

**AGENDA FOR OCTOBER 17, 2017 – 9:30 A.M.
WOOD COUNTY BOARD OF SUPERVISORS
WOOD COUNTY BOARD ROOM**

CALL TO ORDER

ROLL CALL

INVOCATION: Supervisor Zurfluh

READING OF THE MINUTES OF THE PREVIOUS MEETING

EXCUSALS: none

RESIGNATIONS: Mike Martin – County Representative for C/Marshfield TID # 2, 4, 5, 7, 9, 10 & 11 and C/Pittsville TID #3
Al Breu – County Representative for V/Auburndale TID District #2
Wm Winch – County Representative for V/Vesper TID District #1

APPOINTMENTS/Re-APPOINTMENTS: Wood County Finance Director – V/Auburndale TID #1 & 2; V/Biron TID #1, 2, & 3; V/Port Edwards TID #2; V/Vesper TID #1; C/Marshfield TID # 2, 4, 5, 7, 9, 10, & 11; C/Nekoosa TID #1,2 & 3; C/Pittsville TID #3; C/Wisconsin Rapids TID #6 & 7

COMMENTS FROM THE PUBLIC REGARDING AGENDA ITEMS

ACKNOWLEDGEMENTS AND RECOGNITIONS:
none

READING OF MINUTES OF COMMITTEE MEETINGS, RESOLUTIONS. RESOLUTIONS INTRODUCED BY COMMITTEES SHALL BE PRESENTED IMMEDIATELY FOLLOWING THE READING OF THAT COMMITTEE'S MINUTES, INCLUDING: A RESOLUTION AWARDED THE SALE OF APPROXIMATELY \$5,440,000 GENERAL OBLIGATION PROMISSORY NOTES, SERIES 2017A ALSO INCLUDING AN INITIAL RESOLUTION AUTHORIZING THE ISSUANCE OF GENERAL OBLIGATION PROMISSORY NOTES NOT TO EXCEED \$1,000,000.

SPECIAL ORDERS OF BUSINESS:

Farm Technology Days informational presentation

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

SET DATE FOR NEXT COUNTY BOARD MEETING – November 14, 2017

ADJOURN

****Immediately following adjournment, tours of the new Dispatch Center will be conducted for county board supervisors. ****

PROCEEDINGS OF WOOD COUNTY BOARD OF SUPERVISORS

September 19, 2017 - 9:30 a.m.

The Wood County Board of Supervisors composed of nineteen members convened at the Wood County Boardroom in Wisconsin Rapids, Wisconsin on September 19, 2017.

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

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

Chairman Pliml announced that Supervisor Kremer would be here shortly. He arrived at 9:44 a.m.

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

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

Motion by Henkel/Rozar to approve the appointment of Jason Grueneberg as Wood County representative on Central Housing Region and Adam Dekleyn as the Alternate. Motion carried by voice vote.

Public comments: Chairman Pliml acknowledged that present today were members of the Air National Guard to update us on Volk Field Combat Readiness Training – Colonel May and Chief Master Sergeant Gross. This item failed to be put on the agenda as a Special Order of Business. Motion by Zurfluh/Hamilton to suspend the three minute time limit under Public Comments to allow their presentation. Motion carried unanimously by voice vote. Col. May informed the board as the commander at Volk Field/Hardwood Range, that they wish to keep lines of communication open and wishes to inform Wood County, what they do, and who they are. He explained their mission and gave detailed information regarding what types of training are conducted at their facility. Through a Power Point presentation, he showed what air space they can access. Through a recent agreement with the FAA, that area has expanded. Because of their training facilities complex and adequate air space, this makes Volk Field the premier place to train. He also highlighted the monetary benefit to the area to having this facility due to the large number of regular staff and the influx of units from all over the country that come there to train.

SPECIAL ORDER OF BUSINESS UNITED WAY CAMPAIGN PRESENTATION

Tari Jahns, CEO of United Way of Inner Wisconsin, introduced Katie Peters the 2017 Campaign Chair. Katie explained why she's involved in United Way and what it means to her. Tari then gave an overview of how many lives are impacted by United Way funded programs and services. By partnering with other community groups, even larger impacts are seen. She mentioned the 2-1-1 flyer that she handed out and spoke briefly about the benefits to our residents. She thanked Wood County for their past and future support of United Way.

Committee minutes presented: Executive, Wellness Board

RESOLUTION 17-9-1

Introduced by: Executive Committee

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

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

Motion by Wagner/Henkel to adopt Resolution 17-9-1. Motion carried. Voting no were Fischer, Ashbeck and Machon.

With no objection heard, the next two budget amendment resolutions were voted on as one.

RESOLUTION 17-9-2

Introduced by: Executive Committee

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

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

Transfer In

<u>Function</u>	<u>Function Name</u>	<u>Amount</u>
54121	Health – Public Health	\$1,548

Transfer Out

<u>Function</u>	<u>Function Name</u>	<u>Amount</u>
51436	Human Resources–Programs	\$1,548

Motion by Feirer/Hamilton to adopt Resolution 17-9-2. Motion carried. Voting no was Curry.

RESOLUTION 17-9-3

Introduced by: Executive Committee

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

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

<u>Account</u>	<u>Account Name</u>	<u>Debit</u>	<u>Credit</u>
54350	Norwood Dietary		\$18,279
51590	Contingency	\$18,279	

Motion by Feirer/Hamilton to adopt Resolution 17-9-3. Motion carried. Voting no was Curry.

RESOLUTION 17-8-4

Introduced by: Executive Committee

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

FISCAL NOTE:	Offered Amount	\$12,000.00
	R.E. Taxes	(18,710.11)

Publication fees	(227.16)
Abstracting fees	(160.00)
Maintenance fees	(33,199.34)
LOSS	(\$40,296.61)

Motion by Clendenning/Breu to adopt Resolution 17-9-4. Motion carried unanimously.

RESOLUTION 17-9-5

Introduced by: Executive Committee

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

Motion by Hamilton/Clendenning to adopt Resolution 17-9-5. Motion carried unanimously.

RESOLUTION 17-9-6

Introduced by: Executive Committee

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

Motion by Feirer/Rozar to adopt Resolution 17-9-6. Motion carried unanimously.

Committee minutes presented: Committee minutes presented: Health and Human Services

RESOLUTION 17-9-7

Introduced by: Health and Human Services and Executive Committees

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

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

Wages:	\$40,602.25
Fringe:	<u>\$22,965.28</u>
	\$63,567.53

Motion by Fischer/Breu to adopt Resolution 17-9-7. Motion carried. Voting no was Zurfluh.

Supervisor Rozar was recognized by the Chairman. She wanted to publicly acknowledge the great contributions that Dr. Koszczuk made as the physician member of the Human Services Committee. The Board stood for a moment of silence in respect to his passing.

Committee minutes presented: Public Safety, Wood County Traffic Safety Commission

RESOLUTION 17-9-8

Introduced by: Public Safety

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

FISCAL NOTE: \$33,933.00

Motion by Clendenning/Zurfluh to adopt Resolution 17-9-8. Motion carried unanimously.

Supervisor Henkel introduced Jason Hausler, the new Area Extension Director. Jason came forward and gave the board a little information about himself and his background. He oversees Wood, Marathon, Clark and Portage Counties. He is working with the CEED committee so that the transition from Peter Manley to himself is smooth.

Committee minutes presented: Conservation, Education & Economic Development, Golden Sands Forestry/Ag/Wildlife/Water/Personnel/Finance/Executive.

RESOLUTION 17-9-9

Introduced by: Conservation, Education and Economic Development

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

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

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

Motion by Curry/Kremer to adopt Resolution 17-9-9. Supervisor Henkel explained that even though Executive Committee is on the resolution as being co-introduced, they in fact did not co-sponsor this resolution. Motion to adopt Resolution 17-6-9 carried unanimously.

Chairman Pliml recognized Supervisor Ashbeck who gave details about an upcoming Clean Sweep being held on September 30 in the Town of Saratoga.

Committee minutes presented: Judicial and Legislative

RESOLUTION 17-9-10

Introduced by: Judicial & Legislative Committee

INTENT & SYNOPSIS: To encourage the Wisconsin Legislature to allocate the soon to be ended 2 cent per gallon petroleum tax for PECFA/Petroleum Inspection Fee funding to general transportation aids to counties.

FISCAL NOTE: If this resolution were to be enacted, it would have the potential to provide substantial revenue to all counties in the form of general transportation aids without raising taxes.

Motion by Winch/Zurfluh to adopt Resolution 17-9-10. Motion carried unanimously.

RESOLUTION 17-9-11

Introduced by: Judicial & Legislative Committee

INTENT & SYNOPSIS: To authorize the entry into an agreement with law firms to pursue legal action against opioid manufacturers at no cost to Wood County.

FISCAL NOTE: Nothing direct. Potential unknown monetary recovery and injunctive relief leading to future savings in program and services costs.

Motion by Clendenning/Breu to adopt Resolution 17-9-11. Motion carried unanimously.

Committee minutes presented: Highway, Infrastructure & Recreation, State Wildlife Are Advisory Committee

RESOLUTION 17-9-12

Introduced by: Highway Infrastructure & Recreation Committee

INTENT & SYNOPSIS: To allow the Parks and Forestry Department to retain all excess revenue, in years where the actual revenue exceeds the budgeted revenue.

FISCAL NOTE: These excess revenues would be placed into the Parks and Forestry Capital Projects account 245-2107-56913-000. This account will continue to be used for funding capital improvement projects, as well as equipment purchasing, and for covering operating expenses on years that revenues fall short of budget.

Motion by Zurfluh/LaFontaine to adopt Resolution 17-9-12. Discussion ensued. Motion by Breu/Rozar to refer back to HIRC Committee to clarify needed points. Motion carried by voice vote.

ORDINANCE 17-9-13

Introduced by: Highway Infrastructure & Recreation Committee

INTENT & SYNOPSIS: To establish an ordinance whereby ATV users may operate an all-terrain vehicle or utility terrain vehicle on the roadway or shoulder of any highway to cross a bridge that is 1,000 feet in length or less.

FISCAL NOTE: None

Motion by Zurfluh/Kremer to adopt Ordinance 17-9-13. Motion carried. Voting no was Clendenning.

Committee minutes presented: Central Wisconsin State Fair. Supervisors Ashbeck and Rozar gave a brief fair update which included potential changes for next year regarding added police protection and the ability to purchase fair tickets online. McMillan Memorial Library. Supervisor Clendenning noted that at 3:00 tomorrow there would be an open house at the library to showcase the newly installed solar system. South Central Library Board of Trustees, University Commission.

Chairman Pliml announced that after the November board meeting there would be a tour of the newly located Dispatch Department. Supervisor Rozar mentioned the ribbon cutting at the new STEM building on the Marshfield campus and what a smooth and successful project this was.

Motion by LaFontaine/Hamilton to adjourn at 10:50 a.m. Next scheduled county board meeting is November 14, 2017.

Respectfully Submitted
Cynthia Cepass
County Clerk

REFERRALS FOR OCTOBER 17, 2017 – COUNTY BOARD

- Resolution from Outagamie County opposing any legislation that automatically revokes a person's probation if that person is charged with a crime. Referred to Supervisors Feirer and Clendenning and Sheriff Reichert.

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EXECUTIVE COMMITTEE MEETING MINUTES

DATE: Tuesday, October 3, 2017
TIME: 8:30 a.m.
PLACE: Room 114, Wood County Courthouse
PRESENT: Al Breu, Bill Clendenning, Hilde Henkel, Lance Pliml, Donna Rozar, Ed Wagner
EXCUSED: Michael Feirer
OTHERS PRESENT (for part or all of the meeting): Reuben Van Tassel, Brenda Nelson, Marla Cummings, Mike Martin, Adam Fandre, Amy Kaup, Heather Gehrt, Terry Stelzer, Sue Kunferman, Jordan Bruce, Shane Wucherpennig, John Peckham, Doug Passineau, Cindy Robinson, Dennis Polach, John Nystrom (Marshfield YMCA), Warren Kraft, Kelli Quinnell, Steve Kreuser

The meeting was called to order by Chairman Wagner.

Public Comment – No public comment

Consent Agenda

Motion (Breu/Pliml) to approve the consent agenda minus the minutes from the September 5, 2017 Executive Committee meeting. Motion carried unanimously.

Rozar requested the minutes of the September 5, 2017 Executive Committee meeting be pulled for further discussion. Discussion of a bill from Design Unlimited, LLC was included as an agenda item for the next meeting but was not put on the October agenda. The bill is for \$8,665 in additional costs for extra work requested to the plan for a possible new Human Services building in Marshfield. As this expense was not budgeted, the money will need to come out of contingency. A resolution to approve payment will be presented at a special meeting of the Executive Committee prior to the County Board meeting on October 17th.

Motion (Henkel/Pliml) to approve the meeting minutes of the September 5, 2017 Executive Committee. Motion carried unanimously.

Rozar introduced John Nystrom, CEO of the Marshfield YMCA, and led discussion regarding the YMCA's request for an easement from Wood County allowing them to construct a driveway off of Chestnut Street to their facility to help alleviate traffic backups on McMillan Street (their only access) and improve safety. Nystrom provided a drawing to the Committee which laid out the proposed new driveway and stated that the Y will be covering all costs associated with the construction and maintenance of this driveway.

Motion (Clendenning/Breu) to approve Wood County entering into negotiations with the Marshfield YMCA for an easement. Motion carried unanimously.

The County Clerk Letter of Comments was reviewed.

Maintenance Manager Van Tassel reviewed his Letter of Comments. Van Tassel stated he was approached by the Wisconsin Rapids Police Department with a request for permission to conduct training in the vacated 12th Street building. Seeing no reason to deny this request, the training will be scheduled.

Van Tassel gave an update on the Courthouse and River Block construction projects. The River Block construction is winding down with the north end sidewalk being replaced and installation of glass for the third floor breakroom.

Risk Management Director Stelzer reviewed his Safety and Risk Management Letter of Comments.

The IT Letter of Comments was reviewed. IT Director Kaup stated that Matt Ives has been hired to fill the Programmer position. IT will be moving the remaining equipment out of the old data center into the new center on October 14th.

Wellness Coordinator Fandre presented his update. Quarter 5 of the Wellness Program has been implemented. Approximately 200 new participants have joined the Wellness Program.

Treasurer Gehrt reviewed her Department's Letter of Comments. She has a request from a Town of Cameron resident whose property is being tax dedeed that he be allowed to rent the space from the County until March to allow time to remove all of his property. The matter will be addressed at the October 17th special Executive Committee meeting prior to County Board.

The Finance Department Letter of Comments was reviewed.

Finance Director Martin gave an update on the 2018 budget which included changes to the County Board budget. Projections on the debt issuance cost and premium on the new debt were discussed. Total budget for 2018 stands at \$109,672,569 with an operating tax rate of \$4.485, debt service tax rate of \$0.648 and library tax rate of \$0.384.

Motion (Pliml/Rozar) to approve the 2018 budget and tax rates as presented. Motion carried unanimously.

Martin requested that an official motion be made to move the payroll function to Finance as well as to approve the Wipfli proposal. Martin shared the cost estimate provided by Wipfli to implement the Dynamics payroll module and Wipfli will turnkey the process. Discussion was held regarding moving the payroll function from Human Resources to Finance. Kaup expressed concern with IT not driving the project and stated she has a lot of questions. Pliml shared his concern that there is not enough time to make sure Dynamics will work with TimeStar. Wagner requested that Finance, HR, and IT continue to work together on this project.

Motion (Clendenning/Breu) to approve moving the Wood County payroll function from Human Resources to Finance. Motion carried unanimously.

With the payroll function being moved to Finance, Martin is requesting a full-time employee for payroll processing. Cummings and Martin will develop a job description for the position.

Motion (Rozar/Clendenning) to approve the addition of one full-time employee to Finance for payroll. Motion carried unanimously.

An initial resolution for borrowing not to exceed \$1 million for highway construction was presented by Passineau. The resolution is being supported by the Highway Infrastructure & Recreation Committee and this Committee is asking the Executive Committee to co-sponsor it. Discussion was held with several Committee members stating they are not comfortable with adding that much debt while others stated that a commitment was made to highway improvement and it needs to be seen through.

Motion (Clendenning/Breu) to have the Executive Committee co-sponsor the resolution for borrowing not to exceed \$1 million for highway construction. Breu-yes; Clendenning-yes; Henkel-no; Pliml-no; Rozar-yes; Wagner-no. Motion failed.

Discussion was held on the \$5.44 million debt issue for Highway, Refunding STFL, and 2018 Capital projects. Martin reviewed the timeline for the process which includes a ratings conference call with Moody and Springstead on October 5th, bid opening on October 16th, and a resolution to accept the bid being presented to the Executive Committee at a special meeting before County Board on October 17th with presentation to the County Board that same day.

Finance Department correspondence was discussed as outlined on the agenda.

Break at 10:07 a.m. Meeting reconvened at 10:17 a.m.

Human Resources (HR)

Warren Kraft discussed HR's Monthly Letter of Comments and gave a staffing update of the HR office. He noted that due to a retirement in the office, HR will exceed the administration line item of the budget.

Kraft also presented a memo regarding the Educational Reimbursement Policy. Discussion on the memo took place. Further discussion will take place at the next regularly scheduled Executive Committee meeting.

Future agenda items: Discussion of lease with the City of Marshfield and Kurt Heuer request for office space within the Courthouse

A special meeting will be held on Tuesday, October 17th at 8:30 a.m. prior to County Board.
Next regularly scheduled Executive Committee meeting: Tuesday, November 7th, 8:30 a.m.

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

Respectfully submitted and signed electronically,

Donna M. Rozar

Donna Rozar
Secretary

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

Comments from the County Clerk
October 2017 Executive Committee Meeting

A reminder for county board supervisors regarding claiming per diem. Resolution 07-10-9 allows for a secretary of a committee to claim \$10, when they are the primary minute taker for the meeting. This hasn't been policed in recent years. Talking with the County Board Chairman, we will start disallowing the \$10 to committee secretaries when county staff has prepared the committee minutes. In addition, when attending a meeting where you are not a member, please note on your voucher whether your attendance at the meeting is at the direction/approval of a committee of which you are a member. Making this notation will alleviate any question as to your entitlement to a per diem.

As the Chairperson for District IV of the Wisconsin County Clerks Association, I will be hosting a district meeting on October 20th where we will discuss timely issues related to our jobs. We will be gearing up for a big election year next year. As district chair, I organize meetings, vote on our executive committee and mentor new clerks in my district.

I attended the WCA conference last week. The County Clerk's association had meetings and education separate from the workshops offered by the WCA, however, I did get time to attend several WCA workshops. The presentation regarding Open Meetings Law changes was informative, but our corporation counsel and I had previous discussions about recent changes and what our course of action will be, so no surprises there. The upcoming decennial census and preparations, were presented in a workshop. Good info regarding timelines in the upcoming years and handouts that will be useful in the months to come.

As a certified trainer for the Wisconsin Elections Commission, I will be conducting Municipal Clerk Core training here on November 8th. This class is open to any municipal clerk in the state. This training is required before a municipal clerk can administer an election. There are very few of us trainers around the state and these classes fill up fast. Initially, I became a trainer so that the election officials in my county wouldn't have to travel across the state to obtain training. This is really a benefit for them, and also for me. I get to meet people face to face and truly, I learn something from them each time we interact. Their points of view help me do a better job on my end.

October 18th, 5 p.m. to 7 p.m. Mark it on your calendar. Business after hours will be held at the River Block building. See the attached flyer. This 'open house' type set up will allow interested parties to take guided tours of the building and see what departments we have located there and see what we've accomplished as far as renovations. Jason and I have been working with the Heart of Wisconsin to coordinate notices, food, etc. I will put this flyer on all supervisors desks for the October county board. It will also be emailed to all employees for their information.

Business After Hours

**Wednesday, October 18
5:00 p.m. - 7:00 p.m.
River Block Building
111 West Jackson St.
Wisconsin Rapids, WI**



**Join us for an evening of
networking with Wood County
Department Heads, County Board
Supervisors, guests, friends, and
Heart of Wisconsin Chamber
Members.**

**Ribbon Cutting at 5:00 p.m.
Tours**



~ Raffle ~ Hors d'oeuvres ~ Refreshments ~ Heart of Wisconsin
Chamber of Commerce



Wood County

WISCONSIN

MAINTENANCE
DEPARTMENT

Maintenance Monthly Comments From the Desk of Reuben Van Tassel

October 3, 2017

Working with Gappa Security on new security cameras for the Courthouse.

A section of sidewalk in front of the Courthouse was replaced by the Maintenance employees. Working with contractors on replacement of sidewalk on the north end of the River Block building.

Demolition of the space on second floor being taken over by the Sheriff's Department has begun.

Acquired a free backup generator from Fort McCoy.

Participated in web meetings with representatives from Dude Solutions.

Attended WCA conference in the Wisconsin Dells September 24 – 26 and participated in WIFMA meeting on September 26.

Attended Executive Committee, County Board, Department Head and Executive Committee budget meetings.



Wood County WISCONSIN

SAFETY & RISK MANAGEMENT

Safety & Risk Management Letter of Comments – September 2017

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

- Sharps containers for Sheriff's Departments. This is working well to avoid needle stick exposures.
- Updating property lists for insurance renewals.

Lost Time/ Restricted Duty/Medical Injuries: 1

- 09/20/2017 – Human Services – Employee sustained a needle stick to the left thumb. Medical only.

First Aid Injuries: 5

- 08/30/2017 – Highway – Employee sustained a right knee strain climbing out of culvert.
- 09/02/2017 – Edgewater – Employee sustained a left wrist strain rolling a resident.
- 09/05/2017 – Edgewater – Employee sustained a left leg and elbow contusion from a trip and fall.
- 09/11/2017 – Highway – Employee sustained a low back strain lifting up a trailer ramp.
- 09/14/2017 – Highway – Employee sustained contusions to various body parts from a fall off a truck tailgate.

Property/Vehicle Damage Claims: 0

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

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

- 10/12/2017 – Judicial Branch I – Resident filed a settlement demand claim against Wood County.

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

- Engen vs. Wood County Highway. 9/27/2011. Trial scheduled in May has been delayed until 2018.
- Waite retaliation claim. 10/04/2014. No updates.
- Suicide claim 3/4/2016 – Casperson. Claim was settled.
- Rodeghier wrongful termination and discrimination claim filed with EEOC on 4/11/2017. EPL policy with Chubb is covering this claim.
- Suicide claim 5/6/2017 – Glodowski.

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

Distributed sharps containers for Deputies to prevent BBP exposures.

Evacuation plan updates for Wood County River Block building.



Wood County WISCONSIN

INFORMATION TECHNOLOGY

September, 2017

- ◆ GCS property tax system, vendor for replacement property tax software, is being used for tracking deed and parcel data, receipting tax payments, and generating reports. Electronic assessment data is uploaded on a regular basis by Treasurer Department staff. Open records requests are being fulfilled using the GCS data.
- ◆ Support for Norwood Healthcare Center and Edgewater Haven is ongoing. Human Service staff were setup in the Edgewater Matrix software to help facilitate the accounting procedures. Matrix software for both Edgewater and Norwood is scheduled for a large upgrade in October 2017. After upgrade completion access to the Matrix software will be available on the county intranet page. The server address for MatrixCare and Point of Care will change, this means current shortcuts will be rendered obsolete and post upgrade access can be obtained from the county intranet links.
- ◆ RtVision, Highway Department time and materials tracking software, payroll export file will be updated with new earnings codes in October. These codes will map to new payroll software, HRMS, new codes that will alleviate a rounding issue. These new codes are now implemented in the TimeStar system and will alleviate a rounding issue as well. The first payroll processing using new earnings codes is for pay period 9/10 thru 9/24/2017.
- ◆ The TimeStar, electronic time card and time tracking, system configuration is nearly complete. System configuration, which requires coordination between IT, HR and the Finance Department has been continually updated to address the needs of each department. System configuration includes multiple functions like importing employee data, assigning pay groups, assigning time tracking types, setting access permissions, etc. Application access restriction configuration testing is complete and IT continues to apply login restrictions to employees according to department head preferences.

The implementation that spanned from April to September 19, 2017 is now complete. All departments are live using the TimeStar software. As planned and on schedule, Wood County has transitioned from TimeStar's implementation team to the support team.

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

<https://www.co.wood.wi.us/Employee/IT/Timestar.aspx> One additional training session for the Sheriff's Department will be conducted September 27, 2017. The Sheriff's Department was the last go-live department.



Wood County WISCONSIN

INFORMATION TECHNOLOGY

- ◆ Time Simplicity, the add on module that will provide scheduling software to select department, training continues. The addition of the TimeStar & Time Simplicity software eliminated the need for manual paper time card tracking and entry and will provide a staff scheduling solution for select departments.
- ◆ Work on the Planning and Zoning Sanitary Permit system will continue in October 2017. Zoning permit data entry into the SCO Unix system needs to be replaced with added functionality in the sanitary permit web application. Sanitary permit entry into the web based system is complete.
- ◆ Register of Deeds software and server upgrade specification, cost analysis, and resource allocation is researched and determined. The upgrades are scheduled for October 2017.
- ◆ Discovery phase of conversion for the remaining 5 systems on the SCO Unix server is complete. However, additional systems that require archive data were discovered and will require analysis and solution development. Replacement system creation and implementation of these system continues as we plan to decommission the SCO Unix server in 2017.
- ◆ Data from the archived Human Services server, Pathlinks, was recovered and presented to Human Services financial staff for approval. Approval has not yet been received.
- ◆ Resolved a technical issue holding up payables checks in Dynamics GP on September 20.
- ◆ Set up new employee classification, billing codes, and rates in TCM for the new Advanced Practice Nurse – Prescriber (APNP) in the Human Services outpatient clinic.
- ◆ Resolved some long-standing issues with a series of reports necessary for cash receipting reconciliation in Human Services. Combined the functions of all the reports into a single report for added convenience.
- ◆ Continued with upgrade planning for TCM to keep us on the newest version, and to eventually transition to the web enabled variant of the program.
- ◆ Went live with version 1 of the new Emergency Management Website. This site has improvements and features to help the EM department with their day to day and monthly tasks for worker tracking.
- ◆ Identified out of service equipment in IT storage area. Worked with EG to properly dispose of material.
- ◆ Applied Department of Defense methods to erase data on old hard drives in preparation for recycling.
- ◆ Physically destroyed hard drives and memory devices that were non-operational and still contained Wood County information. Recycled remaining materials.



Wood County WISCONSIN

INFORMATION TECHNOLOGY

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- ◆ The IT Department has completely moved out of the 3rd Floor Human Services, 2nd Floor Fiscal, and 1st Floor Technician areas.
 - ◆ Emptied the IT storage area of all electronics that needed to be recycled, and added new shelving to help get us more organized.
 - ◆ Assisted Maintenance to get the Courthouse cameras onto the new Avigilon security server, as the old DVR was on its last leg.
 - ◆ Worked with Complete Control and Maintenance on moving the HVAC system controls for the Courthouse to Desigo software from Insight.
 - ◆ The process of evacuating the old Data Center is in full swing. Equipment is starting to be removed. All decommissioned servers have been removed and all non-essential items have been cleared out. IT has engaged Solarus and the State to coordinate the moving of their hardware. The goal is to be completely moved into the new data center by the end of October. During the month of September, the primary AC unit in the old data center experienced failure and water continues to be an issue.
 - ◆ 656 helpdesk requests were created in August, with staff completing 672 tickets leaving 348 open requests. These numbers represent service requests from departments throughout the County.
 - ◆ Working with Child Support to determine the most cost effective solution for printer needs.
 - ◆ Working to replace county board iPad due to battery failure.
 - ◆ Assisted HR in processing September payrolls due to staff shortages in their department.
 - ◆ Initial ShareFile setup for file downloads for County Board. Eventually this will replace the current process of downloading documents to iPads.
 - ◆ Staff attended the Fall GIPAW (Governmental Information Processing Association of Wisconsin) Conference. This was a 2- day event held in Marshfield, WI.

TREASURER'S REPORT

10-03-2017

By: H. Gehrt

- I participated in the Executive Committee Meeting on September 5.
- I participated in United Way meetings on September 6, 14, 18, 27.
- I participated in the Employee Blood Drive on September 8.
- I participated in the Department Head Meeting on September 12.
- I attending the Treasurer's District Meeting in Eau Claire on September 13.
- I met with our representatives from American Deposit Management (ADM) to discuss our accounts and new services that are available.
- I participated in the County Board Meeting on September 19.
- I met with representatives from Wells Fargo and learned about the services that they provide on September 20.
- I met with our representative from WoodTrust Bank to discuss our accounts and have questions answered. Our current check scanner used for electronically depositing checks to the bank is old and an upgrade was suggested as it is no longer covered under any warranty. I looked into a new scanner with a warranty and a jogger (piece that shakes the checks to prevent duplication) it is about \$1500. There is money in the budget so I have ordered a replacement.
- I am working with the Sheriff's Department and a local locksmith on a date and time to go around securing buildings/homes that were taken back by tax deed at the August County Board Meeting.
- I am working with Emergency Management regarding a tree on county owned tax foreclosed land that is posing a threat to property on the neighboring lot. It is my understanding that to safely take this tree down the road would need to be closed, as the tree would need to be dropped across it. I am not sure of the traffic volume on this street, time it would take, if even possible. I will have more information regarding this at the meeting.



Wood County

WISCONSIN

HUMAN RESOURCES DEPARTMENT

Interdepartmental Memo

September 26, 2017

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

From: Warren Kraft, Director of Human Resources

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

General Highlights:

- As of this writing, preparing to bid grateful farewell on October 2 to Paula Tracy, Human Resources Administrator, in deepest appreciation for her 28 years of dedicated, professional and collegial service to Wood County. She noted that she has contributed to 17 years of MLOC, a total of 204 monthly issues since its inception.
- Continued recruitment efforts for Human Resources Administrator position; reviewed at least 35 applications and seek to schedule interviews during the week of October 2nd.
- With one staff member on medical leave and Paula's anticipated departure, adjusted and distributed work responsibilities on a temporary basis.
- Counseled Sheriff's Department administration regarding grievance filed by Wood County Deputy Sheriffs' Association (WPPA/LEER) regarding court call-in time.
- Presented 2018 budget proposals, removing allocations for 2018 employee compensation plan review and for cold storage rental at 12th Street.
- With HR team's assistance, extensively researched and reviewed compensation and WRS-eligibility matters for the Public Safety Committee regarding the Humane Officer.
- Completed statewide survey regarding educational benefits; summary of results will be presented at the Committee meeting.
- Market Review underway for Wood County Compensation Plan; began review of potential implementation ideas with Committee chairperson.
- Presented segment on performance reviews at "All Managers" training for the Human Services Department.
- Continued working with the Executive Committee chairperson, the Finance Director and the IT Director regarding the proper home for payroll functions and appropriate software, including several meetings and teleconferences with staff and Wipfli representatives concerning options for implementation strategies and work assignments.
- The work continues with IT and HR staff prioritizing implementation of the Employee Self-Service Module of the current HRMS system, implementation of the paperless office strategy, and implementation of TimeStar, the electronic time-keeping module.
- Began strategizing implementation process for paperless records; will vacate cold storage area at 12th Street by year's end.
- Provided additional input to Corporation Counsel regarding records retention schedules.

- Participated in September Department Head meeting. Amongst the topics discussed: 2018 budget update, influenza vaccination incentive, wellness update, progress report on River Block and Courthouse remodeling, legal explanation regarding opening meetings law and “subunits”, discussion of performance review states for supervisors and managers, discussion of career advancement and tuition reimbursement considerations, an update on various personnel issues, and a department-by-department roundtable of news and information.
- Distributed to department heads a six-part series from the Wisconsin State Journal (of Madison) regarding the “Looming” Hiring Crisis. Participated in a survey “Preparing for an Aging Workforce”, sponsored by the Society of Human Resource Management Foundation, as part of its “Aging Workforce Initiative.”.
- Participated in the bi-monthly meeting of the Fox Valley Negotiators. Amongst the topics discussed: recruitment for specialty positions (social services, CNAs and LPNs), contract negotiations for law enforcement personnel, current revision efforts for employee complaint resolution procedures, review of recent EEOC/ERD complaints.
- Reviewed follow-up employee request regarding 2018 premium incentive.
- Consulted with several department heads and supervisors concerning employee performance issues and developed strategies for resolution. Consulted with department heads regarding FLSA hours-worked provisions. Provided additional guidance to department head regarding work performance issues arising in unemployment matter of former employee.
- Participated in Wellness Board meeting. Topics discussed: mandatory flu vaccine (no action proposed), request for waiver from biometrics screening for incentivized premium (and met with requestor directly once before and once after Board meeting), and funding of 2018 Wellness Budget.
- Met with Health and Human Services Committee on September 28 regarding personnel matter. Reported dismissal of ERD/EEOC complaint from former employee at Norwood Health Center.
- With Committee chairperson, responded to department inquiry concerning Executive Committee’s step increase approval from prior meeting.
- With Jodi and now Kelli, continued work with representatives of The Horton Group regarding 2018 health insurance budget documents, premiums, and other employer-sponsored benefits for 2018. With Jodi and now Kelli, and the Horton Group, preparations for October “Open Enrollment Meetings” scheduled for the week of October 16. Monthly teleconference to review performance of health fund, stop loss and claims processing.
- Participated in 2017 Walking-4-Wellness activity.

Administrative – Paula Tracy

- As I wind down my employment with Wood County, have been cleaning out file cabinets and purging unneeded and way outdated documents. I must have been a hoarder all these years!
- Reviewed Peter Kastenholtz’s proposed Records Retention recodification as it pertains to Human Resources records. Discussed concerns with Warren Kraft and provided additional input to Mr. Kastenholtz.
- Reviewed and discussed Kelli’s timeline regarding implementation of the IMS-21 paperless filing system.
- Kelli and I went to the 12th Street secured storage area. Using the proposed Records Retention Ordinance will be able to purge all records in that storage area. Kelli is working

with Maintenance to schedule the shredding of those records. Our plan is to vacate that area by year's end, thus eliminating rent for 2018.

- With Warren Kraft, finalized the Human Resources' 2018 budgets. Removed \$55,000 budgeted for the original market review and \$700 rent for the 12th Street storage. Revised budget for Finance Department and Executive Committee reviews.
- Spent a considerable amount of time researching timecards and County Board per diems (thanks to County Clerk) for the Humane Officer. Contacted State of Wisconsin regarding Humane Officer certification. Provided information to Warren to aid in his discussions with Public Safety Committee Chair.
- Revised several job descriptions in anticipation of recruitment.
- Responded to several supervisors relating to personnel issues and made recommendations for an appropriate course of action.
- Researched and responded to email surveys from fellow colleagues relating to various positions, policies and procedures.
- Conducted four exit interviews this month.
- Participated in the County Clerk's Blood Drive.

Payroll and Benefits – Jodi Pingel

WPK note: Limited staff time and the impact of redistributed duties do not permit going through Jodi's activity logs to itemize her tasks prior to medical leave. Though these are from her August report to the Committee, essentially these are the same tasks that she performed until medical leave and are provided for the Committee's information. (Dates notwithstanding.) Thank you for your understanding.

- Continuing to work with the vendor directly, along with the assistance of IT on system updates/concerns.
 - WRS employer contributions are not accurately being distributed for employees working in multiple departments. The system is equally distributing between the numbers of allocations.
 - Created new pay codes in HRMS to eliminate the issue with wage calculations for partial hours are converting the rate of pay when finalizing the payout. System is not rounding the payout and cuts off at two (2) decimal points. Will go into effect for the September 14, 2017 payroll.
- Processing Family Medical Leave requests.
- Processed payroll for the 07/16/17-07/29/17, 07/30/17-08/12/17 and 08/13/17-08/26/17 pay periods.
 - August 17, 2017 payroll data was imported from TimeStar.
 - Approximately 500 manual adjustments to timecards due to accrual code calculations on the August 17 and August 31, 2017 payroll. New pay codes will eliminate this issue.
 - Manual checks created due to error with On Call code and accrual code.
- New Hire Orientations on July 24, July 31, August 7, August 14 and August 21, 2017
 - Add New Hire information to HRMS.
 - Enroll new employees in elected insurance plans.
 - Create users and add assignments for new hires in TimeStar (Security Group, Pay Group, Badge Number, Payroll Based Journaling (PBJ) Identifier, Supervisor, Accrual Plan).
- Vacation awards.

- Terminations – Cancel insurance benefits, COBRA notification, report final earnings and hours to WRS, PEHP.
- July WRS remittance.
- Quarter 1 Tax Penalty forgiveness and reimbursement received.
- Appeal letter sent for late penalties according to Quarter 2 tax reporting.
- Testing HRMS – Employee Self Service for benefit elections and pay stub retrieval.
- August COBRA remittance and vendor payments.
- Attended Employee Feedback meeting.
 - TimeStar transition and deadlines for approvals.
 - Wellness premium reductions – handed out rate sheet.
- Unemployment charges for July 2017.
- Update Reusable timecards in HRMS with Basic Life enrollments.
- Update Benefit Guide with insurance changes for 2018.
- Meeting with United Way representative and Wood County United Way campaign members.
- TimeStar
 - Assisting with employee and supervisor questions related to the usage of TimeStar
 - Review and adjust time off balances/accruals for Group 1
 - Working with IT on configuration updates and verifying data export

Recruitment – Angel Butler-Meddaugh

- Attended the Fall Job Fair located at Mid-State Technical College (MSTC).
- Met with Warren and reviewed approximately 35 applications regarding the Human Resources Administrator position. Six candidates were selected to interview, which will be held on Thursday, October 5, 2017.
- Will be attending MSTC Administrative Professional Program Advisory Committee Meeting on Thursday, September 28, 2017 which I am a member.
- Filled the Veteran's Representative 5 position after two final candidates withdrew from the process for various reasons.
- With a staff member out for medical reasons, I have been assisting wherever I can with Payroll/Benefit Administration and the Administrative Assistant duties.
- One of the duties that I will be handling until a replacement can be found for Paula is conducting exit interviews. I've conducted one last week and another scheduled this week.
- Attended the SPAHRA all day conference on September 13, 2017. The subject matter was interesting and the speaker was very knowledgeable. Her name was Sarah Brennan and she is a consultant with Cornerstone OnDemand. There were two parts to the training; Recruiting to Onboarding and Engagement and Retention.
- Attended a webinar for Cyber Recruiter Virtual User Group Meeting. Learning something about Cyber Recruiter every time I attend one of these meetings.
- Two new FSET Case Managers were approved by Resolution # 17-9-7. Both positions will be at the River Block building in Wisconsin Rapids. Deadline is October 8, 2017.
- We had seven new hire orientations this week! I think that was a record!
- The following chart shows position activity during the month. Positions that are filled are dropped from the list the following month.

<u>Refilled Position</u>	<u>Department</u>	<u>Position</u>	<u>Status</u>
Refilled	Dispatch	Dispatcher (2 FT & Eligibility List)	Filled – Eligibility list Est.
Refilled	Edgewater	CNA (1 FT, 1 PT, Multiple Casual)	Recruitment by Edgewater
Refilled	Edgewater	Dietary Aide (3 Casuals)	Recruitment by Edgewater
Elig List	Edgewater	RN's (1 PT, 1 Casual)	Recruitment by Edgewater
Refilled	Health	WIC Nutritionist/Educator-LTE (PT)	Reviewing applications
Refilled	Health	Environmental Hlth Spec/Asst (2)	Filled

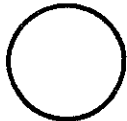
Refilled	Health	WIC Nutritionist/Educator (PT)	Filled
Refilled	Highway	Mechanic	Interviewing
Refilled	Human Resources	HR Administrator	Interviewing 10/5/17
Refilled	Human Services	Residential Aide (1FT & Casual)	Refs/background
Refilled	Human Services	Crisis Interventionist (Casual)	Refs/background
Refilled	Human Services	Birth to Three Program Coordinator	Deadline 10/1/17
Refilled	Human Services	Family Resource Coordinator	Offer pending
New	Human Services	FSET Case Managers (2)	Deadline 10/8/17
Refilled	IT-Systems	PC Technician	Deadline 10/1/17
Refilled	IT-Systems	Programmer/Analyst	Filled
Refilled	Norwood	Discharge Case Manager	Filled
Refilled	Norwood	Dietary Aide (1 PT, 2 Casual)	Recruitment by Norwood
Refilled	Norwood	RN (2 FT – Establishing Elig List)	Recruitment by Norwood
Refilled	Norwood	CNA (2 FT, 2 PT, 5 Casual)	Recruitment by Norwood
Refilled	Norwood	Cook	Filled
Refilled	Register of Deeds	Administrative Services 5	Deadline 10/4/17
Refilled	Sheriff	Corrections Officers (Male/Female)	Eligibility List Established
Refilled	Sheriff	Office Supervisor	Filled
Refilled	Sheriff	Secretary (FT)	Filled
Refilled	Sheriff	Secretary (Casual)	Reviewing applications
Refilled	Veteran's	Veteran's Rep 5	Filled

Administrative Services – Kelli Quinnell

WPK addition: As her time permits, Kelli is also providing her usual administrative services to the Department.

- With a staff member now on medical leave, am devoting all my time to payroll and benefits, including FMLA administration.

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



RESOLUTION#

ITEM#

1- 1

DATE

October 17, 2017

Effective Date

October 17, 2017

Introduced by

Executive Committee

Page 1 of 7

Committee

BLN

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>MM</u> , Finance Dir.		

INTENT & SYNOPSIS: RESOLUTION AWARDING THE SALE OF \$5,440,000 GENERAL OBLIGATION PROMISSORY NOTES, SERIES 2017A

WHEREAS, on July 18, 2017, the County Board of Supervisors of Wood County, Wisconsin (the "County"), by a vote of at least three-fourths of the members-elect, adopted (a) an initial resolution (the "Highway Projects Initial Resolution") authorizing the issuance of general obligation promissory notes in an amount not to exceed \$2,500,000 for the public purpose of financing highway improvement projects (the "Highway Projects"); and, by a vote of a majority of a quorum, adopted (b) an initial resolution (the "Refunding Initial Resolution") authorizing the issuance of general obligation promissory notes in an amount not to exceed \$1,750,000 for the public purpose of refinancing State Trust Fund Loans borrowed for 2017 capital projects;

WHEREAS, on September 19, 2017, the County Board of Supervisors, by a vote of at least three-fourths of the members-elect, adopted an initial resolution (the "Capital Projects Initial Resolution") authorizing the issuance of general obligation promissory notes in an amount not to exceed \$1,200,000 for the public purpose of paying the cost of capital expenditures in the 2018 budget requests of Dispatch, Emergency Management, Edgewater Haven Nursing Home, Norwood Health Center, Parks and Forestry, Information Technology and UW Wood County/Marshfield (the "Capital Projects") (the above-referenced Capital Projects Initial Resolution, Highway Projects Initial Resolution and Refunding Initial Resolution are referred to collectively herein as the "Initial Resolutions");

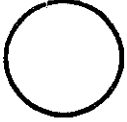
WHEREAS, the County Board of Supervisors hereby finds and determines that it is necessary, desirable and in the best interest of the County to refinance the County's State Trust Fund Loans, dated April 10, 2017, April 10, 2017, May 18, 2017 and June 27, 2017 (collectively, the "Refunded Obligations") (hereinafter the refinancing of the Refunded Obligations shall be referred to as the "Refunding");

WHEREAS, the County hereby deems it to be necessary, desirable and in the best interest of the County to combine the issues authorized by the Initial Resolutions into one issue of notes designated "General Obligation Promissory Notes, Series 2017A" (the "Notes") for the purpose of paying the cost of the Highway Projects and Capital Projects (collectively, the "Project") and the Refunding;

WHEREAS, the County Board of Supervisors deems it to be necessary, desirable and in the best interest of the County to refund the Refunded Obligations for the purpose of achieving debt service savings;

WHEREAS, the County is authorized by the provisions of Section 67.12(12), Wisconsin Statutes, to borrow money and issue general obligation promissory notes for such public purposes and to refinance its outstanding obligations;

WHEREAS, none of the proceeds of the Notes shall be used to fund the operating expenses of the general fund of the County or to fund the operating expenses of any special revenue fund of the County that is supported by the property taxes;



RESOLUTION# _____

Introduced by _____

Executive _____

Page 2 of 7

Committee _____

WHEREAS, the County has directed Springsted Incorporated ("Springsted") to take the steps necessary to sell the Notes authorized by the Initial Resolutions to pay the cost of the Project and the Refunding;

WHEREAS, Springsted, in consultation with the officials of the County, prepared an Official Terms of Offering (a copy of which is attached hereto as Exhibit A and incorporated herein by this reference) setting forth the details of and the bid requirements for the Notes and indicating that the Notes would be offered for public sale on October 16, 2017;

WHEREAS, the County Clerk (in consultation with Springsted) caused a form of notice of the sale to be published and/or announced and caused the Official Terms of Offering to be distributed to potential bidders offering the Notes for public sale on October 16, 2017;

WHEREAS, the County has duly received bids for the Notes as described on the Bid Tabulation attached hereto as Exhibit B and incorporated herein by this reference (the "Bid Tabulation");

WHEREAS, it has been determined that the bid proposal (the "Proposal") submitted by the financial institution listed first on the Bid Tabulation fully complies with the bid requirements set forth in the Official Terms of Offering and is deemed to be the most advantageous to the County. Springsted has recommended that the County accept the Proposal. A copy of said Proposal submitted by such institution (the "Purchaser") is attached hereto as Exhibit C and incorporated herein by this reference; and

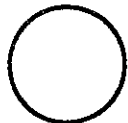
WHEREAS, the County Board of Supervisors now deems it to be necessary, desirable and in the best interest of the County that the Notes be issued in the aggregate principal amount of \$5,440,000 (\$1,190,000 authorized by the Capital Projects Initial Resolution, \$2,500,000 authorized by the Highway Projects Initial Resolution and \$1,750,000 authorized by the Refunding Initial Resolution).

NOW, THEREFORE, BE IT RESOLVED by the County Board of Supervisors of the County that:

Section 1. Ratification of the Official Terms of Offering and Offering Materials. The County Board of Supervisors of the County hereby ratifies and approves the details of the Notes set forth in Exhibit A attached hereto as and for the details of the Notes. The Official Terms of Offering of the County and any other offering materials prepared and circulated by Springsted are hereby ratified and approved in all respects. All actions taken by officers of the County and Springsted in connection with the preparation and distribution of the Official Terms of Offering, and any other offering materials are hereby ratified and approved in all respects.

Section 1A. Award of the Notes. The Proposal of the Purchaser offering to purchase the Notes for the sum set forth on the Proposal (as modified on the Bid Tabulation and reflected in the Pricing Summary referenced below and incorporated herein), plus accrued interest to the date of delivery, is hereby accepted. The Chairperson and County Clerk or other appropriate officers of the County are authorized and directed to execute an acceptance of the Proposal on behalf of the County. The good faith deposit of the Purchaser shall be retained by the County Treasurer and applied in accordance with the Official Terms of Offering, and any good faith deposits submitted by unsuccessful bidders shall be promptly returned. The Notes shall bear interest at the rates set forth on the Proposal.

Section 2. Terms of the Notes. The Notes shall be designated "General Obligation Promissory Notes, Series 2017A"; shall be issued in the aggregate principal amount of \$5,440,000; shall be dated November 15, 2017; shall be in the denomination of \$5,000 or any integral multiple thereof; shall be numbered R-1 and upward; and shall bear interest at the rates per annum and mature on October 1 of each year, in the years and principal amounts as set forth on the Pricing Summary attached hereto as Exhibit D-1 and incorporated herein by this reference. Interest shall be payable



RESOLUTION# _____

semi-annually on April 1 and October 1 of each year commencing on April 1, 2018. Interest shall be computed upon the basis of a 360-day year of twelve 30-day months and will be rounded pursuant to the rules of the Municipal Securities Rulemaking Board. The schedule of principal and interest payments due on the Notes is set forth on the Debt Service Schedule attached hereto as Exhibit D-2 and incorporated herein by this reference (the "Schedule").

Section 3. Redemption Provisions. The Notes maturing on October 1, 2025 and thereafter are subject to redemption prior to maturity, at the option of the Issuer, on October 1, 2024 or on any date thereafter. Said Notes are redeemable as a whole or in part, and if in part, from maturities selected by the Issuer, and within each maturity by lot, at the principal amount thereof, plus accrued interest to the date of redemption.

If the Proposal specifies that any of the Notes are subject to mandatory redemption, the terms of such mandatory redemption shall be set forth on an attachment hereto as Exhibit MRP and incorporated herein by this reference. Upon the optional redemption of any of the Notes subject to mandatory redemption, the principal amount of such Notes so redeemed shall be credited against the mandatory redemption payments established in Exhibit MRP for such Notes in such manner as the County shall direct.

Section 4. Form of the Notes. The Notes shall be issued in registered form and shall be executed and delivered in substantially the form attached hereto as Exhibit E and incorporated herein by this reference.

Section 5. Tax Provisions.

(A) Direct Annual Irrepealable Tax Levy. For the purpose of paying the principal of and interest on the Notes as the same becomes due, the full faith, credit and resources of the County are hereby irrevocably pledged, and there is hereby levied upon all of the taxable property of the County a direct annual irrepealable tax in the years 2017 through 2026 for payments due in the years 2018 through 2027 in the amounts set forth on the Schedule.

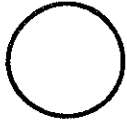
(B) Tax Collection. So long as any part of the principal of or interest on the Notes remains unpaid, the County shall be and continue without power to repeal such levy or obstruct the collection of said tax until all such payments have been made or provided for. After the issuance of the Notes, said tax shall be, from year to year, carried onto the tax roll of the County and collected in addition to all other taxes and in the same manner and at the same time as other taxes of the County for said years are collected, except that the amount of tax carried onto the tax roll may be reduced in any year by the amount of any surplus money in the Debt Service Fund Account created below.

(C) Additional Funds. If at any time there shall be on hand insufficient funds from the aforesaid tax levy to meet principal and/or interest payments on said Notes when due, the requisite amounts shall be paid from other funds of the County then available, which sums shall be replaced upon the collection of the taxes herein levied.

Section 6. Segregated Debt Service Fund Account.

(A) Creation and Deposits. There be and there hereby is established in the treasury of the County, if one has not already been created, a debt service fund, separate and distinct from every other fund, which shall be maintained in accordance with generally accepted accounting principles. Debt service or sinking funds established for obligations previously issued by the County may be considered as separate and distinct accounts within the debt service fund.

Within the debt service fund, there hereby is established a separate and distinct account designated as the "Debt Service Fund Account for General Obligation Promissory Notes, Series 2017A" (the "Debt Service Fund Account") and such account shall be maintained until the indebtedness evidenced by the Notes is fully paid or otherwise extinguished. The County Treasurer shall deposit in the ~~27~~ Debt Service Fund Account (i) all accrued interest received by the County at the time of delivery of and payment for the Notes; (ii) any premium not used for the Refunding which



may be received by the County above the par value of the Notes and accrued interest thereon; (iii) all money raised by the taxes herein levied and any amounts appropriated for the specific purpose of meeting principal of and interest on the Notes when due; (iv) such other sums as may be necessary at any time to pay principal of and interest on the Notes when due; (v) surplus monies in the Borrowed Money Fund as specified below; and (vi) such further deposits as may be required by Section 67.11, Wisconsin Statutes.

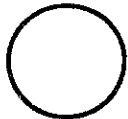
(B) Use and Investment. No money shall be withdrawn from the Debt Service Fund Account and appropriated for any purpose other than the payment of principal of and interest on the Notes until all such principal and interest has been paid in full and the Notes canceled; provided (i) the funds to provide for each payment of principal of and interest on the Notes prior to the scheduled receipt of taxes from the next succeeding tax collection may be invested in direct obligations of the United States of America maturing in time to make such payments when they are due or in other investments permitted by law; and (ii) any funds over and above the amount of such principal and interest payments on the Notes may be used to reduce the next succeeding tax levy, or may, at the option of the County, be invested by purchasing the Notes as permitted by and subject to Section 67.11(2)(a), Wisconsin Statutes, or in permitted municipal investments under the pertinent provisions of the Wisconsin Statutes ("Permitted Investments"), which investments shall continue to be a part of the Debt Service Fund Account. Any investment of the Debt Service Fund Account shall at all times conform with the provisions of the Internal Revenue Code of 1986, as amended (the "Code") and any applicable Treasury Regulations (the "Regulations").

(C) Remaining Monies. When all of the Notes have been paid in full and canceled, and all Permitted Investments disposed of, any money remaining in the Debt Service Fund Account shall be transferred and deposited in the general fund of the County, unless the County Board of Supervisors directs otherwise.

Section 7. Proceeds of the Notes; Segregated Borrowed Money Fund. The proceeds of the Notes (the "Note Proceeds") (other than any premium not used for the Refunding and accrued interest which must be paid at the time of the delivery of the Notes into the Debt Service Fund Account created above) shall be deposited into a special fund separate and distinct from all other funds of the County and disbursed solely for the purpose or purposes for which borrowed or for the payment of the principal of and the interest on the Notes. In no event shall monies in the Borrowed Money Fund be used to fund operating expenses of the general fund of the County or of any special revenue fund of the County that is supported by property taxes. Monies in the Borrowed Money Fund may be temporarily invested in Permitted Investments. Any monies, including any income from Permitted Investments, remaining in the Borrowed Money Fund after the purpose or purposes for which the Notes have been issued have been accomplished, and, at any time, any monies as are not needed and which obviously thereafter cannot be needed for such purpose(s) shall be deposited in the Debt Service Fund Account.

Section 8. No Arbitrage. All investments made pursuant to this Resolution shall be Permitted Investments, but no such investment shall be made in such a manner as would cause the Notes to be "arbitrage bonds" within the meaning of Section 148 of the Code or the Regulations and an officer of the County, charged with the responsibility for issuing the Notes, shall certify as to facts, estimates, circumstances and reasonable expectations in existence on the date of delivery of the Notes to the Purchaser which will permit the conclusion that the Notes are not "arbitrage bonds," within the meaning of the Code or Regulations.

Section 9. Compliance with Federal Tax Laws. (a) The County represents and covenants that the projects financed by the Notes and by the Refunded Obligations and the ownership, management and use of the projects will not cause the Notes or the Refunded Obligations to be "private activity bonds" within the meaning of Section 141 of the Code. The County further covenants that it shall comply with the provisions of the Code to the extent necessary to maintain the tax-exempt status of the interest on the Notes including, if applicable, the rebate requirements of Section 148(f) of the Code. The County further covenants that it will not take any action, omit to take any action or permit the taking or omission of any action within its control (including, without limitation, making or permitting any use of the



proceeds of the Notes) if taking, permitting or omitting to take such action would cause any of the Notes to be an arbitrage bond or a private activity bond within the meaning of the Code or would otherwise cause interest on the Notes to be included in the gross income of the recipients thereof for federal income tax purposes. The County Clerk or other officer of the County charged with the responsibility of issuing the Notes shall provide an appropriate certificate of the County certifying that the County can and covenanting that it will comply with the provisions of the Code and Regulations.

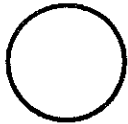
(b) The County also covenants to use its best efforts to meet the requirements and restrictions of any different or additional federal legislation which may be made applicable to the Notes provided that in meeting such requirements the County will do so only to the extent consistent with the proceedings authorizing the Notes and the laws of the State of Wisconsin and to the extent that there is a reasonable period of time in which to comply.

Section 10. Designation as Qualified Tax-Exempt Obligations. The Notes are hereby designated as "qualified tax-exempt obligations" for purposes of Section 265 of the Code, relating to the ability of financial institutions to deduct from income for federal income tax purposes, interest expense that is allocable to carrying and acquiring tax-exempt obligations.

Section 11. Execution of the Notes; Closing; Professional Services. The Notes shall be issued in printed form, executed on behalf of the County by the manual or facsimile signatures of the Chairperson and County Clerk, authenticated, if required, by the Fiscal Agent (defined below), sealed with its official or corporate seal, if any, or a facsimile thereof, and delivered to the Purchaser upon payment to the County of the purchase price thereof, plus accrued interest to the date of delivery (the "Closing"). The facsimile signature of either of the officers executing the Notes may be imprinted on the Notes in lieu of the manual signature of the officer but, unless the County has contracted with a fiscal agent to authenticate the Notes, at least one of the signatures appearing on each Note shall be a manual signature. In the event that either of the officers whose signatures appear on the Notes shall cease to be such officers before the Closing, such signatures shall, nevertheless, be valid and sufficient for all purposes to the same extent as if they had remained in office until the Closing. The aforesaid officers are hereby authorized and directed to do all acts and execute and deliver the Notes and all such documents, certificates and acknowledgements as may be necessary and convenient to effectuate the Closing. The County hereby authorizes the officers and agents of the County to enter into, on its behalf, agreements and contracts in conjunction with the Notes, including but not limited to agreements and contracts for legal, trust, fiscal agency, disclosure and continuing disclosure, and rebate calculation services. Any such contract heretofore entered into in conjunction with the issuance of the Notes is hereby ratified and approved in all respects.

Section 12. Payment of the Notes; Fiscal Agent. The principal of and interest on the Notes shall be paid by the County Clerk or County Treasurer (the "Fiscal Agent"). In the event the County determines that it is necessary and desirable to appoint a third party fiscal agent with respect to the Notes, the Chairperson and County Clerk are authorized to enter into a fiscal agency agreement with a bank or trust company approved by the Chairperson and County Clerk to serve as Fiscal Agent pursuant to Wis. Stats. Sec. 67.10(2). Such fiscal agency agreement may provide among other things, for the performance by the Fiscal Agent of the functions listed in Wis. Stats. Sec. 67.10(2)(a) to (j), where applicable, with respect to the Notes. In the event a third party fiscal agent is appointed, such changes in the note form and the manner of registration and transfer of the Notes as are necessary or desirable to reflect that fact may also be made.

Section 13. Persons Treated as Owners; Transfer of Notes. The County shall cause books for the registration and for the transfer of the Notes to be kept by the Fiscal Agent. The person in whose name any Note shall be registered shall be deemed and regarded as the absolute owner thereof for all purposes and payment of either principal or interest



on any Note shall be made only to the registered owner thereof. All such payments shall be valid and effectual to satisfy and discharge the liability upon such Note to the extent of the sum or sums so paid.

Any Note may be transferred by the registered owner thereof by surrender of the Note at the office of the Fiscal Agent, duly endorsed for the transfer or accompanied by an assignment duly executed by the registered owner or his attorney duly authorized in writing. Upon such transfer, the Chairperson and County Clerk shall execute and deliver in the name of the transferee or transferees a new Note or Notes of a like aggregate principal amount, series and maturity and the Fiscal Agent shall record the name of each transferee in the registration book. No registration shall be made to bearer. The Fiscal Agent shall cancel any Note surrendered for transfer.

The County shall cooperate in any such transfer, and the Chairperson and County Clerk are authorized to execute any new Note or Notes necessary to effect any such transfer.

Section 14. Record Date. The 15th day of the calendar month next preceding each interest payment date shall be the record date for the Notes (the "Record Date"). Payment of interest on the Notes on any interest payment date shall be made to the registered owners of the Notes as they appear on the registration book of the County at the close of business on the Record Date.

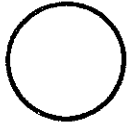
Section 15. Utilization of The Depository Trust Company Book-Entry-Only System. In order to make the Notes eligible for the services provided by The Depository Trust Company, New York, New York ("DTC"), the County agrees to the applicable provisions set forth in the Blanket Issuer Letter of Representations, which the County Clerk or other authorized representative of the County is authorized and directed to execute and deliver to DTC on behalf of the County to the extent an effective Blanket Issuer Letter of Representations is not presently on file in the County Clerk's office.

Section 16. Official Statement. The County Board of Supervisors hereby approves the Preliminary Official Statement with respect to the Notes and deems the Preliminary Official Statement as "final" as of its date for purposes of SEC Rule 15c2-12 promulgated by the Securities and Exchange Commission pursuant to the Securities and Exchange Act of 1934 (the "Rule"). All actions taken by officers of the County in connection with the preparation of such Preliminary Official Statement and any addenda to it or final Official Statement are hereby ratified and approved. In connection with the Closing, the appropriate County official shall certify the Preliminary Official Statement and any addenda or final Official Statement. The County Clerk shall cause copies of the Preliminary Official Statement and any addenda or final Official Statement to be distributed to the Purchaser.

Section 17. Undertaking to Provide Continuing Disclosure. The County hereby covenants and agrees, for the benefit of the owners of the Notes, to enter into a written undertaking (the "Undertaking") if required by the Rule to provide continuing disclosure of certain financial information and operating data and timely notices of the occurrence of certain events in accordance with the Rule. The Undertaking shall be enforceable by the owners of the Notes or by the Purchaser on behalf of such owners (provided that the rights of the owners and the Purchaser to enforce the Undertaking shall be limited to a right to obtain specific performance of the obligations thereunder and any failure by the County to comply with the provisions of the Undertaking shall not be an event of default with respect to the Notes).

To the extent required under the Rule, the Chairperson and County Clerk, or other officer of the County charged with the responsibility for issuing the Notes, shall provide a Continuing Disclosure Certificate for inclusion in the transcript of proceedings, setting forth the details and terms of the County's Undertaking.

Section 18. Redemption of the Refunded Obligations. The County hereby calls the Refunded Obligations due on and after March 15, 2018 for redemption on January 2, 2018. The County hereby directs the County Clerk to work



RESOLUTION# _____

 Introduced by _____ Executive
 Page 7 of 7

Committee _____

with Springsted to cause timely notice of redemption to be sent to the Board of Commissioners of Public Lands by registered or certified mail at least 30 days prior to the date of redemption of the Refunded Obligations.

The County hereby directs the County Clerk to take all actions necessary for the redemption of the Refunded Obligations on their redemption date. Any and all actions heretofore taken by the officers and agents of the County to effectuate such redemption are hereby ratified and approved.

Section 19. Record Book. The County Clerk shall provide and keep the transcript of proceedings as a separate record book (the "Record Book") and shall record a full and correct statement of every step or proceeding had or taken in the course of authorizing and issuing the Notes in the Record Book.

Section 20. Bond Insurance. If the Purchaser determines to obtain municipal bond insurance with respect to the Notes, the officers of the County are authorized to take all actions necessary to obtain such municipal bond insurance. The Chairperson and County Clerk are authorized to agree to such additional provisions as the bond insurer may reasonably request and which are acceptable to the Chairperson and County Clerk including provisions regarding restrictions on investment of Note proceeds, the payment procedure under the municipal bond insurance policy, the rights of the bond insurer in the event of default and payment of the Notes by the bond insurer and notices to be given to the bond insurer. In addition, any reference required by the bond insurer to the municipal bond insurance policy shall be made in the form of Note provided herein.

Section 21. Conflicting Resolutions; Severability; Effective Date. All prior resolutions, rules or other actions of the County Board of Supervisors or any parts thereof in conflict with the provisions hereof shall be, and the same are, hereby rescinded insofar as the same may so conflict. In the event that any one or more provisions hereof shall for any reason be held to be illegal or invalid, such illegality or invalidity shall not affect any other provisions hereof. The foregoing shall take effect immediately upon adoption and approval in the manner provided by law.

Adopted and recorded October 17, 2017.

 Lance A. Pliml
 Chairperson

ATTEST:

 Cynthia Cepress
 County Clerk

(SEAL)

EXHIBIT A

Official Terms of Offering

To be provided by Springsted Incorporated and incorporated into the Resolution.

(See Attached)

EXHIBIT B

Bid Tabulation

To be provided by Springsted Incorporated and incorporated into the Resolution.

(See Attached)

EXHIBIT C

Winning Bid

To be provided by Springsted Incorporated and incorporated into the Resolution.

(See Attached)

EXHIBIT D-1

Pricing Summary

To be provided by Springsted Incorporated and incorporated into the Resolution.

(See Attached)

EXHIBIT D-2

Debt Service Schedule and Irrepealable Tax Levies

To be provided by Springsted Incorporated and incorporated into the Resolution.

(See Attached)

EXHIBIT MRP

Mandatory Redemption Provision

The Notes due on October 1, _____, _____ and _____ (the "Term Bonds") are subject to mandatory redemption prior to maturity by lot (as selected by the Depository) at a redemption price equal to One Hundred Percent (100%) of the principal amount to be redeemed plus accrued interest to the date of redemption, from debt service fund deposits which are required to be made in amounts sufficient to redeem on October 1 of each year the respective amount of Term Bonds specified below:

For the Term Bonds Maturing on October 1, _____

<u>Redemption</u> <u>Date</u>	<u>Amount</u>
_____	\$ _____
_____	_____ (maturity)

For the Term Bonds Maturing on October 1, _____

<u>Redemption</u> <u>Date</u>	<u>Amount</u>
_____	\$ _____
_____	_____ (maturity)

For the Term Bonds Maturing on October 1, _____

<u>Redemption</u> <u>Date</u>	<u>Amount</u>
_____	\$ _____
_____	_____ (maturity)

For the Term Bonds Maturing on October 1, _____

<u>Redemption</u> <u>Date</u>	<u>Amount</u>
_____	\$ _____
_____	_____ (maturity)

EXHIBIT E

(Form of Note)

REGISTERED UNITED STATES OF AMERICA DOLLARS
STATE OF WISCONSIN
WOOD COUNTY
NO. R-___ GENERAL OBLIGATION PROMISSORY NOTE, SERIES 2017A \$___
MATURITY DATE: ORIGINAL DATE OF ISSUE: INTEREST RATE: CUSIP:
October 1, ___ November 15, 2017 ___% ___
DEPOSITORY OR ITS NOMINEE NAME: CEDE & CO.
PRINCIPAL AMOUNT: _____ THOUSAND DOLLARS
(\$ _____)

FOR VALUE RECEIVED, Wood County, Wisconsin (the "County"), hereby acknowledges itself to owe and promises to pay to the Depository or its Nominee Name (the "Depository") identified above (or to registered assigns), on the maturity date identified above, the principal amount identified above, and to pay interest thereon at the rate of interest per annum identified above, all subject to the provisions set forth herein regarding redemption prior to maturity. Interest shall be payable semi-annually on April 1 and October 1 of each year commencing on April 1, 2018 until the aforesaid principal amount is paid in full. Both the principal of and interest on this Note are payable to the registered owner in lawful money of the United States. Interest payable on any interest payment date shall be paid by wire transfer to the Depository in whose name this Note is registered on the Bond Register maintained by the County Clerk or County Treasurer (the "Fiscal Agent") or any successor thereto at the close of business on the 15th day of the calendar month next preceding each interest payment date (the "Record Date"). This Note is payable as to principal upon presentation and surrender hereof at the office of the Fiscal Agent.

For the prompt payment of this Note together with interest hereon as aforesaid and for the levy of taxes sufficient for that purpose, the full faith, credit and resources of the County are hereby irrevocably pledged.

This Note is one of an issue of Notes aggregating the principal amount of \$5,440,000, all of which are of like tenor, except as to denomination, interest rate, maturity date and redemption provision, issued by the County pursuant to the provisions of Section 67.12(12), Wisconsin Statutes, for the public purposes of funding capital expenditures in the 2018 budget requests of Dispatch, Emergency Management, Edgewater Haven Nursing Home, Norwood Health Center, Parks and Forestry, Information Technology and UW Wood County/Marshfield; financing highway improvement projects; and refunding certain outstanding obligations of the County, as

QB\48531473.1

authorized by resolutions adopted on July 18, 2017, September 19, 2017, and October 17, 2017. Said resolutions are recorded in the official minutes of the County Board of Supervisors for said dates.

The Notes maturing on October 1, 2025 and thereafter are subject to redemption prior to maturity, at the option of the County, on October 1, 2024 or on any date thereafter. Said Notes are redeemable as a whole or in part, and if in part, from maturities selected by the County, and within each maturity by lot (as selected by the Depository), at the principal amount thereof, plus accrued interest to the date of redemption.

[The Notes maturing in the years _____ are subject to mandatory redemption by lot as provided in the resolution awarding the Notes, at the redemption price of par plus accrued interest to the date of redemption and without premium.]

In the event the Notes are redeemed prior to maturity, as long as the Notes are in book-entry-only form, official notice of the redemption will be given by mailing a notice by registered or certified mail, overnight express delivery, facsimile transmission, electronic transmission or in any other manner required by the Depository, to the Depository not less than thirty (30) days nor more than sixty (60) days prior to the redemption date. If less than all of the Notes of a maturity are to be called for redemption, the Notes of such maturity to be redeemed will be selected by lot. Such notice will include but not be limited to the following: the designation, date and maturities of the Notes called for redemption, CUSIP numbers, and the date of redemption. Any notice provided as described herein shall be conclusively presumed to have been duly given, whether or not the registered owner receives the notice. The Notes shall cease to bear interest on the specified redemption date provided that federal or other immediately available funds sufficient for such redemption are on deposit at the office of the Depository at that time. Upon such deposit of funds for redemption the Notes shall no longer be deemed to be outstanding.

It is hereby certified and recited that all conditions, things and acts required by law to exist or to be done prior to and in connection with the issuance of this Note have been done, have existed and have been performed in due form and time; that the aggregate indebtedness of the County, including this Note and others issued simultaneously herewith, does not exceed any limitation imposed by law or the Constitution of the State of Wisconsin; and that a direct annual irrepealable tax has been levied sufficient to pay this Note, together with the interest thereon, when and as payable.

This Note has been designated by the County Board of Supervisors as a "qualified tax-exempt obligation" pursuant to the provisions of Section 265(b)(3) of the Internal Revenue Code of 1986, as amended.

This Note is transferable only upon the books of the County kept for that purpose at the office of the Fiscal Agent, only in the event that the Depository does not continue to act as depository for the Notes, and the County appoints another depository, upon surrender of the

Notes to the Fiscal Agent, by the registered owner in person or his duly authorized attorney, together with a written instrument of transfer (which may be endorsed hereon) satisfactory to the Fiscal Agent duly executed by the registered owner or his duly authorized attorney. Thereupon a new fully registered Note in the same aggregate principal amount shall be issued to the new depository in exchange therefor and upon the payment of a charge sufficient to reimburse the County for any tax, fee or other governmental charge required to be paid with respect to such registration. The Fiscal Agent shall not be obliged to make any transfer of the Notes (i) after the Record Date, (ii) during the fifteen (15) calendar days preceding the date of any publication of notice of any proposed redemption of the Notes, or (iii) with respect to any particular Note, after such Note has been called for redemption. The Fiscal Agent and County may treat and consider the Depository in whose name this Note is registered as the absolute owner hereof for the purpose of receiving payment of, or on account of, the principal or redemption price hereof and interest due hereon and for all other purposes whatsoever. The Notes are issuable solely as negotiable, fully-registered Notes without coupons in the denomination of \$5,000 or any integral multiple thereof.

No delay or omission on the part of the owner hereof to exercise any right hereunder shall impair such right or be considered as a waiver thereof or as a waiver of or acquiescence in any default hereunder.

IN WITNESS WHEREOF, Wood County, Wisconsin, by its governing body, has caused this Note to be executed for it and in its name by the manual or facsimile signatures of its duly qualified Chairperson and County Clerk; and to be sealed with its official or corporate seal, if any, all as of the original date of issue specified above.

WOOD COUNTY, WISCONSIN

By: _____
Lance A. Pliml
Chairperson

(SEAL)

By: _____
Cynthia Cepass
County Clerk

ASSIGNMENT

FOR VALUE RECEIVED, the undersigned sells, assigns and transfers unto

(Name and Address of Assignee)

(Social Security or other Identifying Number of Assignee)

the within Note and all rights thereunder and hereby irrevocably constitutes and appoints _____, Legal Representative, to transfer said Note on the books kept for registration thereof, with full power of substitution in the premises.

Dated: _____

Signature Guaranteed:

(e.g. Bank, Trust Company
or Securities Firm)

(Depository or Nominee Name)

NOTICE: This signature must correspond with the name of the Depository or Nominee Name as it appears upon the face of the within Note in every particular, without alteration or enlargement or any change whatever.

(Authorized Officer)

RESOLUTION#

Introduced by

Executive Committee

Page 1 of 1

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

BLN

INTENT & SYNOPSIS: To amend the 2017 budget for Human Services Administration (54500) for the purpose of funding the cost of architectural services.

FISCAL NOTE: To transfer \$8,665 from available balance in contingency (51590) to the Human Services Community Administration (54500). At the time of this request, the funds available in contingency are \$419,870. The adjustment to the budget is as follows:

Account	Account Name	Debit	Credit
54500	Community Administration		\$8,665
51590	Contingency	\$8,665	

WHEREAS the Wood County Health and Human Services Committee (Committee) understood at the time that alternative space would be needed in the near future for Human Services offices currently leased at Marshfield City Hall Plaza in addition to the continuing need for permanent space for Cornerstone clients and staff, and

WHEREAS the Committee contracted and paid for architectural services in 2016 to provide a preliminary design and the estimated costs for that needed space, and

WHEREAS the Committee contracted for additional architectural services in 2017 to obtain additional information on energy efficient construction options and the cost of those options, and

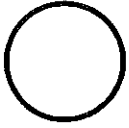
WHEREAS the funding for the additional architectural services was not included in the 2017 budget, and

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

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

THEREFORE BE IT RESOLVED to amend the Wood County budget for 2017 to transfer \$8,665 from the Contingency Account (51590) to the Human Services Community Administration (54500) function, and

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



RESOLUTION#

Introduced by Executive Committee
Page 1 of 1

LAD

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

INTENT & SYNOPSIS: To authorize the grant of an easement to the Marshfield YMCA to build and maintain a driveway on county land adjacent to the Wood County Annex and Health Center (a/k/a Norwood).

FISCAL NOTE: No county costs.

WHEREAS, the Marshfield Clinic Health System YMCA is proposing an addition to and remodeling of its current facility in Marshfield such that it would behoove the YMCA to obtain access along the northern edge of vacant property (the Property) owned by the county north of the Norwood facility, and

WHEREAS, the YMCA has approached the county to inquire if the county would grant an easement to land along the northern edge of the Property for the installation and maintenance of a driveway, all of the costs of which would be borne by the YMCA, and

WHEREAS, it is possible the county will develop the Property south of the easement area in the future such that it would be useful to access the driveway improvements and the plan is to limit the duration of the easement to give the county the ability to negotiate for the impact of its right to use the driveway in the future if the need arises, and

WHEREAS, it is in the interest of the county to support the remodeling and expansion of the YMCA via the granting of a limited term

access easement even if the county doesn't use the driveway installed thereon.

NOW, THEREFORE, THE WOOD COUNTY BOARD OF SUPERVISORS HEREBY RESOLVES to authorize the Health and Human Services Committee to oversee the negotiation of an easement for the Marshfield YMCA to have a driveway installed and maintained at no cost to the county pursuant to terms substantially consistent with the attached draft easement. The County Clerk is authorized and directed to execute the easement when it is finalized.

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

ACCESS EASEMENT

This ACCESS EASEMENT is entered into this _____ day of _____, 2017, by and between the Grantor, the County of Wood (the "Landowner"), and the Grantee, the Marshfield Clinic System YMCA (the "Easement Holder").

RECITALS

- A. The Landowner is the sole owner of certain real estate in the City of Marshfield, County of Wood, Wisconsin, which is legally described in Exhibit A and incorporated herein by this reference (the "Landowner's Property").
- B. The Easement Holder has prepared plans to add to and make improvements to its current property (the "Easement Holder's Property"), which makes it necessary to obtain new access to its property.
- C. The Easement Holder seeks to place a driveway on the northern edge of Landowner's Property to provide ingress and egress to Easement Holder's Property. The Landowner agrees to provide a limited easement for the installation and maintenance of said driveway and associated improvements.

GRANT OF ACCESS EASEMENT

In consideration of the facts recited above, the Landowner and Easement Holder agree as follow:

- 1. **Grant of Easement.** The Landowner hereby grants and conveys to the Easement Holder a 20-year, nonexclusive, rent-free, 55' 7" wide, 498.5' easement along the northern edge of Landowner's Property (the "Access Easement") for ingress and egress to Chestnut Street from the Easement Holder's Property, all as set forth on the Access Easement schematic on Exhibit B.
- 2. **Use of Access Easement.** The purpose of the Access Easement is to provide year-round vehicular access to and from the Easement Holder's Property by the Easement Holder, its agents and the general public. Nothing in this Access Easement is intended to prohibit use of the Access Easement by the Landowner provided such use does not interfere with the use of the Access Easement by the Easement Holder.
- 3. **Landowner's Use of Access Easement.** If the Landowner shall have the need to connect a driveway, parking lot or other improvement to the driveway that the Easement Holder constructs on the Access Easement, then Landowner may do so at its own cost and Landowner will then work with Easement Holder to undertake the rights and responsibilities for its pro-rata share of the expenses in maintaining the improvements on the Access Easement.

4. **Improvements.** The Easement Holder shall have the right and obligation to construct, at its sole expense, a driveway upon the Access Easement to make the Access Easement suitable for vehicular traffic. Signage may be placed upon the Access Easement by the Easement Holder if preapproved by the Landowner. All improvements made on the Easement Property by Easement Holder and its agents shall conform to industry standards applicable to such improvements.
5. **Maintenance.** The Easement Holder shall be responsible for maintaining the Easement Property and the improvements made thereon in a reasonable manner, including the timely plowing of snow thereon.
6. **Enforcement of Agreement.** The Landowner and the Easement Holder alone shall have the right to legally enforce this Access Easement and the covenants, conditions and restrictions set forth herein.
7. **Amendments.** This Access Easement may not be modified, amended or terminated except as set forth herein or by execution and recording of a written instrument signed by both parties.
8. **Successors.** All of the terms, covenants, conditions and obligations set forth herein shall inure to the benefit of and bind the Landowner and Easement Holder and their respective successors, transferees and assigns and shall continue for the time period set forth herein to run with the land.
9. **Severability.** If any provision or specific application of this Access Easement is found to be invalid by a court of competent jurisdiction, the remaining provisions and specific applications of this Access Easement shall remain valid and binding.
10. **Governing Law.** This Access Easement shall be governed by and construed under the laws of the State of Wisconsin.

IN WITNESS WHEREOF, the County of Wood has agreed to and executed this Access Easement this ____ day of _____, 2017.

By: _____
Cynthia Cepress, Wood County Clerk

Lance Pliml, Wood County Board Chairman

STATE OF WISCONSIN
WOOD COUNTY

Personally came before me this ____ day of _____, 2017, the above-named Cynthia Cepress and Lance Pliml to me known to be the persons executing the foregoing instrument and acknowledge same.

Signature of Notary

Typed or Printed Name of Notary
Notary Public of the State of Wisconsin
My Commission (expires) (is) _____

ACCEPTANCE OF EASEMENT HOLDER'S INTEREST

The foregoing Access Easement is hereby duly accepted by the Marshfield Clinic Health System YMCA this ____ day of _____, 2017.

By: _____

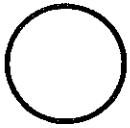
STATE OF WISCONSIN
WOOD COUNTY

Personally came before me this ____ day of _____, 2017, the above-named _____ to me known to be the persons executing the foregoing instrument and acknowledge same.

Signature of Notary

Typed or Printed Name of Notary
Notary Public of the State of Wisconsin
My Commission (expires) (is) _____

This document was drafted by:
Peter A. Kastenholz
400 Market Street
Wisconsin Rapids, WI 54494
715-421-8465



RESOLUTION#

Introduced by

Executive Committee

Page 1 of 1

LAD

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

INTENT & SYNOPSIS: To authorize the negotiations for and entry into a lease extension with the City of Marshfield for Human Services office space in the Marshfield City Hall.

FISCAL NOTE: Use of budgeted funds only.

WHEREAS, the County currently has a lease with the City of Marshfield for office space primarily on the fourth floor of the City Hall building (with 100 ft. on the third floor for location of computer equipment), which lease expires on December 31, 2017, and

WHEREAS, the Health and Human Services Committee has looked into various options to relocate the staff at the City Hall building prior to January 1, 2018, but has not been able to come up with a viable solution at this point in time and the Committee is aware that a previous plan by the City to sell the building has fallen through and the immediate need for the County to vacate its current rental space is no longer present, and

WHEREAS, a representative of the City has contacted the County to inquire if the County was interested in extending the lease out on a month-to-month basis under the same terms, and

WHEREAS, the Human Services Director was authorized in 2014 to negotiate and enter into the existing lease and it would be appropriate for the Human Services Director to be authorized to negotiate and enter into an

extension of the current lease, so long as the rental payments are within the budget.

NOW, THEREFORE, THE WOOD COUNTY BOARD OF SUPERVISORS HEREBY RESOLVES to authorize the Human Services Director to negotiate an extension of the current lease between the County and the City of Marshfield for office space in the Marshfield City Hall building within the limits of the funds budgeted therefor.

HEALTH AND HUMAN SERVICES COMMITTEE

DATE: September 28, 2017

PLACE: Wood County Annex & Health Center Classroom – Marshfield

PRESENT: Donna Rozar, Adam Fischer, Dennis Polach, Jessica Vicente, Marion Hokamp, Brad Kremer (arrived at 5:07,) Lori Slattery-Smith, R.N. (arrived at 5:10)

EXCUSED: Tom Buttke

ALSO PRESENT (for all or part of the meeting): Brandon Vruwink, Lee Ackerman, Kathy Zellner, Jo Timmerman, Steven Budnik (Human Services Department); Sue Kunferman (Health Department); Rock Larson (Veteran Services); Warren Kraft (Human Resources); John Nystrom (Marshfield YMCA); Rich Gartner (Big Tuna Financial)

1) Call to Order

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

2) Quorum

The Chair declared a quorum present.

3) Public Comments

Chair Rozar remembered Dr. Koszczuk and passed around the bulletin from his funeral service. Committee members signed a card to be sent to his family.

4) Discussion and possible recommendation of Medical Advisor appointment to the committee

Medical Advisor position is being advertised as required. Chair Rozar and others are also doing outreach to find interested individuals. The Medical Advisor must be a Wood County resident.

5) Consent Agenda

Motion (Fischer/Polach) to approve the consent agenda. All ayes. Motion carried.

6) Discussion and consideration of items removed from consent agenda

N/A

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

Financial statements were reviewed with specific questions answered by appropriate department staff.

8) Appointment of the Ad Hoc Committee

Chair Rozar distributed a document listing the membership and charge of the Ad Hoc Committee to research evidence-based, best practices for serving Wood County residents under the age of 18 who require out-of-home placement (on file). There was discussion regarding the timeframe of the Ad Hoc Committee as well as Committee membership in light of the motion made last month forming the Committee. There was consensus that appointed staff would not be voting members of the Ad Hoc Committee and the timeframe could be extended beyond June 2018 if necessary.

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

Chair Rozar reviewed previous discussions regarding this issue. John Nystrom provided three options to the Committee: 1) provide a perpetual easement to the YMCA to construct a driveway from Chestnut Ave to the YMCA, 2) subdivide a small portion of property and sell or donate it for the driveway, or 3) subdivide a larger portion of property and sell it to the YMCA for possible future growth. Motion (Fischer/Rozar) to refer to Executive Committee to seek County Board approval to begin negotiations for an easement. 6 ayes, 1 no (Polach explained he is unsure what the future holds and perhaps this action could cause future problems). Motion carried.

10) Report of shopping in Wood County for supplies at the Wood County Annex and Health Center

Chair Rozar updated the Committee on discussions. Due diligence has been done to assure supplies are purchased in Wood County whenever feasible and cost-effective to do so.

11) Edgewater Haven discussion of contracted services

Kathy Zellner briefed the Committee on a laundry bid from one company that would save about \$90,000 annually. Brandon Vruwink stated Jordon Bruce is working to negotiate the possibility of better pricing for a joint agreement with the company for both Norwood and Edgewater. Motion (Kremer/Fischer) to table for one month due to lack of a second bid. All ayes. Motion carried.

12) Edgewater Haven marketing proposal

This is in regards to a new name for Edgewater Haven. Staff voted to recommend Edgewater Haven Nursing and Rehabilitation Center. Discussion ensued. Motion (Slattery-Smith/Vicente) to table this item until next month so the Edgewater Haven Administrator can be present for the discussion. All ayes. Motion carried.

13) Edgewater Haven discussion of call-in time

Call-in time is \$5,625 for the first 8 months of 2017. The Committee discussed concerns with eliminating call-in pay. There is no recommended policy change at this time.

14) Human Services discussion of additional Income Maintenance Fraud Funding

Brandon Vruwink discussed additional funding in state biennial budget for fraud detection. This could fund an additional FTE in this program to process recoupment of funds. Motion (Hokamp/Slattery-Smith) directing Brandon Vruwink to bring a resolution to the meeting next month to add one FTE, fully funded with grant dollars to work with Income Maintenance Fraud. All ayes. Motion carried.

15) Invitation for Committee members to attend Wisconsin County Human Services Association (WCHSA) Fall Conference, November 30 and December 1, 2017 in Stevens Point

Committee members were notified of this Conference opportunity. Motion (Fischer/Vicente) to authorize attendance of Committee members to the WCHSA Fall Conference in Stevens Point. All ayes. Motion carried. Individuals interested in attending should let Brandon Vruwink know by early November.

16) Legislative Issue Updates

Department heads provided updates regarding issues pertaining to their departments.

17) Items for Future Agenda

The Chair noted items for future agendas.

18) Next Meeting(s)

- October 26, 2017, 5:00 pm, Edgewater Haven Conf Room 110/Admin Building - Port Edwards

19) Closed Session

Motion (Hokamp/Slattery-Smith) to convene into closed session pursuant to Wis. Stat. 19.85(1)(c) and 19.85(1)(f) to discuss performance evaluation data of an employee for whom the committee exercises responsibility, as well as disciplinary data that could have a substantial adverse effect upon the reputation of the subject of the discipline if discussed in public. Rozar: Aye, Fischer: Aye, Kremer: Aye, Hokamp: Aye, Polach: Aye, Slattery-Smith: Aye, Vicente: Aye. Motion carried. The Committee went into closed session at 6:35 p.m.

20) Open Session

Motion (Fischer/HoKamp) to return to open session at 7:12 p.m. All ayes. Motion carried.

21) Adjourn

Chair Rozar declared the meeting adjourned at 7:13 p.m.

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

Minutes subject to Committee approval

Marion Hokamp, Secretary
Health and Human Services Committee

The regular meeting of the Board of Directors of North Central Community Action Program, Inc. was held on Monday, August 14, 2017 at the United Way of Marathon County offices in Wausau. The meeting was called to order at 6:04 pm by President Peter Rotter.

Denis took roll:

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

Roll call: Denis Burgess took roll call.

Minutes: A motion was made by Steve Robinson to approve the July minutes as printed. Second was made by Deb McDonald. Motion carried.

Finance Committee: Pam reviewed June financial statements. Other Liabilities is larger due to the Pension accrual for the first 6 months of the year. Motion was made by Donna Rozar to approve the financial statements. Second was made by Steve Robinson. Motion carried. Pam distributed copies of the 2016 990 report and summary. Pam reviewed each section and pointed out references back to our 2016 audit report. Motion was made by Deb McDonald to approve the 2016 990 report. Second was made by Denis Burgess. Motion carried.

Membership: Patsy Woller reported Tyler Mueller may be leaving the Lincoln County Board.

Board Elections: Peter Rotter proposed a new slate of officers. Donna Rozar for President, Holly Kieper for Vice President, and Denis Burgess for Secretary/Treasurer. Peter Rotter asked for other nominations. Peter Rotter closed nominations. Deb McDonald made a motion to approve the full slate of officers. Second was made by Steve Robinson to approve the full slate of officers. Motion carried.

Update on Marshfield location and SOS Food Pantry: Diane, Barb Larson (our Director of Client Services), and Donna Rozar attended the meeting with Soup or Socks and discussed our position and the need for a change for the health of our agency. Diane and Barb met with the Marshfield Area United Way allocation committee and their Executive Director, Paula Jero. Diane and Barb discussed the amount of time and process needed to assist a housing program participant. Diane explained it is not feasible for Barb to set aside 15 hours per week to screen for SOS food pantry clients when at times there are only one or two clients per week. Diane reported it is possible we could receive a reduction in our Marshfield Area United Way funding but we do not know at this time.

ETH/HUD funding: Diane reported our new allocation was reduced \$14,809 from the prior contract. Donna Rozar asked how much we would be saving by moving to a new location. Diane reported it should be approximately the same although we have not received any written information on the new space. The temporary space we are using at St. Vincent de Paul is at no charge.

Point In Time Homeless Street count Results: Diane reported there were 79 total homeless in the Wausau area- 12 were found on the streets; 3 in our Transitional housing; 4 had motel vouchers through Salvation Army; 30 were at the Salvation Army; 20 at the Women's Community; and 10 at Randlin Homes. Diane discussed Project Connect which is held the next day to bring community services together. 85 people attended Project Connect. Donna Rozar asked about the counts in our other communities. Diane reported zero homeless were found in Lincoln County, zero in Marshfield, and 1 pregnant woman was found at a campground in South Wood County. Deb McDonald asked what information we give out when a homeless person is found. Diane described the bags we hand out with information as well as a few other items they can use. Some individuals want assistance and there are always those that refuse any kind of services. Steve Robinson asked about the definition of homelessness. Diane stated a location uninhabitable for people.

Weatherization Administrative Review Report: Tony reported we finally received our final admin review letter and everything was great. Tony distributed the July weatherization production report. 55 audits were completed in July and 11 (20%) were deferrals. 36 units were completed in July as well as 12 baseload units.

Next Meeting Date: Our next meeting will be October 9, 2017.

Donna Rozar thanked Peter Rotter for his service as President.

Adjourn: Peter Rotter declared the meeting adjourned at 6:53 pm.

Health Department Report

September 28, 2017

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

ADMINISTRATIVE REPORT – SUE KUNFERMAN, RN, MSN

- We've completed interviews for two vacant Environmental Health Assistant positions and two offers have been accepted. We also completed interviews for a Dietician position and are looking for a Limited Term Employee (LTE) for our WIC program as we have two WIC employees expecting babies very soon.
- I will be doing a presentation on drug use/abuse at the WI Counties Association Conference September 24-26.
- I was invited to join the team that will be developing the next 5-year plan for the UW Wisconsin Partnership Program, which is the entity that oversees the Blue Cross Blue Shield conversion dollars. This endowment provides millions of dollars annually in grant funding to public health system partners in WI.
- We continue our branding work as required by national public health accreditation.
- I've begun teaching a clinical course for UW Eau Claire College of Nursing and Health Sciences at their Marshfield campus. I teach Monday mornings and then work longer days to complete my Wood County work. The clinical course has a leadership focus and is geared toward population health. The students work on projects for our agency throughout the semester, so the partnership is a win-win.

COMMUNITY HEALTH IMPROVEMENT PLANNER REPORT – KRISTIE RAUTER EGGE, MPH

Brighter Futures

The Youth Risk Behavior Survey (YRBS) Action Team is currently working on planning for future survey administration in the schools. Discussions are being held to decide whether or not we should continue administering the survey every year or change to every other year to match the state and federal surveys. The group is also looking closer at how sampling is done. A document informing schools how Healthy People can help them will be disseminated.

Mental Health Matters

The month of August was an exciting time for the Mental Health Matters Coalition. Four of our five sub-committees were able to meet to help establish what direction we are taking within each. The focus of each sub-committee meeting was to figure out the duration and frequency of meetings and what we want to accomplish. After we laid out some ground rules we quickly jumped into brainstorming activities to start identifying different ways we can connect our coalition's objectives to specified goals. After brainstorming, we started to narrow down ideas looking to find two to three agreed upon pathways to act on. After each meeting David made "Action Diagrams" to provide a visual product of the brainstorming.

David has also finalized the details of the Question Persuade Refer training of the trainer. The training is now being advertised through multiple newsletters and postings. The training will occur at the Crossview Church on Tuesday October 17th. This training is focused on people who work in the mental health field, have lived experience, and/or have a strong interest in suicide prevention. Other trainings, events, and conferences have also been advertised through the coalition. The majority of these happenings have been brought forward by coalition members.

AOD Prevention Partnership

The AOD Prevention Partnership is developing materials to show how the coalition is structured and organized. A decision was made to invite the pillar chairs of the Wood County Drug Task Force (Prevention/Education, Harm Reduction, Law Enforcement, Treatment/Recovery and Workplace) to participate on the Steering Committee. The Steering Committee is also made up of committee chairs from the Alcohol Workgroup and Marijuana Workgroup, and other members at-large as identified by the committee.

The Wood County Drug Task Force met and will plan to have the five pillars report out at September's meeting. The Prevention Pillar is planning a community presentation November 13th, featuring a family of 4 who will share their story of a loved one's struggle with a substance use disorder and give a tour of a mock bedroom showing common drug paraphernalia and hiding places that may be clues to youth drug use. The Marijuana Workgroup is finalizing the Wood County Marijuana brochure and power point presentations. A decision was made to have two presentations: one for employers to address drug free workplace policies, and one for professionals to highlight what marijuana advocates don't want you to know. This was the last meeting that Marshfield Area Coalition for Youth (MACY) would co-host with Healthy People Wood County before folding their marijuana efforts into the MACY Drug Task Force. Healthy People Wood County will take the lead in organizing this workgroup moving forward with representation from MACY at the table. The Alcohol Workgroup will meet in September.

ENVIRONMENTAL HEALTH REPORT – NANCY EGGLESTON, R.S.

New Businesses and Changes in Ownership

The Fern Hotel has a new owner and a pre-licensing inspection was conducted on the hotel, pool and whirlpool, and breakfast food service. The Rudolph Family Restaurant opened in early August.

Complaints

Nineteen complaints were received and investigated in Wood County in August. Rats were reported in a garage and porch in Marshfield. The homeowners eliminated the food source and will work on exclusion techniques for the property. Garbage was reported on a property in Wisconsin Rapids and a clean-up order was written. A complaint came in regarding water odors at a Wisconsin Rapids manufactured home community—no odors were detected. There were two complaints regarding building upkeep in an apartment complex in Wisconsin Rapids. There is a dispute with the landlord. An on-site visit found units are satisfactory. We are working with Planning and Zoning on a complaint about people living in a camper on a property in Rudolph. The Department of Justice referred a property in Marshfield that was the site of a meth lab. There is no risk to future tenants as the illegal activity took place outside and there was not a hazardous chemical spill. A mold complaint at a manufactured home community in Marshfield was resolved by repairs made by the landlord. Another mold complaint in a Wisconsin Rapids apartment was unfounded. A caller complained that people in a home are cooking meth and the home smells of ammonia. Law enforcement has no concerns about this location, and the landlord is working on repairs. A concern regarding excess garbage at the home of an elderly person in Wisconsin Rapids was referred to adult protective services, as the person will no longer allow helpers in to clean for her. Concerns of safety issues with a rental home in Auburndale are being addressed by the landlord now that the tenants have been evicted for property damage. An unlicensed campground in Grand Rapids is being addressed as a Public Health Ordinance violation. The tenants did not accept the certified letter regarding the situation, but did receive a notice via regular mail. This is in process. A caller reported a concern of living conditions in a home of a relative. Adults live in the home and refuse assistance, and refused our attempts to contact them. A caller was concerned about illnesses from air emissions from a nearby industrial farm. She was given information from the Dept. of Health Services on potential follow up on the issue and chose not to pursue assistance at this time. An asbestos complaint was received regarding work at a Wisconsin Rapids School. Work is not disturbing asbestos materials, only ceiling tiles next to asbestos containing materials. The workers are trained in asbestos safety, and they are aware of the 3 square foot restriction on renovation work. A call came in regarding cats in a Wisconsin Rapids restaurant basement. There were no cats—this was a dispute with a neighboring establishment. A mold complaint in a mobile home was unfounded. A repeat caller made non-specific complaints about a number of his neighbors. The complaint was dropped as no health hazards were identified. A home in Wisconsin Rapids was found to have bed bugs. We discussed ways to eliminate bed bugs and the landlord will follow through with pest control. An ongoing ammonia odor from a home with a number of cats is being worked on with the Wisconsin Rapids building inspector and our Corporation Counsel.

North Wood County Beach Unsafe

The North Wood County Beach was closed for the last 3 weeks of the summer due to unsafe bacteria levels. The water was not clear at the beach level and lab samples and follow up samples revealed high counts of bacteria. The beach will remain closed until the 2018 park season.

Lead

Clearance sampling was done at a Marshfield home where a child had been lead poisoned. The homeowner completed most of the work to reduce lead hazards in the home. The clearance sample results are not back from the lab.

Central Wisconsin State Fair

Thirty nine food booths were inspected at the Central Wisconsin State Fair. Nine of these were licensed and inspected. Thirty were inspected as they had a valid license from DATCP. Overall the food stands were in good condition, though one stand had a large amount of food that was out of temperature for an extended period of time. The soup was discarded. Environmental Health staff also assisted in the capture of a runaway sheep—all in a day's work.

Foods Safety Educational Sessions

Food safety was discussed with 25 Marshfield school district food service workers. All schools were represented at the training. Food temperature control and food handling issues were discussed. This was a good interactive session with the workers and a number of food safety topics were covered.

Environmental Health Staffing

Two individuals were offered positions as Wood County Environmental Health Assistants and will work in the three county area, with emphasis in Adams and Juneau Counties. They are scheduled to begin their employment on September 25th, provided all of the paperwork is returned and the drug test results are satisfactory. We will then be fully staffed, though the new staff members will be in an intensive training period for several months.

HEALTH PROMOTION AND CHRONIC DISEASE TEAM REPORTS

Oral Health Program - Wendy Ruesch, RDH, CDHC

Oral screenings and fluoride varnish for all Head Start Centers and follow-up visits for the South Wood County schools sealant program are in progress. The sealant program for North Wood County schools is also in progress. Expansion into Wisconsin Rapids Area Middle School is planned to reach older children for placement of sealants on their 12-year permanent molars.

COMMUNICABLE DISEASE TEAM REPORTS

Tuberculosis Update – Jean Rosekrans

There are 2 cases of latent tuberculosis infection being monitored and receiving medication in Wood County.

Communicable Disease Update – Alecia Pluess

- During the month of August, Wood County had 18 cases of chlamydia and 2 cases of gonorrhea reported. Three cases of Hepatitis C and one case of Hepatitis B were also investigated.
- Enteric disease decreased during the month of August with 1 case of campylobacter and 2 cases of salmonellosis investigated.
- During August, Wood County had 27 suspect cases and 7 confirmed cases of Lyme disease. There were also 2 cases of anaplasmosis, 1 case of babesiosis, 1 suspect case of Jamestown Canyon, and 2 cases of West Nile Virus investigated.
- Wood County had 1 case of confirmed Para pertussis during August.
- Jean Rosekrans and Melony Johnson attended the State Public Health Nurse Conference on August 9th in Stevens Point.
- On August 14th Jean gave a presentation on sexually transmitted diseases to a group of high risk youths in Human Services.
- During the month of August the health department received numerous calls about viral meningitis. Viral meningitis is **NOT** a reportable disease so we have no surveillance data on this disease. A health alert and disease fact sheet was sent to medical providers in the county and a news release and fact sheet was sent to the media.

FAMILY HEALTH AND INJURY PREVENTION TEAM REPORTS

Caring Hands – Erica Sherman

This fall's Caring Hands topic will be Mindfulness. Presentations will be held in Wisconsin Rapids and Marshfield. More details to come.

Maternal Child Health – Erica Sherman

The number of referrals received for public health home visiting services has remained steady over the past two years. The nurses received a total of 360 referrals in 2016 and are on track for similar numbers in 2017.

Lactation – Amber France

The Wood County Health Department is partnering with the Pharmacy Society of Wisconsin to implement breastfeeding friendly pharmacies. I am presenting at the Pharmacy Society of Wisconsin annual meeting to start involving pharmacists in the process.

The Wood County Breastfeeding Coalition hosted a latch on event in August in celebration of World Breastfeeding Week. The coalition will be hosting focus groups and conducting surveys to gather information for the strategic planning process.

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

Wood County WIC saw its highest caseload in 3 years during the month of August. Currently, data is being collected on how participants are being referred, areas in need of greater outreach, and client satisfaction.

Caseload for 2017 (Contracted caseload 1382)

	<u>Dec 2016</u>	<u>Jan</u>	<u>Feb</u>	<u>Mar</u>	<u>Apr</u>	<u>May</u>	<u>Jun</u>	<u>Jul</u>	<u>Aug</u>	<u>Sep</u>	<u>Oct</u>	<u>Nov</u>
<u>Active (initial)</u>	<u>1336</u>	<u>1348</u>	<u>1368</u>	<u>1394</u>	<u>1371</u>	<u>1368</u>	<u>1388</u>	<u>1367</u>	<u>1455</u>			
<u>Active (final)</u>	<u>1343</u>	<u>1368</u>	<u>1380</u>	<u>1394</u>	<u>1371</u>	<u>1391</u>	<u>1389</u>	<u>1423</u>				
<u>Participating</u>	<u>1411</u>	<u>1439</u>	<u>1474</u>	<u>1467</u>	<u>1475</u>	<u>1482</u>	<u>1472</u>	<u>1496</u>	<u>1538</u>			

CVSO Report to the Wood County Health and Human Services Committee

Meeting Date: September 28, 2017

Caseload activity for August - 15 new veterans served. During the month of August we completed 327 federal forms:

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

Activities:

1. Completed as of September 22, 2017:
 - a. August 23 – Central Wisconsin Veterans Expo at the Crossview Church (formerly Woodlands).
 - b. August 24 – Tomah VA Medical Center's Director Strategic Partnership meeting.
 - c. August 30 – September 4 – Central Wisconsin State Fair.
 - d. September 1 – Assistant CVSO at Marshfield's Vets Talk
 - e. September 8 – Fort McCoy Retiree Appreciation Day (guest speaker).
2. Near Future:
 - a. September 18-22 – CVSO Association of Wisconsin fall Training Conference in Oshkosh.
 - b. September 27 – Wisconsin Rapids Hero's Café Second Anniversary.
 - c. October 6 – Marshfield Senior Fair (We will have a table).
 - d. October 12-15 Disabled American Veteran Fall Conference (CVSO Association of WI)
 - e. October 14 – Military Service Academy nomination Committee for Sen. Baldwin.
 - f. October 16 – Wood County Comprehensive Community Services (CCS) Coordination Committee meeting.

Office updates:

1. Wood County veteran hiring initiative: No progress in this reporting period. However all six of the applicants offered an interview for the vacant veterans representative position were veterans.
2. The Veterans Representative 5 position. With 115 applicants 6 were selected to interview and 5 eventually interviewed. A final selection was made after references were checked an offer was made but declined (better offer from Federal Agency). Another selection was made references checked, offer was accepted then declined for personal reasons. The third selection, reference check, then offer was made and accepted pending drug testing. If all goes well they will be on board September 25th.
3. Outreach activities - Veterans Expo was a great success with 176 veterans attending. Our booth at the central Wisconsin State Fair in Marshfield was also a success speaking to many veterans and spouses about Veteran benefits and programs. Many individuals who previously were denied VA Health Care

were now found eligible due to new ways to gain enrollment. Several with Agent Orange or Camp Lejeune water presumptive illnesses were identified and will be seeing us or other CVSOs to file disability claims. Additionally we talked to several state and local elected officials that stopped by to discuss veteran's issues.

4. Reduced staffing during the week of September 18-22. The Wisconsin Rapids Office will be open but not staffed. The lobby phone will be routed to the Marshfield Office to answer questions, schedule appointments and make other referrals. The CVSO and Veterans Representative 7 will be attending a training conference in Oshkosh. With the Veterans Representative 7 still being new (her 1 year anniversary will be that week) the additional training will increase her knowledge base. This will assist in the training of our new hire and in total office coverage if the Marshfield position becomes vacant.

WOOD COUNTY HUMAN SERVICES DEPARTMENT REPORT September 19, 2017

Director's Report by Brandon Vruwink

On October 3rd, Department of Children and Families Secretary Eloise Anderson will be visiting Wood County Human Services. Secretary Anderson is interested in discussing our Independent Living Program. This program assists youth who are aging out of Foster Care in an effort to prepare them to live independently in the future. I look forward to meeting Secretary Anderson and sharing the excellent work that Wood County is doing with our Independent Living program.

WCHSA has formed an Income Maintenance Funding work group that is charged with reviewing the current funding methodology for Income Maintenance Consortia. I along with Doreen Lang will be representing the Northern Income Maintenance Consortium on this work group. This group will meet through February 2018, at which time it is expected that a recommendation will be developed and presented to WCHSA. Any change in funding methodology could have a significant adverse impact on the Northern Consortium which includes Wood County.

As I write this update the Governor is reviewing the state budget and intends to sign the final bill by September 22nd. Upon passage of the budget, state departments will be working to complete new funding allocations to counties and other municipalities. The additional funding that will be allocated to various program areas will provide a much-needed boost as we work to enhance our service delivery.

This will be my final update on the Human Service Departments move to the River Block building. We are very excited to move forward in a positive direction working together under one roof. One year ago, we had four locations in Wisconsin Rapids; we are now down to one. I believe this will provide a great benefit to our customers and improve the overall operational flow of our department.

Behavioral Health/Long Term Support Services Update by Stephanie Gudmunson

Personnel Updates: Cherie Cisewski has resigned from her position as a part time Crisis Interventionist.

Bridgeway: In effort to generate additional interest and utilization of Bridgeway by other counties, Katie Czys, Bridgeway program manager has been reaching out to counties to talk to their crisis programs about how the Bridgeway program can be used. Katie contacted eighteen different counties or county consortiums as well as two Managed Care Organizations. As a result of these calls, six new counties requested a copy of the contract to review. These calls included the four counties that we currently have a contract with, as well as two counties and two Managed Care Organizations that were previously sent contracts but have not returned them yet.

Month- 2017	# Clients served	Total #Days	Crisis Stabilization hours	#Out of county
March	2	10	39	0
April	7	76	212	1
May	13	104	340	0
June	9	96	339	0
July	15	120	395	0
August	18	184	614	2

March- August 2017 financial savings:

Number days of institutional or group home placement prevented: 180

Number days stayed at Bridgeway after discharge from Norwood Admissions: 260

Outpatient Clinic: Over the next couple months, the Outpatient Clinic will be exploring options for increasing their hours of availability to include some evening hours. Currently, the latest appointment starts at 4pm which limits those who are not able to take off of work for appointments. They will also be exploring ideas for adding new treatment groups that could also be offered in the evening. Groups are an efficient and effective method for providing therapy services and may be utilized more with more flexible hours of availability.

We received notification from Medicaid that the current requirement for getting prior authorizations for mental health and substance abuse services in excess of 15 hours per year is being discontinued as of 10/1/2017. Prior authorizations will still be required for Day Treatment. The clinic and fiscal and administrative staff are currently working together to prepare for this change as it will impact the way that we bill and document for services in some situations. We are hoping that this change will result in fewer denials for payment and more flexibility to offer the level of services an individual needs for treatment as they need it instead of waiting for the prior authorization process to be completed.

Family Services Update by Beth Ferdon

September has been a busy month thus far within the Family Services Division. We have experienced an increase in referrals in all the units as well as with incidents involving our existing clients. Although some of this can be expected with a new school year and the transition from summer to fall, the increase in service needs is significant. We will be continuing to monitor this trend and the resulting increases in workload. At this point the increases are within our ability to manage and still provide quality services to clients.

During past month we have posted, received applications and interviewed for one Family Resource Coordinator position, which will fill an opening left by a resignation. As these workers provide many important services to our children and families, we are hoping to fill this position soon and look towards expanding our in home services. We have begun some of the enhanced safety check procedures but had to delay the implementation of others due to the resignation as it put that unit short even without adding new responsibilities. However, we hope to be able to begin to move towards implementing all of these new procedures and practices, at least in part, within the next two months. We are hoping that these enhanced safety checks and provision of more in home supports will help us return children home sooner, maintain them in their homes safely, and prevent recidivism with juvenile justice cases.

We have received notice from Professional Services Group that they will be ending their contract with us as of 10/31/17, two months earlier than originally anticipated. We have developed a transition plan and will be able to maintain our current level of service with the earlier transition date. Staff are working hard to implement the first part of the transition plan and we will be training staff during October regarding the rest of the services which we will be assuming.

We have also identified our need to recruit more foster parents as the need for qualified and skilled foster parents continues to grow. The Foster Care Program has been reaching out to partner with various community resources, such as local churches and parent organizations, to explore the possibilities of partnering with them on recruitment and we are excited by the responses we have received thus far. We have also become aware of efforts on the part of the State of Wisconsin Department of Children and Families to enhance foster parent recruitment efforts are taking

advantage of their help and support.

Our Foster Care Program is also beginning to plan the Winter Event for foster parents and children which is schedule for 12/5/17. We are excited to be able to provide this fun time for our foster parents and look forward to planning the details over the next couple of months!

Administrative Services Update by Jo Timmerman

Norwood: I have reviewed the rate calculation we received from our state Medicaid auditor for the TBI Unit. I submitted questions to him on two items: I did not see inclusion in the costs for our Payment in Lieu of Property Taxes expense nor did I find any expense in the calculation for County Cost Allocation. The auditor requested additional backup documentation from us for his further review related to those two expenses.

Angela Wiese and I met with Crisis staff related to out-of-county admissions to the Bridgeway Unit to further define billing parameters.

WIMCR cost reports are still in desk review with no indication yet on a settlement payment for Crisis Stabilization for 2016.

The payroll processed on September 11th presented with several technical problems requiring additional time for edits and corrections prior to export to Human Resources for processing.

Community: Review of the Birth-to-Three therapy contract continues. We requested rate and service information from Rehab Resources, a division of Greenfield Therapies. Greenfield Therapies currently provides therapy services to both Edgewater Haven and Norwood Health Center. Internal discussions between Children Services, Edgewater and Norwood related to our overall Human Services therapy requirements continue.

WIMCR/CCS cost reports for 2016 Outpatient Mental Health, Day Treatment, Case Management and Crisis Intervention services also are in the desk review stage. Settlement amounts for these programs have not yet been indicated.

Effective October 1, 2017 prior authorizations for Medicaid services will no longer be required for Outpatient Clinic Services, with the exception of Day Treatment.

Edgewater: Edgewater also experienced technical problems while processing the September 11th payroll. As with Norwood, this resulted in additional time for edits and corrections to ready the data for export to Human Resources.

Our Billing Clerk and Accounts Receivable Supervisor will be attending a CMS sponsored training on Medicare Secondary Billing later in October.

Billing efficiencies have been identified and implemented to help record and better track charges for ancillary services.

Community Resources Update by Steve Budnik

Transportation: The Wood County Transportation Program continues to have success with day trips for senior residents at Park Place Adult Day Services and Cranberry Court Assisted Living Community Center both in Wisconsin Rapids. These individuals visit The Alexander House, Center for Art & History, Rudolph Cheese Factory and Bowlmore Bowling Recreation Center. There are future trips planned for senior centers in Marshfield to participate in daytrips around their area.

Income Maintenance: The Northern Consortium recently attended a training conducted by Don Everhard, a motivational speaker, on ways to improve customer service as well as enhance the quality of work life through servant leadership practices. The Economic Support Specialists that attended this training provided verbal accolades to Don for his ability to provide deep insights on the importance of focusing on the customer's immediate economic needs and trained how to not allow outside factors interfere with the service our customers deserve.

Energy Assistance: The Wood County Energy Assistance program has started processing applications for the 2017-2018 heating season. There are 18 scheduled outreach dates for customers to enroll and also to receive help with their application. The outreach locations include Marshfield City Hall and the Centralia Center in Wisconsin Rapids. If a customer is unable to attend an outreach session they always have the option to call and speak with a WHEAP (Wisconsin Home Energy Assistance Program) worker, mail-in an application or come in to the office for assistance.

Project Lifesaver: The Project Lifesaver program is a rescue program for children and adults with cognitive impairments and/or medical conditions that put them at-risk to wander and become lost. There are currently 33 individuals in Wood County in this program. In the event someone becomes lost they are typically found within 30 minutes. Project Lifesaver is celebrating their 10 year anniversary by throwing a picnic for the families participating in the program on September 21st in Pittsville.

Employment & Training Update by Lacey Piekarski

FoodShare Employment & Training Program (FSET): The FSET Program has had a busy summer, relocating our primary Wisconsin Rapids office to the River Block building and continuing to increase our caseload numbers, serving FSET customers throughout the nine-county North Central region. Our focus this month is on customer satisfaction, offering a Customer Advisory Meeting for customers to share their thoughts and ideas for future planning. For our first meeting, three enrolled customers attended and shared great ideas for 2018! We are also providing paper and phone surveys to all enrolled FSET customers September 18 – September 29 to evaluate customer satisfaction in order to continue growing and enhancing the NC FSET Program.

In July 2017, we welcomed two new FSET Case Managers to our team – Welcome to Ben Maassen (Wisconsin Rapids FSET Location) and Nikki Holder (Portage County FSET Location)!

Independent Living Program (IL Program): September 2017 is our ninth month of regional operation as the North Central Independent Living Program. The IL Program is supported by two IL Coordinators, Beth Reque – Wood County Human Services and Katie Kirmse-Fuhrer – CW Solutions, collaborating with local county social service agencies and community resources to support youth aging out of home care (ages 17 ½ - 21, up to age 23 dependent on education status). The IL Program also partners with UW-Stevens Point (UWSP), offering a 400 hour social work internship each semester. We are excited to welcome our 2017–2018 UWSP interns, Tasha Vogel and Michael Topping, to our IL team!

We hosted our first site visit from the Department of Children & Families in August 2017, meeting Kelsey Hill, DCF IL Policy Coordinator, at our Wisconsin Rapids office to discuss progress in our first year. Kelsey and our IL team will continue to collaborate additional planning into 2018.

As a final update, good luck to our 10 IL youth enrolled in continuing education this fall semester! We have 10 youth continuing their education through Job Corps, technical college, or higher education programs, supported through the DCF Scholarship and IL Program.

Norwood Health Center Update by Jordon Bruce

We are hosting a visit with a potential Psychiatrist and his family in late September. I have begun working with our two recruitment firms to advise them of our enhanced compensation strategy as directive given from the committee to aggressively secure Psychiatry coverage. Our TBI unit has seen increased referral activity and we should be at a census of four TBI patients in mid-September. In September, we are sad to see Karen Zschernitz, a cook with nearly 36 years of service to Wood County retire. Congratulations to Karen and best wishes in her retirement. We will sure miss her great cooking!

Pathways Update: The month of August we averaged 3.0 overflow mental health patients and 3.6 TBI patients. We had five TBI referrals in August and admitted two.

Our Crossroads census maintains at capacity and our census was full at 16 the entire month.

We continue to discuss with the Health and Human Services committee our strategic plan and future direction of Pathways and an alternate service line if Pathways moves to Edgewater.

Norwood Nursing Department by Liz Masanz

The nurses have been working their 8 and 12 hour shift schedules for over a month and it seems to be working well. The Admissions unit census has been low the past three months. We sent out surveys to the contracted counties and received some helpful feedback on areas of concern that have been addressed with our Psychiatrist and Medical Director. The average daily census for August was 8.07 compared to 10.58 in July. Our Crossroads unit remains full and we continue to implement the new Mega Rule changes from CMS as Phase II of the Mega Rule become effective in November.

Norwood Maintenance Department by Lee Ackerman

We received the invoice from Wood County Highway Department for repairs to parking lot. We were billed for more than the originally quoted at \$3,500. I am trying to contact the engineer in charge of the project to discuss adjusting their charges.

I have been working on CMS Emergency Preparedness requirements, including doing a hazard vulnerability assessment of our facility and a disaster response flow chart.

I have a fire door assessment form finished that we will be using to document an annual facility-wide inspection.

Roof replacement was completed on the maintenance wing.

Norwood Dietary Department by Larry Burt

Congregate meals for the month of August totaled 11,272. Year-to-date totals are 86,670 meals. Total revenues through August: \$391,744.

Norwood Health Information Department by Jerin Turner

Jerin is working on her last department with QAPI which is Housekeeping. Once all of the quality indicators are in we will work on the monitoring phase. Jerin is also working on the facility assessment tool which is required by CMS. Based on the satisfaction surveys received on the Admissions unit we have identified our three keys areas to focus on improvements. We have received two grievances this month which is high compared to previous months.

August 2017 Referrals for TBI Unit

Date	From	Patient	Status	Additional Info (Insurance/appropriate)
8/1/2017	Columbia-Sacred Heart Milwaukee	male	accepted	Admit 8-8-17
8/9/2017	UW Madison	female	denied	Cardiac, looking for hospice
8/9/2017	Select - Milwaukee	Male	denied	MA HMO; requested disenrollment (BCBS MA HMO), no rehab potential
8/21/2017	UW Madison	female	denied	Wound care; looking for LTC with IV ATB
8/22/2017	Sacred Heart Rehab, Milwaukee	male	accepted	Pending admission arrangements

Edgewater Haven Update by Cindy Robinson

In the month of August we had 18 admissions and 1 readmission. Current census on the Behavior Wing is 8 residents. Census comparison to last year:

August 2016 – 55 average census with 9 rehab

August 2017 – 53 average census with 8.50 rehab

Admissions/Discharges Comparison:

August 2016 – Admissions 19/Discharges 15/Readmissions 3

August 2017– Admissions 18/Discharges 11/Readmissions 1

We have been continuing to update our physical plant as maintenance completed the new ceiling and lighting for the dining room hall and started the painting of that hall. Edgewater and dietary staff from Norwood visited a Sysco facility for tour of daily operations and sampling of products in determination of contracting for cost savings. Focus on nursing schedule for adjustments to reduce mandating of hours. Primary focus was operational budget and supporting PowerPoint presentation for capital budget request.

Marketing August 2017: We continue with on-sites. Census dropped at beginning of month, related to deaths and expected short term rehabs. On-sites resulted in a strong come back and at one point, census even climbed to 60.

We continue our regular scheduled monthly sponsorships and blood pressure checks.

We participated in Port Edward's, **Port Fun Fest**; we provided live music and exhibited old cars on site at Edgewater.

Minutes of the Wood County Public Safety Committee

DATE: September 19, 2017

PRESENT: Mike Feirer, Dennis Polach, Joe Zurfluh, Brad Hamilton, William Winch
(joined at 9:15 a.m.)

OTHERS

PRESENT: Warren Kraft, Director of Human Resources

LOCATION: Wood County Courthouse, Room 114
Wisconsin Rapids

1. Call to Order:

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

2. Public Comments:

No public comments.

3. Discuss Humane Officer per diem/WRS.

Members reviewed and discussed a memorandum provided by the Human Resources Director and a responsive memorandum from the Humane Officer, and the budget recommendations, communicated by an email from Finance Director Mike Martin.

Motion by Zurfluh, seconded by Hamilton, to recover any per diem overpayment made to the Humane Officer since September 2015 and through April 18, 2016, that were contrary to the County Board per diem resolution then in effect. Motion carried unanimously.

Motion by Zurfluh, seconded by Hamilton, to reduce the 2018 proposed budget submitted by the Humane Officer in the amount of \$1,000, as contained in the recommendations from the Finance Director. Motion carried unanimously.

Kraft also reviewed the employee's eligibility for WRS participation. At the December 12, 2016, meeting, when this was discussed, the Committee directed that all per-diem employees begin tracking hours worked because there were no records beforehand, even by the Humane Officer. Kraft also said the decision of WRS eligibility ultimately rests with the State's Employee Trust Fund to ensure compliance with state law governing eligibility and participation. The Committee requested Kraft to attend the December 2017 Committee meeting and provide an update regarding the WRS eligibility matter.

4. Agenda items for next meeting:

None.

5. Adjourn:

Motion by Hamilton, second by Zurfluh to adjourn at 9:24 a.m. Motion carried unanimously.

Minutes taken by Warren Kraft and reviewed by Secretary.

William Winch, signed electronically. September 28, 2017

William Winch, Secretary
Public Safety Committee

MINUTES
CONSERVATION, EDUCATION & ECONOMIC DEVELOPMENT COMMITTEE
TUESDAY, SEPTEMBER 19, 2017
WOOD COUNTY COURTHOUSE, ROOM #317A, WISCONSIN RAPIDS WI

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

Members Excused: Harvey Petersen

Members Absent: Bill Leichtnam

Staff Present: Land & Water Conservation Staff: Shane Wucherpfennig and Lori Ruess

Others Present:

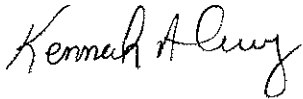
1. **Call to Order.** Chairperson Hilde Henkel called the CEED meeting to order at 9:15 a.m.
2. **Public Comment.** None
3. **Review Correspondence.** None
4. **Consider/take action on a resolution to amend the 2017 WDACP Budget.**

Motion by Adam Fischer to accept and forward to County Board the resolution to amend the 2017 Wildlife Damage Abatement and Claims (WDACP) budget for unanticipated state aid monies and to appropriate those monies to wildlife damage expenditures for a woven wire fence project at Ken Rezen Cranberry, Corp. Second by Robert Ashbeck. Motion carried unanimously.

5. **Adjourn.**

Motion by Adam Fischer to adjourn at 9:17 a.m. Second by Kenneth Curry. Motion carried unanimously.

Respectfully submitted,



Kenneth Curry, Secretary

Minutes by Lori Ruess, Land & Water Conservation Department

Review for submittal to County Board by Kenneth Curry (09/20/2017 @ 9:18 a.m.)

MINUTES
 CONSERVATION, EDUCATION & ECONOMIC DEVELOPMENT COMMITTEE
 WEDNESDAY, OCTOBER 4, 2017
 WOOD COUNTY COURTHOUSE, ROOM #115, WISCONSIN RAPIDS WI

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

Staff Present:

Planning & Zoning Staff: Jason Grueneberg.
 Land & Water Conservation Staff: Shane Wucherpfennig and Lori Ruess.
 UW Extension Staff: Jason Hausler and Peter Manley.

Others Present: Dist. #14 Supervisor Dennis Polach, Dist. #15 Supervisor Bill Clendenning, Jeremy Sickler, Alexander Field Airport Manager.

1. **Call to Order.** Chairperson Hilde Henkel called the CEED meeting to order at 9:00 a.m.
2. **Public Comment.** None.
3. **Review Correspondence.**
 - A. Adam Fischer received a copy of the North Central CAP report and forwarded it to Jason Grueneberg. Jason will review the report and include a copy in the November CEED packet.
 - B. Bill Leichtnam requested that someone from the Land & Water Conservation Department attend the October 16th and 17th Food, Land & Water Conference in Elkhart Lake. The staff person that attends should complete a summarized report for the CEED on the breakout sessions attended.
 - C. Peter Manley mentioned that one of his employees was out due to the loss of an immediate family member. The CEED offered their condolences.
4. **Consent Agenda.** The Consent Agenda included the following Items: 1) minutes of the September 6, 2017 and September 19, 2017 CEED meetings, 2) bills from Planning & Zoning, Land & Water Conservation and UW Extension and 3) staff activity reports from Jason Grueneberg, Adam DeKleyn, Justin Conner, Jeff Brewbaker, Stevana Skinner, Kim Keech, Victoria Wilson, Shane Wucherpfennig, Tracy Arnold, Adam Groshek, Emily Salvinski, Lori Ruess, Peter Manley, Matt Lippert, Jodi Friday, Chris Viau, Laura Huber and Jeremy Erickson.
 - A. Minutes of September 6, 2017. No additions or corrections needed.
 - B. Minutes of September 19, 2017. No additions or corrections needed.
 - C. Department Bills. No questions or comments.
 - D. Staff Activity Reports. No questions or comments.

Motion by Adam Fischer to approve and accept the September 6, 2017 and September 19, 2017 CEED minutes, bills from Planning & Zoning, Land & Water Conservation and UW Extension, and staff activity reports as presented. Second by Kenneth Curry. Motion carried unanimously.

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

With no opposition, Chairperson Henkel moved up agenda item # 8A.

Economic Development Update from Airport Manager, Jeremy Sickler on Alexander Field planned upgrades using \$4 million of budgeted state funds.

Jeremy Sickler reviewed the airport funding and infrastructure layout with the committee. He explained the 2017 upgrades and 2018 surface development expansion will be funded through the FAA. The upgrades focus on safety, efficiency and the need to accommodate the increase in air

crafts using the airport. There are still some unanswered questions regarding the \$4 million in state funds; trying to figure out how it will be administered and timing of building. He is still looking for additional funding to cover all the proposed upgrades at Alexander Field.

Following the presentation, questions from the CEED were answered.

6. UW Extension

- A. Budget Update as Needed. No update on the county budget. Jason Hausler gave an update on the state budget. UWEX looking to hire upwards of 80 positions statewide, including filling of vacant positions and addition of new positions (20 positions will be hired in December – first round of hiring).
- B. Kyli Brown, 4-H Program Assistant Resignation. Kyli Brown resigned effective October 2nd. She accepted a position with the Auburndale School District. Jason Hausler worked with the state office to bump up Laura Huber's appointment to 100%. This will be effective through December 1st or as long as it takes to refill the 4-H Program Assistant position.

Bill Leichtnam expressed concerns with the recent turnover of UWEX staff and questioned if it was due to uncertainties with the nEXT Generation reorganization. Jason Hausler reassured the CEED if the county invests in a position the state will also invest in that position. He added the recent resignations were not because of the reorganization, but for personal reasons.

- C. Refilling Open Positions, Process. Jason Hausler discussed with the committee the process for refilling positions, specifically the three vacant positions in the Wood County UWEX Department. There will be a Community Conversation and Visioning Session for Wood County community partners on Wednesday, December 6, 2017 at McMillan Library from Noon to 3:00 p.m. The conversation will focus on current needs, emerging trends and future opportunities for UW-Extension educators to affect change in the community.

Jason explained that the 4-H Program Assistant position is a 100% county funded position in the nEXT Generation model, not a tenure track position. The Youth & Family Education and Communities Extension Education positions are "pay for service" positions with the nEXT Generation model. Jason will forward a table with staff appointment per FTE to the CEED.

- D. Clean Sweep Report. Peter Manley reported the 2017 Clean Sweep which was held on Saturday, September 30th at the Saratoga Town Hall went very well. 175 vehicles dropped off waste which amounted to approximately 8,000 lbs. Funding for the 2017 Clean Sweep came from a state grant and some county funds.

7. Land & Water Conservation Department.

- A. Discuss the effects future Municipal Phosphorus options may have on CEED of the Land & Water Conservation Department. Shane Wucherpfennig stated that agenda items 7A & 7F are kind of blended together, so 7F will be covered at this time too. He explained Total Maximum Daily Load (TMDL) - a regulatory term describing a plan for restoring impaired waters that identifies the maximum amount of pollutant that a body of water can receive while still meeting water quality standards. The DNR has inventoried major waterways and is encouraging Wood County to apply for a 9-Key Element Plan grant for Mill Creek and 14-Mile Creek. A 9- Key Element plan is used in watersheds with impaired waters or used to protect watersheds not yet impaired and is required to participate in an adaptive management project and to be eligible for Phosphorus reduction funds from municipalities and other WPDES permit holders. The plan for Mill Creek would cover Wood and Portage counties and the plan for 14-Mile Creek would cover Wood, Adams and Portage counties. Wucherpfennig added he is currently working with Portage and Adams County to apply for the grants. The deadline to apply for the grants is October 15, 2017. If the grants are received, the counties will contract with a private company to write the plan, as they don't have the time or personnel to write them. Discussion followed.

Motion by Robert Ashbeck to approve the Land & Water Conservation Department to participate in applying for the 9-Key Element Plan grant as the initial step in participating in Adaptive Management. Second by Harvey Petersen. Motion carried unanimously.

- B. Ordinance Revisions – Nonmetallic Mining Reclamation & Animal Waste Storage Nutrient Management and Groundwater Protection. Shane Wucherpennig stated he has been working with staff on some revisions to the Nonmetallic Mining Reclamation and Animal Waste Storage, Nutrient Management and Groundwater Protection ordinances. He will get copies of the ordinances, indicating proposed changes, to the CEED committee prior to the November CEED meeting.
- C. Open Bids for Mike Duckett's Waste Storage Facility and Transfer and Approve Low Bid. This project was not put out on bids yet, so will be on a future CEED agenda.
- D. Approve Bids for Craig Brandl's Waste Storage Facility. Chairperson Henkel opened the bids for Craig Brandl's waste storage facility on September 26th. Bids were as follows; Mid Wisconsin Concrete & Excavating, LLC - \$77,912.00 and Jeff Ertl Trucking & Excavating - \$ 91,168.29.

Motion by Harvey Petersen to accept the low bid in the amount of \$77,912.00 from Mid Wisconsin Concrete & Excavating, LLC for the purpose of basing cost-share dollars for Craig Brandl's waste storage facility. Second by Robert Ashbeck. Motion carried unanimously.

- E. Fines & Forfeitures. Shane Wucherpennig explained the current fines and forfeitures procedure followed in the Land & Water Conservation Department. Fines are incurred due to a violation of one of the Land & Water Conservation Department ordinances. The ordinances allow for a fine per/ violation/per day. With the current procedure, fees for legal services are deducted off the fine by the Clerk of Courts prior to the LWCD receiving payment of the fine. Wucherpennig would like to revise the ordinance so that the court costs would be in addition to the stated fine. It was the consensus of the committee to add court costs to the existing fines. Wucherpennig was asked to bring a draft of the fines & forfeitures revisions to the November CEED meeting, based on feedback from the committee.
- F. 9-Key-Element Plan Grant. This item was covered under 7A.
- G. Land & Water Resource Management Plan 5-year Review. Shane Wucherpennig stated he received an email from DATCP regarding a 5-year review of current Land & Water Resource Management Plans. Wood County updated their plan in 2015, so he was confused if Wood County is included in the review which includes providing DATCP with accomplishments, progress and strategies as well as traveling to Madison to present a 5-8 minute PowerPoint to the Board. He will be contacting DATCP for clarification.
- H. Discuss Supervisor Leichtnam's recommendations. Bill Leichtnam handed out a packet of information on his 9 recommendations for Clean Water in Wood County. Two of the recommendations were discussed at this meeting; others will be discussed at future meetings.
 - a. Invite USDA Microbiologist Mark Borchardt to address entire Wood County Board on current "Water Quality research. This item was discussed at length. Following discussion, the following motion was made.

Motion by Adam Fischer to have Dr. Mark Borchardt give an educational presentation on Water Quality to The CEED sometime after December. Presentation is to be educational, no politics, no policies. Second by Kenneth Curry. Motion carried.

The Committee requested Shane Wucherpfennig contact Dr. Mark Borchardt and arrange a time for him to present to the CEED in early 2018.

- b. Suggest to Shane Wucherpfennig that the Land and Water Conservation Department use Davina Bonness, Conservationist from Kewaunee County, as a resource person. Supervisor Leichtnam stated he did not mean to offend the Wood County Conservationist, but instead thought that Wood County could reach out to Davina as a resource person for water quality on sensitive soils.

At this time, Kenneth Curry gave a brief report on the 2017 WCA Annual Conference that he attended on September 24-26th. Two of the breakout sessions that he found very interesting were "Future of Agriculture in Wisconsin" and "Groundwater in Wisconsin: An overview for Community Leaders."

8. Economic Development

- A. Update from Airport Manager, Jeremy Sickler on Alexander Field planned upgrades using \$4 million of budgeted State funds. This item followed # 5 on the CEED agenda.

9. Schedule Next Meeting.

The next regular CEED meeting is scheduled for Wednesday, November 1, 2017 at 9:00 a.m. at the Wood County Courthouse in Room #115.

10. Agenda items for next meeting.

- A. #3 & #4 of Supervisor Leichtnam's 9 recommendations for clean water in Wood County.

11. Schedule any additional meetings if necessary.

The CEED tour/meeting will be held on Friday, October 6, 2017.

The December CEED meeting will be held at McMillan Library and will be followed by the Community Conversation and visioning session.

12. Adjourn.

<i>Motion by Harvey Petersen to adjourn at 11:50 a.m. Second by Adam Fischer. Motion carried unanimously.</i>

Respectfully submitted,



Kenneth Curry, Secretary
Minutes by Lori Ruess, Land & Water Conservation Department
Review for submittal to County Board by Kenneth Curry (approved on 10-10-17 @ 9:24 a.m.)

MINUTES
 CONSERVATION, EDUCATION & ECONOMIC DEVELOPMENT COMMITTEE MEETING
 FRIDAY, OCTOBER 6, 2017
 WOOD COUNTY COURTHOUSE TO TOUR SITES

Members Present: Hilde Henkel, Kenneth Curry, Bill Leichtnam, Harvey Petersen (joined the tour at 8:30 a.m. - 12:50 p.m.) Bob Ashbeck (joined the tour at 11 a.m. - 1:50 p.m.)

Member Excused: Adam Fischer

Staff Present: Land & Water Conservation Staff – Shane Wucherpfennig, Tracy Arnold, Adam Groshek, Emily Salvinski, Lori Ruess
 Planning & Zoning Staff – Jason, Grueneberg, Jeff Brewbaker, Justin Conner, Adam Dekleyn, Stevana Skinner, Kevin Boyer - Surveyor
 UW Extension Staff – Jason Hausler, Matt Lippert (Matt joined the tour at MACCI)

Others Present: District #2 Supervisor Donna Rozar (joined the tour at MACCI), Roy Diver, NRCS, Russ Biebl, NRCS Scott Larson – MACCI - (MACCI site only).

1. **Call CEED Committee Meeting to Order.** Chairperson Hilde Henkel called the CEED meeting to order at 7:54 a.m.
2. **Public Comment.** There was no public comment.
3. **Committee Tour of Wood County Land & Water Conservation, Planning and Zoning and UW Extension Project Areas.** Tracy Arnold welcomed everyone to the 2017 CEED tour, introductions took place, and the bus departed from the Courthouse to the tour sites at 8:00 a.m.
4. **DQ Farms** - The visit to this site highlighted a concrete lined (liquid tight) structure and waste transfer along with feed storage. The manure storage facility was in the process of being emptied when we toured this site and we were able to watch the agitation process of the pit being done by a remote control boat agitator. This is done to mix the sand, liquids and manure prior to being pumped out of the pit. The landowner/operator, Quintin Enders, was at the site to answer questions.
5. **Floodplain Site** - This site was observed from the bus. Jeff Brewbaker pointed out an existing floodplain violation due to an older structure that was built in a mapped floodplain. He explained options the landowner could take to correct the violation.
6. **Lunch** - Lunch was served at MACCI and Scott Larson gave a presentation on the 2018 Farm Technology Days that will be hosted at the D& B Sternweis Farm and the Ken & Joellen Heiman and Kelvin and Marilyn Heiman family businesses.

Heiman's Holsteins – At this tour stop we viewed the newly constructed dairy facility and rotary parlor. Heiman's Holsteins ships their milk to their own processing plants - Nasonville Dairy and/or Weber's Farm Store. Mr. Heiman told us that there were seven people from China also touring the facility and that Nasonville Dairy would be shipping cheese to China in the near future, as part of a recent sales agreement.
7. **Weber Farm Store** – At this site we toured the store, milk pasteurization and milk packaging facility. Following the tour we were treated to an ice cream cone.
8. **Public Land Survey System Monument** – Kevin Boyer explained the Public Land Survey System (PLSS) by acting as a survey marker that was originally placed in the 1800 as a wooden survey marker. He explained all the changes

that took place since that original marker was placed. He also explained the ongoing need to maintain existing corners and to continually re-establish lost or obliterated corners.

9. Return to Courthouse by 3:00 p.m. – The bus returned to the Courthouse.

10. Adjourn.

Chairperson Hilde Henkel adjourned the meeting at 3:01 p.m.

Respectfully submitted,



Minutes by Lori Ruess, Land and Water Conservation Department
Review for submittal to County Board by Kenneth Curry (10-10-17 @ 9:24 a.m.)



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

Thursday, July 27, 2017

Vilas Country Courthouse
Eagle River, WI 54521

MINUTES

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

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

APPROVAL OF MAY 25, 2017 JOINT MEETING MINUTES: Motion by Hamilton, second by Chaney, to approve the May 25, 2017 joint Board & Tourism and Economic Development Advisory Committee meeting minutes as printed. Motion carried.

CHAIR'S REMARKS: Chair Klimoski said it looks like the monsoon season is finally over. All the rain has given the Wolf River some very good flow, which the rafters and tubers are loving.

PROJECT DIRECTOR'S REPORT:

- a. Northwoods Rail Transit Commission: There hasn't been any change in a possible use agreement between Canadian National and a shortline operator in Rusk County. Bill Korrer added there are rumors of proposed mining operations in Michigan's Upper Peninsula that would ship ore to the Escanaba area for processing and disposal of the tailings, which could have a major impact on rail use in northeastern Wisconsin.
- b. WCA Annual Conference & Marketplace: Bill Korrer reminded members that registration is open for the Wisconsin Counties Association's 2017 Annual Conference & Marketplace. The dates are September 24 - 26, 2017 at the Kalahari Resort in Wisconsin Dells. Registration is available online at www.wicounties.org.
- c. Northern Wisconsin Economic Development Summit - October 25 - 26, 2017: The Governor's Northern Wisconsin Economic Development Summit will be October 25-26, 2017, at the Heartwood Conference Center in Trego. Registration will be available in late summer.

FINANCIAL REPORT: Bill Korrer reported there is an undesignated fund balance of \$14,830.89 at this time. Motion by Flood, second by Hamilton, to accept the financial report. Motion carried.

MARKETING REPORT:

- a. 2017 Promotions Plan Update: Cindy Burzinski said the 2017 marketing plan has basically been completed at this point. She added that with the exception of the disappointing Chicago Sports Show, the promotions generated the desired results.
- b. New Website Update: Ms. Burzinski said the newly created website is due to go live next week. The current site is already over four years old and showing its age. One of the improvements is that the new site employs the Department of Tourism's event widget, meaning that the counties or visitors' bureaus only have to post their event to the Department's event page to be included on the ITBEC website.
- c. 2018 Sports Shows Update: Ms. Burzinski told the members that for 2018, the North Central ITBEC is planning on attending Sports Shows in Green Bay, Milwaukee, and Tinley Park, Illinois.

CHEQUAMEGON-NICOLET NATIONAL FOREST RECREATION SITE ANALYSIS

(RSA) PROCESS: Jeff Mell, the Lands, Recreation, and Wilderness Program Manager for the Chequamegon-Nicolet National Forest (C-N NF), explained what the recreational site analysis (RSA - an ongoing evaluation of the viability of recreation areas and the entire recreation program, which includes a proposal to begin charging fees at some recreation sites and increase fees at some existing overnight fee sites on the Forest) is; and what the recreation enhancement act (REA - which allows the Forest Service to retain funds collected at certain recreation sites and use these funds locally to operate and maintain and improve these sites) is. C-N NF is reaching out to its tourism neighbors for their input after it was determined that prior comment periods were lacking a "social component" commentary. Copies of the proposed fee schedule were distributed to members and they were asked to share the comment period information with the public in their areas.

LOCAL ATV POLICIES DISCUSSION: Members shared what their local ATV policies are, how they are set, who enforces them, and how smooth-or rough-the process has been. Greg Sekela pointed out that in Oconto County, they have outgrown what they can handle. Most said that dust complaints are widespread and common. No action was taken.

CONSIDERATION OF THE SHORT TERM RENTAL ISSUE: Members discussed local short term rentals and how problems were being addressed. It was also shared that Airbnb has agreed to collect sales tax on rentals in several Wisconsin municipalities. A recent Marathon County case will allow short term rentals to single families in residential areas. No action was taken.

NORTHWOODS BROADBAND REPORT: Angie Close has been the point person on this subject, but she has an excused absence today. No report.

UPDATE - Good Neighbor Authority: The Good Neighbor policy is working, but the wet weather is hampering the ability of loggers to get into work sites and is making it hard to transport harvested forest products out of the woods.

DEPARTMENT OF TOURISM UPDATE: Jeff Anderson reminded the members that space is available in the Department's booth at the Wisconsin State Fair for interested tourism organizations. Work has begun on the 2018 spring/summer event guide and covers the April - June time frame. Mr. Anderson reminded the members of the fast approaching grant application deadlines. August 23rd will be the *Walk With Walker* in Presque Isle event. And the WACVB Fall Conference will be November 2-3 in Racine.

North Central ITBEC Board and Tourism and Economic Development Advisory Committee
Joint Meeting Minutes
Page 4
July 27, 2017

COUNTY ISSUES ROUNDTABLE DISCUSSION: No issues were discussed today.

CONSIDERATION OF ITEMS FOR FUTURE AGENDA: Members requested that broadband be kept on; add Shoreland Zoning discussion.

SET NEXT MEETING DATE: The next joint meeting will be September 28, 2017, starting at 10:00 a.m. in Wood County. The exact location will need to be determined.

ADJOURNMENT: Motion by Cushing, second by Tober, to adjourn at 11:41 a.m. Motion carried.

4

TO: Conservation, Education & Economic Development Committee

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

RE: Staff Report for October 4, 2017

1. Economic Development (Jason Grueneberg)

- a. YMCA and Boys and Girls Club Rapids Mall Relocation – On September 14th, I met with local economic development leaders to discuss ways to assist Rapids Mall businesses that will be displaced by YMCA and Boys and Girls Club relocation.
- b. Central Wisconsin Economic Development Fund (CWED) Board of Directors Meeting – On September 20th, I participated in the CWED Board of Directors meeting. Agenda items included considering a loan request, administrative services update, and approving bylaw amendments recommended by the Advisory Committee.
- c. Regional Economic Growth Initiative – On October 5th, I participated in the REGI Board of Directors meeting. Agenda items included planning the Municipal Forum that will be held on October 5th, from 1:00 to 4:00 pm at the Nekoosa Community Center, the President's report and committee reports.
- d. River Block Business After Hours /Ribbon Cutting – The River Block Business After Hours has been scheduled for Wednesday, October 18th from 5:00 pm to 7:00 pm. Cindy Cepress and I have been working with the Heart of Wisconsin Chamber and the Marshfield Area Chamber of Commerce to plan this event. See attached flyer for details.

2. Planning (Adam DeKleyn)

- a. City of Nekoosa Comprehensive Outdoor Recreation Plan (C.O.R.P.) – Planning committee met to review demographics sections of plan and develop standards for future park projects based on state and national guidelines.
- b. Plat Review Officer – (3) CSM's were submitted for review/approval. (3) CSM's were approved/recorded. (2) CSM's are pending approval.
- c. Wood County Parks, Recreation, and Open Space Plan – Community survey is nearing completion. Existing park and recreation system

inventory is nearing completion. County park and recreation areas section of plan is being developed.

- d. Nekoosa Strategic Planning – Attended the Nekoosa Strategic Planning meeting. Facilitated a community survey development meeting. I drafted a preliminary strategic planning survey based on discussions at the meeting. Survey will be review at next meeting.
- e. Blueway Trail Planning & Mapping – Inventory of the Blueway Trail for future planning purposes. Completed last section of inventory.
- f. WI County Code Administrators (WCCA) Central District Meeting – Attended WCCA Central District meeting in Wautoma to discuss shoreland vegetative buffers and land use legislative updates.
- g. CDAC – Public review of county preliminary objectives/recommendations is complete. Council will review public input and develop final recommendations for 3- year population objectives and DMU boundaries in October.
- h. Water Quality Management (WQM) Review – (2) 208 Review Compliance Letters issued.
- i. Code Administration – Back-up POWTS inspector.

3. Land Records (Justin Conner)

- a. Blue Way Trail – Finished the final sections of the Wisconsin River. Mapped access points, take outs, portages and landmarks. Documented locations with pictures and notes. Next step is organizing the information into an interactive website.
- b. Recreate Health – Health Department. committee working on health promotion and infrastructure improvements.
- c. 2020 Aerial Photography – Attended webinar to kick off the 2020 aerial photography project. The County will likely do a 6” resolution project similar to the 2015 imagery currently on the website. The price for 3” resolution dropped significantly which should interest some municipalities.
- d. Road Record and Surveyor notes scanning – On-Q Solutions is scanning 2 books of 100+ year old surveyor field notes and 25 road record books.
- e. Parcel Mapping – Parcel mapping is caught up. Parcel changes are updated on the GIS web map within a week, on average, of being recorded in the ROD office.

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

- a. Private Sewage Program, Permitting, Maintenance and Violations

- i. (23) on-site investigations/inspections/compliances
- ii. (0) septic system verification letters & failing system investigations
- iii. (1) failing septic system orders, (0) holding tank maintenance violations & settlements
- iv. (10) soil tests reviewed, (4) soil on-sites, (10) hydrograph reports reviewed, (3) interpretive soils report reviewed
- v. (2) holding tank plan reviews, (5) conventional plan reviews, (7) mound plan review
- vi. (18) sanitary permits reviewed
- vii. (0) court cases for malfunctioning septic system and overfull holding tanks (0) referrals servicing, (4) referrals invoices
- viii. (0) sanitary system easements
- ix. (0) camper complaints
- x. Continued training Stevana Skinner who has recently passed her Private On-site Waste Water Treatment Systems (POWTS Inspector License). I will continue training her for her Certified Soil Tester License Exam that will be given in the months ahead.
- xi. Answered phone calls, emails and met in office regarding permitting and inspection questions.

b. Floodplain Ordinance Investigations and Permitting

- i. (2) site inspections, meetings or enforcement
- ii. (1) permit issued, screening sites or Letter of Map Amendment (LOMA)
- iii. (0) DNR Approved flood studies reviewed
- iv. (1) Cranberry farm certification
- v. (0) Updated Community Assistance Visit Violations
- vi. Answered questions from citizens regarding building in floodplain and shoreland areas.

c. Shoreland Ordinance Investigations and Permitting

- i. (1) general shoreland permits reviewed & issued
- ii. (0) mitigation plans reviewed, (0) exempt structure affidavit
- iii. (0) onsite pre-construction inspections, meetings & enforcement, compliances
- iv. (0) navigability determinations
- v. (2) wetland determination
- vi. Answered phone calls and met with various people at the counter regarding shoreland zoning requirements.

5. Office Activity (Kim Keech and Victoria Wilson)

- a. Monthly Sanitary Permit Activity. There were 28 sanitary permits issued in August 2017 (10 New, 13 Replacements, 5 Reconnects and 0 Non-Plumbing) with revenues totaling \$8,375. There were 16 sanitary permits issued in August 2016 (7 New, 8 Replacements, 1 Reconnect and 0 Non-Plumbing) with revenues totaling \$5,750.

There were 126 sanitary permits issued through August 2017. For comparison purposes, following are totals through the same period for the previous five years: 2016 – 109, 2015 – 117, 2014 – 116, 2013 – 127 and 2012 – 119.

- b. 2017 Tax Refund Intercept Program (TRIP) – To date, Wood County has received \$5,458.69 on eight outstanding cases.
- c. 2017 Maintenance Notices
 - i. Septic Maintenance Notices, ATU (Aerobic) Maintenance Notices, White Knight Maintenance Notices and Farmer Exempt Holding Tank Maintenance Notices were mailed on Monday, April 24th with a due date of Friday, August 11th. There were 2,413 mailed between the four notices.
 - ii. On September 18th, 387 2nd notices were mailed to those owners who did not meet the August 11th deadline.
- d. 2017 Program Fee Notices – The approximately 4,547 program fee notices are tentatively scheduled to be mailed early November with a due date of Wednesday, December 6th. A new exciting feature this year is that the \$20 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.
- e. Sanitary Permit Document Imaging Project Status. Sanitary permits for the years 1982 – 2015 are available for viewing on the Wood County's website www.co.wood.wi.us/Departments/PZ. 2016 Sanitary Permits are being prepped for scanning.
- f. Survey Document Imaging Project Status. Survey documents are being prepped and scanned tentatively scheduled for completion by the end of 2017.
- g. Enforcement Activities Update.
 - i. Small Claims
 - October 3rd – Small Claims action scheduled for:
(3) Failure to pay the 2016 program fee
 - October 10th – Small Claims action scheduled for:
(1) Failure to pay the 2016 program fee
 - ii. Contempt Hearing Nothing scheduled.
- h. Wisconsin Fund Grant Program – The Joint Finance Committee on Thursday, May 11th on a 12-4 vote adopted ongoing funding for the

Wisconsin Fund Grant Program through June 30, 2021. Please encourage those who may qualify to complete and submit applications for funding.

- i. (4) Wisconsin Fund Applications FY2018
- ii. (3) Wisconsin Fund Applications FY2019

Business After Hours

**Wednesday, October 18
5:00 p.m. - 7:00 p.m.
River Block Building
111 West Jackson St.
Wisconsin Rapids, WI**



**Join us for an evening of
networking with Wood County
Department Heads, County Board
Supervisors, guests, friends, and
Heart of Wisconsin Chamber
Members.**

**Ribbon Cutting at 5:00 p.m.
Tours**



~ Raffle ~ Hors d'oeuvres ~ Refreshments ~ Heart of Wisconsin
Chamber of Commerce



4

Activities Report for Shane Wucherpennig September 2017

- **September 1** – Attended Judicial & Legislative meeting.
- **September 4** – Worked on Construction plans for 2017 projects.
- **September 5** – Attended Executive Committee meeting
- **September 6** – Attended CEED meeting.
- **September 6** – Visited Badger Sandstone Site.
- **September 7** – Worked on Construction plans for 2017 projects.
- **September 8** – Worked on Construction plans for 2017 projects.
- **September 11** – Worked on Construction plans for 2017 projects.
- **September 12** – Attended Department Heads Meeting.
- **September 13** – Attended NCTC NMP meeting at NCTC Spencer Campus.
- **September 14** – Visited Badger Sandstone Site to meet with contractors.
- **September 14** – Met with James & Leslie Jagozinski to discuss robot barn expansion.
- **September 15** – Inspection of work with Badger Sandstone Site.
- **September 15** – Took Silver truck in for repairs.
- **September 18** – Worked on Construction plans for 2017 projects.
- **September 19** – Attended County Board meeting
- **September 20** – Inspection of work with Badger Sandstone Site.
- **September 20** – Layout & Inspection at Tom Hamus for a Waste Storage Facility.
- **September 21** – Layout & Inspection at Tom Hamus for a Waste Storage Facility.
- **September 21** – Inspection of work with Badger Sandstone Site.
- **September 21** – Attended CEED Budget Hearing with Executive Committee.
- **September 22** – Layout & Inspection at Tom Hamus for a Waste Storage Facility.
- **September 25** – Layout & Inspection at Tom Hamus for a Waste Storage Facility.
- **September 25** – Worked on Construction plans for 2017 projects.
- **September 26** – Open Bids for Craig Brandl Project with CEED Chairperson.
- **September 27** – Layout & Inspection at Tom Hamus for a Waste Storage Facility.

Activities Report for Tracy Arnold 09-2017

Wildlife Damage Abatement and Claims Program

- Maintaining DNR database with current Wood County information
- Continue to enroll landowners for the 2017 year
- Met with fence contractors interested in bidding on fence project
- Opened bids at CEED meeting, submitted budget resolution, contacted fence contractors
- Working to start/complete Ken Rezin Cranberry permanent woven wire fence
- 3 fences failed inspections for the year, working on getting those back into compliance
- Met with numerous landowners about shooting permits to evaluate crop damage amounts
- Justifying wildlife damage on numerous fields requesting shooting permits
- Met with 3 additional landowners interested in permanent fences
- Completed 100 acres of corn appraisals
- Completed 60 acres of cranberry appraisal
- Conducted site visit for a failed fence, repairs were made and it now passes. Submitted required paperwork

Non-metallic mining reclamation program

- No forfeiture payment from B & R Excavating to date (since June 12, 2013)
- Updating NMM databases
- Site visit to Badger Sandstone Shane for final reclamation touchups
- Investigated complaint calls that came in regarding mining
- Met with permit holder on reclamation requirements, including a site visit

Land and Water Conservation

- Entering stream flow data into the SWIMS database for 16 sites (authorized by state to enter data)
- Completed stream flow on Two Mile, Blood Run and Five Mile
- Chair of the Youth Education Committee for the WI Land+Water
- Secretary of the North Central Land and Water Conservation Area Association
- Continue planning the North Central Land and Water Conservation Area Association February meeting in Wisconsin Rapids.
- Continue planning the 2018 Fall CEED Tour with Land & Water, UWEX and Planning and Zoning
- Uploaded acoustic bat monitoring data as survey's are completed
- Working with UWEX to take some of their radio spots due to short staffing
- Cleaned out forestry garage, moved in tree planters
- Unloaded tree bags for sale
- Dropped off rusty crayfish to Bay Beach Wildlife Sanctuary
- Working with nursery's to finalize tree species for 2018
- Requested new tree sale program from IT, current one is from 1995

Activities Report for Adam Groshek – September 2017

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

~Well decommissioning assistance and planning for Chris Pupols, Ben Gruber, Don Hollar, and Ian Schultz.

~Lee Accola Manure storage abandonment plan, site visit, bidding, contractor discussion for project to occur in the next month or two.

~CREP environmental benefit reports, scheduling office visits, contract signing and discussion, and GIS field tracking and documentation for Russ Bauer, Al Weiler, Huser's, Steven Wehling, and Glen Peplinski.

~Response and sampling assistance for a complaint for Vern Breseman on the Wood-Clark County line of manure running off a nearby injection spreading incident across his fields and into his pond. DNR contacted, cleanup crew initiated, and incident cleaned up by the next day.

~As-built documentation and calculations for Lee DeBoer including pump flow rates, and final touch ups for the NOD 2016-2017 project.

~2nd in a training series for the Basic Ag for Conservationists training on Sept. 8th field day in Arlington, WI.

~Discussion with Josh Meissner of Norm-E-Lane farms about their construction of a culvert to east manure transfer to the agricultural fields from their manure storage. No permit needed because the transfer hosing would not be permanent.

Activities Report for Lori Ruess – September 2017

- Completed August sales tax report and submitted report to Finance.
- Attended September 19th Special CEED meeting and typed minutes.
- Reviewed general ledger and payroll registers and completed journal entries to correct payroll.
- Prepared seven copies of all LWCD budgets and took them to Finance.
- Completed eight - 15 year CREP agreements for Glen Peplinski.
- Submitted the following CREP agreements along with necessary attachments to DATCP:
 - Catherine Warnecke
 - Marlin Laidlaw
 - Triple P Dairy
 - Frederick Miller
 - Al Weiler
 - Frank Huser
 - Russ Bauer
- Completed cost-share contract for Ian & Courtney Schulz – well decommissioning.
- Completed cost-share contract for Ben & Angela Gruber – well decommissioning.
- Assisted Tracy and Emily with cleaning and organizing the forestry garage.
- Assisted Tracy in CEED tour prep.
- Working on the 2018 tree and shrub order form.
- Completed journal entry request for monthly fuel charges and vehicle maintenance/repair from Highway Dept. and forwarded to Finance.
- Completed survey from Finance and returned to them prior to deadline.
- Organized County Board and CEED packet information and took to County Clerk's office.
- Working on fall newsletter and tree and shrub order form.

**Activities Report for Emily Salvinski
September 2017**

- **Friday, September 1.** Started organizing the names on our FPP list-who needs what, and mapped them in database
- **Monday, September 4.** Holiday
- **Tuesday September 5.** Vacation
- **Wednesday, September 6.** Vacation
- **Thursday, September 7.** Listened in on No-Till Non-GM Corn webinar, worked on tree sale portion of website, worded on well closure document in AutoCad.
- **Friday, September 8.** Entered info into Wood FP Tracker in Access, helped clean storage garage
- **Monday, September 11.** Added parsnip locations and pics found over the weekend onto database, updated parsnip report.
- **Tuesday, September 12.** Helped unload tree-sale bags, researched info for possible cost share client-mapped, searched records.
- **Wednesday, September 13.** Added more parsnip locations to EDDmapS, attended NMFE meeting in Spencer.
- **Thursday, September 14.** Farm visit to landowner's to discuss cost sharing. Added future cover crop field to GIS database, edited database.
- **Friday, September 15.** Started putting together power point for soil and manure testing. Worked on cleaning forestry garage.
- **Monday, September 18.** Sick
- **Tuesday, September 19.** Updated FPP access file and database with transfer info, started adding hyperlinks to same file, added EDDmapS shapefiles from internet to our GIS.
- **Wednesday, September 20.** Started filling in cost share contract for cover crops, put together snap plus database for landowner, added more cover crop fields to GIS, reviewed CREP contracts for errors
- **Thursday, September 21.** Sent website updates to IT, sent river pollution photos to DNR, compiled no-till/cover shapefiles into one for 2016 to better keep track from year to year
- **Friday, September 22.** Worked further on cs contracts and identified parcel numbers
- **Monday, September 25.** Worked on environmental education webpage, scanned in documents.
- **Tuesday, September 26.** Youth Education meeting.

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

PETER MANLEY

Wood County UW-Extension, Community Resource Agent

- I attended and processed paperwork related to the September 7 CEED meeting.
- I continued meeting with Jason Hausler the new Area Extension Director to discuss administrative duties. We jointly planned for coverage for the Family Living Educator position.
- The 4-H Program Assistant, Kyli Brown also submitted her resignation, so we began processing related paperwork and steps to refill the position.
- I attended the Fair on September 1 and 4 and assisted with project paperwork and take-down at the end of the Fair.
- Radio topics this month were maple diseases (September 5 & 7) and the Clean Sweep (September 21).
- I met twice with the Marshfield Area Pet Shelter (MAPS) to conduct a strategic plan for them, September 7 & 21.
- I met twice with Nekoosa community leaders to develop a strategic plan for the community and develop a community survey, September 11 & 28.
- I prepared budget documents and presented the budget to the CEED Committee and Executive Committee, September 6 & 21.
- I conducted a Department Head meeting, September 12.
- I facilitated the Central Sands Groundwater Group meeting, September 28.
- The Clean Sweep was held September 30, after much preparation.
- I am on the Standards, Rank and Promotion Committee (tenure) and reviewed 6 portfolios for candidates seeking tenure.
- I also mentored the Portage County CRD Educator.
- I met with the UWEX Benefits Specialist in preparation for retirement.
- I attended a state Department Head meeting by teleconference, September 27.

MATT LIPPERT

Wood County UW-Extension, Agriculture Agent

- The Central Wisconsin State Fair continued on into September. I assisted with the open class dairy show believed to be the largest dairy show in the state outside of World Dairy Expo. Over 400 animals were shown in the ring.
- The Central Wisconsin Agriculture Agents met in Marshfield and visited the area they will be using for Farm Technology Days. They also worked on programs for the upcoming season.
- I attended the annual meeting of the Wood County Farm Bureau held at North Wood County Park.
- I assisted at the Farm Bureau Ice Cream Stand while at the fair.

- We changed the format of the market animal carcass show that for many years has been held on the Thursday following the fair. There are fewer facilities within the county now available for processing live animals so carcasses were evaluated in Dorchester and Marathon City. The show was held in Marathon City and included along with the viewing of carcasses the evaluation by the youth of several cuts of meat- pork chops with varying size, fat and color.
- I attended an in-service for agriculture agents at the Marshfield Agriculture Research Station. In the afternoon we toured H&S Manufacturing where we learned about making baleage which has become a very important part of H&S' business, we also learned about forage boxes and mergers. During the morning we observed several spray on alternative for covering silage bunkers and learned about nutrient management guidelines.
- I interviewed on WDLB and WFHR.
- I worked with area High School Agriculture Instructors from Marshfield, Auburndale, Pittsville and Wisconsin Rapids to provide the Wood County Soil Judging Field Day. Youth numbering about 80 from the four school districts met at the Marshfield School Forest and learned about woodland management. In the afternoon we traveled to the Philip and Gladys and John and Shauna Offer farm to evaluate soil and field conditions from four soil pits.
- I met with the executive committee for Farm Technology Days at Heisman's Holsteins for our monthly meeting and with the finance committee earlier in the month.
- I conducted Pesticide Applicator Training for students enrolled in crops related classes at Mid-State Technical College.
- I spoke to the Wood County Master Gardeners about our local cranberry crop.
- I met with Market Animal sale committee for our first meeting following this year's fair.
- We produced an issue of the Cranberry Crop Management Newsletter and an issue of the Central Wisconsin Agriculture Specialization newsletter.

JODI FRIDAY

Wood County UW-Extension, FoodWise Nutrition Educator

- Participated in a Wood/Portage County FoodWise team phone conference (9/12).
- Attended the Aging and Disability Resource Center Nutrition Advisory Council meeting (9/12).
- Listened to the State FoodWise Wisline (9/13).
- Taught a "Healthy Cents at the Pantry" lesson at the South Wood County Emerging Pantry (9/19).
- Listened to the EFNEP Paperwork Training Wisline (9/20).
- Worked with SWEPS pantry participants, answering questions on how to store, how to prepare and how to cook available produce (9/20).
- Meet with AED Jason Hausler regarding my work with FoodWise and the Wood County Family Living position (9/21).
- Participated in the Wood/Portage FoodWise team meeting (9/25).
- Collaborated with Busy Bee's childcare in Nekoosa to offer EFNEP lessons to childcare staff for continuing education credits (9/27).
- Participated in a phone conference with State Specialist Betsy Kelley regarding facilitating the upcoming New FoodWise Colleague training in October (9/28).
- Attended the South Wood County Hunger Coalition meeting (9/28).

- I've reached out to all my schools with parent consent letters and emailed teachers to start scheduling youth lessons beginning in October. The ball is rolling!
- In the absence of a Family Living Educator, I am fielding numerous questions about food preservation (tomatoes!), testing pressure canners and maintain the office kitchen space and budget.

CHRIS VIAU

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

The following is a summary of Youth Development activities:

4-H Club and Program Management:

- Leadership Washington Focus Trip Planning and Logistics
 - 2018 program start-up. Answer questions, Reservations
- 4-H Leaders Association
 - Executive and Full Association Meetings
- 4-H Club and Volunteer Management concerns
 - Annual Enrollment
 - Volunteer Background Check support
 - 4-H Club transitions
 - Leadership changes and club dissolution

Central WI State Fair

- Work with office staff to ensure completion of Jr. Fair Tasks
- Results Entry
- Premium Check Processing
- Post-Fair Reports
- September Jr. Fair Board Meeting
 - Youth for the Quality Care of Animals program overview for Oct.

Other

- Department of Youth Development Standard Rank and Promotion Committee

Administrative

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

Laura Huber

Wood County UW-Extension, 4-H Program Assistant

- Coordinated and led Wood County 4-H STEM (Science, Technology, Engineering, and Math) Project events including the rocket launch at Central WI State Fair on Sunday, 3 September.
- Assisted at the Central WI State Fair in the Junior Expo Building.
- Attended the North Central Region 4-H educators meeting in Wausau on 13 September. We discussed changes related to nEXT Gen.

- Continued planning for upcoming introduction of SPIN clubs, . SPIN clubs are SPecial Interest clubs that meet a minimum of 6 times which focus on a specific interest. They are open to all youth, not just those already enrolled in community clubs. They offer impactful, hands-on learning opportunities and an introduction to 4-H.
- Kids Yoga SPIN Club started on 21 September and will continue through 26 October. I attended and assisted at the first meeting. The club is led by a Wood County 4-H volunteer leader.
- SPARKS SPIN Club will begin 1 October. This club will be led by me and will focus on electricity.
- I was a radio guest on WDLB on 26 September and WFHR on 28 September. Introducing SPIN Clubs was the main focus of these interviews.
- Traveled to Stevens Point on 28 September to introduce Portage County youth to 4-H robotics and help Portage County UW-Extension staff create their own robotics program.

Jeremy Erickson

Wood County UW-Extension, Horticulture Assistant

- Attend the Local Food Promotion Committee meeting with Healthy People Wood County, Wood County Health Department
- Appear on WDLB Marshfield Radio
- Attend Marshfield Community Garden Committee Meeting
- Attend Master Gardener meeting and program on Cranberry Production in Wisconsin
- Attend South Wood County Hunger Coalition meeting
- Respond to horticultural inquiries from clients and the community
- Log hours and reports for 2017 Master Gardener Volunteers
- Coordinate upcoming classes and workshops, order supplies

MINUTES OF THE JUDICIAL AND LEGISLATIVE COMMITTEE

DATE: September 19, 2017
 TIME: 9 a.m.
 PLACE: Room 115, Wood County Courthouse
 TIME ADJOURNED: 9:10 a.m.
 MEMBERS PRESENT: Chairman William Clendenning, Ed Wagner, Bill
 Leichtnam, Dave LaFontaine, Kenneth Curry
 OTHERS PRESENT: Peter Kastenholz, Lance Pliml

1. At 9 a.m., Chairman Clendenning called the meeting to order.
2. Public comments. None.
3. The committee discussed the role of Corporation Counsel as municipal court judge and potential conflicts. The committee was satisfied with the explanation of the periodic interrelationship of the positions. No action needed.
4. The Committee reviewed the resolution on PECFA funding.
Moved by LaFontaine, seconded by Leichtnam, to submit a resolution to the county board that supports the transfer of PECFA funding to the general transportation aids to counties. All ayes.
5. The Committee reviewed the resolution on legal action against opioid manufacturers.
Moved by Leichtnam, seconded by Wagner, to submit a resolution to the county board that authorizes entry into an agreement with law firms to pursue legal action against opioid manufacturers. All ayes.
6. Moved by LaFontaine, seconded by Wagner, to adjourn. All ayes. Meeting adjourned at 9:10 a.m.

Minutes taken by Peter Kastenholz and approved by Kenneth Curry.

Kenneth Curry
 Kenneth Curry, Secretary (signed electronically)

MINUTES OF THE JUDICIAL AND LEGISLATIVE COMMITTEE

DATE: October 2, 2017
 TIME: 1:30 p.m.
 PLACE: Room 114 Wood County Courthouse
 TIME ADJOURNED: 3:15 p.m.
 MEMBERS PRESENT: Chairman William Clendenning, Ed Wagner, Bill Leichtnam, Kenneth Curry, Dave LaFontaine
 OTHERS PRESENT: Peter Kastenholz, Steve Kreuser, Lance Pliml, William Winch, Dennis Polach, Brent Vruwink, John Minneci from Representative Kulp's office, Ed Reed

1. At 1:30 p.m., Chairman Clendenning called the meeting to order.
2. Public comments. None.
3. Moved by LaFontaine, seconded by Leichtnam, to approve the minutes of the September 1 and 19, 2017, Committee meetings. All ayes.
4. The Committee reviewed monthly voucher reports of the departments they oversee. Moved by Leichtnam, seconded by Wagner, to approve the payment of vouchers. All ayes.
5. The Committee reviewed department reports:
Moved by Leichtnam, seconded by Wagner, to approve the department reports. All ayes.
 Brent Vruwink elaborated on his departmental report concerning a potential state grant.
6. General discussion was had on the WCA Conference, including open meeting law requirements.
7. The Committee reviewed the notices of injury/claim of the Estate of Amanda Glodowski and Robert Tisland. These notices will be provided to the county board. The Tisland claim will not be included; the Corporation Counsel will prepare a summary of the claim.
8. There were no new animal claims against the County. The Corporation Counsel explained an upcoming series of claims relating to a rabid kitten that bit someone in the town of Saratoga.
9. The Committee reviewed correspondence and legislative issues.
 - a. Referral from Public Safety Committee on use of buggies on highways. Discussed proposed legislation regulating buggies and concern that it only allows for warnings. Mr. Minneci advised of draft legislation SB475 and state court ruling limiting legislation on religious matters. Discussion had on the need to have public safety control over religious objections. The

Committee wants Representative Kulp to lead an effort to enact lifesaving legislation to protect users of public highways regarding use of buggies for reasons of public safety. Supervisor LaFontaine will represent the Committee in following up on its concerns. Chairman Pliml will address the matter later in the week with the Local Government Institute.

- b. Resolution modifying the Public Records law.
Moved by LaFontaine, seconded by Wagner, to approve the resolution modifying the Public Records law so that performance evaluations of department heads are not open to the public. All ayes.
 - c. Committee approved the Corporation Counsel's memorandum entitled: "Waivers of State Mandates" and will forward it to the county board.
10. County Board rules.
- a. Resolution on 40A.
Moved by Leichtnam to approve the resolution modifying Rule 40.A. to modify the membership of the Executive Committee and on committees electing their own chairs.
 Motion failed for lack of a second.
11. Agenda items for the November 2017, meeting:
- Performance evaluations.
 - Discuss space needs with the courts.
12. The next committee meeting will be November 3, 2017, at 1:30 p.m.
13. Discussion on how to proceed with performance reviews of the Corporation Counsel and Child Support Director. Ed Wagner will gather data on this.
14. Moved by Wagner, seconded by Curry, to adjourn. All ayes.
 Meeting adjourned at 3:15 p.m.

Minutes taken by Peter Kastenholz and approved by Kenneth Curry.

Kenneth Curry

Kenneth Curry, Secretary (signed electronically)

Wood County Criminal Justice Task Force Minutes

March 22, 2017

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

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

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

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

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

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

Juvenile Issues – None at this time.

Round Table:

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

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

Shawn Woods from Nekoosa PD indicates that there have been no problems with e-filing.

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

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

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

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

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

Meeting adjourned at 1:10

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

WOOD COUNTY CRIMINAL JUSTICE TASK FORCE MINUTES

June 21, 2017

PRESENT: Greg Potter, Branch 1; Nicholas Brazeau, Jr, Branch 2; Todd Wolf, Branch 3; Craig Lambert, District Attorney; Cindy Joosten, Clerk of Court; Lance Pliml, Wood County Board; Trisha Anderson, Victim Witness; Rick Gramza, Marshfield Police Department; Ted Ashbeck, Wood County Jail; James Wunrow, Wood County Jail; Lori Heideman, Wood County Dispatch, Vicki Ziegahn, Clerk of Courts; David Drinkwine, Grand Rapids Police Deptment.

Judge Potter called meeting to order. Trisha Anderson makes corrections to the minutes from 3/22/17. States that she did not say that she would have victims or the clerk speak to the task force. States that the word "program" should be corrected to "law." The corrected minutes are approved. No additions to today's agenda. No public comments.

Restitution Changes Per Act 355 – Trisha Anderson states that Julie Braun, Policy Advisor for the Office of Speaker will speak at the next meeting. She will be using a power point presentation and the parties agree to use the Branch 3 courtroom. She is coming from Madison and will speak a minimum of 30 minutes.

New Pre-trial/Jury Trial Process – Judge Potter indicates that the new system has been sent to the bar association. Understands that there will be growing pains with the system. The first day of final pre-trials will be on 7/7/17 in Branch 1. There are two systems and the best one will be chosen.

Recommended Practices for Exhibits – Cindy Joosten provides an attachment "Recommended Best Practices for Exhibits Management and Retention." Photographs will stay with the Clerk of Courts office. Clerk of Courts will receive copies of exhibits and counsel will retain originals. Clerk's office does not want exhibits filed ahead of time. Anything scanned is considered an original. Judge Potter questions Trisha Anderson about Victim Impact Statements. Trisha states that she scans the statements after the plea hearing of defendant. Judge Wolf questions how the Court will receive the statements if handed to them in court. It is discussed that the Clerk of Court staff will electronically forward the scanned Victim Impact Statements to the Judges for review.

E-filing/Public Defender Appointments. This item will carry over to the next meeting to give Kate Drury an opportunity to have input.

Sub Committee Updates:

Restorative Justice. Trisha Anderson states that 30 people attended the Victim Impact Panel in June. Questions the judges about individuals who have warrants for not attending the victim impact panel, get picked up on the warrant, serve jail time and are ordered to attend the next victim impact panel and do not attend. Judges Potter and Brazeau state she should request another warrant. Judge Wolf states that he has the individual sit in jail in lieu of attend the victim impact panel. Trisha Anderson states that she spoke with the janitor at Mid-State who indicated that there was an issue in the men's bathroom at the last panel on March.

Drug Court. Judge Wolf states that a report has been compiled which outlines the grant information, the number of graduates and the number of terminations from the program. States that progress in the program will be reported to the Department of Justice and the oversight committee. Discusses the impact the program has on the jail and the amount of savings. Will take suggestions at the sustainability meeting. Trisha Anderson questions part of the report regarding Medical Assisted Treatment. Judge Wolf explains an incentive in the program regarding the vivitrol shot. Ted Ashbeck states that the jail would be willing to help house defendant who have a timeline before taking the vivitrol shot.

Compass/Risk Assessment. Judge Wolf states the interest in the Portal 100 Program for the drug court program. Rick Gramza states that since Marshfield is providing partial funding for drug court, he would like a report indicating the progress of the participants from Marshfield to provide to the city council. Judge Wolf will address this with Ryan from drug court. Trisha Anderson asks what the definition of hybrid law enforcement officer is. Judge Wolf and Craig Lambert respond.

Judge Potter address the issue of DNA ordered in court and what happens if they don't report to the jail to give DNA. Ted Ashbeck states that due to the high volume of individuals reporting to the jail for DNA, some are given a date and time to return to provide their sample. Judges Potter, Brazeau and Wolf agree that they will order defendants to provide a DNA sample within 30 days. James Wunrow will monitor the DNA forms and advise the Clerk of Courts when

defendants do not report. The Clerk will prepare warrants for the Court's signature for failure to provide a court ordered DNA sample.

Round Table. Trisha Anderson states that she attended a Senate Hearing on Marsy's Law. Victim Witness is opposed to the law.

Richard Gramza states that his officers are now equipped with body cameras and further states that the video conferencing equipment will be in place soon. Craig Lambert questions if identity will become an issue in video conferencing for preliminary hearings. Judge Wolf suggests a split screen. All parties agree it should not be an issue. Richard Gramza further states that the two drug officers, Officer Foemmel and Officer Iverson will remain and that a new position has been created, a Sensitive Crimes Investigator and Christine Giacomino has taken that position.

Craig Lambert states that Michael Zell's last day is June 23 and that David Knappen will start on June 26.

Lance Pliml states that security is an ongoing issue.

Judge Wolf thanks officers for doing home visits. States that he is looking into creating a criminal justice coordinator position and asks for input. Trisha Anderson states that she is in agreement if the funding does not come from a county budget. Judge Wolf explains the funding would come from grants. As to the CBRF, Judge Wolf states that Lonnie is looking into using the CBRF funded privately and not by the county. Lance Pliml states that the county will hold onto the CBRF to see if funding comes through for drug court.

Ted Ashbeck addresses a possible monitoring system for defendants with cash bonds and wants to meet with the Judges. There are questions regarding who would qualify for the program. When Kate Drury returns in August, a meeting will be held with Ted, Kate, the Judges and Craig to discuss the program.

Judge Potter states that at the chief judge meeting the statistics show an increase in traffic cases and a decrease of 3% in criminal cases.

Craig Lambert states that criminal felony cases are up from 15% in 2015 to 33% in 2016.

Judge Potter states that judicial need in Wood County went from #2 to #7 and states that the county would need to provide the facilities for a new branch. Lance Pliml confirms. Cindy Joosten addresses the issue of the former Human Services space. She states that she would like to utilize some space for jury orientation. The parties agree that the District Attorney office has the most need for space. Judge Potter states that the parties need to sit down and address need. Lance Pliml will also address this issue.

Any Other Business. None.

Meeting adjourned at 1:15 p.m.

Submitted 6/22/17

Vicki Ziegahn, Deputy Clerk of Courts

WOOD COUNTY CRIMINAL JUSTICE TASK FORCE MINUTES

September 20, 2017

PRESENT: Greg Potter, Branch 1; Nicholas Brazeau, Jr., Branch 2; Todd Wolf, Branch 3; Craig Lambert, District Attorney; Cindy Joosten; Clerk of Court; Lance Pliml, Wood County Board; Trisha Anderson, Victim Witness; Rick Gramza, Marshfield PD; Ted Ashbeck, Wood County Jail; James Wunrow, Wood County Jail; Lori Heideman, Wood County Dispatch; Jackie Arnold, Clerk of Courts; Dan Schroeder, Dept. of Corrections; Caitlin Saylor, Dept. of Corrections; Kate Frigo Drury, Public Defender; Julie Braun, Dept. of Justice; Shawn Woods, Nekoosa PD; Melvin Pedersen, Grand Rapids PD.

12:02 Judge Potter called meeting to order. No corrections made to minutes of 6/21/17. Minutes are approved.

No public comment

No additions to agenda for today.

RESTITUTION CHANGES PER ACT 355 – Trisha Anderson introduces Julie Braun, Policy Advisor for Office of Crime Victim Services at Department of Justice. Julie presents handout regarding Act 355, which was effective 7/1/16. The main goal of the act is to give priority to collection of restitution owed. Cindy Joosten advises how restitution is collected now through TRIP. The DOR can now collect restitution debt. The advantage to DOR collect would be accounting, as they can send reports to COC offices. Julie talks about the priority of CCAP applying money to restitution, as defendants can select priority of payments when paying online. DOR has resources to collect and are aggressive. There is a 15% charge that gets charged to the offender. DOC can also utilize DOR collection. They recommend that Court make it a part of order as to how much and when restitution should be paid. Melvin Pedersen inquires if DOR collection is available to municipal courts and Julie confirms that it is.

NEW PRETRIAL/JURY TRIAL PROCESS – Kate Frigo Drury addresses Wood County rules regarding new pretrial/jury trial process. She feels that by not having contact with a defendant until final PTC, settlement negotiations are lost. She feels it may be an ethical issue and it may violate defendant's rights. She has asked for an advisory opinion, but has not yet received a response. She requests status conference date between initial appearance and Final PTC. She has talked to DA Lambert and he agrees with request. She feels this additional court date will resolve any issues. Judge Potter feels that another court date is a waste of time and that will only be accommodating to a small number of defendants. He says if an attorney feels a status conference is necessary, they can call the assigned branch to schedule a court date. Craig clarifies that he feels a status conference would be helpful, but Courts would not need to be involved in that conference. Kate has talked to other defense counsel who accepts PD cases. They do not like the new system because of scheduling conflicts, but they feel a status

conference would be helpful for defendants not being in contact with their attorneys. All three judges agree that they will discuss the matter between them. Trisha states what the perspective of victims is on court dates.

E-FILING/PUBLIC DEFENDER APPOINTMENTS – Public Defender's office need a case number before they can file an Order Appointing Counsel. They are holding referrals and checking CCAP every day to see when case has been filed. It seems to be running smoothly at this point.

RESTORATIVE JUSTICE – Trisha states that 30 people were at the last Victim Impact Panel and things went well.

ROUND TABLE – Judge Brazeau addresses with DA diversion agreements on felony cases. All the judges agree that they do not want these cases on their caseload during deferred period. Craig states that deferred cases are rare and they it was a coincidence that two occurred within a week. They do not make deferred cases a regular practice.

Judge Brazeau addresses with the Jail bonds that are done over the weekend. He does not feel that defendants should be given the standard \$500 bond for violating a restraining order. He asks that they first have a judge review charges before bond is set. All of the judges agree.

Due to lack of time, other agenda items were not discussed.

Meeting adjourned at 1:15 p.m.

Submitted 9/22/17

Jackie Arnold
Deputy Clerk of Courts



Wood County WISCONSIN

CHILD SUPPORT
AGENCY

5

OCTOBER 2017

MONTHLY REPORT TO THE JUDICIAL AND LEGISLATIVE COMMITTEE

Prepared by Child Support Director Brent Vruwink

- Department of Children and Families Secretary Eloise Anderson will be visiting the Child Support Agency on October 3rd. We are honored to have her visit the agency and look forward to discussing the more family focused approach our agency has taken.
- All agency staff attended training on September 20th. Human Services sponsored the training and it was very well received. The presenter Carl the "Energizer" Olsen left staff motivated and offered new approaches to successfully deal with the daily struggles we face within our profession.
- I will be attending a meeting that WCA is facilitating between Child Support Directors and Human Services Directors in Stevens Point on September 29th. WCA wants to discuss a new foster care referral policy that is being implemented by the Department of Children and Families.
- Governor Walker officially signed the state budget which leaves funding for county child support agencies flat for the next two years. The budget does expand the Supporting Parents Supporting Kids Program (SPSK) to three additional counties in 2019. The program offers enhanced employment and training assistance and parenting skills to help non-custodial parents become more financially and emotionally involved with their children. I anticipate DCF will send out a request for proposal in 2018 at which time we can determine if the program is feasible to pursue.
- The time is finally here! Wood County is hosting the WCSEA Annual Fall Conference at the Hotel Mead on October 4th, 5th and 6th. This year's theme is "Putting the Pieces Together for Success" The conference will bring over 300 child support professionals to the area. The whole agency has worked .extremely hard to put together an excellent conference. A special thank you goes out to Tiffany Ringer and Vicki Stoflet who are the co-chairs of the conference planning committee.
- We are making the final push to maintain our high performance numbers as the Federal Fiscal year comes to a close on September 30th.
- The August performance numbers are in. The agency continues to exceed all the Federal Performance Measures.
- The current IV-D case count is 3,959.



Wood County

WISCONSIN

CORPORATION
COUNSEL OFFICE

Peter A. Kastenholz
CORPORATION COUNSEL

MONTHLY REPORT TO THE JUDICIAL AND LEGISLATIVE COMMITTEE

October 2017

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1. Goals. Memorandum entitled: "Waivers of State Mandates."
2. Rodeghier appeal. Mr. Rodeghier had appealed his termination as an employee of Norwood for failing to leave the lobby and attend to his job duties. The county board heard the Complaint Resolution Process appeal and decided that no policies were violated in terminating Rodeghier's employment. Rodeghier then petitioned the state's Equal Rights Division (ERD) alleging that he was discriminated against in the termination of his employment. The first step in such a process is for the state to appoint an investigator (ERO - Equal Rights Officer) to ascertain if there is probable cause to believe he was discriminated against based upon any of the protected bases of discrimination. The ERO determined recently that no such probable cause exists. Mr. Rodeghier can now appeal that determination to the ERD by requesting a hearing on the allegations.
3. New duties. A part of the budget bill was a provision that places some responsibilities on counties to locate placements for people who were committed as a sexually violent person and are appropriate for supervised release. The proposed revisions to Wis. Stat. Ch. 980 obligated the county to establish a committee consisting of various folks, including the corporation counsel, to develop an appropriate residential option for the placement of the subject in the county. There are strict time limits on preparing the report; the failure to comply will result in significant penalties (\$500 - \$1,000 per day). The state would then use the report to effectuate a placement of the person. As I recall from the news, the genesis of the legislation is the dissatisfaction of legislators in having sexually violent persons placed in their communities when they aren't from the area. The law would force counties to locate such residents within their own counties. Anyway, the reason I bring the matter to your attention is that the meetings at which these cases would be discussed and residential options identified would be open meetings and emotionally charged with residents not wanting these residential options to be near their homes and so on. Meanwhile, the committee, which would be appointed by the county board chair and approved by the county board, need not have any elected persons on it. So, this is one of those politically charged matters that I felt should be brought to your attention. The governor vetoed the proposed modification to Ch. 980, the sexually violent person statute. He did so not for policy reasons but for procedural ones as he felt the budget bill shouldn't be used for a proposed change in the law such as this; rather, the proposal should be vetted through the regular legislative process. In that enactment of such legislation in the future will present implementation difficulties at the local level, you now have time to work with the legislators to discuss those issues.
4. Courts. Now that the budget bill has passed it might be a good time for the committee to start working with the county's judges to ascertain the need, likelihood and time frame for a fourth judge. Figuring out what the status of the judiciary will be in 5 years and 10 years should enable the committee to then work with the Clerk of Courts, Register in Probate and District Attorney as to their future staffing and space needs so that from this both short-term and long-term planning can be made for renovations to the third floor of the courthouse.

RECEIVED

SEP 05 2017

WOOD CO. CORP. COUNSEL

RECEIVED

SEP 01 2017

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NOTICE OF CLAIM

TO: Wood County Clerk *and*
Wood County Courthouse
2nd Floor, Room 203 A-B
400 Market Street
Wisconsin Rapids, WI 54494

TO: Officer Terry Johnson,
Officer Sheena Lube, Officer
Cassi Young, Officer Thomas
Wolosek, and Officer Joseph
Keena,
c/o Wood County Sheriff
400 Market Street
Wisconsin Rapids, WI 54494

NOTICE IS HEREBY GIVEN, pursuant to Section 893.80, Wisconsin Statutes, to Wood County, Wisconsin, and the above named officer(s), official(s), employee(s), or agent(s) thereof, that the person(s) whose name and address is given below asserts a Claim against Wood County and the named officer(s), official(s), agent(s), or employee(s) for damages, loss, and injury resulting from the following events and circumstances which occurred on May 6, 2017, within one hundred twenty (120) days of this Notice:

Angela Glodowski's sister, Amanda Glodowski, while a pretrial detainee at the Wood County Jail, committed suicide by hanging herself. Based on her history of drug abuse, mental health issues, and chronic psychogenic seizures, Amanda was a suicide risk. She gave indications that she was planning on committing suicide to at least one of the above-named employees, and yet she was left alone in a cellblock without proper monitoring. Her death was therefore caused by the negligence, willful and wanton misconduct, and/or deliberate indifference of the above-named officers, officials, agents, and/or employees.

Claimants assert that the acts or omissions complained of were carried out under the authority of Wood County and were not the intentional or malicious acts of the named individuals or an exercise of legislative, quasi-legislative, judicial, or quasi-judicial authority of the County.

Dated this 28th day of August, 2017.

Signature of Agent: _____

Nathan L. Minger

Name and Address of Claimant:

Angela Glodowski, as representative of the Estate of Amanda Glodowski,
represented by:

Kathleen T. Zellner & Associates, P.C.
1901 Butterfield Road, Suite 650
Downers Grove, Illinois 6515
630.955.1212

Date Served 09/01/17
Trent Minger
(defendant or person of discretion at same address)
Mark H. Newcomb
River City Process Servers and Investigations

cc: Corp Counsel, Risk Mgmt, Sheriff's Dept
104

RECEIVED

SEP 01 2017

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CLAIM

TO: Wood County Clerk *and*
Wood County Courthouse
2nd Floor, Room 203 A-B
400 Market Street
Wisconsin Rapids, WI 54494

TO: Officer Terry Johnson,
Officer Sheena Lube, Officer
Cassi Young, Officer Thomas
Wolosek, and Officer Joseph
c/o Wood County Sheriff
400 Market Street
Wisconsin Rapids, WI 54494

Pursuant to Section 893.80, Wisconsin Statutes, the claimants, whose name and address is stated below, hereby demand from Wood County monetary and other relief to which they are entitled by law because of acts or omissions of the County and its officers, officials, agents, and employees.

The circumstances giving rise to this claim are described in the NOTICE OF CLAIM served simultaneous with this CLAIM form.

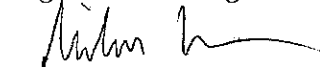
Claimant demands monetary relief in the total sum of \$2,000,000.00, itemized as follows:

\$1,000,000.00 for the estate of Amanda Glodowski, Deceased, for pain, suffering, and mental anguish

\$1,000,000.00 for Riley Glodowski, son of Amanda Glodowski, Deceased, for loss of society and companionship

TOTAL CLAIM: \$2,000,000.00

Signature of Agent:



Nicholas Curran
Kathleen T. Zellner & Associates, P.C.
1901 Butterfield Road, Suite 650
Downers Grove, Illinois 60515
630.955.1212

Date: August 28, 2017

Tisland Claim Summary

Robert Tisland was found guilty by a jury of repeatedly sexually assaulting a child. He was sentenced to a long term of imprisonment. Mr. Tisland now makes a claim against the County for \$30 million to settle the \$160 million in losses he alleges sustaining due to improper prosecution and imprisonment. Tisland's claim is dozens of legal pages long and consists of various allegations of wrongdoing by the courts and others as well as numerous computations as to his losses. A copy of the claim has been provided to the County's insurance carrier by our Risk Manager and a copy is available in the Corporation Counsel's office for viewing or copying if anyone is interested.



Wood County

WISCONSIN

CORPORATION
COUNSEL OFFICE

Peter A. Kastenholz
CORPORATION COUNSEL

MEMORANDUM

5

TO: Wood County Board of Supervisors

FROM: Peter A. Kastenholz, Corporation Counsel

DATE: October 17, 2017

RE: Waivers of State Mandates

Sometimes when you are looking through a cookbook for a particular recipe you stumble upon something else that piques your interest. In that same vein, when reading through the statutes and administrative code provisions looking for one thing, periodically a provision of the law pops out at you as something that might be worthwhile to delve into. Such is how I happened upon Wis. Stat. s. 66.0143, which is entitled: "Local appeals for exemption from state mandates." This sounded interesting. In the news we hear of Wisconsin and other states seeking exemptions from the federal government's application of certain rules and regulations and so it makes sense that option is at least procedurally available to the application of state mandates to municipalities. Anyway, I read over the statute and here is what it says:

66.0143. Local appeals for exemption from state mandates. (1) Definitions. In this section:

(a) "Political subdivision" means a city, village, town, or county.

(b) "State mandate" means a state law that requires a political subdivision to engage in an activity or provide a service, or to increase the level of its activities or services.

(2) Appeals for exemptions. (a) A political subdivision may file a request with the department of revenue for a waiver from a state mandate, except for a state mandate that is related to any of the following:

1. Health.
2. Safety.

(b) An administrative agency, or the department of revenue, may grant a political subdivision a waiver from a state mandate as provided in par. (c).

(c) The political subdivision shall specify in its request for a waiver its reason for requesting the waiver. Upon receipt of a request for a waiver, the department of revenue shall forward the request to the administrative agency that is responsible for administering the state mandate. The agency shall determine whether to grant the waiver and shall notify the political subdivision and the department of revenue of its decision in writing. If no agency is responsible for administering the state mandate, the department of revenue shall determine

whether to grant the waiver and shall notify the political subdivision of its decision in writing.

(3) Duration of waivers. A waiver is effective for 4 years. The administrative agency may renew the waiver for additional 4-year periods. If a waiver is granted by the department of revenue, the department may renew the waiver under this subsection.

(4) Evaluation. By July 1, 2004, the department of revenue shall submit a report to the governor, and to the appropriate standing committees of the legislature under s. 13.172(3). The report shall specify the number of waivers requested under this section, a description of each waiver request, the reason given for each waiver request, and the financial effects on the political subdivision of each waiver that was granted.

Well, that sounded interesting enough to pursue, so I took a look at the DOR's website and came up with the following instructions for pursuing a mandate waiver. The data is to be provided in conjunction with DOR's form PA-050.

General Waiver Review Criteria

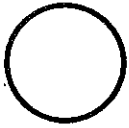
The Wisconsin Department of Revenue (DOR), or the responsible agency, will use the following general criteria in evaluating Section 66.0143 Wis. Stats, waiver requests received from municipalities and counties. The applicable agency will request additional information from municipalities and counties, as needed, to make informed decisions regarding unique circumstances and individual situations in which informational needs cannot be fully anticipated in advance.

1. Provide state statute and/or administrative rule number that creates the state mandate for which relief is requested.
2. Provide a detailed description of the reason for the request.
3. Describe how the waiver will enhance the efficiency and effectiveness of municipal or county operations.
4. What effects, if any, will the requested waiver have on programs or services offered by other municipalities or counties?
5. State the reason why this waiver is not related to health or safety.
6. Provide a description of alternative actions if the waiver is not granted.
7. Estimate savings expected if the waiver is granted. Include a projection of expected savings for each year of the waiver, including any capital costs required and how they are allocated. Include total expenditures in the past year for the program or service to be waived and the overall, total expenditures (tax levy and non- tax levy) for your political entity in the most recent calendar year.
8. List the names of individuals, businesses, organizations, etc., that have expressed opposition to the purposed waiver. Attach written documents of opposition (if any), letters, news articles, etc.

9. Attach the following documents to the request prior to mailing.
 - o A copy of the resolution or ordinance from your legislative body (town board, village board, city council, county board) requesting a mandate waiver. Include the recorded vote of that body.
 - o A formal attestation from the Governing Body that the waiver is not related to health or safety.
 - o A record of public hearing, if a public hearing was held, including any adverse impact on public services offered by other municipalities or counties.

The next logical step seemed to be to contact the department of revenue to ascertain if any municipalities, and in particular counties, had sought and been granted any exemptions from state mandates. The statute requires the DOR to make a report of such granted exemptions and so on 8-3-17 I made a request of the DOR for a copy of any reports they had that listed such granted exemptions. The DOR promptly responded and the only exemptions that counties have applied for are for audit reports in certain situations covered by Wis. Stat. ss. 46.036(4)(c) and 49.34(4)(c). So, there was nothing useful to glean from what other counties have done but that doesn't mean that there aren't opportunities here that simply haven't been taken advantage of. With that hope in mind, I have prepared this memo, and am sharing it with the department heads

If you have any questions about the application of the law set forth herein or any other civil legal issues, please feel free to contact me.



RESOLUTION#

ITEM# 5-1

DATE October 17, 2017

Effective Date October 17, 2017

Introduced by Judicial & Legislative Committee
Page 1 of 2

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

LAD

INTENT & SYNOPSIS: To request the state legislature to modify the public records law such that performance evaluations of department heads are not open to the public.

FISCAL NOTE: None.

WHEREAS, the Wisconsin Public Records Law (PRL) exempts from public access employee personnel records including performance evaluations per s. 19.36(10), Wis. Stats., and

WHEREAS, the term employee is a term of art as it is defined in the PRL at s. 19.32(1bg), Wis. Stats., to exclude a person holding a local public office, and

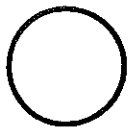
WHEREAS, a local public office is defined at s. 19.32(1dm), Wis. Stats. to include an individual who serves as the head of a department, agency, or division of a local governmental entity, and

WHEREAS, this means that the performance evaluations of department heads are open records and not exempt from public access as are the performance evaluations of other county personnel, and

WHEREAS, having department head performance evaluations open to the public is problematic in several ways, including:

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

1. It makes it more difficult to obtain and retain the employment of the best qualified candidates as government department heads as they are reticent to giving the media, their employees and the recipients of their department's services, direct access to their performance evaluations.
2. It makes it even more expensive for local governments and therefore taxpayers to employ qualified department heads. In the past, lower salaries for department heads were acceptable to qualified applicants in light of fully paid retirement benefits and superior health insurance programs funded by the employer. Like other government employees, department heads are now required to pay for half of their retirement benefits and the cost and quality of health insurance benefits has been reduced in the public sector as it has in much of the private sector. The lack of privacy of performance issues for department heads is yet another factor in making it necessary for local governments to pay more to obtain and retain these key leadership positions.
3. The knowledge that department head performance evaluations are open to the public has a chilling effect on the forthrightness of those conducting the evaluations. There is a natural reticence to be as candid as appropriate in preparing such reviews knowing the breadth of their availability. This both weakens the process and subjects the employing governmental entity to liability from allegations of discrimination when discipline is necessary as the department head will be more likely be able to point to equivocal performance evaluations in supporting allegations that the discipline is based upon one or more protected bases of discrimination.
4. There is no need for the public and the media to have access to local government department head performance evaluations. Department heads are overseen by local elected officials, those people the electorate feels best qualified to determine how taxes are spent and to oversee those programs in which they are expended. Local government department heads are not directly supervised by the public or the media.



RESOLUTION#

Introduced by Judicial & Legislative Committee
Page 2 of 2

5. As with all local government employees, information related to concluded investigations of criminal activity as well as misconduct of department heads would continue to be open to the public.

WHEREAS, there is no reason to treat the records of local government department heads different than those of other local government employees.

NOW, THEREFORE, THE WOOD COUNTY BOARD OF SUPERVISORS HEREBY RESOLVES to go on record in requesting the Wisconsin Legislature to modify the Public Records Law as follows:

A. Wis. Stat. s. 19.32(1bg):

(1bg) "Employee" means any individual who is employed by an authority, ~~other than~~ including an individual holding local public office ~~or but not~~ a state public office, or any individual who is employed by an employer other than an authority.

B. Wis. Stat. s. 19.36(11):

~~(11) Records of an individual holding a local public office or a state public office. Unless access is specifically authorized or required by statute, an authority shall not provide access under s. 19.35(1) to records, except to an individual to the extent required under s. 103.13, containing information maintained, prepared, or provided by an employer concerning the home address, home electronic mail address, home telephone number, or social security number of an individual who holds a local public office or a state public office, unless the individual authorizes the authority to provide access to such information. This subsection does not apply to the home address of an individual who holds an elective public office or to the home address of an individual who, as a condition of employment, is required to reside in a specified location.~~

BE IT FURTHER RESOLVED that no change be made to Wis. Stat. s. 19.36(10) which addresses access to local government employee personnel records and provides:

(10) Employee personnel records. Unless access is specifically authorized or required by statute, an authority shall not provide access under s. 19.35(1) to records containing the following information, except to an employee or the employee's representative to the extent required under s. 103.13 or to a recognized or certified collective bargaining representative to the extent required to fulfill a duty to bargain under ch. 111 or pursuant to a collective bargaining agreement under ch. 111:

(a) Information maintained, prepared, or provided by an employer concerning the home address, home electronic mail address, home telephone number, or social security number of an employee, unless the employee authorizes the authority to provide access to such information.

(b) Information relating to the current investigation of a possible criminal offense or possible misconduct connected with employment by an employee prior to disposition of the investigation.

(c) Information pertaining to an employee's employment examination, except an examination score if access to that score is not otherwise prohibited.

(d) Information relating to one or more specific employees that is used by an authority or by the employer of the employees for staff management planning, including performance evaluations, judgments, or recommendations concerning future salary adjustments or other wage treatments, management bonus plans, promotions, job assignments, letters of reference, or other comments or ratings relating to employees.

BE IT FURTHER RESOLVED, that the County Clerk shall forward a copy of this resolution to State Senators Petrowski, Testin and Moulton and State Representatives Kulp, VanderMeer, Krug, and Spiros, and to the Wisconsin Counties Association.

**HIGHWAY, INFRASTRUCTURE & RECREATION COMMITTEE
ANNUAL TOUR AND REGULAR MEETING MINUTES**

DAY & DATE: Thursday, October 5, 2017
PLACE: Parks & Forestry Dexter Shelter, 3715 State Highway 80,
Pittsville, WI 54466
MEETING TIME: 8:00 AM
ADJOURNMENT TIME: 2:45 PM
MEMBERS PRESENT: Chairman Al Breu, Supervisor Marion Hokamp, Supervisor David LaFontaine, Supervisor William Winch, Supervisor Joseph Zurfluh
EXCUSED:
OTHERS PRESENT: Bill Clendenning, Wood County Board Supervisor; Chad Schooley, Parks & Forestry Director; Fritz Schubert, Forest Administrator; Douglas Passineau, Highway Commissioner; Sandra Green, Parks & Forestry Office Supervisor;

1. At 8:05 am, the meeting was moved over to the Dexter Shop due to the temperature of the building. All those were notified that were in attendance.
2. Call meeting to order. The meeting was called to order at 8:10 am by Supervisor Breu.
3. Public comments. None.
4. Approve minutes of the September 7, 2017 Highway, Infrastructure, and Recreation Committee meeting(s).

Requested addition/change to previous minutes under #2/comments regarding why gate is not open at the south east end of North Park. It should be noted it is because at the time other roads were being paved several years ago, it was decided that this section would not be maintained as a paved entrance due to the cost and because there was another entrance nearby. Motion to approve the September 7, 2017 HIRC minutes with changes by M. Hokamp and seconded by D. LaFontaine. Motion carried.

PARKS & FORESTRY:

5. Parks Construction Supervisor report.
 - a. Current projects update.
 - b. Employee matters. Discussion regarding the new panels at the Nepco Shelter.

Motion to approve the Parks Construction Supervisor report by M. Hokamp and seconded by B. Winch. Motion carried.

6. Office Supervisor report.
 - a. Snowmobile/ATV Reports
 - b. Office Update

Motion to approve the Office Supervisor report by B. Winch and seconded by M. Hokamp. Motion carried.

7. Park and Forestry Director report.
 - a. Update on sale of old Dexter maintenance shop. C. Schooley handed out information pertaining to the sale of the shop.
 - b. Resolution to retain P&F revenues in excess of budgeted amounts. C. Schooley discussed possible changes and updates to the resolution. These changes have been

incorporated in a resolution that has been sent to Mike Martin, for his review. This resolution will be presented at a meeting prior to the County Board (Joint Legislative/HIRC) at 9:15 am on October 17, 2017 and if approved, will then be presented at the County Board meeting immediately following at 9:30 am.

c. Special Use Permits

1. River Cities Nordic Ski Club, January 20th, in leau of trail maintenance and grooming, the shelter reservation fee and trail pass fee will be waived for the day.
2. 5k/Walk/Run at the South Park shelter on June 9, 2018 to raise awareness of Human Trafficking.
3. Aqua Skiers, Red Beach reservations for 2018 practices and shows with annual user fee of \$300.

Motion to approve the Special Use Permits by J. Zurfluh and seconded by B. Winch. Motion carried.

8. Forest Administrator report.

- a. Timber Sale Update. F. Schubert is currently working on a couple more sales for upcoming fall timber bid. Logging activity is still slow, however sale #721 is active and next month's timber revenue should be better.

Motion to approve the Forest Administrator Report by D. LaFontaine and seconded by M. Hokamp. Motion carried.

9. Correspondence. None.

10. Approve payment of bills.

Motion to approve the bills by M. Hokamp and seconded by J. Zurfluh. Motion carried.

11. Revenue report.

Motion to approve the parks revenue report by J. Zurfluh and seconded by M. Hokamp. Motion carried.

Recess at 10:15.

HIGHWAY:

12. Initial Resolution for borrowing, not to exceed \$1 million for highway construction – cosponsored with Judicial & Legislative Committee.

Motion to move the resolution forward to the committee meeting on October 17, 2017 by D. LaFontaine and seconded by J. Zurfluh. Opposed is B. Winch, doesn't agree with borrowing money. Motion Carried.

13. Quad Axle Quotes.

Motion to approve the bid that is most advantageous to Wood County by D. LaFontaine seconded by M. Hokamp. Motion carried.

14. Bridge Crew Truck and Body Quotes

Motion to approve the bid that is most advantageous to Wood County by D. LaFontaine seconded by J. Zurfluh. Motion carried.

15. Discuss safety improvements on CTH A. Discussed.
16. Discuss purchase of rubber-tired roller. Tabled until November.
17. Discuss NCR Fall Meeting Registration. The meeting is on October 20, 2017 in Stevens Point. D. Passineau encourages the committee members to attend.
18. Discuss final PECFA funding of Wis. Rapids shop. Discussed.
19. Frac Sand update. Discussed.
20. Current projects update. Discussed.
21. Approve payment of bills.

**Motion to approve payment of bills by D. LaFontaine and seconded by B. Winch.
Motion carried.**

22. Accounting Supervisor's Report.

Motion to approve the Accounting Supervisor's report by Dave LaFontaine and seconded by J. Zurfluh. Motion carried.

23. Correspondence. None.

At this time, the annual HIRC tour began as follows:

24. New Dexter shop and storage area
25. Old Dexter maintenance shop
26. County Forest stream ford and road improvements off Hwy 54
27. Hwy 54 DOT bridge riprap project
28. Lunch at the new Dexter shop
At this time, J. Zurfluh, and M. Hokamp left the meeting.
29. Swallow Lane future road improvements
At this time, B. Winch left the meeting.
30. Tour CTH E (STH 80 – USH 10)
31. Tour new bridge at intersection of Hwy T and N.
32. Next meeting date: Special joint meeting with Legislative and Judicial and HIRC on October 17, 2017 at 9:15 am at the Wood County Courthouse in room 317A to approve both Highway and Parks and Forestry resolutions.

Next regular meeting is November 2, 2017 at the Wood County Highway Department,
555 17th Ave. North, Wisconsin Rapids, WI 54495 at 8:00 am.

33. Motion to adjourn.

**Motion to adjourn the meeting at 2:45 by D. LaFontaine and seconded by A. Breu.
Motion carried.**

Signed by, Secretary Marion Hokamp

Marion Hokamp

Minutes taken by Sandra Green, Parks & Forestry Office Supervisor

PARKS CONSTRUCTION SUPERVISOR REPORT

October 5, 2017

By D. Quinnell

CURRENT PROJECTS

- Shady Rest Vault toilet is completed. Nepco Vault is re-started. Exterior doors were replaced in the spring. We are now tiling the floor, replacing partitions, and replacing the urinal.
- Crack filling and striping areas within Dexter Park is being completed the week of October 2, 2017.
- With assistance with E.M. and IT, we are installing equipment (poles and antennas and equipment in the new Dexter shop) to allow for telephones and wifi in the shop to be operated using the communications tower in Dexterville.

MAINTENANCE OPERATIONS

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

EMPLOYEE MATTERS

- I attended the seminar on Wood Based Construction. The insights were very good. The prospect for more timber usage in tall construction is promising for our renewable forests.
- Most of the LTE workers have been released and the 2 that are left will be done by the end of October.

OTHER

- The “big and ugly” logs that were put on auction this month did not sell the first time and will be re-auctioned.
- The old Dexter shop is being prepped for sale.

WOOD COUNTY PARK & FORESTRY
OFFICE SUPERVISOR REPORT

October 5, 2017

By: Sandra Green

SNOWMOBILE:

- September 11, 2017 was our first meeting. I handed out a packet of information which included copies of reports and reimbursement totals as well as contracts and easement information to be returned at the November meeting.
- On September 27, 2017 I received the 2017-18 Snowmobile Maintenance Agreement from the State of Wisconsin DNR.
- Working with Justin Connor in Planning & Zoning to be sure all of our funded and non-funded snowmobile trails have been GPS'd, as this is a requirement for this next year.
- Received one easement renewal from Verso. Still waiting on Meteor Timber.
- Received 2016-2017 reimbursement money from WI-DNR on 9/25/2017.
- Received information that the state budget has passed and snowmobile mileage rate will go up from \$250 to \$300 per mile. The labor rates will go from \$6.50 to \$8.00 per hour and there will also be an increase in equipment rates.

ATV:

- Went out with Forester Fritz Schubert to the ATV Park on 9/22/2017. We took the John Deer Gator through to mark where signage is needed and to look at the work and improvements the DNR Forestry division has been doing. They have been working for about two months now. The work is a large improvement to the trail itself and will benefit everyone who rides.

OFFICE:

- Worked with Rangers every Monday morning to reconcile campground money.
- Provided Wellness materials to employees in the field.
- Worked with our IT Department and Ultra Com Wireless in providing picture and text messaging capabilities on the field staff cell phones.
- Attended and took minutes at the September HIRC meeting.
- Working with and learning more in TimeStar.
- Submitted our ad information to the WI Rapids Visitor's Guide.
- The 1st Annual Photo contest is complete and the winners are shown below. We have decided to host a "Fall/Winter/Spring" contest as well. The rules and information are posted on our website and on our Facebook page. We had over 65 entries and staff in the Parks & Forestry office, Land Conservation office and one individual in the County Clerk's office assisted in voting for their favorites.



**PEOPLE CATEGORY:
KATHY REDMOND**



**NATURE CATEGORY:
TAYLOR CHRISTIANSON**



**WILDLIFE CATEGORY:
JULIE KRAMER**



**GRAND PRIZE WINNER:
AMBER GREYCAREK**

Parks and Forestry Director Report

By Chad Schooley, Parks and Forestry Director

October 5, 2017

HIRC meeting

- We are starting the process of putting together the bid packet for the sale of the Dexter Shop. I will bring this information to the meeting for your review.
- I attended the Department Head meeting on 9/12.
- Met with 2 members of the single track bike club at Nepco. They have been working hard at applying wood chips to areas that are eroding. They also requested more signage be put up to keep people on the designated trail. Signs have been ordered.
- Met with Adam D., County Planner, to continue with the Parks, Recreation, and Outdoor Spaces Plan update.
- Attended the quarterly region 1 meeting of the Wisconsin Parks and Recreation Association (WPRA), held in Altoona. The fall conference is coming up November 7-10 in the WI Dells.
- The Marshfield Public Library invited me to do a presentation on the Powers Bluff Development Project. The presentation was on September 25th. Marshfield Community TV was also present videotaping the event.
- During the September County Board meeting, the resolution allowing the P&F Department to retain excess revenues was sent back to committee. I will be working with Mike Martin to come up with another resolution that will better define what revenues may be retained, and what the maximum amount may be held in the P&F non-lapsing capital projects account. I will bring this resolution to the meeting.
- We hired a diver/engineer to inspect the Dexter Dam spillway apron. During the previous inspection, there was concern of possible undercutting of the apron. The inspection took place on 8/31/17. The results were very good. It was determined that there is no current concern of undercutting, and that the amount of riprap is sufficient in front of the vertical wall of the apron.

September events – 36 shelter reservations

Special Use Permits

- January 20, 2018, Nepco Park- River Cities Nordic Ski Club promotion/family ski event. The club requests the fee for the shelter building, as well as the trail user fees to be waived for this event to promote the trails. The event will run from 10 am until 8pm, with a candlelight ski and campfire in the evening.
- June 9, 2018, South Park, 8am-4pm - 5k walk/run fundraiser/ awareness of human trafficking. Aruna Project is the non-profit organization, with Rebekah Krug as the local permit applicant. The event would utilize the enclosed shelter building, which they have rented, and the walk trail around Lake Wazeecha.

FOREST ADMINISTRATOR REPORT

October 5, 2017

By: F.Schubert

Timber Sale Activity

TIMBER SALE BALANCES AS OF 9/30/2017					
JOB NUMBER	CONTRACTOR	ENDING MONTH BALANCE	CONTRACT AWARD	PAYMENTS RECEIVED THIS MONTH	YEAR AWARDED
756	SCHREINER		1,889.50	2,159.60	2017
Payments Received This Month:				\$ 2,159.60	
2017 Forestry Revenue:		\$ 161,229.79			

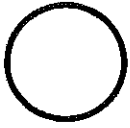
Timber Sale Activity (September)

Jobs Started: None

Jobs Continuing/Reactivated: #721 Futurewood

Jobs Gone Inactive: None

Jobs Finished: None

**RESOLUTION#**
 Introduced by
Page 1 of 1

Highway Infrastructure & Recreation Committee

SMG

Motion:	Adopted: <input type="checkbox"/>
1 st _____	Lost: <input type="checkbox"/>
2 nd _____	Tabled: <input type="checkbox"/>
No: _____ 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>MF</u> , Finance Dir.	

INTENT & SYNOPSIS: To allow the Parks and Forestry Department to retain excess revenue, in years where the actual revenue exceeds the budgeted revenue.

FISCAL NOTE: The amount retained shall be limited to revenues that exceed the (5) five year average, of the total sum, of the Parks user fee revenue account (101-2101-46721-000), and the Forestry timber sales revenue account (101-2101-46813-000).

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

WHEREAS, the Parks and Forestry Capital Projects account will continue to be used for funding capital improvement projects, as well as maintenance equipment purchasing, and

WHEREAS, the Parks and Forestry Department strives to follow through with its mission: To develop, maintain, and operate facilities, resources, and programs that meet the outdoor recreation, environmental, and economic needs of the public; and provide clean, safe, quality family enjoyment at a reasonable cost, and

WHEREAS, in order to follow through with this mission, the Parks and Forestry Department will need future Capital Improvement funds in order to purchase maintenance equipment, remodel aging facilities, replace outdated infrastructure, and develop new outdoor recreation areas, and

WHEREAS, continued funding of this Capital Projects account will allow the Parks and Forestry Department to follow through with its mission statement,

while reducing the need for additional tax levy and/or borrowing,

THEREFORE BE IT RESOLVED, that the Wood County Board of Supervisors does hereby authorize the Parks and Forestry Department to retain revenue, in years where the actual revenue exceeds the budgeted revenue. The amount retained shall be limited to revenues that exceed the (5) five year average, of the total sum, of the Parks user fee revenue account (101-2101-46721-000), and the Forestry timber sales revenue account (101-2101-46813-000). These excess revenues would be placed into the Parks and Forestry Capital Projects account 245-2100-34112-000. The total balance of this account shall not exceed \$750,000.00, unless approved by the Highway Infrastructure & Recreation Committee, and the Executive Committee.

RESOLUTION#

Judicial and Legislative Committee and Highway Infrastructure and Recreation Committee

Introduced by

Page 1 of 1

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

JBP

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

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

BE IT RESOLVED by the County Board of Supervisors of Wood County, Wisconsin that there shall be issued, pursuant to Section 67.12(12), Wisconsin Statutes, general obligation promissory notes in an amount not to exceed \$1,000,000 for the public purpose of financing highway improvement projects. There be and there hereby is levied on all the taxable property in the County a direct, annual tax in such years and in such amounts as are sufficient to pay when due the principal and interest on such notes.

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

7

AGING AND DISABILITY RESOURCE CENTER OF CENTRAL WISCONSIN
ADRC-CW

Finance Committee Minutes
Location: 700 South Central Avenue, Marshfield, WI WI
July 13, 2017

Finance Committee Members Present: Tim Buttke, Larry Lebal, Will Hascall

Absent: None: Jim Hampton

Others Present: Steve Prell, Linda Weitz

1. Call to Order:

Meeting was called to order at 8:45 a.m. by Larry Lebal

2. Public Comments:

None

3. Approval of Minutes:

Motion by Tim Buttke, second by Will Hascall to approve minutes from 6/8/17. Carried.

4. 2016 Audit

Steve told the committee that the auditors were on site July 11th and 12. During their exit review they stated there were no significant findings for the ADRC. The draft of the audit will be included in the August board packet.

5. Financial Report:

The committee reviewed the May reports. No questions

6. Review monthly disbursements:

The committee reviewed the reports. Committee asked what the total cost will be for the new website. Steve informed them it would be approximately \$15000 which would come from the carryover funds from the ADRC grant. Steve also informed the committee that we had paid the rent for our Wausau office through the end of the year. We will pay the rent for that office in January and June each year.

7. Adjournment:

Motion to adjourn made by Will Hascall; seconded by Larry Lebal. Motion carried, meeting ended at 9:05.

Board Meeting Minutes

Aging & Disability Resource Center of Central Wisconsin

Location: Marshfield Chamber of Commerce, 700 S. Central Ave., Marshfield Wisconsin
July 13, 2017

Board members present: Chairman – Doug Machon, Tim Buttke, Danielle Yuska, Bob Reichelt, Larry Lebal, Julie Webb, Will Hascall, and Jean Doty

Excused: Jim Hampton, Mike Feirer, Sharon Rybacki, Vern Cahak, Kirby Crosby, Joel Lewis

Others present: Linda Weitz, Steve Prell, Ronda James, Tim Moe, Dave Smith (Lincoln County IT), Logan Reichelt, and Angela Hansen.

1. Call to order:
 - a. Meeting was called to order by Chairman Doug Machon, at 9:30am.
2. Public comments:
 - a. Introduction of Dave Smith by Linda Weitz.
 - b. Introduction of Logan Reichelt by Bob Reichelt.
3. Approval of minutes:
 - a. June 8, 2017 correction of typo on page 2, item 9, paragraph a: *with* to *would*. A motion to approve with correction by Bob Reichelt, seconded by Danielle Yuska. Motion carried, minutes approved.
4. Discussion/possible action – Approving a vendor for IT support:
 - a. Linda Weitz provided background on the two proposals received: Lincoln County IT and Cornerstone.
 - b. The proposals were not close enough in bids or scope of work to involve further review by the Executive Committee.
 - c. Cornerstone proposal included a limited scope of work for a higher annual cost and a higher per hour charge for services outside the scope of the contract.
 - d. Lincoln County IT proposes a 1.5 percent increase for the new three year contract with a broader scope of work and lower per hour charge for services outside the scope of the contract.
 - e. Motion to extend the contract with Lincoln County IT to continue providing support services by Bob Reichelt, seconded by Tim Buttke. Motion carried, to contract with Lincoln County IT for IT support for a three year contract.
 - f. Dave Smith addresses the board with appreciation.
5. Discussion/possible action – Report from the Finance Committee:
 - a. Highlights given by Larry Lebal.
 - b. Draft of audit findings available next month.
 - c. Motion to approve the report by Julie Webb, seconded by Danielle Yuska. Motion carried, report approved.

6. Discussion/possible action – Review of new budget policy drafted by the Finance Committee:
 - a. Steve Prell provided understanding to terms, time frames for fund requests, and the budget process.
 - b. Motion to accept the board policy *Budget Policies and Procedures* by Larry Lebal, seconded by Bob Reichelt. Motion carried, policy accepted.
7. Discussion/possible action – Review of policy draft for recruit process for the Executive Director position:
 - a. Discussion and corrections/clarifications to language regarding Marathon County processes versus Board processes.
 - b. Linda Weitz to make revisions to include completing background checks.
 - c. Motion to accept the board policy *Recruitment Process for Executive Director* with revisions by Julie Webb, seconded by Danielle Yuska. Motion carried, policy accepted with revisions.
8. Discussion/possible action – Update on nutrition program review:
 - a. Linda Weitz provided a visual identifying the locations of the current dining sites and Café 60 sites. Highlighting the discussion on the nutrition program goals to provide nutrition, socialization, and community reach.
 - b. Linda Weitz received notice the Merrill Housing Authority is providing meal service with a local vendor, Bally Hoos, to the Park Place site.
 - c. The 10th Avenue site is offered transportation to the Centralia Center.
 - d. Surveys are being distributed and collected from all the current dining sites and community members within the nutrition program demographics.
 - e. Ronda James discussed success stories highlighting the Nekoosa Community Senior Center site and the Café 60 sites. The Nekoosa site experienced a 47 percent increase in meals served in the first year after moving to the Community Senior Center. The site serves 102 of the 562 eligible members in the community (18 percent). The Nekoosa site serves meals on Tuesdays and Thursdays. Café 60 sites are in rural Marathon County and provide more flexibility and choices to the senior dining consumers.
 - f. Tim Moe discussed success stories highlighting the Elcho Community Center site. The Elcho site provides socialization to individuals in a very rural, isolated area where nearly half of the population is 60 years old and older. Many of the participants also volunteer at the site. The Elcho site serves meals on Mondays, Wednesdays, and Thursdays.
9. Discussion/possible action – Update on strategic planning:
 - a. Peter Manley, Community Development Educator, University of Wisconsin-Extension will join the Board in August to finalize the strategic plan.
 - b. The ADRC-CW management team will work on strategic planning and goals. The management team will prepare a list of issues/strategies for the board to discuss at the August meeting.
10. Executive Director's report by Linda Weitz:
 - a. Full report is in the board packet.

- b. Linda Weitz distributed an invitation to the ADRC-CW annual All Staff Meeting.
 - c. Not included in the report is a recent retirement and subsequent recruitment for the Clerical Assistant position in Wausau.
 - d. Tim Moe provides an overview of the direction and purpose of the website project.
 - e. Linda Weitz highlighted the addition of a new Managed Care Organization serving our area. Discussion further clarified the impact on our customers for the Board.
 - f. Linda Weitz also provided clarification on discontinuing the distribution of the LATCH list to customers. The LATCH list participants as service providers are informed of alternatives to promoting their services. Customers seeking a list of service providers are also directed to other resources.
11. Future agenda items and location:
- a. ADRC-CW Wisconsin Rapids office, 220 3rd Avenue South Suite 1, Wisconsin Rapids, Wisconsin on August 10, 2017, 9:30am.
12. Adjournment:
- a. Meeting adjourned by Chairman Doug Machon at 11:15am.

AGING AND DISABILITY RESOURCE CENTER OF CENTRAL WISCONSIN
ADRC-CW

Finance Committee Minutes
Location: 700 South Central Avenue, Marshfield, WI WI
August 10, 2017

Finance Committee Members Present: Larry Lebal, Will Hascall, Jim Hampton

Absent: None: Tim Buttke

Others Present: Steve Prell

1. Call to Order:

Meeting was called to order at 8:35 a.m. by Larry Lebal

2. Public Comments:

None

3. Approval of Minutes:

Motion by Larry Lebal, second by Will Hascall to approve minutes from 7/13/17.
Carried.

4. 2016 Audit

The draft of the audit was included in the August board packet and will be discussed at the board meeting.

5. Financial Report:

The committee reviewed the June reports. Question was asked if the increased amount we have been paying for workers comp is ending soon. Steve informed the committee that we had been told that yes, those increase rates should end in 2017 however we have not seen the 2018 payroll budget report to confirm this.

6. Review monthly disbursements:

The committee reviewed the reports. No questions

7. Adjournment:

Motion to adjourn made by Jim Hampton; seconded by Will Haskal. Motion carried, meeting ended at 9:05.

Board Meeting Minutes

Aging & Disability Resource Center of Central Wisconsin

Location: Wisconsin Rapids ADRC-CW Conference Room, 220 3rd Ave. South Suite 1,
Wisconsin Rapids, Wisconsin

August 10, 2017

Board members present: Chairman – Doug Machon, Jim Hampton, Vern Cahak, Mike Feirer, Larry Lebal, and Will Hascall

Excused: Danielle Yuska, Tim Buttke, Bob Reichelt, Sharon Rybacki, Julie Webb, Kirby Crosby, Joel Lewis, and Jean Doty

Others present: Linda Weitz, Steve Prell, Ronda James, Mike Rhea, Erin Wells, Jennifer Cummings, Judy Skinner, Julie Richards, Peter Manley (UW Extension), and Angela Hansen.

1. Call to order:
 - a. Meeting was called to order by Chairman Dough Machon, at 9:30am.
 - b. No quorum available for this meeting.
2. Public comments:
 - a. Introduction of the ADRC-CW Management Team and Judy Skinner by Linda Weitz.
3. Discussion/possible action – Board strategic planning discussion led by Peter Manley:
 - a. Board discusses Management Team draft of strategic issues.
 - b. Decisions tabled to September meeting.
4. Approval of minutes:
 - a. Approval tabled to September meeting.
 - b. Terms listing attendance discussed, added to September agenda.
5. Discussion/possible action – Report from the Finance Committee:
 - a. Presented by Larry Lebal.
 - b. Approval tabled to September meeting.
6. Discussion/possible action – Budget Adjustments:
 - a. Approval tabled to September meeting.
7. Discussion/possible action – Review of draft 2016 fiscal audit:
 - a. Steve Prell made draft audit available to the board. Final will be given at September meeting.
8. Discussion/possible action – Update on nutrition program review:
 - a. Ronda James discussed the progress of the dining site survey.
 - b. Mike Graper is reviewing possible Café 60 sites.
 - c. Preliminary survey data report available to the board for the September meeting.
9. Executive Director's report by Linda Weitz:
 - a. Full report is in the board packet.

- b. Linda Weitz highlights the leadership charter document, All Staff Meeting accomplishments list, and the clerical recruitment.
 - c. A question was raised regarding the need for a separate trauma-informed care management charter. Linda explains it is important for the management team to formally commit to a trauma-informed model in order to guide the entire organization toward trauma-informed care.
- 10. Future agenda items and location:
 - a. All actions for today added to September agenda.
 - b. ADRC-CW Antigo office, 1225 Langlade Road, Antigo, Wisconsin on September 14, 2017, 9:30am.
- 11. Adjournment:
 - a. Meeting adjourned by Chairman Doug Machon at 11:09am.

17

MINUTES OF THE WOOD COUNTY ETHICS COMMITTEE

DATE: September 26, 2017
TIME: 9 a.m.
PLACE: Room 115 Wood County Courthouse
TIME ADJOURNED: 10:07 a.m.
MEMBERS PRESENT: Hilde Henkel, Robert Whitrock, Marla Cummings,
Matt Susa
MEMBERS EXCUSED: Jeff Conradt
OTHERS PRESENT: Stephanie Gudmunsen, Brandon Vruwink, Elizabeth
LeMoine, and Peter Kastenholz

1. At 9 a.m., Chairman Henkel called the meeting to order.
2. The committee members introduced themselves.
3. Stephanie Gudmunsen, Behavioral Health Division Manager, gave background information about wanting a top candidate for an APS/Legal Services Coordinator position opening to be employed by the County despite the candidate's relatives owning and operating group homes in the county. Gudmunsen shared potential conflicts that could arise and how they would be addressed by the Human Services Department to avoid the conflicts. Gudmunsen sought approval of the Ethics Committee as to the management of the conflicts such that the employment candidate could be hired.

Committee members asked questions about the group homes, their clientele, and similar facilities in the area. The Committee discussed perceived favoritism in the community. Discussion had on not losing track of arrangements that would be made with the employee.

Director Vruwink discussed short-term verses long-term concerns and his general thoughts on the issue.

Moved by Cummings, seconded by Whitrock, that the Human Services Department may hire Elizabeth LeMoine for the position of an APS/Legal Services Coordinator so long as conflicts that may arise are dealt with as set forth in Ms. Gudmunsen's memo. All ayes.

4. The intention is for the Committee to meet in one year if not needed before then.
5. Moved by Cummings, seconded by Susa, to adjourn. All ayes.

Minutes taken by Peter Kastenholz.


Peter A. Kastenholz, Secretary

9-26-17 Ethics

Hilde Heakel
Elizabeth LeMoine
Stephanie Erdmansen
MATT Susa
Bob Whitrock
Marla Cumming
Br Anderson Vruwink

CB-committee

Committee

Finance
We HSD

Central Wisconsin State Fair
Board of Director Minutes
September 12, 2017

ROLL CALL:

Present: Jeff Hartman, Jeremy Carolfi, Sara McFarland, Jeff Viergutz, Scott Karl, Peggy Sue Meyer-Miller, Andy Keogh, Dave Urban, Tim Heeg (arrived at 8:20pm) John Hartman (Jr. Fair), Bob Ashbeck (County), Dale Christiansen

Excused: Jason Zaleski (City)

Public Present: Lisa Blanchard, Lori Salzman, Josh Sabel

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

Keogh made a motion to approve the minutes and Meyer-Miller seconded them. The finance report was presented by Keogh. The financial report was approved by Urban and seconded by Karl and was passed unanimously.

Christiansen gave his executive report.

- There were some problems with the tractor pull, the track was left in unfavorable conditions due to the rain and the event itself, and when contacted about it Duane Bauer said that it was not his responsibility. He was persuaded to come down to assist with the track, but showed up very late. After some words, it was decided that Mr. Bauer would not come back next year.
- For the bull riding show coming up on September 29th and 30th, they are working to find sponsors and entertainers as well as a building. The \$8 special that was ran on the 8th, had about 80 tickets purchased. Regular price tickets will be \$10 for adults and \$5 for kids which will increase to \$12 for adults at the door.
- There are some issues to work out with the trappers convention so close after the fair.
- The carnival caused some problems with parking in undesignated spots, rutting up campsites, having inconvenient start and stop times, and the language of the carnival workers towards fair-goers. There was discussion on breaking the contract with the carnival. The contract is written that the agreement can be broken by either party by the last day of the event. After voicing some concerns, Dale asked the carnival for an extension to break the contract as well as a new proposal and that we will also seek proposals from different companies. It was mutually decided that the opportunity to break the contract will be extended to December 1st, 2016. There are still 2 years of a 3-year contract left. There have been some complications to find a carnival with the other fairs going on and the low numbers of carnival companies.
 - The Mid-America Midways carnival got into contact and does not have availability for the week of the fair but does have the week before open. There was discussion about changing the date of the fair to accommodate the carnival and changing the date of the fair in general. The discussion was tabled until next meeting.

There was no Jr. Fair or Commission report.

Old Business:

Fair Review – Salzman expressed thanks for Christiansen's family helping out and volunteering for the fair.

Meeting Times – Keogh discussed the timing that city appointed members are not able to attend most meetings because of city board meetings. Viergutz motioned to move the meeting times to the third Mondays of every month at 7:30pm and John Hartman seconded the motion. The motion passed with a 9-1 vote.

Executive Director Questions – Viergutz asked about the advertising, entertainment, and staffing for the bull riding event. Christiansen explained that the entertainment was \$1800 for both nights of entertainment and we

will be finding volunteers for admittance to this event. Viergutz also asked about gratitude to Carol and Kathy for all of their hard work for the fair. Christiansen said that they were given passes for them and a couple for their family. There was also a question about reaching out a farther distance to find a carnival and it was a concern about carnivals that do not have contracts in Wisconsin with their licensing and regulations. Karl mentioned that there were a few situations when collecting money from vendors during the fair that were concerning. It was discussed that there should be a security officer accompanying and that the vehicle that is used to have locking doors and windows as well as a drop box.

New Business:

Fair Issues - There was discussion about a market sale family that did not feed or water their animals the week of the fair after the sale was complete. The only policy in the fair book is in the Market Sale section under rule number 12. This rule states that, "Your market animal is to be properly cared for until it leaves the fairgrounds. Once the animal is sold it becomes the property of the buyer. However, the exhibitor or his representative will care for the animal until it leaves the fairgrounds. The penalty for not properly caring for your animal is a \$50.00 deduction from your Market Animal Sale check."

Fair Grounds Management - Keogh explained the reasons why the scheduling does not work when it is split between the fair grounds and Parks & Rec. After a meeting with the mayor, the city would like to see the fair take over the maintenance and scheduling of the grounds by the first of November, if not the first of the year. Ashbeck commented that the county should be involved in this decision and it was decided that Jeff Hartman and Christiansen should meet with Lance, the chair of the county board.

Draft Horse Committee - Meyer-Miller explained that after the turmoil of this past fair, that we should replace the committee with a volunteer. The superintendent of Clark County Fair's draft horse show has offered to step into this volunteer position. Keogh asked for Christiansen's opinion, which was that the committee should resolve their issues first. It was decided to have a draft horse committee meeting first to discuss this matter.

Duane Bauer Resignation Letter - Viergutz presented Bauer's resignation letter as well as an invoice for miscellaneous items. There was discussion about the items and the results of the track and contracts. There was discussion about the sponsorship that Bauer collected, that there was about \$5000 of the \$10,000 sponsorship that has not come in yet. Christiansen said that there were 987 people that attended the Truck and Tractor pull at \$8 a ticket, which led to \$1,500 short of breaking even on this year's show.

Jr. Fair Poultry - Sabel explained that in the past, the shaving costs were usually covered, but this year they were given an invoice at the end of the fair. He wants clarification as to who pays for the 12 bags of shavings that were used when each exhibitor was charged \$1.00 for stalling fees with shavings included. Sabel was instructed to bill it to Jr. Fair but he would like to know what to do for next year. Blanchard believes that someone has gotten the shavings donated in the past. Keogh believes it is under the direction of the Executive Director and President to come to a decision.

Ashbeck made the motion to adjourn and Meyer-Miller seconded the motion. The meeting was adjourned at 8:49pm.

Respectfully submitted,



Sara McFarland
Central Wisconsin State Fair
Board of Directors Secretary

DRAFT

Subject to
Approval

MINUTES

McMillan Memorial Library
Board of Trustees
August 16, 2017

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

ROLL CALL ATTENDANCE:

Present: Andrea Galvan, Anne Zacher, David Farmbrough, Kevin Finbraaten, Craig Broeren, Susan Bovee, and William Clendenning.

Administration: Andrew Barnett and Brian Kopetsky.

Others in attendance: Rick Potter

CORRESPONDENCE: Received certificates from Workforce Development for hosting two workers as part of their teen training program. Yard and Garden Club awarded us a 5-Star Yard Award for outstanding landscape maintenance and contributing to the beautification of the community.

MINUTES: **A motion to approve the Minutes of the July Library Board meeting was made by Susan Bovee, second by Craig Broeren. Motion carried.**

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

DIRECTOR'S REPORT:

Library Use and Events – A concert of chamber music by soloists from the CWSO is scheduled for September 21st. We will be showing the film *Nefarious* on September 13th and hosting a speaker on the subject of human trafficking on September 19th, both in cooperation with the Family Center. This grew out of a meeting of the Wood County Drug Task Force. There were reports on the summer program. The mechanism from the Clock Tower, which was originally in the T.B. Scott Library, is on display in the Lower Lobby, along with historic photos from our collection and a video produced by the Mead Witter Foundation. Among the September Monday Movies is *13TH*, an Oscar and Emmy nominated film from Netflix. This will be the first film we have streamed rather than show from a DVD/Blu-Ray.

Budget – The Budget Committee met on August 14 and will have a report.

Building & Grounds – The Building & Grounds Committee met on August 14 and will have a report. The City is aware of issues with the parking lot and is actively monitoring them. We are having an issue with the fountain and it is turned off until it can be diagnosed and fixed.

Solar Project –The solar project is complete. The connection to the grid was finished Tuesday. Our Facebook account has been very busy due to the drone footage of the roof, with over 6,500 views and 59 shares of that video. We are planning a ribbon cutting in September and can set a date at the Board meeting. The Library will be part of the Wisconsin Solar Tour on Saturday, October 7 (<https://www.midwestrenew.org/solartour/>), which will provide more visibility.

Miscellaneous – We are talking with the City about hosting a TEDxWisconsinRapid in the near future. Wisconsin Trustee Training Week is August 21-25, with a series of free webinars available. Recordings will be online after then.

COMMITTEE REPORTS: The joint Building and Grounds and Finance Committees met on Monday, August 14th at 5:00 pm. The 2017 Operating and Endowment Fund Budget Revisions and the 2018 Operating and Endowment Fund Budgets were discussed. Projects for the remainder of 2017 and for 2018 were discussed. Further discussion will take place under New Business.

OLD BUSINESS: There were no items of Old Business to bring before the Board.

NEW BUSINESS: Mr. Barnett presented the 2017 Operating and Endowment Fund budget revisions and 2018 Operating and Endowment Fund Budgets. Discussion followed. **A motion to approve the 2017 Operating Fund Budget Revision and the 2018 Operating Fund Budget and Capital Request was made by Craig Broeren, second by William Clendenning. Motion carried. (Copy attached to original Minutes.)**
A motion to approve the 2017 Endowment Fund Budget Revision and the 2018 Endowment Fund Budget was made by Craig Broeren, second by Susan Bovee. Motion carried. (Copy attached to original Minutes.)

A motion to adjourn was made by Ms. Bovee, second by Mr. Finbraaten. Motion carried and the meeting adjourned at 5:00 p.m.

The next regular monthly meeting of the McMillan Memorial Library Board of Trustees will be held in the McCourt Conference Room on September 20, 2017 at 4:00 p.m.

Respectfully submitted,
Brian Kopetsky, Acting Secretary

(APPROVED)

MINUTES OF THE UNIVERSITY COMMISSION MEETING OF MAY 18, 2017

The meeting was preceded by a tour of the STEM Building.

Vice-Chair Breu called the meeting to order at 5:55 p.m.

Present: Breu, Earll, Spiros, Montgomery, Rozar, and Poeschel.

Excused: Machon.

Absent: Pliml, Meyer.

Also present: Michelle Boernke, Associate Regional Dean; Brian Panzer, Building & Grounds Superintendent; Peter Kastenholtz, Wood County Counsel; Shane Begley, Cell Tower Representative; and Jim Halvorson from CliftonLarsonAllen,

Breu declared a quorum present.

There were no public comments.

Earll nominated Machon for Chair. Breu nominated Rozar for Chair. The vote was Rozar-3 / Machon-2. Spiros nominated Earll for Vice-Chair. Hearing no further nominations, motion was made (Spiros/Poeschel) to close the nominations and cast a unanimous vote for Earll for Vice-Chair. Motion carried. Breu nominated Spiros for Secretary. Hearing no further nominations, motion was made (Rozar/Breu) to close the nominations and cast a unanimous vote for Spiros for Secretary. Motion carried. Introductions were made to the new Commissioner, Nick Poeschel, who replaces Alanna Feddick. Chair Rozar took over presiding at the meeting.

A short review of the draft 2016 financial statements and audit findings was presented by Jim Halvorson of CliftonLarsonAllen. Motion (Breu/Earll to accept the draft reports. The motion carried. The final reports will be sent to the University bookkeeper, who will distribute them. (Draft on file.)

Motion (Breu/Spiros) to receive and place on file the minutes of the January 29, 2017 regular meeting and the February 20, 2017 special meeting – with one spelling correction. Motion carried. (Minutes on file.)

Motion (Spiros/Breu) to receive and place on file the statement of accounts. Motion carried. (Statement of accounts on file.)

Motion (Poeschel/Breu) to receive and place on file the lists of bills. Motion carried. (List of bills on file.)

Brian Panzer presented his report. Motion (Earll/Poeschel) to receive and place on file the Building and Grounds Superintendent's report. Motion carried. (Report on file.)

Motion (Spiros/Earll) to approve the naming of the John Harrington Memorial Athletic Fields. The motion carried. (Handout on file.)

Motion (Breu/Earll) to approve the location of a possible cell tower. Following discussion, the motion carried. (Handout on file.)

Motion (Earll/Breu) to approve the Eagle Scout projects. The motion carried.

Montgomery reported on the budget, especially the "All Agency" fund. Commissioners promised to express their support. He announced graduation for tomorrow and the search for a new faculty member for STEM.

Motion (Earl/Spiros) to approve the Wood County cell tower resolution. Following discussion, there was a new motion (Earl/Breu) to approve the cell tower resolution as amended and contingent upon: 1) approval of City and County and the Board of Regents. The motion carried. (Edited resolution on file.) A request will be made to the City to pass a similar resolution. The City Planning Commission will hold a public hearing for community members.

The next meeting is scheduled for August 17 at 5:30 p.m.

Rozar expressed sincere appreciation for Doug Machon's work during his tenure as Commission Chair — especially the STEM Center and the cell tower projects.

Chair Rozar declared the meeting adjourned at 7:07 p.m.

Minutes taken for Rebecca Spiros, Secretary, by Michelle Boernke.

RESOLUTION # _____

Introduced by: WOOD COUNTY BOARD OF SUPERVISORS

RELATING TO THE LIFE AND PUBLIC SERVICE OF BERNICE WEILAND

WHEREAS, Bernice Weiland was born on October 5, 1928, and died on September 6, 2017,
and

WHEREAS, Bernice served on the Wood County Board from 1996 thru 2002, serving on numerous committees; including Business Communications, Executive, Norwood, and Youth Services. Bernice was Chairperson of Human Services Board, Unified Services, and President of Edgewater Haven Board.

WHEREAS, Bernice Weiland enjoyed the respect of her colleagues and service organizations

NOW, THEREFORE, BE IT RESOLVED, that the Wood County Board of Supervisors commend Bernice Weiland's public service and express their sorrow at her passing and extend condolences to her family and friends.

BE IT FURTHER RESOLVED, that a copy of this resolution be sent to her family.

BE IT FURTHER RESOLVED, that we stand in silence for one minute in respect to her passing.

WOOD COUNTY BOARD OF SUPERVISORS

_____	_____
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Adopted by the County Board of Wood County, this _____^{17th} day of _____ October 2017.