practices Liability Insurance, Benes obtained a quote from Cincinnati Insurance and wondered if he should move forward once the current Beehive Policy expires. After discussion, a consensus was reached that further exploration about group health insurance, for full-time employees, was appropriate and that employees should be polled about their desire for such insurance in place of the current stipend. Anthem Insurance remains the best option for accidental death, dismemberment, life, etc. Two new speakerphones, with enhanced speaker qualities, were purchased for online meetings and presentations. Suggestions were previously made by the lawyer and by Evans for revisions to the By-Laws and Conflict of Interest Policy. Benes described the online ThinkHR Handbook as a system that would contain suggested language for rule changes and possible answers for various human resources issues. Benes finished contacting Golden Sand's LCC committees. Outagamie County asked that their contact be delayed until spring 2021. Tentative arrangements are in November for Adams, Juneau, and Monroe Counties but it is possible these will also be delayed if the Covid-19 issues continue.

Forestry/Agriculture/Wildlife Committee Report: Benes indicated that the old Woods and Wildlife Grant has finished. The new one is broader in scope, covering demonstration forests, various workshops, forestry education, recruiting new landowners, etc. and will go for three years. Benes expects to hear back about a US Forest Service Habitat Restoration Grant next week. A mapping blitz for the Central Wisconsin Invasives Partnership (CWIP) is finishing up and is concentrating on Japanese knotweed, teasels, and wild parsnip. CWIP will hold a Multi-Session Forest Invasives Webinar on September 26, 2020, that will focus on identification and mapping. There are two upcoming meetings for the Northeast Wisconsin Invasive Species Coalition (NEWISC). A meeting focusing on forming and developing the group will be held on October 19, 2020, and a meeting focusing on current and future grant projects will be held on November 9, 2020. This year has been a busy year for tree shelters, with a total of 21 orders and an average of \$260/order. About \$900 in revenue was made. The Neighborhood Gardens project is coming to close as we are getting closer to the end of the growing season. Grazing plans are still being written and some pasture walks have occurred. Fundraising is ongoing for the next Little Plover River Appreciation Day. The online Waupaca County Conservation Field Day (WCCFD) is set for September 25, 2020. The rest of the Hamerstrom books were sold to Clean Green Action.

Water Committee Report: Evans outlined today's meeting. Leichtnam reported the information he outlined earlier in the regular business meeting. Hamerla indicated that the pandemic has made getting AIS volunteers, whose time is usually used for work on the AIS grants, difficult and may not reach the required level. Hamerla and Cisar were able to do more field work than usual this year because of the situation. The current AIS regional grant will expire around the end of 2021. Due to the upcoming change in the WDNR Surface Water Grants, regional AIS funding through a regional grant will no longer be available. Any new grant is expected to concentrate more on coordinating and less on field work. He will be participating in a waterfall

outreach event at Mead Wildlife Center on September 26, 2020, with the assistance of six UWSP student volunteers. This year's LTE positions may last until October because of the pandemic conditions. He expects that he and Cisar will be working on reimbursement papers in October and November 2020. Cisar has been checking Marquette County lakes since starry stonewort was found in one lake in that county this summer. Thorstenson was working with Buckatabon Lake in Vilas County this summer on rearing the weevils that attack Eurasian Watermilfoil. In August 2020, 293 weevils were released into the lake. The lake plans to continue the project for two more years with an increased number of growing tanks. She also provided weevils from various lakes for a project at Montana State that is looking into genetic diversity. In Waushara County, an 18 month pending citation for manure runoff was finally concluded recently, with the judge ordering that the cattle be removed and sold. Some were sold at auction, some to local farmers, and some went to slaughterhouses. This concludes about 10 years of manure runoff into Waushara County roads and waters. Any funds from the dispersal will go to pay the county for the various procedures involved in this case and to an outstanding loan of the farmer. The county has postponed its planned drone flyover shore inventory until spring 2021. Waushara County is participating in the multi-county Central Sands Groundwater Collaborative. A grant application is being submitted for \$70,000 by October 1, 2020, for gap analysis and development of short and long-term strategies. Nancy Turyk, of Wood County, will coordinate. Private well testing throughout Taylor County continues. Recent well test results revealed 20% had fecal coliform, one had e-coli, and two had high nitrates. Stream monitoring has been ongoing for five years. The Taylor County Farmland Preservation Plan is being updated. The Friendship Lake District is still in litigation about the price it paid for taking over the dam which has needed, and still needs, expensive repairs. Members voted to increase the mil rate district property owners pay to fund repairs not covered by a loan application for \$380,000, which was also approved by the membership. The Water Resources Specialist in Adams County has taken another job somewhere else. Natural lakes and streams in Adams County continue to experience high water. Earlier this week, the Petenwell-Castle Rock Stewards and the Consolidated Musky Club coordinated a memorial fish stocking of 550 muskies, in Petenwell Lake, in honor of a long-time Petenwell & Castle Rock (PACRS) board member and a long-time member of the Musky Club.

NEW PROJECTS:

There are two new gold sheets from the Waters Committee.

- 1) The first project is for Hamerla, Cisar, and Plonsky to do aquatic invasive species (AIS) work for Juneau and Columbia Counties, starting January 1, 2021. Funds would come from a Wisconsin Department of Natural Resources (WDNR) Lake Monitoring and Protection Grant for a total of \$26,559.39. The Land Conservation Departments of both counties will also assist. The application, which is due on November 1, 2020, will also need a resolution passed by the full council. Motion by Clendenning, seconded by Evans, to approve the project and the resolution. Motion carried unanimously.
- 2) The second gold sheet is a contract with Clear Lake for diving and boat operation to remove Eurasian Watermilfoil from the lake, which started on July 20, 2020, for \$1,909.75.

There are two new gold sheets from the Forestry Committee.

- 3) NRCS co-employment contract for soil conservationists. Total funding for five years is \$1,457,062 or about \$364,265.50 annually.

4) A project to set up a second demonstration forest in Waupaca County at the Oz Natural Area and Center for Biodiversity Education. A \$2000 grant was received from the Waupaca Area Community Foundation. This project started September 1, 2020.

Motion by Evans, seconded by Barden, to approve projects (2) to (4). Motion carried unanimously.

STAFF/PROJECT UPDATES: Staff reports were sent out before the meeting. Printed copies were also available at the meeting.

AGENCY/PARTNER REPORTS: None.

OTHER REPORTS:

Credit Card: Benes indicated that the original plan was to have Hilgart be the new authorizing person on the credit card. However, further investigation indicated that the named person must be an officer, president, treasurer, director, or owner, so a staff member cannot be named. Treasurer Beastron has agreed to be the named person.

Thanks: O'Donnell thanked the council for the recognition and the cupcakes, which read "Thank you, Hugh and Al". He received another round of applause.

ADJOURNMENT: Motion made by Barden, seconded by Clendenning, to adjourn the meeting.
Meeting adjourned at 12:12 p.m.

Respectfully submitted,

Reesa Evans
Recording Secretary



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4

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

Thursday, July 30, 2020

Lincoln County Services Building
Merrill, WI 54452

MINUTES

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

ROLL CALL: Board Member: Cindy Gretzinger, Forest County. **Board & Tourism & Economic Development Advisory Committee Members:** Lance Krolczyk, Oneida County; Mike Klimoski, Langlade County; William Chaney, Forest County; Phil Idsvoog, Portage County; Debbe Kinsey, Lincoln County. **REMOTE PARTICIPATION: Board Members:** Brad Hamilton, Wood County; Marvin Anderson, Vilas County; Al Haga, Portage County. **Board & Tourism & Economic Development Advisory Committee Members:** Keri Beck, Langlade County; Samantha Boucher, Oconto County; Lance Pliml, Wood County; Donna Kalata and Robert Sivick, Waushara County. **EXCUSED: Board & Tourism & Economic Development Advisory Committee Members:** Jim Winkler, Oneida County; Fran Modschielder, Florence County; Stephanie Holman, Oconto County; Bill Bialecki, Lincoln County; Cindy Burzinski, Vilas County; Arlyn Tober, Shawano County. **Tourism & Economic Development Advisory Committee Members:** Matt McLean, Wood County; Cheri Collins, Forest County; Sara Brish, Portage County; Caroline Ritter, Vilas County. **STAFF:** Bill Korrer, Wisconsin Counties Association (WCA) Field Services Representative. **OTHERS (Remote Participation):** Jeff Anderson, Wisconsin Department of Tourism; Jennifer Short and Autumn Rockhill, Marinette County Development & Tourism Department; Meredith Kleker, Wisconsin Rapids Area CVB; Kevin Boehm, Waushara County Parks Director; Bill Clendenning, Wood County Supervisor. Those participating remotely identified themselves to the group. Lincoln County ITBEC Board member Debbe Kinsey welcomed everyone to Lincoln County and the City of Merrill for today's meeting.

APPROVAL OF JUNE 11, 2020 JOINT MEETING MINUTES: Motion by Idsvoog, second by Chaney, to approve the June 11, 2020, meeting minutes as printed. Motion carried.

CHAIR'S REMARKS: North Central ITBEC Board Chair Mike Klimoski thanked everyone for participating in today's meeting. He noted that COVID is making "change and adapt" the new normal.

PROJECT DIRECTOR'S REPORT: Bill Korrer reminded the group that the appointments to the North Central ITBEC are for just two years and expire in April of even-numbered years. The appointment forms were sent out ahead of the individual county organizational meetings, but WCA hasn't received all of them yet.

- a. Meeting Date Conflict- November 26, 2020: The usual last Thursday meeting date in November is Thanksgiving and will need to be rescheduled. Motion by Idsvoog, second by Chaney, to set Thursday, December 3, 2020, as the replacement date for Thanksgiving. Motion carried.
- b. WCA Opioid Litigation: Bill Korrer provided the most recent update on the WCA Opioid Litigation Lawsuit.
- c. Northwoods Rail Transit Commission: Canadian National announced that they're looking to divest about 456 miles of track over 13 different segments in this region. Discussion followed.
- d. WCA Annual Conference & Marketplace – September 20-22, 2020, at Kalahari Resort in Wisconsin Dells: The WCA Executive Committee voted to postpone the 2020 Wisconsin Counties Association Annual Conference and Marketplace. WCA is reaching out to the Marketplace vendors regarding the booth fees. The North Central ITBEC paid for an equal 1/4 share of the cost for the joint ITBEC booth. The dollar amount was \$62.50 for each of the ITBECs. They have the option of rolling the booth fee over to 2021 or requesting a refund. Motion by Hamilton, second by Chaney, to roll the booth over to 2021 and forego a refund. Motion carried.

FINANCIAL REPORT: Bill Korrer reported that since the last meeting, two checks were issued. One in the amount of \$62.50, for their share of the joint ITBEC booth. The second was issued to Oconto County Economic Development Corporation for reimbursement of charges for booth space at the 2021 WBAY Green Bay RV & Camping Show. That check was for \$1,430.00. At this time, there is an undesignated fund balance of \$18,293.43. Staff recommended closing out the segregated line item account "ITBEC Booth @ WCA Conference Marketplace" and returning the balance of \$137.50 to the North Central ITBEC Project Funds line. Motion by Chaney, second by Idsvoog to close out the account "ITBEC Booth @ WCA Conference Marketplace" and return the balance of \$137.50 to the North Central ITBEC Project Funds line item account. Motion carried.

North Central ITBEC Board & Tourism & Economic Development Advisory Committee
Joint Meeting Minutes

Page 3

July 30, 2020

Bill Korrer spoke with Jennifer Short in Marinette County's newly created Development & Tourism Department and Marinette County is considering membership in the North Central ITBEC and may join for the remainder of 2020, if reduced dues could be agreed on. Marinette County's dues are \$1,480.00 for the year. Jennifer Short and the county administrator have not had a chance to talk about a dollar amount to propose. Discussion followed. Motion by Idsvoog, second by Hamilton, to offer Marinette County membership in the North Central ITBEC for a reduced-dues amount of \$500 for the rest of 2020. Motion carried.

MARKETING REPORT:

- a. 2021 Sports Shows Update: Samantha Boucher reported that booth space and tables have been reserved for the Green Bay camping show. The marketing team will be meeting in the near future to discuss this topic.
- b. 2020 Promotions Plan Update: Samantha Boucher said that the COVID pandemic really hasn't changed the marketing focus dramatically. The outdoor recreation segment of travel and tourism has always been the common link among the ITBEC area member counties and continues to be promoted during these times of uncertainty.

STATE DEPARTMENT UPDATES:

- a. WEDC: No one present from WEDC at today's meeting.
- b. Tourism: Jeff Anderson told the group that July 4th is the highpoint of the summer, with the numbers trending slightly downward since then. Discussion followed.

COUNTY ISSUES ROUNDTABLE DISCUSSION: WCA Board Chair Lance Pliml said that WCA is looking for meeting locations for groups, because of the gathering size restrictions in some municipalities. Brad Hamilton shared that the Verso mill in Wisconsin Rapids is scheduled to close this week. Marv Anderson commented that the teleconferencing isn't necessarily a bad thing. Discussion followed.

CONSIDERATION OF ITEMS FOR FUTURE AGENDA: No new agenda items were suggested at today's meeting.

SET NEXT MEETING DATE: The next meeting date was set as September 24, 2020. Oconto County will be hosting. The exact location will be sent out with the agenda closer to the meeting date.

ADJOURNMENT: Motion by Idsvoog, second by Chaney, to adjourn at 10:59 a.m. Motion carried.



CEED Committee Report *September 2020*

LAURA HUBER

Extension Wood County, 4-H Program Coordinator

- Facilitated LEGO Club meeting (6, 13, 20 September)
- Facilitated Art Club meeting (13 September)
- Continued to work on revising and developing state 4-H policy as part of the WI 4-H Policy Advisory Standing Committee (14 September)
- Participated in the WI 4-H Northern Regional meeting (16 September)
- Met with colleagues to brainstorm how to support our 4-H club leaders through this time of virtual and very limited in-person meetings (
- Contributed to state efforts to offer virtual programs to 4-H and other youth virtually through the WI 4-H Virtual Educational Programming Team (3, 10, 17 September)
- Appeared on WDLB radio to discuss 4-H programs in the time of pandemic (8 September)
- Appeared on WFHR radio to discuss 4-H programs (10 September)
- Helped plan and co-taught Wild Edibles class with Rachael Whitehair and Hannah Wendels (classes on 13 and 20 September)
- Attended statewide WI 4-H Zoom meetings for staff (10, 24 September)
- Joined the Fall Forum Planning Committee to transition this statewide fall event into a virtual program for youth and adults (13 September)
- Met with colleagues to plan "Youth on the Rise: Intro to Bread" program (many dates)
- Staffed the Wood County Extension office (AM shift only, 3, 10, 17, 24 Sept)
- Participated in the United Way's Youth Success Coalition meeting (14 Sept)

Special COVID-19 Educational Programs:

- Worked with clubs to plan, write, submit, and modify in-person meeting proposals for state approval.
- Lego Club, a teen-led virtual club. I attend to ensure safety of participants and to support the teen leader.
- Art Club, a teen-led virtual club. I attend to ensure safety of participants and to support the teen leader.
- Virtual "Youth on the Rise: Intro to Bread" program planning - 4 weeks of virtual lessons and project work to be run throughout October.

Ongoing Responsibilities:

- Working cooperatively with state programs and club leaders and volunteers to address insurance and other logistical questions.
- Updated and maintained the Wood County 4-H, WI Facebook page which currently has 883 followers.
- Assisted with maintenance of the Central WI 4-H Shooting Sports Facebook page which has 351 followers.
- Updated and maintained the Wood County 4-H Instagram page with currently has 35 followers.
- Responded to communications to the office including general questions, 4-H enrollment, planning meetings, etc.
 - Ongoing assistance for new leaders and the volunteer background checks



- Participated in one of the Governor's Blue-Ribbon Commission on Rural Prosperity public input session.

Energy and Resiliency

- Discussed the Wood County Solar Project with Kim Griffin to obtain updates on the timelines, public meetings, etc.
- Reviewed materials and programs related to energy efficiency and renewable energy and shared relevant information with Wood County staff.

Local Community Initiatives

- Routinely routed Wood County Health Dept. and other relevant COVID-19 and economic development outreach to town/village/city clerks and REDI team listservs.
- Stayed informed about the County by reading county email updates, county committee packets, local newspapers, listening to the County Board and CEED committee meetings, and in discussions with Wood County employees and supervisors.
- Prepared and submitted a grant proposal to DATCP for funding for the 2021 Clean Sweep program. Coordinated with the Town of Saratoga for the needed supporting documentation for the proposal.
- Assisting a sub-team of CSGCC to develop a proposal for an assessment of existing groundwater quality data and studies that have been conducted in the Central Sands region of the state in the past decades. If funded, the assessment would be conducted by a Post Doc with the WGNHS.
- Updated the Wisconsin Rapids Community Development staff on the sustainability initiatives that were underway or being discussed during the past couple of years.

UW-Madison Division of Extension

- Participated in virtual meetings with UW-Madison Extension Dean, Community Development Institute, and Wood County staff.
- Participated in discussions about community diversity, inclusion, and justice.
- Facilitated a meeting with the core team working on the development of a community resilience menu through the UW-Madison Extension Climate Change Leadership Team.
- Facilitated the UW-Madison Extension Climate Change Leadership Team monthly meeting.

ALLISON JONJAK

Extension Wood County, Cranberry Outreach Specialist

- Participated in training session for understanding research design and interpretation
- Wrote for, edited and delivered Cranberry Crop Management Journal Issue 8
- Wrote for, edited and will deliver Cranberry Crop Management Journal Issue 9
- Prepared Cranberry Impact Statement to support Ag Institute at State Legislature, to celebrate the success of the joint Wood County / Extension Specialist position
- Virtually attended 2-day training on cohort onboarding and distance education methods
- Published Spanish language version of Covid Safety for Harvest Workers video (available <https://www.youtube.com/watch?v=ITuM07MIQ0o> ; companion to English language video available <https://www.youtube.com/watch?v=xsPxhCP3RFY>)
- Planned post harvest followup trainings
- Tried various softwares for virtual learning for the Cranberry School training to be held in January
- Toured private cranberry breeder's facility to understand cranberry trait selection



- Pre-planning for the death of a loved one team
- Life Span program check-in
- Free Throw Fridays (institute weekly zoom)
- Institute meetings on changes and programming

HANNAH WENDELS & KELLY HAMMOND

Extension Wood County, FoodWise Nutrition Educator and Coordinator

- Complete the virtual nutrition education class held on a private Facebook group with Fit Families at the end of September, class was titled "5 Weeks with FoodWise" (Hannah & Kelly, 9/30)
- Planned elementary school lessons in Wood County for six 5th grade classes, classes begin 10/20 and run for 4 weeks and are completely virtual (Hannah, 9/28)
- Creating virtual lessons for elementary schools in Wood County with my fellow FoodWise educator in Portage County (9/11)
- Planned and finalized a fall nutrition education class schedule which will feature a class for parents and their infants, a class for parents and their toddlers, a class for adults on budgeting and nutrition, as well as a StrongBodies class (Hannah & Kelly, 9/28)
- Met with our Human Development and Relationships Educator to plan a once a month wellness class on nutrition topics and budgeting/food safety topics beginning in November (Hannah & Kelly, 9/18)
- Trained as a certified StrongBodies instructor (Hannah, 9/30)
- Completed co-teaching a virtual class in September for 4-H families in Wood County with our 4-H educator and Natural Resources educator on finding/identifying/preparing wild edibles in Wood County (Hannah, 9/20)
- Continue work on an adult curriculum workgroup – Seniors Eating Well – revamping lessons for virtual and phone education lessons (ongoing, Hannah, 7/23)
- Present on virtual lesson adaptations for the third-grade curriculum on Tuesday (Hannah, 9/29)
- Continue work with "Physical Activity/Nutrition for Colleagues in FoodWise" workgroup (ongoing, Hannah)
- Hannah approved to 1.0 FTE status beginning October 1st (Hannah)
- Kelly approved to 0.8 FTE status beginning October 1st (Kelly)
- Attend virtual FoodWise North Region check in calls (ongoing, Hannah & Kelly, Tuesdays)
- Attend virtual FoodWise State check in calls (ongoing, Hannah & Kelly, every other Tuesday)
- Attend virtual Wood County Extension check in calls (ongoing, Hannah & Kelly, Mondays)
- Attend virtual Extension Area 7 check in calls (ongoing, Hannah & Kelly, every other Wednesday)

RACHAEL WHITEHAIR

Extension Wood County, Natural Resources Educator

- Finalized and shared out educational video "A Follow-Up on Low Disturbance Manure Injection", produced in support of FMCWC programming (September 1)
- Assisted facilitation and data collection during the 2020 DATCP/DNR Partner meetings (September 2, 3, & 15)

**Contract Between Wood County
and
Board of Regents of the University of Wisconsin System**

This contract is by and between Wood County, State of Wisconsin (**County**), and Board of Regents of the University of Wisconsin System, on behalf of the University of Wisconsin - Madison, Division of Extension (**Extension**) and is entered into pursuant to the authority vested in the County Committee on Agriculture and Extension Education by sections 59.22(2)(d) and 59.56(3) of the Wisconsin Statutes.

Whereas, Extension is organized both around geography, as faculty and staff deliver programs in communities throughout the state, and around academic disciplines. The broad disciplines currently include the Department of Agriculture & Natural Resources and the Department of Youth, Family & Community Development that oversee programmatic and academic functions;

Whereas, Extension is committed to maintaining an office in every county willing to commit to continued funding and space for Extension staff. Extension recognizes the value in keeping a local presence in every county and keeping the shortest distance possible between the people of Wisconsin and the Extension staff delivering programming to them;

Whereas, Extension provides opportunities to additional resources such as statewide specialists and UW-System campus resources to address specific local issues in core areas of expertise;

Whereas, the County is a critical partner in developing and implementing key educational priorities for county residents. In collaboration with Extension leadership, counties will identify local services of priority to their communities. County will agree to co-fund Extension faculty and staff based upon annually established flat fees for positions as defined below; and

Whereas, the parties need to define their respective rights and responsibilities;

Now therefore, the parties agree as follows:

1. Term, Amendment & Termination.

- a. The term of this contract is one (1) year. The term shall run from January 1, 2021 through December 31, 2021, unless amended or terminated as set forth below.
- b. Any additions, changes, modifications or renewals of this contract are subject to the mutual agreement and written consent of authorized representatives of both parties.
- c. Either the County or Extension may cancel this entire Agreement with or without cause upon sixty (60) days' written notice delivered by mail or in person; provided, however, the County shall be responsible for paying a prorated amount of fees under Section 3.a. through the notice period. In addition, if the contract is cancelled before the end of the term, the discount identified in Section 3.a. shall be prorated

- a. **Notices.** Any notice or demand which must be given or made by a party to this Agreement or any statute or ordinance shall be in writing, and shall be sent via e-mail and certified mail. Notices to the County shall be sent to County Representative(s). Notice to the Extension shall be sent to Area Extension Director.
- b. **Employer, Personnel Rules, Volunteers and Liability.** Any employees hired by Extension under Section 2.a. of this contract are employees of Extension, and are subject to the personnel rules, policies, and procedures for faculty, academic staff or University staff, as appropriate to the respective appointment in Extension as established by Wisconsin statute, and, or administrative rules; and, or, by policies or procedures adopted by the Board of Regents and the University of Wisconsin - Division of Extension. Any individual who meets Extension's definition of a volunteer and completes all registration requirements will be considered an Extension volunteer. Extension will be responsible for ensuring that its employees and volunteers take affirmative steps to make clear, when entering into relationships with third parties, that they are employees or volunteers of Extension. Extension shall be liable for the acts and omissions of its employees while acting within the scope of such employment. To the extent they are acting as agents of Extension, Extension shall be liable for the acts and omissions of its volunteers while acting within the scope of such agency.

Any individuals who are employed by the County in order to satisfy obligations under Section 3.b. of this contract are County employees and are subject to applicable County personnel rules, policies and procedures. Any volunteer engaged by County to further the purposes of this contract will be considered a volunteer of County. County will be responsible for ensuring that its employees and volunteers take affirmative steps to make clear, when entering into relationships with third parties, that they are employees or volunteers of County. County shall be liable for the acts and omissions of its employees while acting within the scope of such employment. To the extent they are acting as agents of County, County shall be liable for the acts and omissions of its volunteers while acting within the scope of such agency.

- c. **Billing.** For the period January 1, 2021 through December 31, 2021, Extension shall bill the County for the total amount under Section 3.a. of this contract. The County will be billed for the first half of the total contract by March 31st and the second half of the total contract by September 30th. If services are not rendered or excess services are provided to the County by Extension during the contract period, the parties will use good faith efforts to adjust the total contract amount and update future bills to coincide with the new agreed upon amount. The County shall pay the amount billed within 30 days of the billing.
- d. **Insurance.** The Board of Regents of the University of Wisconsin System as an agency of the State, and consequently, Extension, is self-funded for liability (both public and property) under ss. 893.82 and 895.46(1), Wis. Stats. As a result, such protection as is afforded under respective Wisconsin Statutes is applicable to officers, employees, and agents while acting within the scope of their employment or agency. Since this is statutory insurance, there is no liability policy as such that can extend protection to any others.

County agrees to maintain appropriate insurance to cover the potential liability of



Activities Report for Shane Wucherpennig – September, 2020

- **September 1** – Operations Committee meeting.
- **September 2** – CEED Committee meeting.
- **September 3** – Emails, Staff updates, Phone Calls and correspondence, Zoom Meeting.
- **September 7** – Joint Solicitation Grant Outreach plan.
- **September 8** – Met with Bill and Tom Roth to sign contracts and discuss fall cover crops.
- **September 9** – Joint Solicitation Grant Outreach plan. Field work in the afternoon.
- **September 10** – CSGCC meeting to discuss the State of Wisconsin Joint Solicitation for Groundwater Research and Monitoring grants.
- **September 11** – Phone calls, emails and correspondence. NM fall Planning meeting in Spencer.
- **September 14** – Central Wisconsin Farm Profitability planning meeting. CEED meeting.
- **September 15** – MDV contacts in Black River.
- **September 16** – Field Work. Off in P.m.
- **September 17** – RC&D meeting, Budget hearings & CSGCC meeting to discuss the State of Wisconsin Joint Solicitation for Groundwater Research and Monitoring grants.
- **September 18** – North Central Area Land and Water Conservation Association Meeting.
- **September 21** – Field work, WebEx meeting invitation: Citizens (Wood County) Groundwater Group
- **September 22** – Field visit to Rick Lenz Property, Rieber Nonmetallic Site, Emails, Phone Calls and correspondence.
- **September 23** – Phone calls, emails and correspondence. Field work
- **September 24** – Zoom meeting on State of Wisconsin Joint Solicitation for Groundwater Research and Monitoring grants.
- **September 26** – Field visits, mapping and landowner contacts.
- **September 25** – PACRS Meeting, Outreach plan.
- **September 28** – Off
- **September 29** – Joint Solicitation Grant Outreach plan. Roth Golden Acres video shoot on no-till and cover crops at the farm.
- **September 30** – Emails, Phone Calls and correspondence, Staff reports and CEED agenda. Worked remotely.

Staff Report for Caleb Armstrong

September 2020

- Attended online training series for erosion Control with the use of erosion blankets and practices involving watersheds.
- Attended online training for Nutrition for Agronomists.
- Worked on mapping No-Till acres in Wood County and Mill Creek Watershed and the amount of phosphorous that is being reduced before entering watersheds due to conservation practices.
- Assisted Rod on crop damage appraisals of corn for Travis Marti on his 489 acres of corn.
- Assisted Rod on crop damage appraisals of alfalfa for Travis Marti on his 200 acres of alfalfa.
- Attended a nutrient management planning meeting discussing options for this year schooling on creating a nutrient management plan with COVID-19.
- Created a map on web soil survey of critical soils and infiltration for a project design.
- Assisted Rod on mine reclamation inspections and identifying vegetation that has taken along the banks of old reclaimed mines.
- Did no-till drill checks on the interseeding of sorghum into existing hay and comparing the growth differences from 1 week to 45-50 days after seeding.
- Proceeded with monthly checks on water sampling of Mill Creek for the amount of phosphorus reduction and suspended solids in the watershed due to the proceeding conservation practices being implemented in the surrounding areas.
- Did our monthly water flow monitoring for 2 mile creek, 5 mile creek, 7 mile creek, and Bloody Run creek determine the amount of flow going through at the time around base flow.
- Designed rain garden for the Kashen Project to help assisted with runoff and erosion issues.
- Assisted Adam with abandoned well check.
- Assisted Rod with crop damage appraisals on Tony Ruesch for about 120 acres of soybeans and corn.
- Assisted Rod with crop damage appraisals on Ron Knuth for about 70 acres of corn.
- Assisted Rod with crop damage appraisals on Kroehn for about 80 acres of soybeans.
- Attended the monthly Citizens Groundwater Meeting.

Activities Report for Adam Groshek – September 2020

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

~Signing 4 new CREP contracts with Wood County landowners, environmental benefits reporting, and GIS updating to close out 2020 CREP year.

~Site checks at various CREP sites that were newly planted, managed, or maintained within the last year.

~Kings CREP/WRP grazing plan discussions with landowner, NRCS, and DATCP.

~Behrend culvert crossing project planning, design, mapping, permitting applications and discussion, re-bidding, cost estimating, and investigation. The project is approved, however only 1 bid came back for the 2nd bid opening that was too high to do in 2020. Plan to rebid for construction in 2021.

~IT additional computer login key discussions with the new requirement for more secure Wood County network login.

~Planning, design, permit applications, endangered resources review, cultural resources review, contractor discussions, cost estimating and discussion with State DATCP engineering staff for the Kirby & Karen Cashen streambank to find best solution to this severe erosion site. With the end of the growing season, it is not expected to be able to construct a long-term solution in 2020.

~No-till drill calls, discussions, scheduling, and coordination with different LWCD employees to rent out to various Wood and Portage County landowners for planting/crop interseeding and cover crop planting.

~Manure pit abandonment design, discussion, planning, & cost estimate for the Hayden family. Planned to abandon pit before winter.

~Construction inspection for the Reber manure storage pit abandonment near Rudolph. Manure solids landspread on neighboring farmland and earth shaping and re-vegetation of the previous pit site occurred. Final asbuilt site-check to verify planted vegetation growth and GPS survey to occur this week.

~Enos Yoder manure storage abandonment planning for this fall.

~Continued distribution and acceptance of Nitrate Water sample testing along with the Wood County Health Department lab.

~Delay of grassed waterway project for Todd Bores again into 2021 because of lack of landowner funding for the practice due to low income in 2020.

~Discussion with Travis Marti on plans for an additional manure storage lagoon in 2021 to allow a doubling of his dairy milking herd.

~Site visit, GPSing, plan design and approval for Gerald Tomfohrde well abandonment near Vesper.

~Discussion with Wood County Planning & Zoning over sale of property and effects of the transfer of land with active 15-year CREP contracts on them.

~Discussion with landowner over drain-tile installation complaint, trespassing, and potentially more surface water drainage present in future.

Activities Report for Rod Mayer

SEPTEMBER 2020

- Reviewed and approved 2nd draft of addendum to Reber Mine reclamation plan – for going forward with reclamation. Approval letter – etc.
- Received request for records from attorney for Rick Weiler mine (CIM) records – copied 310 pages – completed correspondence – shipped records.
- Received Twin Lakes fence contract back from DNR – recorded with Register of Deeds – copy/letter to Twin Lakes – update DNR database – etc.
- Pond review and question correspondence (Ledger).
- Lined up Wood County Deer Donation program – signing up two processors and four pantries. Paperwork/signatures sent to DNR.
- 3rd crop alfalfa field appraisals for Knuth (2 fields) – process paperwork.
- Corn appraisals for Marti farm – 496 acres appraised – processed paperwork.
- Completed Act 82 (ag tags) enrollment for Veedum Cranberry.
- Correspondence to P&Z for NM mines in Grand Rapids.
- Completed Act 82 (ag tags) enrollment for Bymer farm.
- Process Act 82 enrollment for Hannum farm.
- Marti alfalfa field appraisals (4 fields) – process paperwork.
- Completed reclamation inspection on Becker Trucking “N” mine – completed vegetative transect on all active acres – approved final reclamation – sent approval/closing of permit letter – release of financial assurance – and certificate.
- Completed final reclamation inspection on Dorshorst Mine – completed vegetative transect on all active acres – approved final reclamation – sent approval/closing of permit letter – release of financial assurance – and certificate.
- Correspondence with bank for Cephess financial assurance letter.
- Field visit for pond complaint – found to be ok.
- Site visit to Reber Pit – meet with landowner and reclamation operator – go over areas needing work etc.
- Ruesch soybean field appraisals (3 fields) - process paperwork.
- Ruesch corn field appraisals (2 fields) – process paperwork.
- Received fence build approval on Sept. 23 from DNR for 6M fence and Hemlock Trail fence extension. Completed pre-bid agreements/signatures and bidding packets for 6M fence build and Hemlock Trail extension. Sent to all fence contractors – public notice in newspapers – set date for opening bids October 20th.
- Krohn soybean field appraisal (70 acres) – process paperwork.
- Knuth corn field appraisals (2 fields) – process paperwork.

Activities Report for Lori Ruess – September 2020

- Answered phones and replied to emails
- Deposited checks for no-till drill and AWO permits.
- Reviewed general ledger.
- Reviewed payroll reports and payroll registers.
- Completed August sales tax report and forwarded to Finance.
- Attended the September 2nd CEED meeting and completed minutes.
- Approved all staff timecards for September 10th payroll.
- Completed LWCD payroll percentages and forwarded to Finance prior to the September 10th and September 24th payrolls.
- Completed cost-share contract for well abandonment – Gilbert Tomforhde.
- Completed Mill Creek reimbursement requests for Peplinski (full) & Roth (partial).
- Completed cost-share contract for Dwayne Hayden manure storage closure project.
- Scheduled no-till drill rental.
- Watched “*Is your Land Economically Sustainable*” webinar.
- Verified carryover amounts for 2021 budgets per request from Finance.
- Assisted one landowner with ordering 2 acres of wildflower seeds.
- Assisted Rod Mayer with mailing of Wildlife Fence bid packets.
- Emailed Class II public notice to for fence bidding to newspapers.
- Started working on the Fall Conservation Connection newsletter.
- Put together the 2021 tree and shrub order form and updated tree and shrub software program.
- Organized County Board packet and submitted to the County Clerk’s office.
- Electronically submitted staff reports and packet materials to the County Clerk’s office for the October CEED packet.
- Vacation days – September 15th & 16th and September 22nd & 23rd.

Activities Report for Emily Salvinski

September 2020

- **Tuesday, September 2.** Updated well data database. Finished up logo for Rachael from Extension.
- **Wednesday, September 3.** Ran phosphorus reductions in snapplus for the fields that were cost-shared for one farmer. Got signatures for a Mill Creek contract for no-till.
- **Tuesday, September 8.** Prepped bottles and paperwork for September's surface water sampling.
- **Wednesday, September 9.** Viewed online Badger Crop Connect for CEUs. Got information to Ken from Extension on who has a NMP from his list and who doesn't.
- **Friday, September 11.** Attended meeting to organize upcoming nutrient management farmer education course (online).
- **Thursday, September 17.** Added crops to farmer's snapplus nutrient management plan.
- **Friday, September 18.** Edited the database for cost-share tracking.
- **Tuesday, September 22.** Collected water samples to be analyzed for total phosphorus and total suspended solids from 8 locations in the Mill Creek Watershed. Calculated P reductions with Snapplus, added data to gis.
- **Thursday, September 24.** Went to 6 sites in Southeast Wood Co to measure streamflow.
- **Friday, September 25.** Entered flow data into SWIMS and our files. Prepped bottles and paperwork for next round of water sample collection. Calculated P reductions with Snapplus, added data to gis.

TO: Conservation, Education & Economic Development Committee

FR: Jason Grueneberg, Planning & Zoning Director
Adam DeKleyn, County Planner
Paul Bernard, Land Records Coordinator
Jeff Brewbaker, Code Administrator
Vacant, Code Technician
Kim Keech, Admin Services 5
Victoria Wilson, Admin Services 4

RE: Staff Report for October 7, 2020

1. Economic Development (Jason Grueneberg)

- a. Verso Mill Closure – Wisconsin Rapids Together – On September 23rd, I attended the Wisconsin Rapids Together meeting that took place in response to the Verso Mill closure in Wisconsin Rapids. Some of the items discussed included the status of a cooperative that may form to potentially purchase the mill and status of support and benefits to affected workers.
- b. Wood County ATV/UTV Routes and Trails – On September 24th, I participated in a meeting to discuss future ATV/UTV routes and trails in the County. Primary focus of the meeting was to talk about extending a mainline north from the City of Pittsville into Marathon County. Additionally extending routes into Clark and Portages Counties was discussed.
- c. Economic Development Administration (EDA) Funding Meeting – On September 10th and 28th, I participated in meetings to talk about Federal EDA funding options for Verso Mill closure response.
- d. Broadband Connectors Pilot – On September 30th an application was submitted for Wood County for a Wisconsin Economic Development Corporation grant that would provide assistance to improve preparedness for the County to apply for state, federal or private broadband programs. The grant submittal was a shared effort of Dennis Lawrence from the North Central Wisconsin Regional Planning Commission, Nancy Turyk from UW Extension, and myself.
- e. Wood County Economic Development Recovery Roundtable – On September 8th, 10th, and 24th, I facilitated roundtable meetings that focus on economic stabilization and recovery in response to COVID-19 and the Verso Mill closure. Notes from those meetings are included as an attachment to this report.
- f. Rural Economic Development Innovation (REDI) Initiative – On September 11th, I participated in a REDI Economic Development work group meeting and on September 25th a REDI writing update meeting.
- g. Budgeting for 2021 – Throughout the month, I dedicated a significant amount of time towards developing the 2021 budgets for Economic Development and the Planning & Zoning budget. I met with the Finance Department, grant applicants, the CEED Committee, and the Operations Committee.

- h. Broadband Exploratory Group – On October 1st, I participated in a Wood County Broadband Exploratory Group meeting to discuss options for expanding broadband to unserved and underserved areas.

2. Planning (Adam DeKleyn)

- a. Land Subdivision - Plat Review – CSM: (4) CSMs were submitted for review/approval. (4) CSMs were approved/recorded. (4) CSMs are pending approval. SUBDIVISION: (1) Subdivision plat pre-application consultations. (1) Final subdivision plat submitted for review/approval – Hidden Chapel Subdivision, Town of Saratoga, 12 lots.
- b. Town of Grand Rapids Comprehensive Plan – Utilities and Community Facilities element of plan was prepared and presented at last PC meeting. Natural, Agricultural and Cultural Resources element is being prepared for next PC meeting.
- c. City of Marshfield Water Quality Management (WQM)/Sewer Service Area (SSA) Plan Update – Continuing to meet with Marshfield and RPC staff to update the SSA Plan. Plan narrative and SSA boundary have been updated. Next step is for the SSA advisory committee to meet to consider the plan update.
- d. WI County Planning Directors Meeting – Attending WCPD meetings to discuss concerns regarding the siting of large solar facilities and potential land use issues associated with them.
- e. Zoning – Updating all town zoning GIS data to allow for better use, consistency and efficiency in county and town operations as well as public use. New zoning maps will be prepared for all towns.
- f. GIS – Worked cooperatively with Land Records Coordinator to develop an official extraterritorial plat review boundary for WI Rapids, Marshfield and Port Edwards, as required and defined by Wis. Stats. Boundaries will be published on the online Land Records Viewer to assist in land subdivision ordinance administration.
- g. City of Pittsville Comprehensive Plan – City is working on a plan update. Connecting PC officials to comp plan resources and assisting with information/data updates.
- h. Request for Town Zoning Amendment Approval: Town of Grand Rapids – (1) Town zoning ordinance amendment and (1) town zoning map amendment/rezone approved by CB. Follow-up decisions letters sent to town. Zoning map and ordinance updated on county website.
- i. Town/County Planning and Zoning Assistance – Provided planning and zoning assistance to the general public and town officials.
- j. COVID-19 Operational Planning – Working remotely in response to the COVID-19 pandemic. County Planner functions and programs will remain operational as

normal. I will be available by phone: (715) 421-8568 or email:
adekleyn@co.wood.wi.us.

- k. US 2020 Census – Friendly reminder. Help shape your future and your community's future. Participate in the 2020 Census. Visit [2020CENSUS.GOV](https://2020census.gov) to learn more.

3. Land Records (Paul Bernard)

- a. HTTPS Protocol – moving web resources to use the https protocol, this is very important, our web services will not work if not moved to use this protocol
- b. New/Existing Tie Sheets – continuing to improve the workflow for new and existing tie sheets – allowing for much quicker turnaround times in integrating new tie sheets to our existing systems.
- c. Publication Routines – Setting up quicker data publication routines to allow for quicker publishing of GIS resources.
- d. Grant Applications – Applying to two separate grants – one for COVID-19 relief and one for Next Generation 911, this will hopefully end up in us acquiring software to help in the next generation 911 migration as well as give us a little more funding for more GIS-specific endeavors.

4. Code Administrator's (Jeff Brewbaker)

08-24-2020 – Review plan & issued new mound <24" TN: 10; review plan, soils evaluation & issued replacement mound <24" TN: 19; review plan, soils evaluation, hydrograph & issued new conventional TN: 18 (2 permits); review plan & issued new holding tank TN: 15; soils evaluation mound w/IDR TN: 02; review plan, soils evaluation & issued replacement mound <24" TN 17

08-25-2020 – Inspection new conventional tank & absorption cell TN: 18; review plan & soils evaluation replacement conventional TN: 13; review plan, soils evaluation & issued replacement mound <24" TN: 19; soils evaluation & issued mound A+0 with IDR TN: 20; review plan, soils evaluation & issued new mound <24" TN: 22; issued new shoreland permit house & shed TN: 22

08-26-2020 – Inspection replacement mound A+0 (geo-thermal) plow TN: 12; soils evaluation & issued replacement mound A+0 TN: 02; soils evaluation & issued replacement mound A+0 TN: 12; plan review & soils evaluation new conventional (Airport Hanger) TN: 07; soils evaluation replacement mound A+0 TN 10; soils evaluation replacement mound <24" TN: 06; soils evaluation new mound A+0 TN: 01; soils evaluation new mound A+0 TN: 16; Floodplain FEMA acknowledgement TN: 13

08-27-2020 – Inspection replacement mound <24" plow, tank & absorption cell TN: 17; inspection replacement mound A+0 absorption cell TN: 12; violation investigation shoreland and POWTS TN: 11; septic abandonment TN: 02; shoreland office meeting TN: 04; issued floodplain permit (restoration) V: 24

08-28-2020 – Request for permits TN: 11; inspection replacement conventional tank &

absorption cell TN: 13; review plan, soils evaluation, hydrograph & issued replacement conventional TN: 18 (2 permits)

08-31-2020 – Issued shoreland permit (land clearing) TN: 07; inspection replacement HT tank TN: 09; inspection replacement mound >24" plow & tanks TN: 15; review plan & issued replacement mound A+0 TN: 02

09-01-2020 – Inspection replacement mound <24" plow, tank & absorption cell TN: 19; inspection new conventional TN: 18; issued shoreland permit TN: 04; inspection new mound >24" absorption cell TN: 15; review plan, soils evaluation & issued new mound <24" TN 19

09-02-2020 – Inspection new mound >24" plow TN: 18; inspection new mound <24" TN: 17; inspection replacement conventional absorption cell TN: 18; review plan, soils evaluation & issued new HT TN: 21

09-03-2020 – Inspection new system-in-fill tank & absorption cell TN: 17; review plan, soils evaluation & issued new mound <24" TN: 16

09-04-2020 – Vacation

09-07-2020 – Labor Day Holiday

09-08-2020 – Vacation

09-09-2020 – Vacation

09-10-2020 – Vacation

09-11-2020 – Vacation

09-14-2020 – Inspection new conventional TN: 13; review plan, soils onsite, soils evaluation & issued replacement in-ground pressure w/GeoMat TN: 07; review plan & issued new holding tank TN: 15

09-15-2020 – Inspection new HT TN: 15; inspection new conventional tank & absorption cell TN: 13

09-16-2020 – Onsite investigation new shoreland TN: 07; inspection replacement mound <24" plow, tank & absorption cell TN: 19; onsite investigation shoreland & wetland for pond construction TN: 08; inspection replacement mound <24" plow TN: 16

09-17-2020 – Issued shoreland permit (mitigation required) TN: 07; inspection replacement HT TN: 21; wrote orders for POWTS violation TN: 11

09-18-2020 – Inspection replacement mound <24" plow, tank & absorption cell TN: 12; reviewed plan & issued reconnect conventional TN: 13; inspection replacement HT TN: 11

09-21-2020 – Inspection new mound <24" plow, tank & absorption cell TN: 16; inspection replacement in-ground pressure GeoMat tank & absorption cell TN: 07;

inspection new mound A+0 tank TN: 11

09-22-2020 – Review plan & issued replacement mound <24" TN: 22; review plan & issued replacement HT TN: 10; inspection new mound <24" plow, tank & absorption cell TN: 17

09-23-2020 – Review plan, soils evaluation, hydrograph & issued replacement conventional TN: 07; inspection new mound <24" plow, tank & absorption cell TN: 16; inspection replacement mound <24" plow TN: 15; inspection replacement mound <24" plow, tank & absorption cell TN: 22; inspection replacement mound <24" tank & absorption cell TN: 16

09-24-2020 – Review plan, soils evaluation & issued replacement conventional TN: 18; review plan & issued new mound <24" TN: 11; inspection replacement conventional TN: 07; inspection replacement conventional TN: 18; review plan & issued replacement mound <24" TN: 06; review plan & issued new renewal mound <24" TN: 11; soils evaluation (A+0) TN: 03

09-25-2020 – Inspection replacement mound <24" absorption cell TN: 15; issued new mound A+0 TN: 15; review plan & issued replacement HT TN: 10; review plan, soils evaluation, hydrograph & issued new conventional TN: 07; review plan, soils evaluation & issued replacement mound A+0 TN: 16; review plan, soils evaluation, hydrograph, hydrograph & issued replacement conventional TN: 19

09-28-2020 – Review plan & soils evaluation replacement HT TN: 12; review plan & issued new HT TN: 16; review plan, soils evaluation & issued new mound <24" TN: 20

5. Office Activity (Kim Keech and Victoria Wilson)

- a. Monthly Sanitary Permit Activity – There were 30 sanitary permits issued in August 2020 (10 New, 17 Replacements, 2 Reconnects and 1 Non-Plumbing) with revenues totaling \$13,150. There were 25 sanitary permits issued in August 2019 (7 New, 17 Replacements, 1 Reconnects and 0 Non-Plumbing) with revenues totaling \$10,100.

**New fees went into effect September 1, 2019.*

There were 130 sanitary permits issued through August 2020. For comparison purposes, the following are through the same period for the previous five years: 2019 – 117, 2018 – 106, 2017 – 126, 2016 – 109 and 2015 – 117.

As of Wednesday, September 29th, Sanitary Permits are up by 12 permits compared to the same period through September 2019.

- b. 2020 Tax Refund Intercept Program (TRIP) – As of September 30th, Wood County received an additional \$0.00 for a total of \$7,575.47 on twelve (12) outstanding cases for 2020.
- c. 2020 Maintenance Notices – Septic Maintenance Notices, ATU (Aerobic) Maintenance Notices, White Knight (Aerobic) Maintenance Notices and Farmer Exempt Holding Tank Maintenance Notices are scheduled to be mailed approximately Friday, April 24th with a due date of Friday, August 14th. There were 2,583 mailed between the four notices. Septic maintenance 2nd reminders

were mailed on Friday, September 25th. There were 412 2nd reminder postcards mailed.

- d. 2020 Program Fee Notices – The approximately 4,629 program fee notices are tentatively scheduled to be mailed late October with a due date of Monday, November 23rd. The \$25 program fee can be paid online with an e-check, debit card or credit card. There will be a convenience fee if making payment by e-check, debit card or credit card. The \$25 program fee can also be paid by cash or check.
- e. Enforcement Activities Update (Small Claims) – None scheduled.
- f. Wisconsin Fund Grant Program – 2017 Wisconsin Act 59, the 2017 biennial budget act, repealed, effective June 30, 2021 the Wisconsin Fund Grant Program for failing septic systems. 2019 Wisconsin Assembly Bill 791 delayed the elimination of the Wisconsin Fund Grant Program to June 30, 2023 passed on February 18, 2020. 2019 Wisconsin Senate Bill 791 was scheduled for consideration late March but has not been considered due to COVID-19. No extension yet for the Wisconsin Fund Grant Program. Office Staff continues to take applications for the program.
 - i. (3) Wisconsin Fund Applications FY2021 – Wood County payment request has been submitted to the State of Wisconsin. Payment Request #1 was submitted on 9/03/2020. Payment Request #2 (final) was submitted on 9/11/2020. As of 9/30/2020, Wisconsin Fund Grant funds have not been received from the State of Wisconsin. Wood County disbursement is October 2020.
 - ii. (4) Wisconsin Fund Applications FY2022 – Office Staff continue to accept Wisconsin Fund Grant Applications pending passage of 2019 Wisconsin Senate Bill 791.
- g. Sanitary Permit Database System Project – The next phase for the sanitary permit system database will consist of creating a service provider and comments interface. Information Technology Department continues work on the design phase of the project.
- h. Survey Document Indexing Project – There are over 4,000 survey documents that are being indexed with a tentative completion by the end of 2021.
- i. ArcGIS Software Project – Editing addresses in 22 townships.
- j. Kim attended the following meetings/trainings:
 - i. CEED Committee Meeting on September 14th.
 - ii. Wellness Committee Meeting on September 15th.
 - iii. Citizens (Wood County) Groundwater Group on September 21st.
- k. Victoria attended the following meetings/trainings:
 - i. Economic Development Meeting (COVID-19 Recovery) on September 10th & September 24th.
 - ii. Personal Protective Equipment Meeting on September 8th.

CITIZENS (WOOD COUNTY) GROUNDWATER GROUP MEETING

DATE: Monday, September 21, 2020
TIME: 2:00 p.m.
LOCATION: Teleconference via WebEx

Present: Caleb Armstrong, Ray Bossert, Sandra Cain, Rhonda Carrell, Kyle Christianson (Wisconsin Counties Association), Bill Clendenning, Bruce Dimick, Nancy Eggleston, Gordon Gottbeheit, Tamas Houlihan, Kim Keech, Bill Leichtnam, Jen McNelly, Lance Pliml, Gregg Wavrunek (Congressional Aide-US Senator Tammy Baldwin), Ken Winters, Shane Wucherpennig and Tim Wuebben.

1. **Call Meeting to Order:** Chairman Bill Leichtnam called the meeting to order at 2:00 p.m.
2. **Public Comment:** None
3. **Speaker: Lance Pliml, Wood County Board Chair – “Nitrates & Counties” and Kyle Christianson, Wisconsin Counties Association**

Wood County Board Chair, Lance Pliml expressed that the Citizens (Wood County) Group has made tremendous headway. Wood County is leading the way in clean water. Lance Pliml introduced Kyle Christianson who is the Director of Government Affairs with the Wisconsin Counties Association.

Highlights of Kyle Christianson, Director of Government Affairs presentation:

- Wood County is leading the way elevating water issues and awareness educating local citizens.
- State legislators are not working together.
- Both Governor Evers and Republicans agree that clean water needs to be addressed.
- Legislators concerns: How do we address clean water? How much money do we spend on water?
- There are a dozen water bills addressing clean water. Water bills passed the Wisconsin Assembly but have not been voted on in the Wisconsin Senate due to the pandemic. 75%-80% of the bills are bipartisan and are expected to pass the Wisconsin Senate.
- COVID-19 pandemic has created panic and uncertainty. Wisconsin legislators probably don't want to spend any money. Clean Water bills are on hold.
- Encourages group to keep water issues elevated.
- No agreements between Wisconsin Assembly and Wisconsin Senate on water concerns.
- Funding needs to be prioritized.

Discussion followed.

4. **Correspondence/Updates:**
Bill Leichtnam shared the following at the meeting:
 - A. River Alliance (Allison Werner) – “Water Bills” are dead. Kyle Christianson presentation provided that the “Water Bills” are on “hold”.
 - B. Southwest Wisconsin Groundwater & Geology (SWIGG) Study Update – A regional water study found evidence of human waste and animal feces in private wells located in southwestern Wisconsin. Group consists of Grant County, Iowa County and Lafayette County. COVID-19 slowed the study progress. Results are expected to be released in 2021. Funding is provided by individual citizens.
 - C. Central Sands Groundwater County Collaborative (CSGCC) – Group is made up of six counties consisting of Adams County, Juneau County, Marquette County, Portage County, Waushara County and Wood County. State funding is on hold due to COVID-19. Grant funds are being applied for. Phase 1 – GAP Analysis (outreach plan). Phase 2 – Implementation (“boots on the ground”).
 - D. “Groundwater council calls for action on PFA’s; nitrate remains top contaminant” handout – Groundwater Council was formed in 1984. Wisconsin Groundwater Coordinating Council’s annual report to the legislature recommends establishing groundwater enforcement standards and continue

to identify sources of the largely indestructible compounds, which have been linked to cancer and other illnesses. Private Wells and municipal wells are contaminated. 17% of private wells are contaminated with coliform bacteria.

- E. "A broader look at water" handout – Nelsonville residents filed a formal complaint to the DNR against Gordondale Farms, a registered CAFO farm. 47% of the wells in Nelsonville exceed the state drinking water standards. Many CAFO permits have expired licenses. DNR relies on CAFO's to self-regulate. Improvement of environment health steps are only the beginning of the long journey back to a sustainable community.

5. **Action Items:**

- A. Environmental Candidates (to support) this election cycle.
Pliml and Clendenning recommended to keep personal political views from the meetings.
- B. Post-election, 2020
Focus on clean water campaign.
- C. Protecting our ground & surface water with or without legislative support
Continue to elevate water issues by educating citizens on clean water.

Roundtable

- A. Bill Clendenning – Share state legislature updates and legislation. Keep politics out of the meetings.
- B. Bruce Dimick – Judge denied key permit for Monroe County sand project. Clean Wisconsin and Ho-Chunk Nation challenged the permits.
- C. Rhonda Carrell – Appreciates that the meetings have resumed. Move in a positive direction.
- D. Shane Wucherpennig – Positive work continues in the Little Plover River Watershed and Mill Creek 9-Key Element Plan.
- E. Nancy Eggleston – Thank you Kyle Christianson for the updates.
- F. Tamas Houlihan – Wisconsin Potato & Vegetable Growers Association producer-led watershed grant continues project of the Little Plover River Watershed.
- G. Lance Pliml – Keep political heat on the state legislators.
- H. Gordon Gottbeheit – Support our goal of "Clean Water". DNR takes a lot of flack which is due to political decisions.
- I. Ray Bossert – Thank you for the meeting invitation.
- J. Ken Winters – Presentation should touch more citizens.

- 6. **Announcements of members / visitors (upcoming parallel events / meetings)** Announcements shared throughout the meeting.

7. **Future Speakers:**

October - Rachael Whitehair, UW Madison Division of Extension "Nitrate Reduction"
Possible future speaker – Towns Association

8. **Agenda Items for next meeting**

Agenda items should be submitted to Bill Leichtnam.

- 9. **Next Meeting – Monday, October 19th, 2:00 p.m. (VIRTUAL)**

- 10. **Adjourn Groundwater Group Meeting** Bill Leichtnam adjourned @ 3:24 p.m.

Notes by Kim Keech, Planning & Zoning Office

Via: TeleconferenceJason Grueneberg, Wood County Planning & Zoning Director, as facilitator

In Attendance: Scott Larson-Executive Director-MACCI; Craig Bernstein-Manager-Workforce Development-MSTC; Matt McLean-Director-Visit Marshfield; Dennis Lawrence-Executive Director-North Central Wisconsin Regional Planning Commission; Jodi Friday-Community Impact Director-United Way; Nancy Turyk-Community Development Educator-UWEX; Josh Miller- Development Services Director-City of Marshfield; Kelly Borchardt-Executive Director-Childcaring; Angel Whitehead-President-Heart of Wisconsin Chamber of Commerce; Kristie Rauter-Egge-Community Health Planner-Wood County; Kyle Kearns-Director of Community Development-City of Wisconsin Rapids; Kelly Maynard-Cooperative Development Specialist-UWEX; Victoria Wilson-Administrative Services-Wood County Planning & Zoning

Jason Grueneberg-Wood County Planning & Zoning:

- Wood County is looking good at this time. Statewide we have about 72,000 cases of COVID-19 but only 7,400 of those cases are active. Wood County only has 45 active cases.
- We are on the fringe of school starting up.

Angel Whitehead-HOW:

- The employment and resource fair is going well with 70 vendors participating either in person or virtually. There will be many resources there and if someone cannot attend, there will be virtual commercial type videos posted for viewing on our website.
- We have been working with the health department to ensure the environment is safe for all attendees. Tables will be spaced out and there will be taping for social distancing on the floor as well. We also received a grant from Incourage so we can provide PPE for vendors and attendees.
- Every vendor and every registrant will need to sign a waiver form in order to attend this event.
- We will also have a questionnaire to obtain data from attendees to see if they are looking for education on a particular specialty or other further education.
- I will be sending out information for a Zoom conference call with Craig from the school district to answer questions from parents and businesses on what to expect on school re-opening. This meeting will be on Monday at 2:30pm.

Scott Larson-MACCI:

- We have been working with the Heart of Wisconsin on the upcoming job fair for Verso and Ho-Chunk workers.
 - We continue to work on our fall programming.
 - An upcoming event is honoring our small business of the year. This year's business is Hewitt's Meats.
 - Workforce and development programming is coming to the forefront. This continues to be a major issue.
 - We are working closely with our K-12 partners on workforce and development programs.
 - Broadband continues to be a major issue in Wood County. We have a group covering the Wood County area that is trying to put together initiatives for service expansion.
- Jason: The County intends to apply for grants to help with the broadband issues.

Matt McLean-Visit Marshfield:

- Our Play Outdoors in Central Wisconsin campaign is in full swing. There are thirty billboards up throughout Central Wisconsin.
- Hotel occupancy is currently at 40%.
- Taste of the Fair is coming up this weekend at the Marshfield Fairgrounds.
- On September 1st we are launching our digital Maple Fall Fest.

Kristie Rauter-Egge-Wood County Health Department:

- We have created a complaint form on our COVID-19 information hub for those wishing to file a complaint about people not wearing masks.

- We believe we have moved into phase 2, meaning larger groups of up to 50 may gather. For more information on what phase 2 means, see the Wood County Health Department Information hub at <http://www.co.wood.wi.us/Departments/Health/CovidHub.aspx>.
- We are working alongside our school districts to provide parent education information that will be posted on our website and Facebook. It will be a five-page document outlining different scenarios and what will happen in those scenarios.
- We are putting together a "strike team" that can go out and do rapid testing when there are potential outbreaks in the schools.
- We continue to work on and promote mask wearing.

Kelly Borchardt-Childcaring:

- One change made through the State Department of Children and Families, is that school age children are now able to access Wisconsin Shares funding during the day whereas before they could only access the funding after school and in the summer.
- There is concern among childcare providers about what happens when a sibling that is of school age comes to their facility that may be infected. This could potentially cause spread of the virus to the non-school age children.
- It seems that South Wood County parents are struggling more than those in North Wood County to find childcare.
- We continue to recruit and certify people interested in becoming childcare providers.
- We have been in communication with the Wood County Health Department to provide more information in our next newsletter to help educate childcare providers on how to recognize symptoms of COVID-19, mask wearing and those types of things.

Kyle Kearns-City of Wisconsin Rapids:

- City Hall has re-instituted minimal staffing and working remotely in an effort to keep staff safe.

Verso Discussion:

- Waiting for a TAA letter of approval that would open up some benefits for the workers.
- There was discussion on gaps in response. Are there certain benefits that unemployed staff are having a hard time getting access to? Right now, unemployment benefits are difficult to get to but unemployed staff are encouraged to keep applying for benefits on a weekly basis.
- President Trump issued an executive order to provide an additional \$400 in unemployment benefits; however, Wisconsin has not taken action on that yet.
- WEDC reaffirmed their commitment to the Verso project. They have some level of support from the cooperative effort that is being pursued.
- For more information and updates please keep an eye on the website.
<https://legis.wisconsin.gov/rapidstogether>
- ***Kelly Maynard:*** The co-op of loggers and truckers (Timber Professionals Cooperative) is pursuing having a feasibility study done.
- There are about 100 Verso staff still employed to keep the mill operational.
- The DNR was present at the meeting and talked about their role in this closure. The DNR is also assisting to keep the permits current for the mill in order to keep the mill viable for a possible sale.
- ***Kelly Maynard:*** Spoke about the cooperative effort. The Timber Professionals Cooperative was formed at the beginning of August and has been participating in many conversations. There is a model of cooperative ownership that a lot of the conversations are based on. This could potentially be a multi-stakeholder cooperative. There is a steering committee to pursue this multi-stakeholder cooperative model.

Craig Bernstein-Mid-State Technical College:

- Classes started on Monday of this week. We are doing in person classes as well as hybrid/online classes.
- Enrollment is only down about 6% compared to last year. This is better than expected.

- We have money left from the CARES Act so we do have some emergency COVID-19 grants available to full or part time students. Grants are up to \$1500 for every day expenses.
- We have an automotive/innovative manufacturing conference coming up on September 17th.
- PPE meeting: Tuesday September 8th, 2020 at 9:00am via teleconference
- Next meeting: Thursday September 10th, 2020 at 9:00am via teleconference

Adjourned at 10:08am

Via: TeleconferenceJason Grueneberg, Wood County Planning & Zoning Director, as facilitator

In Attendance: Scott Larson-Executive Director-MACCI; Craig Bernstein-Manager-Workforce Development-MSTC; Matt McLean-Director-Visit Marshfield; Nancy Turyk-Community Development Educator-UWEX; Kelly Borchardt-Executive Director-Childcare; Angel Whitehead-President-Heart of Wisconsin Chamber of Commerce; Kristie Rauter-Egge-Community Health Planner-Wood County; Kyle Kearns-Director of Community Development-City of Wisconsin Rapids; Betsy Wood-Managing Director-Incourage; Kelly Maynard-Cooperative Development Specialist-UWEX; Jim Webster-Boyce Consulting & Professional Development; Victoria Wilson-Administrative Services-Wood County Planning & Zoning

Jason Grueneberg-Wood County Planning & Zoning:

- Active cases in Wood County are at about 70 cases right now, which is good. At the state level there has been a little bit of a spike. That spike of cases is in the 18-24 age range, whereas the cases of 18 or under continues to decline.
- We have seen a decline in cases from July through September 1st. After September 1st, we've seen an increase in cases, more than likely due to school campuses opening up.
- Businesses are handling COVID-19 in very different ways. Some businesses remain shut down; some are open for business as usual. The workforce has also been impacted, with 30% of the workforce continuing to work from home. This may change the future of jobs for many businesses.
- With the upcoming election, it is hard to get a sense of where the economy is. Unemployment in Wisconsin is currently at 7% whereas last year it was at 3.4%.
- Childcare providers are being provided with the PPE they need to safely do their jobs at this time. However, childcare as a whole continues to be a struggle for providers and parents both.
- Central Wisconsin, with lower numbers of COVID-19 cases, is positioning itself to market the area for a "love where you work" campaign.
- There is more talk about another federal stimulus package; however, it is uncertain how viable that is.
- Fall harvest is coming up for cranberry growers and other farmers. We continue to get the word out to those people to follow best practices to keep staff safe.

Angel Whitehead-HOW:

- The job fair brought over 80 vendors. Virtual commercials for each vendor are now available on our website: wisconsinrapidschamber.com – under "Job Resources". There are many other resources available there as well, such as resume writing, and tips and tricks for interviewing. Attendance was a little lower than we were hoping with 120 people coming to the job fair.
- One of our members is building a new eye clinic on 8th Street. A new coffee shop is being built on 8th Street and the owner will soon become a member.
- In the last two weeks, I have met with three entrepreneurs to do some counseling.
- We are collaborating with Visit Marshfield and MACCI to produce a recreational video that will be completed in 2020.
- We are in the midst of planning Central Wisconsin Days. This entails going to the capital with key issues impacting the Centergy Region (mostly central Wisconsin). This will likely be a virtual concept rather than in person. Broadband expansion is one of the key issues that will be highlighted.

Scott Larson-MACCI:

- Yesterday, Wisconsin Manufacturers & Commerce (WMC) held a webinar where we learned that Nationally and statewide, we have recovered about half of the jobs lost at the outset of COVID-19. It seems we are experiencing a "K-shaped recovery". A K-shaped recovery occurs when an economy

recuperates unevenly, and there is a separate trajectory for two segments of the society. One sector is the "up leg" part of the K that is recovering quickly and doing well. The hospitality sector is the "down leg" of the K and continues to struggle.

- There are nine "Rs" they look at for "the next normal".
 - ✓ Remote Rules
 - ✓ Relocation Reconsideration (Milwaukee scored 2nd best in one survey)
 - a. Communities over 1 million and rural locales were shrinking in population
 - b. Communities in the middle are gaining
 - ✓ Robots Re-emphasis
 - ✓ Reserve Workforce – Gig, Temp, PT, etc.
 - a. Non-routine Cognitive - growth
 - ✓ Rising Geo-Muddle
 - ✓ Reshoring and Redundant Supply Chains – Bio/Pharma, Medical, Defense
 - ✓ Real Estate
 - ✓ Risk (Business) – Recession, Pandemic, Polarization, Politics
 - ✓ Repositioning for Competitiveness
- We continue to reach out to assisted living/nursing facilities to ensure they have PPE.
- We are waiting to see what happens with the schools being in session. So far, in Marshfield, schools are operating well.

Matt McLean-Visit Marshfield:

- We continue to push our "Play Outdoors in Central Wisconsin" campaign.
- We launched our online Maple Fall Fest campaign on September 1st. We have over 20 vendors and partners on our website where you can order products online. visitmarshfield.com
- The State released a five million dollar grant program for cultural events and activities. I am working with some partners to look into those grant opportunities.
- We got our room tax collection for the second quarter. We are down about 40% from last year. It will be a long rebound for hotels. The lower room tax collection will hurt the budget at Visit Marshfield as well as our partners.
- The Hampton Inn is still going ahead with their opening, although they have pushed it back from opening in December to opening around March.
- We have a new restaurant opening in Marshfield. Mojos is opening a new restaurant option next door to their location. This will open in the next month or two.

Kristie Rauter-Egge-Wood County Health Department:

- Gating metrics for the week can be found on our website:
<http://www.co.wood.wi.us/Departments/Health/CovidHub.aspx>. We are seeing an increase in COVID-19 cases in college age kids.
- I applied for a grant this week to have testing strike teams. We are hoping with these teams, if we see a spike of cases in a school, can go in and nose swab the kids and get fast results so we do not have to isolate or quarantine children who do not have COVID-19.
- We have also applied for a grant for potential future community testing.
- We have been working on providing guidance for schools and parents and we are modifying that guidance to include childcare providers and childcare centers.

Kelly Borchardt-Childcaring:

- I had previously reported that residents from South Wood County are struggling to find childcare more than those in North Wood County. I looked back at the data to see how much childcare we have lost or gained since the beginning of 2020. It looks like we have maintained the same number of slots. There were 2,684 regulated childcare slots in January. We currently have 2,686. We have seen a slight shift where North Wood has gained 20 slots and South Wood has lost 20 slots. This may

account for why South Wood County residents are struggling a little more to find childcare. We currently have 70 regulated childcare centers in Wood County.

- A second round of funding is coming to childcare programs in September. About \$30 million dollars is being targeted for quality improvement efforts. This would include materials, professional development, cleaning supplies or anything to improve the quality of care. It also includes staff retention and recruitment. How much of this funding that will come to Central Wisconsin will be determined by the amount of programs that apply for it.
- The number of childcare slots seems to remain consistent; however, the availability of qualified staff remains a struggle.
- The Department of Children and Families is offering free PPE to childcare providers similar to that which was offered to schools. A survey will go out to them in the next week or so to see what the needs are right now. PPE will then be delivered to local schools for pick up.

Kyle Kearns-City of Wisconsin Rapids:

- We have seen and continue to see interest from local businesses to expand and grow. It is a good sign considering the hardships we have seen in many industries.

Verso Discussion:

- A small group including Jason Grueneberg, Kyle Kearns, Angel Whitehead and Dennis Lawrence are positioning themselves to be able to apply for Economic Development Association (EDA) funds if needed.
- The next Rapids Together meeting is September 23rd.
- PPE meeting: Tuesday September 22nd, 2020 at 9:00am via teleconference
- Next EDR meeting: Thursday September 24th, 2020 at 9:00am via teleconference

Adjourned at 10:05am

Via: TeleconferenceJason Grueneberg, Wood County Planning & Zoning Director, as facilitator

In Attendance: Scott Larson-Executive Director-MACCI; Nancy Turyk-Community Development Educator-UWEX; Jennifer Resch-Director Economic & Community Development-UWSP; ; Betsy Wood-Managing Director-Incourage; Alysa Dunn-Child Care/Volunteer Coordinator-Wood County Human Services; Victoria Wilson-Administrative Services-Wood County Planning & Zoning

Jason Grueneberg-Wood County Planning & Zoning:

- All schools are back in session. We have not heard about any major issues at the high schools or elementary schools at this time.
- Nancy Turyk-Madison is reducing the ability for students to do many things for the next fourteen days.
- Jennifer Resch-Stevens Point is doing well at this time.
- Wood County has about 500 cases of COVID-19 at this time with 67 of those being active.
- Has anyone had contact or heard of any ongoing issues for the assisted living/nursing facilities obtaining PPE?
- Scott Larson-has not heard of issues but they remain in contact with the facilities.

Nancy Turyk-UW Extension:

- With cranberry harvest season coming up, we should remind the ag people about safe practices. Will contact Allison Jonjak about contacting that group of people.

Alysa Dunn-Wood County Human Services:

- I had heard initially of some childcare providers struggling to get PPE. An email last week stated there would be more funding to come and they were providing places for childcare providers to obtain PPE.

Return to work discussion:

- Some people are returning to work at their offices, but a great deal of places are rotating employees in the office to working from home. Outside of manufacturing, many employers are continuing to have staff work from home.
- Some counties are beginning to use "working from home" as a marketing tool to attract people to come work for them.
- Most businesses are finding the PPE that they need.
- Next PPE meeting: Tuesday September 22nd, 2020 @ 9:00am
- Adjourned at 9:28 am



SOUTH WOOD COUNTY AIRPORT
Jeremy Sickler, Airport Manager

2020

Airport Development:

Current Projects:

Transient Hangar Construction: A hangar was constructed which is capable of housing the largest aircraft Alexander Field can accommodate - Gulfstream V. Excavation started in November of 2019, the building was substantially complete in June of 2020. In previous years numerous aircraft had asked for hangar space for a variety of reasons. In several cases, aircraft would utilize other airports based on availability of hangar space. Funding for this project was 100% State grant funding. Cost: approx \$2.1M

Taxiway A Completion: This project commenced in Spring of 2019 and was substantially complete in fall of 2019. Many items were deemed best completed in 2020. Three years of aircraft activity statistics demonstrated an elevated need to increase capacity and provide safe taxi conditions during busy times. Taxiway A was constructed parallel to the entire length of the primary runway in order to provide such conditions. This project was funded 90% Federal, 5% State, and 5% local. Total cost: \$1.8M.

Future Projects:

Obstruction Removal: The Airport Commission is obligated to maintain clear approaches per grant assurances when utilizing Federal grant money for projects. Many federal projects are only eligible for funding if approaches are clear of obstructions. Several obstructions (trees) have been identified in the approaches to the Airport. As such, the Commission, MSA Professional Services, The Wisconsin DOT -- Bureau of Aeronautics, and the FAA have embarked on a multi-year, multi-parcel obstruction removal project. The project is in its infancy and a complete scope has yet to be defined. This project was funded 90% Federal, 5% State, and 5% local. Total cost: TBD.

Fuel System Replacement: Increased demand for jet fuel revealed a shortage of storage capacity. Several times the Airport has been desperately low on fuel due to the size of the storage tank and lead time on deliveries. Once even running out of fuel with a plane on the apron in need of fuel. While researching the project it was discovered that the tanks are nearing the end of or have exceeded their useful life according to insurance standards. The Commission opted to pay for engineering and design out reserves in hopes this would demonstrate commitment and motivation. A new fuel facility is scheduled to be bid in 2021 with anticipated construction in fall/winter of 2021 and winter 2022.

Airport Projects and Events:

Refurbishment and replacement of perimeter fence entry gates.
 Purchase and installation of a new self-serve fuel credit card processor.
 Terminal building internet and WIFI upgrade and reconfiguration.
 New acoustic ceilings on both floors of the terminal building.
 New main level terminal flooring planned for November 2020.
 Changeover of financial tracking to new City procedures and software.
 Qualification application for \$30K CARES act grant.
 Airfield lighting outage restoration.
 Hosted Business After Hours in July.
 Hosted Young Eagles youth flight event in August.
 Hosted several tours for dispatch, Police Dept's, Fire Dept's, and Emergency Responders

Airport Acquisitions:

2020 John Deere 3 Series utility tractor for use as aircraft tug.

Airport Fuel Sales by Type of Fuel (Gallons) (YTD August):

Fuel Type	Year to date	Last year to date	Year over Year
100 LL	7651.21	7953.16	96%
Jet A	30532.35	46485.82	66%
TOTAL	38183.56	54438.98	70%

Airport Revenues 2020 (YTD August):

Sales

Fuel:	\$177083.61
Ramp Fee:	\$8543.22
Lav Fee:	\$986.68
GPU:	\$887.44
Call Out Fee:	\$1793.21
Transient Hangar:	\$3080.78
Catering:	\$1872.25

Airport Revenues 2019 (YTD August):

Sales

Fuel:	\$254865.04
Ramp Fee:	\$8831.07
Lav Fee:	\$823.24
GPU:	\$1115.55
Call Out Fee:	\$1800.00
Transient Hangar:	\$425.00
Catering:	\$1469.00

Airport Activity:

Aircraft operations: During the summer months corresponding to the open season for Sand Valley, an estimated 400-500 large transient aircraft (large twin engine, turboprop, turbojet, helicopter) visited the Airport. These increases were realized due to Sand Valley. Along with the larger aircraft, there were nearly 200 small transient aircraft (single engine and small twin engine) which visited as well. Visitors came from all over the country and Canada.



City of Marshfield Memorandum

TO: Wood County Conservation, Education, and Economic Development Committee
FROM: Josh Miller, Development Services Director
DATE: October 7, 2020

RE: 2020 Budget – Project Funding Report for the City of Marshfield's Economic Development Board (EDB)

The 2020 funding request from Wood County is shown below:

Category	Amount	Program
Misc. or Other	\$15,000	Redevelopment Plans
Misc. or Other	\$2,000	Appraisal for Industrial Land Development
Total	\$17,000	

Redevelopment Plans

One of the primary gateways into Marshfield and the downtown is South Central Avenue. As residents and visitors alike travel north from U.S. Highway 10, there are a number of blighted areas that are suitable for redevelopment. Currently, these areas detract from the surrounding neighborhoods and can tend to give a negative impression to those passing through. Through reviewing existing plans, 2012 Economic Development Action Plan, 2015 Downtown Master Plan, and 2017-2037 City of Marshfield Comprehensive Plan, a number of potential redevelopment areas have been identified. All of these areas are along Central Avenue or within two blocks of Central Avenue.

Staff began work on drafts of these plans in early spring. Renderings of possible new developments for a few of them have also been developed. The next step in the process is to review with the Economic Development Board, prioritize which areas to focus on, and identify potential TIF Districts. We plan on completing that component of the project yet this year. Future phases of the project include public participation (this was not completed this year due to COVID-19), finalizing the plans of the priority areas, creation of TIF Districts if necessary, and marketing the areas. Developing these draft plans has helped lay the foundation for these areas to be redeveloped.

Funding of the project will be used to cover the time put into the projects to date

and to complete the first phase of the project yet this year.

Appraisal for Industrial Land Development

Marshfield is in short supply of larger industrial land for future development. The largest lot we currently have in the industrial park is about 15 acres. Recent site selector inquiries have been looking for 50-100 acres and to be competitive, Marshfield needs to expand the industrial park. There are approximately 120 acres of farmland (100 developable acres) to the east of the Yellowstone Industrial Park. The City currently has an option on the property but to exercise that option, an appraisal is needed. Staff is working on getting approval to start the Industrial TIF District creation process this year and would be looking to complete the appraisal before the end of the year so the property could be acquired in early 2021.

Funding for the project will be used to cover the cost of the appraisal of the industrial park land.

We again thank the CEED Committee for their continued support of economic development projects in Wood County and the City of Marshfield.

MINUTES OF THE JUDICIAL AND LEGISLATIVE COMMITTEE

DATE: September 15, 2020
TIME: 9:00 a.m.
PLACE: Room 114, Wood County Courthouse
TIME ADJOURNED: 9:03 a.m.
MEMBERS PRESENT: Chairman Bill Clendenning, Bill Leichtnam,
Kenneth Curry, Ed Wagner, Joseph Zurfluh
OTHERS PRESENT: Peter Kastenholz, Dennis Polach

1. At 9:00 a.m., the meeting was called to order.
2. Public comments. None.
3. The Committee reviewed the agreement and resolution to enter into a developer and operations agreement with Savion.
Moved by Curry, seconded by Leichtnam, to approve entering into a developer and operations agreement with Savion. All ayes.
4. Meeting adjourned without objection by the Chairperson at 9:03 a.m.

Minutes taken by Peter Kastenholz.

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MINUTES OF THE JUDICIAL AND LEGISLATIVE COMMITTEE

DATE: September 15, 2020
TIME: 11:05 a.m.
PLACE: Room 114, Wood County Courthouse
TIME ADJOURNED: 11:21 a.m.
MEMBERS PRESENT: Chairman Bill Clendenning, Bill Leichtnam, Kenneth Curry, Ed Wagner, Joseph Zurfluh
OTHERS PRESENT: Lance Pliml, Lee Thao, Laura Valenstein, Adam Fischer, Dennis Polach, Robert Ashbeck, Tiffany Ringer, Kimberly McGrath, Kelli Quinnell

1. At 11:05 a.m., the meeting was called to order.
2. There were no public comments.
3. At 11:06 a.m., the Committee unanimously agreed to enter into closed session pursuant to Wis. Stat. s. 19.85(1)(f), to discuss disciplinary data pertaining to a former employee.
4. Meeting adjourned without objection by the Chairperson at 11:21 a.m.

Minutes taken by Kelli Quinnell.

MINUTES OF THE JUDICIAL AND LEGISLATIVE COMMITTEE

DATE: October 2, 2020
TIME: 9:00 a.m.
PLACE: Room 114, Wood County Courthouse
TIME ADJOURNED: 10:47 a.m.
MEMBERS PRESENT: Chairman Bill Clendenning, Bill Leichtnam,
Kenneth Curry, Ed Wagner, Joseph Zurfluh
OTHERS PRESENT: Peter Kastenholz. See attached list.

1. At 9:01 a.m., the meeting was called to order.
2. Public comments. None at this time.
3. The minutes for the September 4, 2020, meeting and the minutes for two meetings on September 15, 2020, were reviewed. There being no objections, the minutes were deemed approved by the Chair.
4. There were no new claims.
5. There were no new animal claims against the County.
6. Committee reviewed monthly voucher and department reports of the departments it oversees. Moved by Leichtnam, seconded by Wagner, to approve the reports and payment of department vouchers. All ayes.
 - a. Discussion on Register of Deeds vault closure. Supervisor Leichtnam explained that a local title company complained that the Register of Deeds' vault continues to be shut down when other neighboring counties have opened up their vaults for limited public access. Register of Deeds Ringer sent the attached communication explaining why the vault continues to be closed. Moved by Leichtnam, seconded by Zurfluh, to support the Register of Deeds in keeping the vault closed. All ayes.
7. Clerk of Courts Cindy Joosten talked to the Committee about Digital Audio Recording (DAR) units. Clerk of Courts Joosten explained that a DAR unit can do an audio recording of communications made on the record in court proceedings. The state pays for these DAR units but the county needs to pay for the wiring, which has been estimated at approximately \$2,500. The Clerk of Courts believes she can cover the cost under her budget and will proceed to do so. There were no objections to the plan.

8. Employee wage plan. Child Support Director Vruwink advised that he doesn't support going from 11 to 16 steps; he thinks it takes too much time. Other general discussion had.
9. District Attorney update on Chapter 48 cases. District Attorney Lambert gave background data on the work of his office. The Ch. 48 cases constitute less than 5% of the workload of the District Attorney's office. Lambert made clear that the concerns had by Human Services had to do with approach versus results, as the results have been excellent. The two departments are and will continue to work on the approach and communication issues.
10. Parent Engagement Center (PEC) video tour. Child Support Director Brent Vruwink shared a video of the PEC, which is on the north end of the county. It is a trauma informed space for enhancing parenting skills and serves multiple needs for both Human Services and Child Support.
11. Discuss upcoming department head performance reviews. The Committee directed the Child Support Director and Corporation Counsel to do a self-evaluation and present them to the committee for the next meeting. The Committee will go into closed session at that meeting to do the performance evaluations.
12. The Committee reviewed correspondence and legislative issues.
 - a. Report of Citizens Groundwater Group. Supervisor Leichtnam advised the report from the Citizens Groundwater Group will be in the county board packet. Leichtnam then gave an oral synopsis of the meeting.
13. County Board rules. No action taken.
14. Criminal Justice Coordinator Committee update. The subcommittee selected a new Criminal Justice Coordinator recently. The plan is for the subcommittee to continue for another six months. Concern was expressed on that; the question being, why?

Moved by Wagner, seconded by Curry, to terminate the Criminal Justice Coordinator Ad Hoc Committee effective 12/31/2020.

Moved by Clendenning, seconded by Leichtnam, to amend the termination date of the Ad Hoc Committee to 03/01/2021.
Motion passed 3 ayes, 2 nays. Supervisors Wagner and Curry voted no.

Vote on amended motion passed 3 ayes, 2 nays. Supervisors Wagner and Curry voted no.

15. Attendance at meetings. Moved by Curry, seconded by Leichtnam, to authorize the committee members to attend the Heart of Wisconsin Legislative Breakfast on October 23. All ayes.
16. Agenda items for the November 2020 meeting:
 - Department head performance reviews.
17. The next committee meeting will be November 6, 2020, at 9 a.m.
18. Meeting adjourned without objection by the Chairperson at 10:47 a.m.

Minutes taken by Peter Kastenholz.

Good Morning Supervisor Leichtnam,

5

Here's the requested list regarding the vault closure:

- I am concerned for the safety of my staff with the increased traffic in our office, if the vault were to be open. Employees within the courthouse have tested positive for Covid.
- The numbers across the County and State continue to rise. The mask mandate was extended by Governor Evers to November 21st.
- I have not received one phone call or email from any Attorney stating a complaint with the extension of the vault closure. I learned Attorney Bender contacted the Judicial and Legislative committee, he did not express any concern with me prior to contacting my oversight committee.
- I spoke to Sherry, from Goetz Title and she stated she doesn't like to have to come to the courthouse due to the increased risk. She did not express any complaint with the vault being closed to me.
- I am not able to disinfect the books – If I wipe them down, it will cause the need to replace binders in the future. The cost is too great to have the public touch them, then my staff touch them with no disinfectant. If searchers are allowed in the vault, one staff member would need to step away from their duties to disinfect the counter/computers that were used. This causes a delay in recording and vital records.
- I spoke to Supervisor Clendenning, Supervisor Leichtnam, and Health Director Kunferman prior to making the decision to continue to restrict the public from the vault. The policy put in place by the Wood County Chairman allows me to make the decision for what's best for my staff and public during this pandemic situation.
- The Register of Deeds window is open with an improved glass shield. The public is able to obtain their vital records, copies of requested documents and drop off documents for recording.
- Documents are available online through Tapestry or with a subscription of Laredo. As always, the Register of Deeds staff will print or email copies for the fee of \$2 for the first page and \$1 for each additional page, per document. Searchers are able to obtain the needed information. We do not waive fees to anyone and in fairness to all users and the taxpayers of Wood County, that will be the continued practice.
- Laredo software had a recent upgrade to provide a more efficient, real time service to our users across the State.

Thank you for your help and for contacting me about this. I wouldn't have known unless you would have called; I am on vacation since my husband just got home from his year-long deployment. In that event, I apologize for not being present in person. Feel free to reach me on my cell phone (listed below), if you have questions or need more information.

Thank you,

Tiffany R. Ringer
Wood County Register of Deeds
400 Market Street/PO Box 8095
Wisconsin Rapids, WI 54495
Ph. 715-421-8455
Cell 715-697-3782

Date:

[illegible]

**CRIMINAL JUSTICE COORDINATOR ADHOC COMMITTEE
MEETING MINUTES**

DATE: Wednesday, September 9, 2020
TIME: 8:30 a.m.
PLACE: Wood County Courthouse-Room 114
Wisconsin Rapids, WI

PRESENT: Adam Fischer, Bill Clendenning, Bill Leichtnam, Brad Hamilton, Brent Vruwink,
Shawn Becker and Mary Solheim

OTHERS PRESENT: (for part or all of the meeting) Kim McGrath and Shannon Lobner

1. The meeting was called to order at 8:30 a.m. by Chairman Fischer.
2. A quorum was declared.
3. There were no public comments.
4. **A motion was made by Hamilton and seconded by Leichtnam to approve the minutes from the August 26, 2020 meeting. All voted aye, motion carried.**
5. **A motion was made by Leichtnam and seconded by Hamilton to go into closed session pursuant to Wisconsin State Stat. 19.85(1)(c) and (e) to conduct interviews and discuss qualifications for the Criminal Justice Coordinator position. Roll call vote was taken to go into closed session with Hamilton voting yes; Clendenning voting yes; Fischer voting yes; Leichtnam voting yes; Vruwink voting yes; Becker voting yes; and Solheim voting yes.**

The committee went into closed session at 8:35 a.m.

6. **A motion was made by Leichtnam and seconded by Hamilton to return to open session. All voted aye.**

The committee returned to open session at 3:56 p.m.

7. The next meeting is scheduled for Tuesday, September 15, 2020 at 12:00 p.m.
8. Chairman Fischer adjourned the meeting at 3:57 p.m.

Minutes taken by Shannon Lobner and are in draft format until approved by the committee at the next meeting.

**CRIMINAL JUSTICE COORDINATOR ADHOC COMMITTEE
MEETING MINUTES**

DATE: Tuesday, September 15, 2020
TIME: 12:00 p.m.
PLACE: Wood County Courthouse-Room 114
Wisconsin Rapids, WI

PRESENT: Adam Fischer, Bill Clendenning, Bill Leichtnam, Brad Hamilton, Brent Vruwink,
Shawn Becker (in-person) Mary Solheim (video conference)

OTHERS PRESENT: (for part or all of the meeting, in-person or video conference) Kim McGrath,
Shannon Lobner and Lisa Keller

1. The meeting was called to order at 12:00 p.m. by Chairman Fischer.
2. A quorum was declared.
3. There were no public comments.
4. A motion was made by Leichtnam and seconded by Hamilton to approve the minutes from the September 9, 2020 meeting. All voted aye, motion carried.
5. A motion was made by Hamilton and seconded by Clendenning to go into closed session pursuant to Wisconsin State Stat. 19.85(1)(c) and (e) to conduct 2nd interviews for the Criminal Justice Coordinator position. Roll call vote was taken to go into closed session with Hamilton voting yes; Clendenning voting yes; Fischer voting yes; Leichtnam voting yes; Vruwink voting yes; Becker voting yes; and Solheim voting yes.

The committee went into closed session at 12:02 p.m.

6. A motion was made by Hamilton and seconded by Leichtnam to return to open session. All voted aye. Motion carried.

The committee returned to open session at 2:35 p.m.

7. The next meeting is tentatively scheduled for Wednesday, September 23, 2020 at 9:00 a.m.
8. Chairman Fischer adjourned the meeting at 2:37 p.m.

Minutes taken by Shannon Lobner and are in draft format until approved by the committee at the next meeting.

**CRIMINAL JUSTICE COORDINATOR ADHOC COMMITTEE
MEETING MINUTES**

DATE: Wednesday, September 23, 2020
TIME: 9:00 a.m.
PLACE: Wood County Courthouse-Room 114
Wisconsin Rapids, WI

PRESENT: Adam Fischer, Bill Clendenning, Bill Leichtnam, Brad Hamilton, Brent Vruwink,
Shawn Becker, and Mary Solheim

OTHERS PRESENT: (for part or all of the meeting, in-person or video conference) Kim McGrath,
Shannon Lobner and Lisa Keller

1. The meeting was called to order at 9:00 a.m. by Chairman Fischer.
2. A quorum was declared.
3. There were no public comments.
4. **A motion was made by Hamilton and seconded by Leichtnam to approve the minutes from the September 15, 2020 meeting. All voted aye, motion carried.**
5. Oversight of the Criminal Justice Coordinator position was discussed by the committee. The consensus of the committee was to have the Criminal Justice Coordinator set up as a stand-alone department with direct reporting to the Judicial and Legislative Committee, with mentoring and guidance from the Sheriff's Department. **A motion was made by Leichtnam and seconded by Clendenning, to have the Criminal Justice Coordinator, per agenda item #5 from the September 23, 2020 meeting and previous Resolution #19-8-9, as a stand-alone department. Motion passed 6-1 with Vruwink, voting no.**
6. **A motion was made by Hamilton and seconded by Leichtnam, to go into closed session pursuant to Wisconsin State Stat. 19.85(1)(c) and (e) to review references and select a final candidate for the Criminal Justice Coordinator position. Roll call was taken with Fischer voting yes; Clendenning voting yes; Leichtnam voting yes; Hamilton voting yes; Vruwink voting yes; Becker voting yes; and Solheim voting yes.**

The committee went into closed session at 9:09 a.m.

7. **A motion was made by Clendenning and seconded by Hamilton to return to open session. All voted aye, motion carried.**

The committee returned to open session at 10:18 a.m.

8. The next meeting date will be determined at a later time.
9. Chairman Fischer adjourned the meeting at 10:19 a.m.

Minutes taken by Shannon Lobner and are in draft format until approved by the committee at the next meeting.

**CRIMINAL JUSTICE COORDINATOR ADHOC COMMITTEE
MEETING MINUTES**

DATE: Wednesday, September 30, 2020
TIME: 1:00 p.m.
PLACE: Wood County Courthouse-Room 114
Wisconsin Rapids, WI

PRESENT: Adam Fischer, Bill Clendenning, Bill Leichtnam, Brent Vruwink and Shawn Becker (in-person); Brad Hamilton and Mary Solheim (video conference)

OTHERS PRESENT: (for part or all of the meeting, in-person or video conference) Kim McGrath, Shannon Lobner, Lance Pliml and Lisa Keller

1. The meeting was called to order at 1:00 p.m. by Chairman Fischer.
2. A quorum was declared.
3. There were no public comments.
4. **A motion was made by Leichtnam and seconded by Hamilton to approve the minutes from the September 23, 2020 meeting. All voted aye, motion carried.**
5. Discussion took place regarding the onboarding timeline and schedule of the newly hired Criminal Justice Coordinator. The Criminal Justice Coordinator is scheduled to begin employment with Wood County on Monday, October 26, 2020. McGrath provided the committee with an overview of personnel items, orientation schedule and the equipment order status for the Criminal Justice Coordinator position. **A motion was made by Clendenning and seconded by Leichtnam to direct McGrath to schedule meetings for the Criminal Justice Coordinator to meet with stakeholders and departments. Discussion ensued as to the purpose and value of meetings, timelines, and departments to be included with the meeting schedule. Motion passed 6-1, with Vruwink voting no.**
6. The next meeting is scheduled for Monday, October 26, 2020 at 1:30 p.m.
7. **A motion was made by Hamilton and seconded by Becker, to adjourn. All voted aye. The meeting was adjourned at 1:24 p.m.**

Minutes taken by Shannon Lobner and are in draft format until approved by the committee at the next meeting.



Wood County WISCONSIN

CHILD SUPPORT
AGENCY

OCTOBER 2020

MONTHLY REPORT TO THE JUDICIAL AND LEGISLATIVE COMMITTEE

Prepared by Child Support Director Brent Vruwink

- Several Child Support Directors and I participated in a meeting on September 11th with the Department of Children and Families Secretary, Deputy Secretary and Division Administrator to discuss our needs in the next State Budget. The DCF budget proposal did not include an increase for the Child Support Program so our request will become a bigger challenge as we move through the budget process. WCA is working diligently to help us in our venture to secure more funding.
- I will be attending the WCSEA Fall Board and Business meeting on October 7th. The meeting will be conducted virtually.
- I will be attending the WCA Judicial and Public Safety Steering Committee meeting on October 16th.
- As part of my duties on the Criminal Justice Ad Hoc Committee I was part of the interview panel for the Criminal Justice Coordinator.
- I am delighted to inform you we worked with CW Solutions and Human Services to fund the Parent Engagement Center in the Marshfield City Hall Plaza. The center will be a great resource where we will be able to offer families an opportunity to not just visit with their children but really interact with them in a positive manner. Parenting classes will also be available to the center. This space will also give our team a place to meet with customers on the North end of the county.
- Agency performance is on target to meet all the Federal Performance measures.
- The current IV-D case count is 3,782.



Wood County WISCONSIN

5
CORPORATION
COUNSEL OFFICE

Peter A. Kastenholtz
CORPORATION COUNSEL

MONTHLY REPORT TO THE JUDICIAL AND LEGISLATIVE COMMITTEE September 2020

Chapter 48 cases. The District Attorney's office has been communicating with senior management in Human Services to discern areas in which growth and enhancements in communications can be made. Essentially these meetings are a follow-up to what Chair Pliml initiated a month or so ago and the understanding is that the parties will update the Health and Human Services Committee as to their progress. I am not needed in nor any longer involved in this process.

Elections. Litigation attendant to the ballot and election process has been a concern and will continue to consume energy.

Goals. I am again working on updating the numerous contract forms on the intranet.

The other 29 ½ days of the month went by like a blur.

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

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6

1. **DAY & DATE:** October 1, 2020
2. **PLACE:** Wood County Courthouse, Rm 114,
400 Market Street, Wisconsin Rapids, WI 54495
3. **MEETING TIME:** 9:00 A.M.
4. **ADJOURNMENT TIME:**
5. **MEMBERS PRESENT:** Chairman Jacob Hahn, Supervisor John Hokamp,
Supervisor Lee Thao, Supervisor David LaFontaine
PRESENT VIA WEBEX: Supervisor Al Breu

OTHERS PRESENT: Chad Schooley, Parks & Forestry Director; Fritz Schubert, Forest Administrator; Roland Hawk, Highway Commissioner; Supervisor Dennis Polach; Supervisor Bill Clendenning;

PRESENT VIA WEBEX: Chairman Lance Pliml; Sarah Christensen, Emergency Mgmt.; Dan Knoeck, City of Marshfield.

6. Call meeting to order. Meeting called to order at 9am.
7. Declaration of quorum. Yes. Caller identified as Sarah Christensen from Emergency Management.
8. Public comments. None.
9. Correspondence. None.
10. Approve minutes from previous committee meetings.

Motion by D. LaFontaine, second by A. Breu. Motion carried.
Skip to Parks & Forestry section.

11. ATV Trail/Route system update. R. Hawk handed out maps with the updated and highlighted mainline routes North to Marathon County, West to Clark County and East to Portage County. We would then have route connections to all neighboring counties. In addition, there are other open roads access to other towns and municipalities. The ATV planning group is requesting approval for this plan. It is roughly 25 miles and with signs and materials we currently have in our stock, Hwy could begin install this fall. The CEED Economic Development grant for \$10,000.00 could be used immediately for additional sign purchase. The North/South could be done by this fall and the East/West sections in the spring if the additional \$10,000 is approved in the P&F 2021 budget.

Motion by D. LaFontaine and second by A. Breu. Motion carried.

Request from R. Hawk to move up items 8.e. and 8.f. for City of Marshfield as they are on WebEx.

12. Parks, Forestry, and Highway tour. This was placed on the agenda to discuss the annual tour. C. Schooley asked the committee if they are interested in doing this in 2020. A more favorable time is to do it in the spring or early summer and at that time, look at the projected projects for 2021. Now is not a time to do this. Consensus is to hold off. J. Hokamp requested that we put together a list of what would normally be on a tour for this time of year. R. Hawk will try to put a virtual tour together for November's meeting at the Hwy. Dept.

13. HIGHWAY

- a. Highway staff reports. Schedule is back to 7-3. M-F. Staggering groups so Covid19 does not spread amongst the staff. CTU is complete but have a few small things to wrap up. Had a small issue with the concrete that is resolved. As of last week, they are at 98% of the expected budget so they should be right on target for EOY budget dollars. DOT is asking them for a few maintenance items to be completed. Hwy. met with T. of Dexter last night for an amendment to

their ordinance to allow ATV's to cross the dam from Dexter Park to access the gas station and Dexter Drive-In. This information will be shared with the DNR/DOT for a final blessing. As soon as this is received, this portion of the route will need to be signed and then it can be opened.

- b. Highway revenue report. Revenues are on target. County Trunk Y will be a little over budget because it had wider shoulders and ran a little over on pavement.
- c. Highway vouchers.

Motion by D. LaFontaine and second by L. Thao. Motion carried.

- d. Sale of out-lot, Town of Cary highway property. R. Hawk provided some information regarding this situation. He handed out some information including the Resolution, Quit Claim Deed and the Certified Survey Map from Badger-Land Survey. The price for the 5-acres is \$7,500.

Motion to move forward with the sale of this out-lot in the Town of Cary by D. LaFontaine to approve sale of property and resolution and second by A. Breu. R. Hawk answered a question regarding surveying by B. Clendenning. Motion carried.

- e. Adler Street, No Parking request from City of Marshfield. Request to remove parking and move to an existing area and reduce the speed. An additional alternative from the City came forward to relocate and remove the parking on the south side, open up more areas on the north side and keep everyone on the north side of the road so one side of parking reduces the width, which is a good alternative to removing parking altogether. R. Hawk will also be doing an official speed study and putting a document together to show he went through the official process.
- f. Adler Street (CTH Y) speed reduction request from City of Marshfield.

Motion to approve the City of Marshfield's request to reduce the speed limit to 35 and restrict parking on the south side of the road while opening it on the North. Motion carried.

- g. Review of Highway 5 YR plan. R. Hawk emailed the 5-year plan to all the committee members and reviewed the information with them. Discussion only.

14. PARKS AND FORESTRY

- a. Parks & Forestry Staff Reports.
- b. Special Use permits. There is one permit request for the week of October 4-10, 2020 is a National Mental Illness Awareness Week. NAMI from Portage/Wood County requesting to place ribbons around Lake Wazeecha walking path. There are no issues from the committee to leaving the ribbons up for approximately a week and be taken down.
- c. 2021 Parks & Forestry fees. Where are we compared to adjacent counties? C. Schooley reviews the fees and asks Sandy to update the spreadsheet with the current year information. Our fees are on the average side as far as the adjoining counties. C. Schooley would like to address the dump station fee. Only for individuals not camping but want to utilize our dump station. Wisconsin Rapids currently charges \$10. We do not want to attract people to use our dump station that are not camping, so the fee should be comparable to the City. C. Schooley is requesting the dump station fee to \$10.

A motion by D. LaFontaine to raise the dump station fee to \$12 and second by L. Thao. No discussion. Motion carried.

- d. Emergency Management storm shelter building. C. Schooley handed out information he recently received from E.M. There are available funds through State and Federal Emergency Management programs to fund construction of a storm shelter building. E.M. made application for this project following the 2019 storms. The project has received tentative approval for a location at South Wood County Park. E.M. decided on this location based on the number of severe storms in the Lake Wazeecha area in recent history, and the number of large events held at this park. Anyone in the community would be able to use the shelter in times of severe weather. Wood County would be responsible for 12.5% of project cost, or approximately \$56,250. Schooley still has questions regarding this project, including design and use options for this building. C. Schooley just wanted to bring this before the committee so they are aware of it. As funds are concerned, in-kind work or donations could be used, as well as possibly the P&F Capital Projects non-lapsing funds. This is not currently budgeted for 2021. S. Christensen is requesting that a decision be made on if we would like to proceed with building plans by next month's meeting if possible. C. Schooley will bring this back to the November HIRC meeting.

Motion made by D. LaFontaine to begin the planning for this project and second by A. Breu. Motion carried.

J. Hokamp would like to at least have additional ideas of what this building could be used for. J. Hahn asked about the value of the land the building would be built on. The cost of real estate could go toward our share of the grant and C. Schooley would need to get clarification on this. D. LaFontaine asked about the public getting into the building and would it be open 24-7 and what about vandalism? S. Christensen suggested putting a system in there to unlock it during severe weather. It would not be open at all times and this would be determined between dispatch and Emergency Management – remote unlocking mechanism. This building can also be used for possibly longer-term use for example, loss of electricity in the area, medical needs, etc. L. Thao asked if we could charge a usage fee if someone wanted to use the building for an event. Will this have a hindrance on whether or not we can obtain funds? C. Schooley's thoughts are to charge a user fee for this building for regular recreational events so we can re-coup some of the maintenance costs through user fees. B. Clendenning is requesting this be looked at by the Township of Grand Rapids before applying for grants. S. Christensen stated that in order to continue the approval process, we do need a preliminary floor plan, which will cost about \$3700 for a schematic design. All in-kind work and donations will be applied to the county's share.

- e. Wood County Wildlife Area Committee – Applicant for consideration to fill vacant position. F. Schubert placed the application into the packet. We have a vacancy on this committee. This will then be forwarded to the Chairman of the board where they appoint this individual.

Motion by D. LaFontaine to approve applicant and move to County Board to approve and second by J. Hokamp. Motion carried.

- f. Parks revenue report. Parks is going very strong in revenues. C. Schooley stated there have been approximately 4,000 additional camping unit nights compared to 2019. D. LaFontaine asked where this additional revenue would go. C. Schooley stated these additional would go towards reducing our department's tax levy. However, in years where there have been revenues exceeding the budgeted amount, the department has been allowed to place some of those funds into their Capital Projects non-lapsing account. If this is the case at the end of the year, Schooley stated he would make this request to the Committee.

- g. Forestry revenue report. F. Schubert stated it was a very slow month. We did receive our settlement for the performance bonds issue (discussed at previous meetings) which was \$35K, which is listed under parks miscellaneous revenue.
- h. Parks & Forestry vouchers. No discussion.

Motion by D. LaFontaine and second by A. Breu to approve vouchers. Motion carried.

Return to Item #6, ATV Trail System update.

15. Future Agenda Items

16. Set next regular meeting date: November 5, 2020 at 9:00am at *Wood County Highway Department*, 555 17th Ave North, Wisconsin Rapids, WI 54495

17. Adjournment. Meeting adjourned at 10:22 am.

Recording Secretary: Sandra Green, Parks & Forestry, Office Supervisor



Wood County WISCONSIN

OFFICE OF
HIGHWAY COMMISSION

Roland Hawk
COMMISSIONER

October 1, 2020

To: Highway, Infrastructure & Recreation Committee

From: Roland Hawk, Highway Commissioner

Subject: Commissioner Report for October 1, 2020 HIRC meeting

Department Activities

Personnel

Commissioner working with HR & Carlson Dettmann consultant to finalize Classification & Compensation Study as related to the Highway Department.

Business hours switched to 7 AM – 3 PM Monday September 28, 2020.

Administrative Assistant position is posted until October 5, interviews will be scheduled later in the month of October.

Highway Department will conduct its fall Safety Training Day on Friday October 2.

Public Relations

(On going) Commissioner is working with Steve Budnik, Community Resource Supervisor with Wood County Human Services Department to coordinate space to park some of the County's buses under roof at the Marshfield Highway Facility. Steve & Roland have agreed on terms and will develop an MOU to facilitate a lease.

(On going) City of Marshfield has made a formal request to reduce the speed limit on CTH Y (West Adler Street) from the west city limits to Lincoln Avenue to 35 mph. The current speed limit transitions from 55 mph just west of the city limits to 45 mph for approximately 3000 feet then reduces to 35 mph for 1000 feet then to 25 mph for 500 feet to Lincoln Avenue. Highway staff are conducting a speed study from W Ives Street to Lincoln Ave.

(On going) The City of Marshfield also made a request to remove parking from the south side of Adler Street from the west city limits to the current no-parking zone that starts approximately 200 feet west of Sycamore Avenue on the south side of Adler Street. The City has agreed to enforce the no parking zone.

Previous HIRC approved the sale of a 5 acre outlot at the Highway property located in the Town of Cary to an adjacent property owner. Landowner was being flooded when the quarry was pumped down during crushing operations. Survey was completed in early 2020 and property owner has completed documents to combine outlot with existing property. Commissioner to complete transaction in October. *Agenda Item.*

Highway Projects

Accounting Supervisor Report

By John Peckham, Wood County Highway Department Accounting Supervisor

HIRC Meeting

Revenues

Revenues are as anticipated.

Bituminous revenues for the year are on target. In October, we will receive the final GTA 2020 payment in the amount of \$630,897.20. With county construction projects winding down, State and Local charges are picking up.

Expenses

Expenses are as anticipated.

Expenses to local governments are picking up as we are completing our County projects and moving on to municipals.

Other

Roland and I met with the Operations Committee regarding our budget. They were happy with what we presented. We are requesting a no-increase levy.

9/23/2020

County of Wood
DETAILED INCOME STATEMENT W/SUBTOTALS
 Highway Departmentwide
 Wednesday, September 30, 2020

	Actual	2020 Budget	Variance	Variance %
REVENUES				
Intergovernmental Revenues				
43531 State Aid-Transportation	\$1,892,691.60	\$2,194,425.00	(\$301,733.40)	(13.75%)
43534 State Aid-LRIP		218,258.00	(218,258.00)	(100.00%)
Total Intergovernmental	1,892,691.60	2,412,683.00	(519,991.40)	(21.55%)
Licenses and Permits				
44101 Utility Permits	20,660.00	1,050.00	19,610.00	1,867.62%
44102 Driveway Permits		860.00	(860.00)	(100.00%)
44260 Moving Permits		1,025.00	(1,025.00)	(100.00%)
Total Licenses and Permits	20,660.00	2,935.00	17,725.00	603.92%
Intergovernmental Charges for Services				
47230 State Charges	702,640.16	1,702,757.00	(1,000,116.84)	(58.74%)
47231 State Charges-Highway	184,005.47	232,838.00	(48,832.53)	(20.97%)
47232 State Charges-Machinery	19,075.49		19,075.49	0.00%
47300 Local Gov Chgs	312,790.52	594,327.00	(281,536.48)	(47.37%)
47330 Local Gov Chgs-Transp	699,090.50	1,277,200.00	(578,109.50)	(45.26%)
47332 Local Gov Chgs-Roads		420,187.00	(420,187.00)	(100.00%)
47333 Local Gov Chgs-Bridges	(11,773.74)	78,103.00	(89,876.74)	(115.07%)
Total Charges to Other Governments	1,905,828.40	4,305,412.00	(2,399,583.60)	(55.73%)
Interdepartmental Charges for Services				
47470 Dept Charges-Highway	1,811,957.16	2,169,804.00	(357,846.84)	(16.49%)
Total Interdepartmental Charges	1,811,957.16	2,169,804.00	(357,846.84)	(16.49%)
Total Intergovernmental Charges for Services	3,717,785.56	6,475,216.00	(2,757,430.44)	(42.58%)
Miscellaneous				
48100 Interest	1.11		1.11	0.00%
48300 Gain/Loss-Sale of Property	185,060.00		185,060.00	0.00%
48340 Gain/Loss-Sale of Salvage and Waste	4,514.80	6,700.00	(2,185.20)	(32.61%)
48500 Donations	13,584.37		13,584.37	0.00%
Total Miscellaneous	203,160.28	6,700.00	196,460.28	2,932.24%
Other Financing Sources				
49110 Proceeds from Long-Term Debt		2,300,000.00	(2,300,000.00)	(100.00%)
Total Other Financing Sources		2,300,000.00	(2,300,000.00)	(100.00%)
TOTAL REVENUES	5,834,297.44	11,197,534.00	(5,363,236.56)	(47.90%)
EXPENDITURES				
Public Works-Highway				
53110 Hwy-Administration	268,668.78	351,879.80	83,211.02	23.65%
53120 Hwy-Engineer	171,039.07	254,866.05	83,826.98	32.89%
53191 Hwy-Other Administration	262,030.75	335,532.33	73,501.58	21.91%
53210 Hwy-Employee Taxes & Benefits	(1,053,545.63)	1,753,982.36	2,807,527.99	160.07%
53220 Hwy-Field Tools	(269.85)	(1,839.92)	(1,570.07)	85.33%
53230 Hwy-Shop Operations	205,711.73	247,343.16	41,631.43	16.83%
53232 Hwy-Fuel Handling	(14,027.15)	(23,105.00)	(9,077.85)	39.29%
53240 Hwy-Machinery Operations	(855,397.69)	92,274.18	947,671.87	1,027.02%
53260 Hwy-Bituminous Ops	118,400.79	230,793.04	112,392.25	48.70%
53262 Hwy-Bituminous Ops	21,864.91		(21,864.91)	0.00%
53266 Hwy-Bituminous Ops	1,573,631.57	1,856,661.62	283,030.05	15.24%
53270 Hwy-Buildings & Grounds	119,928.82	181,404.12	61,475.30	33.89%
53290 Hwy-Salt Brine Operations	21,346.47		(21,346.47)	0.00%
53291 Hwy-Salt Brine Operations	(28,627.33)	150.00	28,777.33	19,184.89%
53281 Hwy-Acquisition of Capital Assets	365,033.76		(365,033.76)	0.00%
53310 Hwy-Maintenance CTHS		21,950.55	21,950.55	100.00%
53311 Hwy-Maint CTHS Patrol Sectn	1,443,333.03	1,907,786.45	464,453.42	24.35%
53312 Hwy-Snow Remov	588,221.86	802,481.54	214,259.68	26.70%
53313 Hwy-Maintenance Gang	110,041.85	103,111.16	(6,930.69)	(6.72%)
53314 Hwy-Maint Gang-Materials	7,227.36	2,900.00	(4,327.36)	(149.22%)
53320 Hwy-Maint STHS	819,211.41	1,442,910.19	623,698.78	43.23%
53330 Hwy-Local Roads	1,544,376.68	1,195,139.14	(349,237.54)	(29.22%)

9/23/2020

County of Wood
DETAILED INCOME STATEMENT W/SUBTOTALS
 Highway Departmentwide
 Wednesday, September 30, 2020

	Actual	2020 Budget	Variance	Variance %
53340 Hwy-County-Aid Road Construction	122,343.17	456,930.91	334,587.74	73.23%
53341 Hwy-County-Aid Bridge Construction	218,999.14	131,193.61	(87,805.53)	(66.93%)
53490 Hwy-State & Local Other Services	305,925.64	555,188.46	249,262.82	44.90%
Total Public Works-Highway	6,335,469.14	11,899,533.75	5,564,064.61	46.76%
Capital Outlay				
57310 Highway Capital Projects	2,098,591.20	2,132,862.32	34,271.12	1.61%
Total Capital Outlay	2,098,591.20	2,132,862.32	34,271.12	1.61%
TOTAL EXPENDITURES	8,434,060.34	14,032,396.07	5,598,335.73	39.90%
NET INCOME (LOSS) *	(2,599,762.90)	(2,834,862.07)	235,099.17	(8.29%)



Parks & Forestry Department Reports

Thursday, October 1, 2020



Director Report, by Chad Schooley

- Continue working with Finance Department and Operations Committee on 2021 budget
- Will be meeting with potential vendor for providing concessions and rental equipment at Powers Bluff this winter
- Attending ATV route planning meeting on Sept. 24 to include Sheriff Dpt, Hwy Dpt, and P&F Dpt staff
- A fee summary sheet is included in your packet showing the past several years. I will be bringing recommendations for any fee changes to the meeting.
- Emergency Management Director Steve Kreuser has asked if we would be interested in a storm shelter, which would be funded primarily with state/federal funding, in one of our parks. I have asked for more details, and have invited Director Kreuser to attend our meeting to provide additional detail.
- **Special Use Permits**
 - None at this time.

Construction Supervisor Report, by Dennis Quinnell

Current Projects

- The North Park wood fence is nearing completion.
- The ATV intensive use area; we have removed fencing, moved the wash down, moved the gate, removed trees, poured concrete sidewalk and replaced some lights. We will return after the paving is completed to finish landscaping.

Maintenance Operations

- All park areas and facilities are in good condition. We are working towards the end of season. This has been a busy camping season.
- We are replacing the gate at the east end of the Red Beach field in South Park.
- Two concrete memorial benches will be placed this month.

Employee Matters

- Due to not having E.M. release workers, we will be keeping a 2-3 LTE's on staff for setting up the Powers Bluff Winter Recreational Area.

Office Supervisor Report, by Sandra Green

Snowmobile / ATV

- Continued working on confirming number of funded miles for snowmobiles. Working with the State DNR and the individual snowmobile clubs.
- We will have a volunteer couple GPS'ing all 265.9 of our snowmobile trails this winter. They are members of the Vesper Snow Drifters and he runs the groomer.
- The DNR will be putting together an all snowmobile club conference/Webex meeting to discuss miles and funding. This will occur when the DNR Grant Manager(s) are available.
- Attended the 1st Snowmobile AWSC meeting of the season on September 14th in Sherry. Handed out easements, contracts, and additional information to each club.
- Continuing to work with the DNR regarding the funding of the snowmobile bridges.
- Attended the snowmobile funding meetings virtually on 9/21.
We were approved for two snowmobile bridge grants. One for the Bakerville Sno Rovers for repair/rehabilitation for \$25,000 and the other for the Vesper Snow Drifters for a complete replacement for \$149,000.
- Attended an ATV Planning meeting on September 24, 2020 at the Hwy. Dept.
- Worked with Paul Bernard in P&Z on beginning the process to learn how to use the GIS system to update the ATV routes. I received my login information and began to teach myself how to do this. This is the beginning of many areas that will allow us to have more access and control for parks items in the GIS system.
- Continued to work with Roland Hawk, Highway Commissioner on what road routes are opening within the County for ATV's and status of others.

Office

- JUNE tally of total phone calls to this office breaks down below. It shows how extremely busy we were (Sue and I) in the front office from June 1st – June 30th.
A total of 1,485 incoming phone calls over the course of 22 work-days which equals out to 68 calls PER WEEKDAY (M-F) and 9 calls per hour. When I receive July & August, I will share that information as well.
- COVID19 questions and concerns have increased a bit, which is expected considering the rise in cases in Wood County.
- Updated our website, Facebook & Instagram with miscellaneous announcements.
- During the week of September 21-27, we ran a special honoring EMS, First Responders, etc. for buy one-get one free night of camping.
- Ordered various supplies for the outlying campgrounds.
- Sent out a news release regarding the ATV Intensive Use Area parking lot construction.
- Attended the October Wellness meeting on 9/17/2020.
- Worked on finalizing budget non-lapsing funds for 2021.
- Completed work on the 2021 budget.
- Organized the next ATV planning meeting and will be held on September 24th at Hwy.
- Filed, organized and did some catching up from over the summer when I was not able to.
- Researched pagers for the Forest Administrator & Tech position. Working with Emergency Management, Erik Engel on this.
- Renewed my State of WI DFI Notary for 4 years.

Forest Administrator, by Fritz Schubert

- Participated in annual Wood County Forest - WDNR Partnership and planning meeting.
- Developed 2021 Harvest Schedule and recon plans.
- Submitted annual County Forest Road Aid paperwork to WisDOT.
- Timber Sale Establishment (Compartment 40).
- Cut many large White Pine trees associated with ATV parking lot improvement project. Organized work days (1 ½) which included volunteer assistance from 5 DNR forestry personnel. Trees were cut, merchantable wood was stacked, and tops were chipped for use at our public shooting range.
- DNR dozers began a site prep. project in compartment 71, north of HWY 54.
- Participated in WCFA Personnel Committee and annual performance review of WCFA Executive Director.
- Researched parcel(s) of land for sale adjacent to Wood County Forest.
- Finished Draft Chapter 700 of Wood County Forest 15-Year plan. Unfortunately it did not make it into October Agenda and packet. It will be included in November Agenda.
- Forestry Tech. has been working at Powers Bluff on service road/multi-use trail development project.
- Forestry Tech. has been mowing several forest roads and hunter parking areas as machinery is available.
- Cleaned up and mowed public shooting range.
- Marked public firewood cutting areas.

WOOD COUNTY PARKS & FORESTRY DEPARTMENT REVENUE SUMMARY 2020

SEPTEMBER REVENUE - OCTOBER HIRC							
BUDGETED REVENUES	46721 SOURCE	FEES	YTD REVENUE 2020	YTD REVENUE 2019	SEPT REV 2020	SEPT REV 2019	ACTUAL REV 2019
\$ 290,000.00	Camping Reservations (PAYPAL & In Office Cash/Check) All site types.	\$10 Resv. Fee+/\$18/\$21/\$23/\$26/\$33	\$357,005.97	\$ 271,707.51	\$41,865.40	\$ 22,624.28	\$ 278,508.81
\$ 84,000.00	Camping Self-Registration, All site types	\$18/\$21/\$23/\$26/\$33	\$109,645.50	\$ 67,703.33	\$21,515.64	\$ 18,801.90	\$ 76,893.84
\$ 30,000.00	Campground Firewood Sales	\$6 per rack	\$38,980.09	\$ 24,512.50	\$7,404.74	\$ 4,739.50	\$ 25,949.36
\$ 7,000.00	Ice	\$3 (7 lbs.) /\$6 (20 lbs.)	\$8,264.39	\$ 5,049.77	\$776.30	\$ 629.38	\$ 5,058.30
\$ 1,700.00	Non-Camper Dump Fee	\$7	\$1,810.67	\$ 1,254.04	\$338.39	\$ 335.55	\$ 1,530.81
\$ 900.00	Camper Storage Fee	\$15/wk - \$60/mo	\$533.65	\$ 345.98	\$278.67	\$ 156.40	\$ 630.33
\$ 900.00	Washer/Dryer	\$2 wash / \$2 dry/\$1 Laundry Pods	\$383.64	\$ 670.62	\$101.18	\$ 162.09	\$ 742.65
\$ 54,600.00	Shelters Enclosed (SP, NP, DX, PB, Nepco, ATV)	\$100/\$150/\$175/\$200/\$225	\$38,902.27	\$ 33,232.23	\$5,165.88	\$ 2,668.25	\$ 43,755.47
\$ 10,000.00	Shelters - Open (DX, SP, RSBP, White Sands)	\$75/\$125	\$8,857.73	\$ 6,270.14	\$639.81	\$ 710.90	\$ 6,507.11
\$ 900.00	General Park User Fees (outside of normal shelter fee areas)	\$50 / \$10 per picnic table	\$616.11	\$ 663.50	\$0.00		\$ 710.89
\$ 20,000.00	Powers Bluff Winter Recreation Tickets, Parties, Rentals & Concessions	\$10/\$15/\$250/\$450/\$500	\$31,810.06	\$ 28,249.00	\$0.00	\$ 426.54	\$ 29,102.08
\$ 2,000.00	X-Country Skiing	\$5/daily; \$15/annual; \$40/family	\$1,493.84	\$ 1,855.64	\$0.00		\$ 2,046.16
\$ 6,000.00	Disc Golf	\$2 / \$4 / \$20 / \$40 (2019 Inc.)	\$6,192.14	\$ 3,787.11	\$697.63	\$ 257.82	\$ 4,004.17
\$ 2,000.00	Parks Pulpwood	Market Price	\$0.00	\$ -	\$0.00	\$ -	\$ 1,758.89
\$ 20,000.00	Boat Launch	\$20/annual; \$5/daily	\$24,047.21	\$ 19,534.74	\$983.89	\$ 1,021.80	\$ 19,828.58
\$ 1,000.00	45123 - Violations (non-tax)	\$50.00	\$600.00	\$ 395.00	\$50.00	\$ 100.00	\$ 495.00
\$ 18,000.00	Miscellaneous*	\$35K Forestry Court Settlement & NW Peddle & Paddle	\$61,794.87	\$ 9,904.78	\$35,503.37	\$ 48.63	\$ 16,110.73
\$ 1,000.00	Gift Certificates	Gift Certificates (92 @ \$10 ea from HD (nontax)/Fit Families + 1 @ 50 Taxed)	\$966.00	\$ -	\$966.00	\$ -	\$ -
\$ 550,000.00			\$691,904.14	\$475,135.89	\$116,286.90	\$52,683.04	\$513,633.18
Misc. *PB Land Rental, General Donations, Hay Cutting, Scrap Metal, Cost of replacement of damaged materials in campgrounds (firepits), etc.							
\$ 5,000.00	Powers Bluff Project Donations Non-Lapsing	Informational purposes only. CASH/CHECK/PAYPAL	\$26.00	\$ 715.11	\$0.00	\$ 90.00	\$ 1,711.11
\$ 385,000.00	46813 - Timber Sales & Wood Cutting (90%/Cty & 10%/Towns) - Net to County = \$346,500	CONTRACTED	\$173,774.61	\$ 188,312.98	\$27.00	\$ 7,435.47	\$ 259,456.44
New Line / 2020	Auctions - Non-Lapsing	WI Surplus	\$3,932.00	\$ -	\$0.00	\$ -	\$ -

*REFUNDS PROCESSED IN PAYPAL ARE REFLECTED ON THIS REPORT. REFUNDS PROCESSED VIA CHECK/CASH/JE WILL SHOW AT EOY.

What's New 2020: Added the White Sands Shelters under OPEN Shelters.

Added a Gift Certificate line to track how much we sell each year. This revenue was listed under "Misc" in the past.

Added an Auction Line.

FOREST ADMINISTRATOR
REVENUE REPORT & TIMBER SALE BALANCES

Sep-20

CONTRACT	TRACT	CONTRACTOR	CONTRACT AWARD AMOUNT	CONTRACT AWARD DATE	CONTRACT EXPIRATION DATE	\$ RECEIVED CURRENT MONTH	AMOUNT BILLED TO DATE CURRENT YR	AMOUNT RCVD TO DATE CURRENT YR	ENDING MONTH BALANCE
719	9-13	SCHREINER	47,060.00	10/03/13	03/31/21		\$0.00	\$0.00	\$0.00
724	14-13	FUTUREWOOD	28,856.00	06/05/14	03/31/21		\$0.00	\$0.00	\$0.00
741	8-15	THURS LOGGING	23,936.00	04/07/16	03/31/21		\$3,417.68	\$3,417.68	\$0.00
744	2-16	DELANEY FP	26,079.50	04/07/16	03/31/21		\$0.00	\$0.00	\$0.00
748	5-16	FUTUREWOOD	18,522.10	10/06/16	12/31/20		\$0.00	\$0.00	\$0.00
749	6-16	FUTUREWOOD	33,638.00	10/06/16	12/31/20		\$0.00	\$0.00	\$0.00
758	13-16	FUTUREWOOD	37,074.50	11/14/17	12/31/20		\$14,768.80	\$15,407.25	\$638.45
762	4-17	FUTUREWOOD	14,431.60	11/14/17	12/31/20		\$0.00	\$0.00	\$0.00
764	6-17	FUTUREWOOD	14,091.00	11/17/17	12/31/20		\$0.00	\$0.00	\$0.00
765	2-17	FUTUREWOOD	16,850.05	07/02/18	06/01/21		\$23,420.66	\$23,420.66	\$0.00
766	7-17	YODER LOGGING	6,120.00	07/02/18	06/01/21		\$0.00	\$0.00	\$0.00
767	2-18	WIITALA & VOZKA	189,002.00	07/07/18	12/31/20		\$0.00	\$0.00	\$0.00
770	6-18	LAMBERT FP	64,706.00	07/07/18	06/01/21		\$27,580.08	\$27,580.08	\$0.00
771	3-18	YODER LOGGING	64,671.00	07/07/18	07/01/21		\$39,548.17	\$39,548.17	\$0.00
773	7-18	KOERNER	22,990.00	03/29/19	04/01/21		\$0.00	\$0.00	\$0.00
775	9-18	COUNTRY F.P.	37,260.00	03/29/19	04/01/21		\$0.00	\$0.00	\$0.00
776	10-18	FUTUREWOOD	15,998.50	03/29/19	04/01/21		\$1,553.73	\$1,553.73	\$0.00
777	1-19	KOERNER	38,680.50	03/29/19	04/01/21		\$0.00	\$0.00	\$0.00
755		FIREWOOD				\$20.00			

CR

Payments Received This Month:

\$20.00

638.45

2020 Budgeted Total Revenues

\$385,000

2020 Total County Forestry Revenues this month (90%) \$

18.00

2020 Total Township Revenues this month (10%):

\$2.00

Jobs Finished

Jobs Started

Jobs Continuing

Jobs Gone Inactive

2020 TOTAL NET FORESTRY REVENUE TO DATE: \$ 173,765.60

All questions must be answered completely and accurately. WEM and FEMA staff reviewing the application will not be familiar with your community, the specific project area, or the need for the proposed project. Therefore, it is the responsibility of the subapplicant to ensure that their subapplication addresses all of the required items. This is particularly important given the competitive nature of the grant program. If you are unsure as to the meaning of a particular question, contact WEM prior to attempting to answer that question.

1. PROJECT COST ESTIMATE

Section 404-HMGP Funds Requested:

Total:	\$450,000.00
Federal Share (75%):	\$337,500.00
State Share (12.5%):	\$56,250.00
Subapplicant Share (12.5%):	\$56,250.00
Other Funding Sources:	\$0.00

2. PROJECT TITLE AND DESCRIPTION

Wood County, City of Wisconsin Rapids Community Safe Room Building. The County of Wood would like to construct a community safe room in the South Wood County Park area. This area is host to a 73 campsite campground, and also plays host to the State Water Ski Show tournament on an annual basis. This tournament brings approximately 1500 people to spectate for 4 days in July. During this time there have been wind storms and severe thunderstorms on a fairly regular basis. By having this safe room it will offer more options for sheltering during tournament time as well as throughout the year in the campground. The loss of life and increased safety are the two biggest impacts that this safe room would contribute.

3. PROJECT LOCATION (Include maps and photographs) We need pics and a location gps

Road or street address, geographic landmarks, latitude and longitude in decimal degrees (NOT degrees/minutes/seconds), legal description, etc. Provide a map showing the range and town sections for the project area. Indicate the project site on this map.

Include a current locally-adopted floodplain map or flood insurance rate map (FIRM) indicating the project location. This may be available from your local floodplain administrator located in the planning, zoning, or engineering office. Maps and Flood Insurance Studies can also be downloaded from the FEMA Map Service Center at <https://msc.fema.gov/portal>.

Include several clear, color photographs of the location for the proposed project site from different angles. Electronic photograph submissions are preferred.

4. DETAILED DESCRIPTION OF PROBLEM

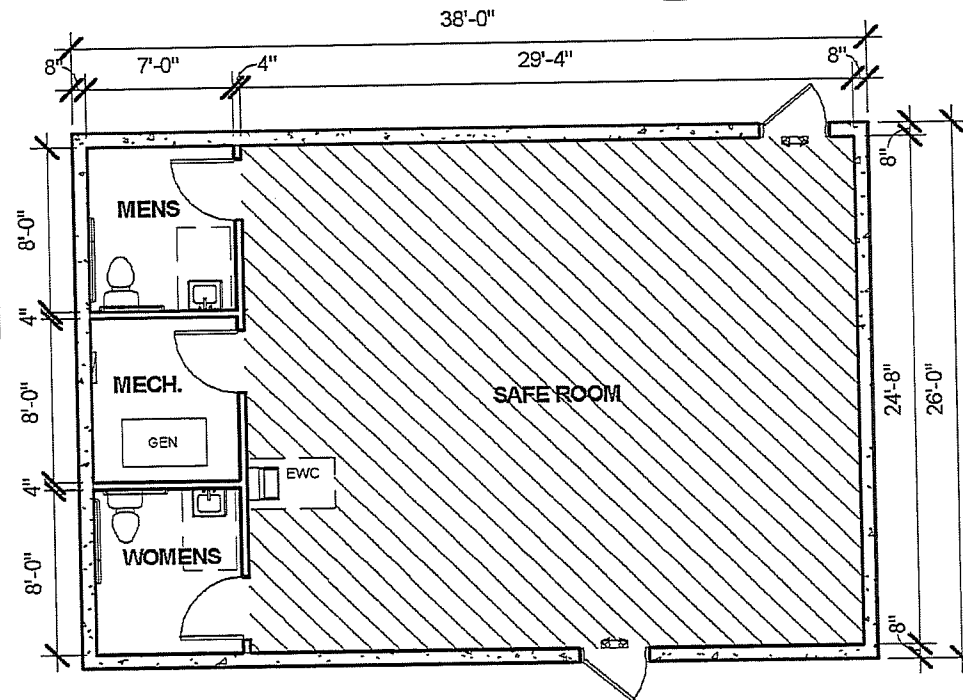
There are many occasions in Wisconsin Rapids, Grand Rapids, and particularly South Wood County Park, where there are a multitude of individuals camping and enjoying the recreational opportunities that Wood County has to offer. By building this safe room it would provide us the opportunity to provide safe shelter during severe or inclement weather, and could double as a charging station during long term power outage events. We would like to equip this shelter with both solar and generator power options in order to serve the residents of Wood County in power outage situations. We would also like an HVAC unit so that this can be used during the winter as well. There are 73 campsites that would benefit from this safe room, and countless other visitors to the lake, campground and tournament locations.

**USABLE SPACE/OCCUPANCY
CALCULATIONS**

Usable Space: 723.5 square feet
(24'8" x 29'4") LESS 13.5 square
feet for the electric water cooler
= 710 square feet of usable
space.

Occupancy: 136 ambulatory
occupants x 5 square feet = 680
square feet PLUS 2 wheelchair
occupant x 10 square feet = 20
square feet = minimum of 700
square feet required.

136 - AMBULATORY OCCUPANTS
2 - WHEELCHAIR OCCUPANT
138 - TOTAL OCCUPANTS

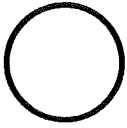


Proposed Floor Plan - Prairie Lake Estates

SCALE: 1/8" = 1'-0"

FEES	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021
Non-Electric Camp	\$15	\$15	\$15	\$16	\$16	\$16	\$16	\$16	\$16	\$16	\$18	\$18	\$18	\$18	\$18
Electric 30/50 amp Camp	\$5	\$5	\$20	\$21	\$21	\$21	\$21	\$21	\$21	\$21	\$23	\$23	\$23	\$23	\$23
Waterfront													\$26	\$26	\$26
Water / Sewer / Electric	\$0	\$0	\$0	\$0	\$28	\$28	\$28	\$28	\$28	\$28	\$30	\$30	\$30	\$30	\$30
OFF SEASON - NON-E													\$15	\$15	\$15
OFF SEASON - ELEC													\$20	\$20	\$20
OFF SEASON - FULL HOOKUP													\$30	\$30	\$30
GROUP 1 - Dexter											\$125	\$125	\$150	\$125	\$125
GROUP 2 - Dexter											\$100	\$100	\$120	\$100	\$100
GROUP 3 - Dexter											\$125	\$125	\$150	\$125	\$125
GROUP - NORTH											\$100	\$100	\$120	\$100	\$100
RESERVATION FEE			\$10	\$10	\$10	\$10	\$10	\$10	\$10	\$10	\$10	\$10	\$10	\$10	\$10
SKI SHOW - RESER - ELEC													\$200	\$200	\$200
SKI SHOW - RESERVE - NON-E													\$170	\$170	\$170
SKI SHOW - NONR - ELEC													\$26	\$26	\$26
SKI SHOW - NONR - NON-E													\$21	\$21	\$21
Ski - Daily	\$4	\$4	\$4	\$4	\$4	\$4	\$5	\$5	\$5	\$5	\$5	\$5	\$5	\$5	\$5
Ski - Annual	\$10	\$10	\$10	\$10	\$10	\$10	\$15	\$15	\$15	\$15	\$15	\$15	\$15	\$15	\$15
Ski - Family	\$25	\$25	\$25	\$25	\$25	\$25	\$30	\$30	\$30	\$30	\$40	\$40	\$40	\$40	\$40
1st Session Tube	\$5	\$5	\$5	\$6	\$6	\$6	\$6	\$6	\$6	\$6	\$8	\$8	\$10	\$10	\$10
2nd Session Tube	\$7	\$7	\$8	\$8	\$8	\$8	\$8	\$8	\$8	\$8	\$9	\$9	\$10	\$10	\$10
3rd Session Tube	\$7	\$7	\$8	\$8	\$8	\$8	\$8	\$8	\$8	\$8	\$9	\$9	-	-	-
Tube/Ski Parties (1T = 1 TUBE HILL / 2T = 2 TUBE HILLS / 1S = 1 SKI HILL / 1TS = 1 TUBE HILL & 1 SKI HILL) / 2TS = 2 TUBE HILLS AND 1 SKI HILL)	\$25.00 + \$140.00 MIN	\$25.00 + \$140.00 MIN	\$25.00 + \$140.00 MIN	\$200.00/\$320.00 /\$8	\$200.00/\$320.00 /\$8	\$200.00/\$320.00 /\$8	\$200.00/\$320.00 /\$8	\$200.00/\$320.00 /\$8	\$200.00/\$320.00 /\$8	\$200.00/\$320.00 /\$6	\$225/\$300/\$325/\$400	\$225/\$300/\$325/\$400	(1T) \$350/ (1S) \$250 (2T) \$450/ (1TS) \$450/ (2TS) \$500	(1T) \$350/ (1S) \$250 (2T) \$450/ (1TS) \$450/ (2TS) \$500	(1T) \$350/ (1S) \$250 (2T) \$450/ (1TS) \$450/ (2TS) \$500
Dump Station	\$5	\$5	\$5	\$5	\$5	\$5	\$5	\$5	\$5	\$5	\$7	\$7	\$7	\$7	\$12
Shelter - DX ENC	\$75	\$75	\$75	\$100	\$100	\$100	\$100	\$100	\$100	\$100	\$100	\$100	\$100	\$100	\$100
*Holiday Rate													\$150	\$150	\$150
Shelter - DX - OPEN													\$50	\$50	\$50
*Holiday Rate													\$75	\$75	\$75
Shelter - SPO	\$75	\$75	\$75	\$75	\$75	\$75	\$75	\$75	\$75	\$100	\$100	\$100	\$100	\$100	\$100
*Holiday Rate													\$150	\$150	\$150
Shelter - RSBP	\$0	\$0	\$0	\$0	\$0	\$125	\$125	\$125	\$125	\$150	\$150	\$150	\$150	\$150	\$150
*Holiday Rate													\$200	\$200	\$200
Shelter - WSBO													\$75	\$75	\$75
*Holiday Rate													\$100	\$100	\$100
Shelter - WSBP w/Kitchen													\$100	\$100	\$100
*Holiday Rate													\$125	\$125	\$125
Shelter - SPE	\$150	\$150	\$150	\$150	\$150	\$150	\$175	\$175	\$175	\$200	\$200	\$200	\$200	\$200	\$200
*Holiday Rate													\$250	\$250	\$250
Shelter - NPE	\$0	\$0	\$150	\$175	\$175	\$175	\$175	\$175	\$175	\$200	\$200	\$200	\$200	\$200	\$200
*Holiday Rate													\$250	\$250	\$250
Shelter - NEPCO	\$200	\$200	\$200	\$225	\$225	\$225	\$225	\$225	\$225	\$250	\$250	\$250	\$250	\$250	\$250
*Holiday Rate													\$300	\$300	\$300
Shelter - PB	\$100	\$100	\$100	\$100	\$100	\$100	\$100	\$100	\$100	\$125	\$125	\$125	\$125	\$125	\$125
*Holiday Rate													\$175	\$175	\$175
ATV Shelter (Hwy. 54)													\$75	\$75	\$75
*Holiday Rate													\$100	\$100	\$100
Firewood	\$5	\$5	\$5	\$5	\$5	\$5	\$5	\$5	\$6	\$5	\$6	\$6	\$6	\$6	\$6
ICE - 7# Cubes	\$2	\$2	\$2	\$2	\$2	\$2	\$2	\$2	\$2	\$2	\$2	\$3	\$3	\$3	\$3
ICE - 20# Cubes	\$4	\$4	\$4	\$4	\$5	\$5	\$5	\$5	\$5	\$5	\$5	\$6	\$6	\$6	\$6
Washer/Dryer (\$4) / Pod (\$1)		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$2	\$5	\$5	\$5	\$5
Boat Launch - Daily	\$4	\$4	\$4	\$4	\$4	\$4	\$5	\$5	\$5	\$5	\$5	\$5	\$5	\$5	\$5
Boat Launch - Annual	\$15	\$15	\$15	\$15	\$15	\$15	\$20	\$20	\$20	\$20	\$20	\$20	\$20	\$20	\$20
Camper Storage Weekly	\$10	\$10	\$10	\$10	\$10	\$10	\$10	\$10	\$10	\$15	\$15	\$15	\$15	\$15	\$15
Camper Storage Monthly	\$40	\$40	\$40	\$40	\$40	\$40	\$40	\$40	\$40	\$60	\$60	\$60	\$60	\$60	\$60
Disc Golf - Daily													\$4	\$4	\$4
Disc Golf - Daily CAMPER													\$2	\$2	\$2
Disc Golf - Annual													\$20	\$20	\$20
Disc Golf - Family													\$40	\$40	\$40
General Park User Fee													\$50	\$50	\$50
Violations										\$25	\$25	\$25	\$50	\$50	\$50
FEES	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2020

WOOD COUNTY



RESOLUTION#

Introduced by
Page 1 of 1

ITEM#

6-1

DATE

October 1, 2020

Effective Date

November 1, 2020

Highway Infrastructure and Recreation Committee

CAC

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

INTENT & SYNOPSIS: To authorize the County Clerk to execute a quit claim deed transferring county highway property CSM # 10783 to Peter P. Winistorfer.

FISCAL NOTE: The County will receive \$7,500.00 for the sale of CSM 10783.

Source of Money: Compensation will be put into Wood County Highway Department funds.

		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	Hahn, J			
9	Winch, W			
10	Thao, L			
11	Curry, K			
12	Valenstein, L			
13	Hokamp, J			
14	Polach, D			
15	Clendenning, B			
16	Pliml, L			
17	Zurfluh, J			
18	Hamilton, B			
19	Leichtnam, B			

WHEREAS, Wood County Highway Department received a request from adjacent property owner Peter P. Winistorfer, residing in the Town of Rock, next to Highway Quarry property in the Town of Carry to purchase land from Wood County Highway so property owner may develop methods to prevent future flooding from quarry dewatering;

WHEREAS, the Highway Infrastructure & Recreation Committee (HIRC) directed the Commissioner to negotiate with property owner a sale of five (5) acres to allow property owner ability to remedy flooding issues without redevelopment of existing property;

WHEREAS, the Commissioner used the average cost per acre from recently advertised and sold surplus lands, with reduction for no road access, building restrictions, and wetland limitations;

WHEREAS, Commissioner and property owner agree \$7,500.00 as a fair market value for five (5) acres of undevelopable lands, dotted with high quality wetlands, no street access, and a restriction to construct a dwelling;

NOW, THEREFORE, BE IT RESOLVED, that the County Clerk is authorized and directed to execute the originals of the attached quit claim deed, thereby authorizing the conveyance of CSM # 10783 respectively, with compensation put into Wood County Highway Department funds.

**PROPERTY AND INFORMATION TECHNOLOGY COMMITTEE
MEETING MINUTES**

7

DATE: Tuesday, September 15, 2020
TIME: 9:15 a.m.
PLACE: Wood County Courthouse – County Board Room

PRESENT: Al Breu, Dennis Polach, Laura Valenstein, Bill Winch, Brad Hamilton

OTHERS PRESENT (for part or all of the meeting): Trent Miner, County Clerk;

The meeting was called to order at 9:15 a.m. by Chair Breu.

There were no public comments.

The resolution amending Rule #42 was presented. Moved by Hamilton/Valenstein to approve the resolution and forward it to county board for their consideration. Motion carried unanimously.

Chair Breu declared the meeting adjourned at 9:16 a.m.

Minutes recorded by Trent Miner, County Clerk. Minutes in draft form until approved at the next PIT meeting.

**PROPERTY AND INFORMATION TECHNOLOGY COMMITTEE
MEETING MINUTES**

7

DATE: Monday, October 5, 2020
TIME: 9:30 a.m.
PLACE: Wood County Courthouse – Room 114

PRESENT: Al Breu (via WebEx), Dennis Polach, Laura Valenstein, Bill Winch, Brad Hamilton

OTHERS PRESENT (for part or all of the meeting): Nicole Gessert, Reuben Van Tassel, Lance Pliml (via WebEx), Amy Kaup (via WebEx), Jason DeMarco, Randy Dorshorst (via WebEx), Bill Clendenning, Jason Grueneberg, Ted Ashbeck, John Cain -Venture Architects (via WebEx). **See attached list.**

1. The meeting was called to order at 9:30 a.m. by Chair Breu.
2. Public Comments: County Board Chair, Pliml shared he has been in meetings and discussions regarding broadband incentives.
3. Approve minutes from the previous meeting.

Motion (Hamilton/Valenstein) to approve the minutes from the previous meeting. Motion carried unanimously.

4. Reuben Van Tassel shared background information regarding the 12th street property owned by the County. Mike Spranger - First Weber Realtors, indicated the initial listing price in 2019 was \$595,000. Due to market indications and feedback from Mr. Spranger the price was reduced in February of 2020 to \$499,000.00. Mr. Spranger is now recommending to either drop the price to \$399,000.00 or to explore the option of renovations to divide the space for tenant leasing. Discussion ensued.

Motion (Hamilton/Polach) to drop the asking price for the 12th street property to \$399,000. Motion carried unanimously.

5. (a) Supervisors Winch, and Polach asked for clarification on items within the Information Technology vouchers. Amy Kaup answered general questions pertaining to her department's vouchers.

Motion (Hamilton/Valenstein) to approve the vouchers for the Information Technology Department. Motion carried unanimously.

- (b) Information Technology Director, Kaup shared several projects that her department has been working on as indicated in her Monthly Letter of Comments. Discussion ensued.
6. (a) Supervisors Winch, and Polach asked for clarification on items within the Maintenance vouchers. Van Tassel answered general questions pertaining to his department's vouchers.

Motion (Valenstein/Hamilton) to approve the vouchers for the Maintenance Department. Motion carried unanimously.

- (b) Van Tassel shared information regarding the use of the 12th street property as an additional space due to Covid as indicated in his Monthly Letter of Comments.

(c) Van Tassel shared a request from Child Support to acquire room 112 at the Courthouse instead of meeting room 115. The square footage is the same so the rent will remain the same, and meeting room 115 will be available as an additional meeting space for various County meetings.

Motion (Hamilton/Valenstein) to approve the office move for Child Support. Motion carried unanimously.

7. There was no update for Renewable and Sustainable Committee as they have not met.
8. Sheriff Becker spoke on behalf of the recent jail study. He shared information regarding costs associated with housing inmates in the current jail, and cost with having to transport inmates to other County jails. Lengthy discussion ensued. The Committee decided it would be beneficial to have John Cain from Venture Architects, come to the next meeting to share more information from the jail study.
9. Chair Breu shared that he had spoken with Jason Grueneberg from Planning and Zoning and Jason is not prepared with an updated list of County properties yet. This will be added to next month's agenda.
 - (a) Valenstein shared she has been contacted by property owners adjacent to the Jackson street property (formerly Ebsen Greenhouse) wondering what the County plans to do with the property. There are currently no specific plans for the property.
 - (b) Grueneberg shared information he received from the City regarding reconstruction of West Jackson Street. Lengthy discussion ensued. The Committee decided they would like Grueneberg to share with the City concerns regarding the design not being conducive to accommodate industrial transportation. Also concerns with how a single-lane roundabout at the intersection of West Jackson and 4th Avenue North will affect pedestrian safety as well as functionality due to industrial transportation.
10. Agenda items for the next meeting:
 - John Cain -Venture Architects, regarding the jail study
 - Review a list of County properties
 - Discuss the 17th Avenue property
11. The next Committee meeting will be Monday, November 2, 2020 at 9:30 a.m.
12. Chair Breu declared the meeting adjourned at 11:25 a.m.

Minutes recorded and prepared by Nicole Gessert. Minutes in draft form until approved at the next PIT meeting.

Property & Information Technology Committee Meeting
October 5, 2020

[illegible]



Wood County WISCONSIN

INFORMATION TECHNOLOGY

September 2020

1. Responded to two attempts from the Internet to gain unauthorized access to our public web server. These attacks were detected by our "Albert" sensor provided through the Center for Internet Security (CIS). Network staff, Programmer Analysts, and the CIS Multi-State Information Sharing & Analysis Center (MS-ISAC) worked together to identify the nature of the attacks and were able to determine neither of the attacks were successful thanks to security updates we had in place.
2. Wood County internet and intranet website updates concerning COVID-19 continue to be posted rapidly and continually as we work to keep employees and citizens informed.
3. The IT Security Team continues to expand the Security Awareness Program. To continue to remain in compliance with the KnowBe4 guarantee simulated Phishing tests need to be completed regularly, at minimum once a month.
4. Support for Norwood Healthcare Center and Edgewater Haven Matrix software is ongoing. The Norwood Health upgrade to CareAssist implementation continues and progress is affected by COVID. Train the trainer employee group for CareAssist, POC and eMAR is complete. CareAssist training will be revisited and describing training will be scheduled. New Matrix accounts for all Norwood employees have been created, tested and implemented. The Matrix vendor and new Matrix upgrade team is being very accommodating as the COVID regulations and processes have taken staff resources and slowed the project progress. Additional training for MDS data tracking and submission to CMS (Centers for Medicare & Medicaid), which is not part of the Norwood upgrade project, is scheduled for new staff.
5. Research for a solution to meet new Centers for Medicare & Medicaid mandates concerning claim appeal data submission to a QIO (Quality Improvement Organization) is a priority for IT and Edgewater staff. CMS has allowed only 4 days to comply with new mandates.
6. Implementation of the RtVision OneGov permit system for the first group of permit types for the Highway Department is complete. This permit system is available to for public applications and payment processing on the Wood County website. Additional permit types will be available in the future.



Wood County WISCONSIN

INFORMATION TECHNOLOGY

-
7. The TimeStar, electronic time card and time tracking, system configuration changes is ongoing. IT works to adjust settings as change requests occur. PBJ reports are submitted to CMS (Centers for Medicare & Medicaid) using TimeStar data for both the Edgewater and Norwood Facilities. TimeStar PBJ modifications for Norwood is being manually adjusted by IT before submission to CMS. Issues are due to Norwood's CMS facility ID integration for Norwood PBJ data submissions. PBJ data generation has been updated and tested and new instruction documentation has been created.
 8. Implementation of the Monarch software for the Treasurer's Office was nearly complete and has now encountered more issues. IT is working with the GCS vendor to get this implementation completed. Implementation delays have been due to novice vendor staff that is not familiar with the required configurations. Monarch software interfaces with the Register of Deeds Fidar software and the Treasurer's GCS property tax software. Monarch allows for automated synchronization and work flow processing of deed transfers necessary for maintaining property tax parcel data. Software and service upgrade for the GCS property tax system is scheduled for October, 2020.
 9. Support and upgrades for multiple departmental use of Quicken software is ongoing. Implementation and data conversion for one department with 4 database files is complete. Software upgrade and implementation for 1 remaining department will be scheduled as soon as the Human Services department is able to schedule.
 10. Fidar, software used by the Register of Deeds office, upgrades of the Laredo Connect and Avid products is complete.
 11. Work on the Planning and Zoning Sanitary Permit system continues. Development of the sanitary service module continues. This module will allow service providers to enter pumping, maintenance and inspection data directly into the County permit system.
 12. Continued development work on the Parks and Forestry online reservations software. Planned improvements include greater self service capability for customers, and online sale of permits and passes.
 13. Completed work on COVID-19 related public website functions for the Health Department, including a mask mandate complaint submission system and the gating metrics page which can be updated through a web app by Health Department staff.



Wood County WISCONSIN

INFORMATION TECHNOLOGY

-
14. Obtained project estimates for a historical tax roll scanning and document management project. The project would include scanning, indexing, and digitally storing thousands of handwritten tax roll books that are currently stored in the Treasurer's vault.
 15. Prepared a new Fax server to provide an enhanced document transmission solution for the departments still relying on faxes to communicate with outside agencies. During this project old analog fax lines were converted to a VOIP (Voice Over IP) fax server. This provides the ability to implement fax services without the need to run additional wiring. Efax also allows for users to fax directly from their email and can direct received faxes to specific copiers, or email them to specific people. This solution will also eliminate the need to maintain and replace some hardware devices that support the County phone system. Human Services, IT, and HR departments fax lines have all been migrated to the new eFax Solution.
 16. Assisted in scheduling and monitoring several committee meetings.
 17. Completed work on the Laserfiche, document scanning software, implementation for the Jail. This replaced their current IMS21 system. This included new setup for Jail users, training, and migrating documents.
 18. We continue with implementation of Two-Factor authentication, with the use of a product called Duo, for all Wood County PCs. This will require a user to provide a password and a second factor, like a hardware token (Yubikey), in order to log onto a computer and access Wood County Resources. We have also started to secure some of our websites with this technology to ensure a compromised password doesn't create a security breach. Continue to configure and install the Duo Two-Factor Authentication client user workstations as users acquire YubiKeys. Created documentation for technicians to assist users with the new process. By week end, Friday, October 2, there will be only a few departments left that will need the Duo client installed. Working to formulate a plan for the implementation for North Annex and Edgewater.
 19. Continue to attend SmartCare implementation and Business Process Analysis meetings.



Wood County WISCONSIN

INFORMATION TECHNOLOGY

-
20. Preparation continues for legacy data migration from TCM to SmartCare. Currently working on writing a utility to pull client documents from IMS, convert them to PDFs, and allow them to be uploaded into SmartCare. Work also started on reviewing how to convert the client notes from TCM to PDFs.
21. Continued work on the state mandated Law Enforcement records conversion project. Finished the majority of CIS Law Enforcement System training for the NIBRS reporting that began September 1st for the Sheriff's department and outside Law Enforcement agencies within the County. This is state and federally mandated to have our CIS system converted to report incidents based off of NIBRS by the start of 2021.
22. Providing continual support of Webex Meetings Webex Room Kit. – Due to COVID-19 additional measures were taken by the IT staff to support many remote worker daily operations. This included the increased use of video conferencing software and hardware. The County has been using Cisco Webex Meetings, Teams, and Roomkits for video conferencing as well as Cisco Jabber for phone access.
23. Continued development of the new Electronic Benefit Enrollment within Employee Self Service, ESS. This development will allow employees to review and make changes to benefits during the open enrollment period. Any elections or modifications to existing benefits will be completed online and will simplify both new enrollment and annual open enrollment. Worked with HR and Finance to set a deployment date for the new electronic benefit election system. Enrollment will be moving from paper to electronic within ESS.
24. Completed the Human Services printer refresh project. 35 machines were placed, with the majority going to HS. IT and HS were able to reduce the number of machines in the county as well as save HS roughly \$27,000 for 2021 printing costs.
- a) Rhyme and IT provided training the day of installs for the new machines, along with extra training the week after to answer any questions users may have.
 - b) Rhyme will come back on site for any training as HS feels it is needed.
 - c) IT has been dedicated to answer questions as they come in on the new machines, to make sure HS can continue to work uninterrupted.
 - d) New solutions have been put in place to help save users from printing and then scanning documents back to themselves for saving.
 - e) New machines to be placed at the Annex are on hold until the building is no longer under quarantine.



Wood County WISCONSIN

INFORMATION TECHNOLOGY

-
25. SharePoint migration and new HS network drive discussions are ongoing between IT and HS. HS has provided IT with a game plan, and we are working out the details for executing it.
 26. Continue to work with departments to clean up file servers. This includes creating unique network drive letters to simplify file sharing and provide more clarity when referencing network shares.
 27. For the month of August, 548 helpdesk requests were created, with staff completing 534 tickets and leaving 191 open requests. These numbers represent service requests from departments throughout the County.
 28. Updated new hire orientation with a new order format and Duo information. All new hires are now required to attend orientation, including contracted, interns, and students.
 29. Continued looking into new phone accounting software, currently demoing a solution.
 30. Planning and preparation for the Digital Audio Recording upgrade continues. Previously CCAP performed a site walk-through of all courtrooms and provided requirements documentation specific to each courtroom. Continue to meet with Courthouse Maintenance and Clerk of Courts developing a project plan for the Digital Audio Recording system install and on a vendor proposal for the DAR cable installation.



Wood County

WISCONSIN

Reuben Van Tassel
Facilities Manager

Letter of Comments September 2020

1. Ongoing Projects and Planning

- a. COVID Projects – Some of the mitigation projects the committee discussed have been completed, most notably the air handler purification systems have been installed at the Courthouse, Jail, and River Block. Several other County facilities are scheduled to have systems installed in the coming weeks as well. Some of the products/materials ordered for additional projects are delayed due to overwhelming demand.
- b. River Block Windows – The first phase of window replacements is scheduled to begin the third week of October. I am working with building occupants to minimize disruption and accommodate what is required for the project.
- c. Corporation Counsel Remodel/Relocation – Mechanical updates are underway in the space on the third floor of the Courthouse where Corp. Counsel will relocate.
- d. Jail Study – The recent completion of a jail study has shown some deficiencies in our existing jail design and infrastructure. Recommendations for updates and new facility options were shared with County Board Supervisors at a special meeting on July 31st. Sheriff Becker is planning to attend the October PIT Committee meeting to discuss facility options.

2. Miscellaneous

- a. Attended a product demo for an add-on to our current asset management software that could streamline our facility inspection and documentation process. I expect to be talking more with the vendor, as this software is still in development but could provide a benefit for our Norwood and Edgewater facilities.
- b. Attended a virtual seminar regarding indoor air quality and HVAC systems.
- c. Our 12th Street property, while it is still for sale, has been useful over the past few months as a couple departments have found a need to meet clients at a location with fewer occupants. This property will be discussed at the next PIT Committee meeting.
- d. Attended Operations, PIT, County Board, HHS, and J & L meetings.



ENGINEERING DEPARTMENT
444 West Grand Avenue
Wisconsin Rapids, WI 54495-2780
Engineering (715) 421-8205 FAX (715) 421-8291

September 25, 2020

COUNTY OF WOOD
P.O. BOX 8095
WISCONSIN RAPIDS, WI 54495

RECEIVED

SEP 28 2020

WOOD COUNTY
PLANNING AND ZONING OFFICE

Subject: **ID 6999-11-08**
City of Wisconsin Rapids
West Jackson Street; West Riverview
Expressway to Jackson Street Bridge
Local Street
Wood County

The City of Wisconsin Rapids, in conjunction with the Wisconsin Department of Transportation (WisDOT), is preparing drawings and specifications for the reconstruction of West Jackson Street in the City of Wisconsin Rapids under Project ID 6999-11-08. The project extends approximately 2,100 feet along West Jackson Street from the West Riverview Expressway to the Jackson Street bridge. A project location map is enclosed.

The purpose of the project is to improve pavement condition and to provide multimodal accommodations.

We would like your input on the project and the conceptual alternative developed that includes reconstruction of the existing roadway with the following elements:

1. Reduction of West Jackson Street to one travel lane in each direction east of 6th Avenue North.
2. Conversion of the West Jackson Street, West Grand Avenue, and 6th Avenue North intersection to an all-way stop.
3. Conversion of the West Jackson Street and 4th Avenue North intersection to either a tee-intersection or a single-lane roundabout.
4. Pavement reconstruction, curb and gutter replacement, street lighting, new pavement marking, new signs, new sidewalk, Americans with Disabilities Act (ADA) compliant curb ramps, and bicycle accommodations in the form of a shared-use path along the south and west sides of the roadway.
5. Replacement or rehabilitation of storm sewer, sanitary sewer, and water main as needed.

Right of way acquisition is anticipated for the project; however, it is anticipated to be primarily in the form of temporary limited easements to match in construction.



ENGINEERING DEPARTMENT
444 West Grand Avenue
Wisconsin Rapids, WI 54495-2780
Engineering (715) 421-8205 FAX (715) 421-8291

Project Web Site

Please visit <https://www.wirapids.org/wjackson.html> to visit the project Web site for additional information, including an exhibit showing the conceptual alternative. Also, we encourage you to share this information with others that may be affected by or have an interest in this project.

The project is currently in the preliminary design phase with design completion scheduled for November 2021 and construction scheduled for 2022.

Your input will help us deliver a successful project that will serve the transportation needs of the area and we encourage you to provide comments by October 16, 2020 to either of the project staff listed below:

Eric D. Hanson, P.E.
Consultant Project Manager
Strand Associates, Inc.[®]
910 West Wingra Street
Madison, WI 53715
Phone: (608) 251-4843
E-Mail: eric.hanson@strand.com

Joe Eichsteadt, P.E.
City Engineer
City of Wisconsin Rapids
444 West Grand Avenue
Wisconsin Rapids, WI 54495
Phone: (715) 421-8251
E-Mail: jeichsteadt@wirapids.org

Persons with a concern for or knowledge about historic buildings and structures and archaeological sites are encouraged to provide comments.

We look forward to talking with you.

Sincerely,

Joe Eichsteadt, P.E.
City Engineer

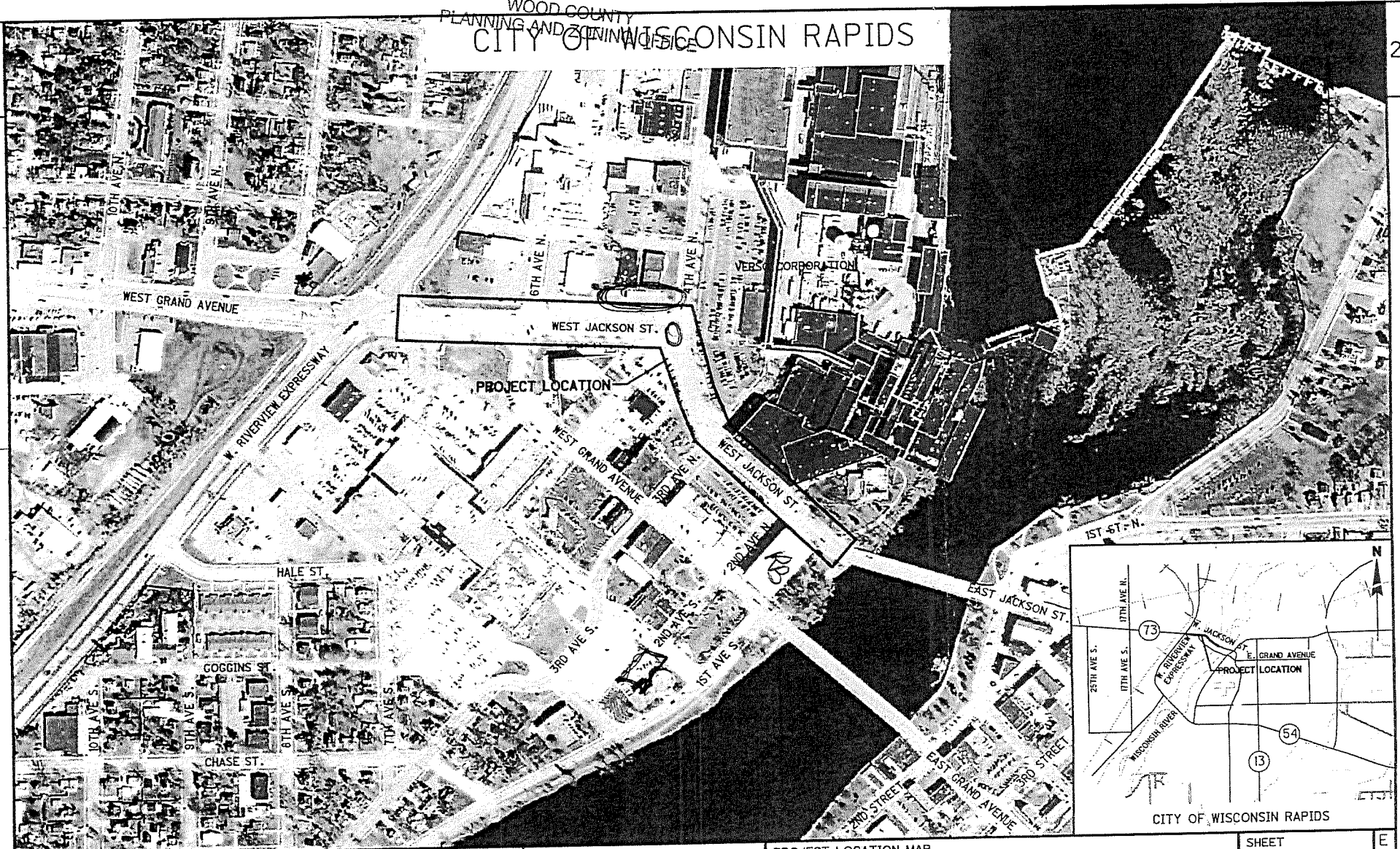
Encl. – Project Location Map

c/encl: Jason Schaeffer, WisDOT North Central Region Local Program
Eric Hanson, P.E., Strand Associates, Inc.[®]

RECEIVED

SEP 28 2020

WOOD COUNTY
PLANNING AND ZONING OFFICE
CITY OF WISCONSIN RAPIDS



PROJECT NO: 6999-11-08

HWY: WEST JACKSON STREET

COUNTY: WOOD

PROJECT LOCATION MAP

SHEET

E

FILE NAME : \$1....designfile....\$1

PLOT DATE : \$1....plottingdate....\$1

PLOT BY : \$1....plotuser....\$1

PLOT NAME :

PLOT SCALE : \$1....plotscale....\$1

WISDOT/CADDIS SHEET 42

8

AGING AND DISABILITY RESOURCE CENTER OF CENTRAL WISCONSIN
ADRC-CW

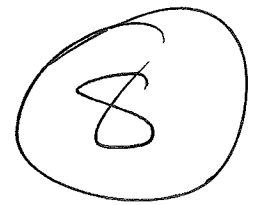
Finance Committee Minutes
Location: 2600 Stewart Avenue; Wausau, WI
Video and Teleconference
July 9th, 2020

Finance Committee Members Present: Norbert Ashbeck, Jim Hampton, Sandi Cihlar, Mike Feirer

Excused:

Others Present: Steve Prell, Jonette Arms, Tim Buttke

1. **Call to Order:**
 - a. Meeting was called to order at 8:45 AM by Norbert Ashbeck
2. **Public Comments:**
 - a. None
3. **Approval of Minutes 6/11/20:**
 - a. Motion to approve the minutes from 06/11/2020 Mike Feirer, second by Jim Hampton. Motion approved.
4. **Discussion/Possible Action – Review Financial Report May 2020:**
 - a. The committee reviewed the reports. There were no questions. Motion to approve by Mike Feirer, second by Jim Hampton. Motion approved
5. **Discussion/Possible Action – Review Monthly Disbursements:**
 - a. Committee reviewed reports. No questions
6. **Discussion/Possible Action – Budget Adjustments**
 - a. Steve explained that the ADRC CW is transferring \$175000 from our C1 grant to the C2 grant according to what is allowed by GWAAR. Because of COVID, we are allowed to make this transfer to better use the funds available to provide Meals on Wheels. Currently our Congregate sites are closed and will likely remain closed until later this fall.
7. **Future Agenda Items:**
 - a. DRAFT 2019 audit
8. **Adjournment:**
 - a. Motion to adjourn made by Jim Hampton, second by Norbert Ashbeck. Meeting adjourned at 9:08 am.



AGING & DISABILITY RESOURCE CENTER OF CENTRAL WISCONSIN BOARD MEETING
Meeting Minutes, Thursday, July 9, 2020, 9:30 A.M.

Mission: The Aging and Disability Resource of Central Wisconsin promotes choice and independence through personalized education, advocacy, and access to services that prevent, delay, and lessen the impacts of aging and disabilities in the lives of adults.

Due to the COVID-19 pandemic and associated public health directives, this meeting was held via video and teleconference.

1. Call to Order: Meeting called to order by Chairman, Tim Buttke at 9:30 am.
2. Roll Call Attendance: Attendance taken by Angela Hansen.
 - Board members: Bill Clendenning, Sandi Cihlar, Mike Feirer, Reinhardt Balcerzak, Dick Hurlbert, Danielle Yuska, Norbert Ashbeck, Dora Gorski, Tim Buttke, Will Hascall, James Hampton, Dona Schwichtenberg
 - Board members excused: Sharon Rybacki
 - Staff attending: Jonette Arms, Erin Wells, Jennifer Cummings, Steve Prell, Ronda James, Pa Thao, and Rhonda Powers
 - Other attendees: Emily Gilbertson, John Schnable
3. Public Comments – The Public Comment portion of the agenda is-suspended-temporarily because the technology necessary to afford the public the opportunity to address the ADRC-CW Board or ADRC-CW staff during public comment is difficult to guarantee, if a large number of individuals have elected to call in.
 - Jonette Arms provided an update related to the Project Lifesaver program in Wood County.
 - Bill Clendenning opposed the mention of the program and asked that it be an official agenda item for the next meeting.
4. Approval of Minutes – 06/11/2020
 - Motion to approve June 11, 2020 Minutes by Mike Feirer, seconded by Danielle Yuska. Motion carried, minutes approved.
5. Report from the Finance Committee

Antigo 715-627-6232 1225 Langlade Rd Antigo, WI 54409	Marshfield 715-384-8479 300 S Peach Ave Suite 1 Marshfield, WI 54449	Merrill 715-536-0311 607 N Sales St Suite 206 Merrill, WI 54452	Wausau 715-261-6070 2600 Stewart Ave Suite 25 Wausau, WI 54401	Wisconsin Rapids 715-421-0014 220 3rd Avenue S Suite 1 Wisconsin Rapids, WI 54495
Toll Free: 1-888-486-9545 Email: adrc@adrc-cw.org Website: www.adrc-cw.org				
<i>WE PROVIDE WELCOMING, TRUSTWORTHY, RESPECTFUL, COLLABORATIVE, AND EMPOWERING SERVICES, PROGRAMS, AND OPPORTUNITIES.</i>				

- Norbert Ashbeck wanted to thank the ADRC-CW for the recent survey work.
 - Steve Prell mentioned the funds received from the CARE Act added to the budget.
 - Motion to approve the Finance Report by Reinhardt Balcerzak, seconded by Mike Feirer. Motion carried, report approved.
6. Discussion/possible action – 2020 Budget Adjustments
- Steve Prell explains budget adjustments due to the ability to transfer funds between programs to support programs impacted by COVID.
 - Unused congregate funds can be carried over to next year if congregate sites do not open this year.
 - Motion to approve the budget adjustments by Sandi Cihlar, seconded by Mike Feirer. Motion carried, budget adjustments approved.
7. Discussion/possible action – Requesting Board approval of policies from Finance Committee
- Motion to approve Budget policy with correction of word “meets” to “meet” by Mike Feirer, seconded by Norbert Ashbeck. Motion approved, policy approved.
 - Motion to approve Distribution of Assets policy with correction of language related to “skip year” by Danielle Yuska, seconded by Sandi Cihlar. Motion approved, policy approved.
 - Motion to approve Reserves policy by Danielle Yuska, seconded by Norbert Ashbeck. Motion approved, policy approved.
8. Discussion/possible action – Opportunity for combined ADRC-CW Advisory Committee and Board, John Schnabl, OAA Programs & Special Projects Manager.
- John Schnabl explained the parameters to combining the Advisory Committee and Board into one aging unit. The makeup should be less than 50 percent elected officials and more than 50 percent older adults (60 and older) according to the Wisconsin Elder Act:
<https://docs.legis.wisconsin.gov/statutes/statutes/46/82>
 - Discussion regarding the Intergovernmental agreement, size of the Board, and impact on the Advisory Committee.
 - Motion to refer the matter to the Executive Committee for review by Dona Schwichtenberg, seconded by Reinhardt Balcerzak. Motion carried, matter referred to the Executive Committee.
9. Discussion/possible action – Adult Protective Services
- a. Amended Intergovernmental Cooperation
 - b. Draft ADRC-CW contract to operate APS/Elder Abuse
- Jonette Arms notes changes to the Intergovernmental agreement under 4.02 and 5.06. No other changes were made to the agreement.
 - All four member county corporation councils have approved the acquisition of APS by the ADRC-CW.
 - Next steps are to have the four member county boards review and then the ADRC-CW Board.
 - Discussion regarding providing more protective language for the length of services, memo of understanding, and the work still ahead.
 - Motion to postpone action by the ADRC-CW Board regarding the acquisition of APS by Norbert Ashbeck, seconded by Will Hascall. Motion carried, action postponed.

10. Discussion/possible action – Area Plan status update to assess progress being made on 2019 and 2020 Aging Program goals, Jennifer Cummings, Director of Aging and Wellness
 - Full report in packet.
 - Jennifer pointed out the impact of COVID on the Aging Plan goals.
 - No action taken
11. Discussion/possible action - ADRC-CW Customer Satisfaction Survey, Pa Thao, Quality Manager
 - Full report in packet.
 - Pa Thao points out areas of interest.
 - Discussion regarding printed materials and their accessibility for customers and a comparison of the results to other ADRCs.
 - No action taken.
12. Discussion/possible action – Director’s Report
 - Full report in packet.
 - Jonette Arms points out the organization’s needs to open safely amidst COVID.
 - Doug Machon’s appointment to the board has been approved by three member counties.
 - ADRC-CW Wear a Mask campaign runs thru Friday, July 10, 2020.
 - Training provided by Katie Hamm is made available to staff unable to attend.
 - Kudos to the nutrition program.
13. Future Agenda Items
 - Executive committee meeting needed
 - Draft budget proposal
14. Adjournment
 - Tim Buttke adjourns the meeting at 11:24 am.

Minutes respectfully submitted by Angela Hansen

8

Central Wisconsin State Fair

Board of Directors Meeting Minutes

Monday, August 17th, 2020 at 7:00 PM

Inside the Junior Fair Building – 513 E. 17th St. Marshfield, WI

ROLL CALL: Dale Christiansen, Peggy Sue Meyer, Scott Karl, Ken Bargender, Bob Ashbeck, Kara McManus, Megan Kunding, & Jeff Viergutz. **Not Present:** Vicki Selz, Nick Wayerski, Brian Varsho, Julie Schooley, Eric Voight

The meeting of the Central Wisconsin State Fair Board was called to order at 7:05 PM in the Fair office building at the Central Wisconsin State Fair Grounds in Marshfield, WI.

Public Comment: None

Approval of Minutes: Minutes from the Special Meeting held on July 6th were presented. Ken Bargender moved to approve, and Scott Karl seconded, all approved. Minutes from the July 27th meeting were presented, and Bob Ashbeck moved to approve, and Megan Kunding seconded, all approved.

Financial Report: The Board received and reviewed a copy of the financial report from Dale Christiansen. A motion was made by Scott Karl to approve the report and seconded by Ken Bargender, all approved.

Dale explained that there was an expense listed that was for chairs that were purchased from the Auburndale Park Assoc. prior to the Fair cancellation. Dale Stated that there has not been a lot of activity however, some money has come in for Winter Storage.

County & City Reports: Bob Ashbeck reported that the Economic Development committee would be meeting to discuss possible payback for the money distributed by the county. Ken Bargender reported no news from the city.

Commission Report: Ken Bargender – Nothing new

Executive Director's Report: All acts from the Fair and grounds entertainment have rolled over until next year's fair except for the Jordan Davis, the will not be resigning until September or October and will be at a higher price.

Picture Parade is doing very well with many exhibitors sending in pictures of their exhibits.

Dale Christiansen is looking into Small Business Disaster Relief loans.

Fair Refunds will be going out within the next week. Totals for Food: -\$3,859, Merchandise: -\$3738. Tickets: -\$2,279, Campground: -\$580 with a total of refunds dispersed: -\$10,456. Many refunds went through the PayPal account and were directly credited to the customer's accounts. Bob Ashbeck made a motion to approve the Executive Report and seconded by Scott Karl. All approved.

Jr. Fair Report: Did not meet

Committee Reports:

1. Executive Committee: Did not meet
2. Sponsorship Committee: Did not meet
3. Marketing Committee: Did not meet
4. Fairest of the Fair: Did not meet
5. Volunteer & Livestock Committee: Did not meet
6. Buildings & Grounds Committee: Did not meet
7. Fair Park Management: Ken Bargender, Steve Taylor, and Dale Christiansen met to discuss the doors on the Round Barn. Doors will be made out of cedar and will be in accordance with acceptable guidelines from the Historical Society. The City/Fair Park Agreement is still in negotiations and are working on the terminology. Waiting on more information from the City Attorney and will be a 3-year agreement.

Old Business:

1. October Demolition Derby: Motion is on the floor to have the Demolition Derby the 3rd Saturday of October, a motion was made to postpone the motion until next meeting in September by Scott Karl and seconded by Bob Ashbeck so that we are able to reevaluate if having it is feasible. All approved.
2. September Bull Ride: The September Bull Ride was discussed, and a motion was made by Kara McManus and seconded by Scott Karl to cancel the bull ride. All approved.

New Business:

1. Round Barn Fundraising: Round Barn fundraising was discussed, and members of committee came up with the theme *Round Barn Revival* and are in the process of coming up with artwork. Rotunda needs to be painted and Dale Christiansen is working with 4-H and FFA to set up a workday.
2. Taste of the Fair: Taste of the Fair is set for August 28th, 29th, & 30th. As of today, there are currently 4 vendors committed to come. A suggestion was made to talk with some vendors from Wis. Rapids "Lunch by the River".
3. Christian Music Drive-in Concert: A Christians Music Drive-in Concert was discussed. Possible dates would be September 23rd or 24th. Although there is interest from 89Q the radio station the true question is cash flow and if it would be worth hosting. A motion was made by Scott Karl to divert the motion of having the Christian Music Drive In Concert and was seconded by Megan Kunding. All approved.

Agenda items for next meeting:

1. NAME Fair Food Days: North American Midway Entertainment would like to have a food weekend at the fairgrounds on September 16th-20th. Dale is negotiating the percentages and he will make the best deal possible. Kara McManus made a motion to have the event and it was seconded by Ken Bargender. All approved.

Adjournment: Bob Ashbeck made a motion to adjourn the meeting and Ken Bargender seconded the motion, all approved. The meeting was adjourned at 8:05 PM.

Respectfully submitted by,
CWSF Board Vice President
Kara McManus

8

DRAFT

Subject to
Approval

MINUTES

McMillan Memorial Library
Board of Trustees
August 12, 2020

President Farmbrough called the regular monthly meeting of the McMillan Memorial Library Board of Trustees to order at 5:00 p.m.

ROLL CALL ATTENDANCE:

Present:

In Person: William Clendenning, Kevin Finbraaten, Scott Kellogg, and Craig Broeren.

Via Zoom: David Farmbrough, Andrea Galvan, William Hascall, Anne Zacher, Susan Feith, and Susan Bovee.

Absent: Heather Gygi

Administration: Andrew Barnett, Vicki Steiner, Brian Kopetsky, and Alicia Woodland.

Others in attendance: Alexandra Ramsey and Eric Blowers of Engberg Anderson Architects via Zoom.

Mr. Barnett established that this was an open meeting conducted via Zoom and appropriate public notice was given.

CORRESPONDENCE: There were no items of correspondence.

MINUTES: **A motion to approve the Minutes of the July 15, 2020 and July 22, 2020, Library Board meetings was made by Mr. Hascall, second by Mr. Kellogg. Motion carried.**

TREASURER'S REPORT: Mr. Barnett presented the financial reports for August 2020. **A motion to approve the financial reports and payment of the Operating and Endowment Fund bills was made by Mr. Clendenning, second by Mr. Hascall. Motion carried**

Mr. Farmbrough welcomed Alex Ramsey and Eric Blowers from Engberg Anderson. Alex presented a PowerPoint on the Learning Futures project. The project was reviewed and design aspects discussed. The Fine Arts Center renovation was also discussed. Plans will be reviewed, drawn and presented the first week of September. The Project schedule was reviewed. Alex and Eric will meet with the Board at the September and October Board meetings.

DIRECTOR'S REPORT:

Library Use and Events – Children's story walks in area parks continue, as do our virtual story times. Our YA program hosted a virtual hangout with comedian Jaron Myers, which was viewed by 504 people. Our Write Night series is being done via Zoom. We held a socially distanced teen book club outside. ARTS for ALL is on display in the Lower Lobby through the end of August. We will host a blood drive August 21st from noon until 5 pm. Traffic in the building has been good, especially considering that we are offering no in-house programs or events.

Building & Grounds – The irrigation system is completely installed and working. Two dying trees on Grand Avenue were removed by the City. Repairs will be made to the rooftop chiller, which will require a crane. We are planning to undertake some renovations in the McCourt Room to make it more useful as a training room.

Pandemic Related Matters – Delivery is returning to normal, with four day a week delivery. We are now providing laptops for use outside as an accommodation for those unable to wear masks. The art display is the only function we are not making available. There has been only an occasional patron with concerns about wearing a mask.

Miscellaneous – The Wood County Library Board met and approved a request for reimbursement for the 2021 budget. The Director presented at Rotary on July 20th, speaking about the Learning Futures project.

A motion to approve the Director's report was made by Mr. Hascall, second by Mr. Kellogg. Motion Carried.

COMMITTEE REPORTS: Mr. Barnett spoke at the Noon Rotary Club and discussed the Learning Futures project and the 10-week capital campaign beginning in September. Community contacts are being made to participate in this campaign.

OLD BUSINESS: There were no items of Old Business.

NEW BUSINESS: Mr. Barnett presented the 2020 Operating Fund Budget Revision and 2021 Operating Fund Budget. (Copy attached to original Minutes) The 2021 appropriation request from the City remains the same as the 2020 request. The reimbursement request from the County is based on the same percentage of the cost of circulation as requested in 2020.

A motion to approve the 2020 Operating Fund Budget Revision and 2021 Operating Fund Budget was made by Mr. Hascall, second by Ms. Bovee. Motion carried.

President Farmbrough opened discussion on the Library Board By-Laws revision. **A motion to create a committee to review the By-Laws was made by Ms. Feith, second by Mr. Hascall. Motion carried.**

Committee members will be Ms. Feith, Mr. Clendenning, President Farmbrough, Mr. Kellogg and Mr. Hascall.

Ms. Feith asked to have the donation spreadsheet shared with Board members so they can send personal thank you notes.

President Farmbrough presented the 2020-2021 Board of Trustee roster and committee assignments. (Copy attached to original Minutes) The assignments will stand as presented.

A motion to adjourn was made by Ms. Bovee, second by Mr. Hascall. Motion carried and the meeting adjourned at 6:12 p.m.

The next regular monthly meeting of the McMillan Memorial Library Board of Trustees will be held via Zoom and/or the All Purpose Room on September 16, 2020 at 5:00 p.m.

Respectfully submitted,
Vicki Steiner, Secretary

(8)

Draft
South Central Library System Board of Trustees Minutes
8/27/2020, 12:15 p.m.
4610 S. Biltmore Lane, Suite 101, Madison, WI 53718
Meeting held remotely via BlueJeans

Action Items:

Approved the Building Needs Assessment Work Group Builder Recommendation
Approved the 2021 Continuing Education Agreement with Arrowhead Library System

Present: F. Cherney, J. Chrisler, P. Cox, B. Clendenning, N. Foth, M. Furgal, J. Healy-Plotkin, J. Honl, N. Long, M. Nelson, G. Poulson, T. Walske, A. Weier, K. Williams

Absent: N. Brien

Excused: M. Meloy, K. Michaelis

Recorder: H. Moe

SCLS Staff Present: M. Van Pelt, C. Baumann, K. Goeden

Call to Order Time: 12: 15 p.m. J. Healy-Plotkin, President

- a. Introduction of guests/visitors: None
- b. Changes/additions to the agenda: None
- c. Requests to address the Board: None

Approval of previous meeting minutes: 07/23/2020

- a. Motion: K. Williams moved approval. N. Long seconded.
- b. Changes or corrections: None
- c. Vote: Motion carried.

Bills for Payments: K. Goeden noted the bills for payment amount is \$138,790.21

- a. Motion: A. Weier moved approval of the bills for payment. K. Williams seconded.
- b. Discussion: None
- c. Vote: Motion carried.

Financial Statements: K. Goeden provided a brief overview of the financial statements.

Presentation: None

Committee Reports:

- a. Advocacy: No report
- b. Budget & Finance: Recommendation to approve 2021 Budget and documents in September: N. Long noted the committee met August 18th to review the 2021 budget. Formal approval will come before the board in September. The anticipated state aid will be about the same as last year. There are some changes regarding Bibliotheca which will result in a decrease in revenue because SCLS will not be involved in the billing process. The budget is largely expected to stay the same, except for some delivery vehicle purchases.

Action Items:

a. Approve Building Needs Assessment Work Group builder Recommendation: The Work Group selected Keller as the design builder for the SCLS facility.

- i. Motion: N. Foth moved approval of the recommendation from the BNAW to hire Keller as the design builder for the new SCLS facility. SCLS will contact Keller to let them know that they have

been selected and a contract will come before the board for signature in October. K. Williams seconded.

ii. Discussion: It will be at least 3 years before we move out of the current SCLS building and the work group will lay out a timeline over the next few years. The budget to build the new building will be \$5 million dollars. G. Poulson inquired what the strong points were for selecting Keller. K. Goeden noted they are a design build company with ample experience in publicly bidding projects, design conscious, local company from Sun Prairie, they provided figures on paper, and the site visit offered the visualization of how our building could be with a garage, staff lounge, meeting space, offices, etc. and the layout matched what would work for SCLS. An evaluation matrix was created by the BNAW and Keller rated the highest in the areas of on-site assistance, zoning, communication, tools for design and build process, etc. N. Long inquired how many other library systems own their own building. M. Van Pelt noted the Nicolet Library System and IFLS are the only two in Wisconsin. Will Keller will be responsible for all phases of the project from beginning to end? Yes.

iii. Vote: Motion carried.

b. Approve 2021 Continuing Education Agreement with Arrowhead Library System:

- i. Motion: G. Poulson moved approval. K. Williams seconded.
- ii. Discussion: None
- iii. Vote: Motion carried

Discussion:

C. Baumann provided an update on delivery. You may view the details in his report to the board.

J. Healy Plotkin noted that Trustee Training is this week and daily hour long webinars are available. The recordings are posted to the SCLS website and are available to view.

J. Healy-Plotkin noted the Madison Public Library has a partnership with the City of Madison where patrons can drop off their ballots to a city clerk at the library. This is a local municipality decision whether other libraries can provide this.

J. Healy-Plotkin noted M. Van Pelt has been the SCLS Director for 10 years and provided an overview of her many accomplishments over the years. Happy 10 years work anniversary to Marty! M. Van Pelt thanked the SCLS board for their support over the years.

SCLS Foundation Report: M. Van Pelt noted the Superior Public Library has joined the foundation with a \$75,000 contribution. The Cedar Grove Library will vote in early September whether they will join the SCLSF. The first electronic foundation newsletter was posted to the foundation website and it will be available four times a year. The Cornerstone event this year will be virtual.

System Director's Report: You may view the System Director report online. M. Van Pelt noted Marathon County has extended their research until December 2020. The Mt. Horeb Public Library is now fine free. Lily Friedrich is the new director at the LaValle Public Library. SCLS Headquarter staff now have the ability to have their work phone calls forwarded to their home phone numbers.

P. Cox inquired if there was a way to change how the member library visit reports are provided. It was suggested all the reports be put in one place on the website with a link to the board agenda. M. Van Pelt will consult with the technology team to determine how to provide this to the board.

Administrative Council (AC) Report: Met August 20, 2020. You may view the minutes online.

Other Business:

Information Sharing: A. Weier thanked the building Needs Assessment Work Group for their dedicated and efficient process for selecting a builder.

Adjournment: 1:17 p.m.

For more information about the Board of Trustees, contact Martha Van Pelt

BOT/Minutes/8-27-2020

WOOD COUNTY

ITEM# 8-1

RESOLUTION # _____

Introduced by: WOOD COUNTY BOARD OF SUPERVISORS

RELATING TO THE LIFE AND PUBLIC SERVICE OF GORDON E. STARGARDT

WHEREAS, it has pleased the Almighty to call from this life former County Board Supervisor & Chairman Gordon Stargardt, and

WHEREAS, Chairman Stargardt was born July 25, 1928, and passed from this world on October 11, 2020, and,

WHEREAS, Chairman Stargardt was employed by Soo Line Railroad after his service in the US Army until retirement, and,

WHEREAS, Chairman Stargardt was elected to the Wood County Board of Supervisors in April of 1990, and served until April of 2000, and,

WHEREAS, Chairman Stargardt served with honor and distinction on the Legislative, Planning & Zoning, Transportation & Economic Development, Board of Social Services, Personnel, Finance & Budget, Emergency Management, Administrative, and Youth Services Committees, was Parliamentarian and County Board Chaplain and served as County Board Chairman from 1996-1998, and,

WHEREAS, Chairman Stargardt's public service also included service to the City of Marshfield as Alderman & Common Council President, the Industrial Park Authority, and Utility Commission.

WHEREAS, Chairman Stargardt enjoyed the respect of his colleagues and many service organizations to which he belonged, including Faith Lutheran Church, American Legion, Elks Lodge, and Fraternal Order of Eagles.

NOW, THEREFORE, BE IT RESOLVED, that the Wood County Board of Supervisors commend Chairman Gordon Stargardt's public service and express their sorrow at his passing and extend condolences to his family and friends.

BE IT FURTHER RESOLVED, that a copy of this resolution be sent to his children, and his family.

BE IT FURTHER RESOLVED, that we stand in silence for one minute in respect to his passing.

WOOD COUNTY BOARD OF SUPERVISORS

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