

RESCHEDULE FROM THE CANCELLED 1/17/2017 COUNTY BOARD MEETING

AGENDA WOOD COUNTY BOARD OF SUPERVISORS

January 24, 2017 – 9:30 A.M.

WOOD COUNTY BOARD ROOM

CALL TO ORDER

ROLL CALL

INVOCATION: Supervisor Zurfluh

READING OF THE MINUTES OF THE PREVIOUS MEETING

EXCUSALS: none

RESIGNATIONS: none

APPOINTMENTS/Re-APPOINTMENTS:

Supervisor Henkel – Ethics Committee (3 year term)

Jay A. Grode and Lori Gropp – Loan Review Board (2 year terms)

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

SPECIAL ORDERS OF BUSINESS:

Reuben Van Tassel – River Block update

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

SET DATE FOR NEXT COUNTY BOARD MEETING – February 21, 2017

ADJOURN

REFERRALS FOR JANUARY 17, 2017 – COUNTY BOARD

- Resolution from Marinette County requesting State legislature to enact legislation authorizing counties to impose up to .1% sales tax exclusively for economic development, tourism and infrastructure for the same – Referred to Supervisor Henkel and Planning & Zoning Director Grueneberg
- WCA workshop, “Public Sector Construction Fundamentals: Doing It Right Costs Less Than Doing It Over?” – Referred to Supervisors Miner, Clendenning, Machon and Maintenance Coordinator Van Tassel

PROCEEDINGS OF WOOD COUNTY BOARD OF SUPERVISORS

December 20, 2016 - 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 December 20, 2016.

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, Miner, Pliml, Polach, Rozar, Wagner, Winch, Zurfluh.

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

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

Motion by Hamilton/LaFontaine to approve the following appointments:

Ella Wisniewski and Anne Egge to the ADRC-CW (term start 1/1/17)

Brittany Boyer to the Ethics Committee (three year term)

Michael Meyers to the Civil Service Commission (three year term)

Lee Garrells to the Civil Service Commission (to fulfill the term of Dick Witt)

Supervisor Henkel to the Board of Adjustment (to fill vacancy)

Motion carried by voice vote.

There were no public comments.

Acknowledgements and Recognitions: Department Heads came forward to award plaques and recognize these long term employees: Joanne Borski, Susan McCarthy, Dawn Rusch, Karen Zschernitz. Chairman Pliml announced that November 30th was Snowplow Driver Appreciation Day in Wisconsin.

Committee minutes presented: Executive

Without objection heard, Chairman Pliml acted on the first nine resolutions with one vote.

RESOLUTION 16-12-1

Introduced by: Executive Committee

INTENT & SYNOPSIS: To amend the 2016 budget for the Wellness function (51431) for additional expenditures that were not anticipated using the original budget process:

FISCAL NOTE: No additional cost to Wood County. The source of the funding is through transfers from the Employee Health Benefits Fund. The adjustment to the budget is as follows:

Account	Account Name	Debit	Credit
51431	Wellness		\$25,000
49270	Transfer from Health Fund	\$25,000	

Motion by Zurfluh/Breu to adopt Resolution 16-12-1. Motion carried. Voting no was Polach.

RESOLUTION 16-12-2

Introduced by: Executive Committee

INTENT & SYNOPSIS: To amend the 2016 budget for the Labor Relations function (51433) for expenditures not anticipated during the 2016 budget process.

FISCAL NOTE: Transfer of \$13,000 from available General Fund designated fund balance (non-lapsing) for Labor Relations to fund unanticipated costs for professional services. As of December 31, 2015 the fund balance designated for Labor Relations was \$49,118. The adjustment to the budget is as follows:

<u>Account</u>	<u>Account Name</u>	<u>Debit</u>	<u>Credit</u>
51433	Human Resources-Labor Relations		\$13,000
34210	Transfer from Designated Fund		
	Balance-Labor Relations	\$13,000	

Motion by Zurfluh/Breu to adopt Resolution 16-12-2. Motion carried. Voting no was Polach.

RESOLUTION 16-12-3

Introduced by: Executive Committee

INTENT & SYNOPSIS: To amend the 2016 budget for the expenditures incurred in 2016 related to the 2016A General Obligation debt issue for Highway Construction, River Block renovation and debt issuance costs for the River Block debt refinancing:

FISCAL NOTE: No additional cost to Wood County. The source of the funding is the portion of the \$9,730,000 debt proceeds that was or is to be expended in 2016:

<u>Account</u>	<u>Account Name</u>	<u>Debit</u>	<u>Credit</u>
404-57310	Highway Construction		\$250,000
404-58295	Debt Issuance Costs-Highway		\$ 29,678
404-49110	Proceeds from Debt-Highway	\$279,678	
301-58295	Debt Issuance Costs-Refinancing		\$ 10,980
301-49110	Proceeds from Debt-Refinancing	\$ 10,980	
401-57140	Capital Projects-River Block		\$200,000
401-58295	Debt Issuance Cost-River Block		\$ 20,392
401-49110	Proceeds from Debt-River Block	\$220,392	

Motion by Zurfluh/Breu to adopt Resolution 16-12-3. Motion carried. Voting no was Polach.

RESOLUTION 16-12-4

Introduced by: Executive Committee

INTENT & SYNOPSIS: To amend the budgets of Edgewater Haven Nursing Home Administration (54219) and Edgewater Haven Nursing Home Maintenance (54214) for transfer of available appropriations from Edgewater Maintenance to Edgewater Administration.

FISCAL NOTE: No additional cost to Wood County. The additional appropriations needed in Edgewater Administration are available and are not anticipated to be spent in Edgewater Maintenance. The adjustment to the budget is as follows:

<u>Account</u>	<u>Account Name</u>	<u>Debit</u>	<u>Credit</u>
54219	Edgewater Administration		12,000

54214 Edgewater Maintenance 12,000

Motion by Zurfluh/Breu to adopt Resolution 16-12-4. Motion carried. Voting no was Polach.

RESOLUTION 16-12-5

Introduced by: Health and Human Services and Executive Committees

INTENT & SYNOPSIS: To amend the 2016 Public Health budget for changes in revenue and expenditures not anticipated during the original budget process.

FISCAL NOTE: No cost to Wood County. The adjustment to the budget is as follows:

Function	Account Name	Debit	Credit
54121	Public Health		71,607
48540	Other grants	71,607	

Motion by Zurfluh/Breu to adopt Resolution 16-12-5. Motion carried. Voting no was Polach.

RESOLUTION 16-12-6

Introduced by: Conservation, Education and Economic Development and Executive Committees

INTENT & SYNOPSIS: To amend the 2016 budget for the UW Extension function (55660) for additional expenditures and revenues (43571) that were not anticipated during the original budget process:

FISCAL NOTE: No additional cost to Wood County. The source of the funding is unanticipated revenues from WI Department of Agriculture Trade and Consumer Protection. The adjustment to the budget is as follows:

<u>Account</u>	<u>Account Name</u>	<u>Debit</u>	<u>Credit</u>
55660	UWEX Project Expenditure		\$24,948
43571	State Aid UWEX Project Revenue	\$24,948	

Motion by Zurfluh/Breu to adopt Resolution 16-12-6. Motion carried. Voting no was Polach.

RESOLUTION 16-12-7

Introduced by: Conservation, Education and Economic Development and Executive Committees

INTENT & SYNOPSIS: To amend the 2016 budget for the Community Development Block Grant (CDBG) function (56780) for additional revenues and expenditures not anticipated during the original budget process.

FISCAL NOTE: No additional cost to Wood County. The source of the funding is unanticipated revenues from loan repayments. The adjustment to the budget is as follows:

Account	Account Name	Debit	Credit
56780	CDBG Expenditures		\$45,000
48900	CDBG Loan Repayments	\$45,000	

Motion by Zurfluh/Breu to adopt Resolution 16-12-7. Motion carried. Voting no was Polach.

RESOLUTION 16-12-8

Introduced by: Highway, Infrastructure and Recreation and Executive Committees

INTENT & SYNOPSIS: To amend the 2016 budget of various Highway functions listed below for additional expenditures of \$1,503,151 not anticipated during the original budget process.

FISCAL NOTE: No additional cost to Wood County.

Source of Money: Available appropriations in revenues in excess of budget of \$1,290,828 and functions under budget of \$212,323.

Motion by Zurfluh/Breu to adopt Resolution 16-12-8. Motion carried. Voting no was Polach.

RESOLUTION 16-12-9

Introduced by: Public Safety and Executive Committee

INTENT & SYNOPSIS: To seek County Board approval to amend the 2016 budget of Building Numbering Identification (BNI) for additional expenditures that were not anticipated during the original budget process:

FISCAL NOTE: No additional cost to Wood County. The source of the funding is unanticipated revenues from projects for Wood County townships. The adjustment to the budget is as follows:

<u>Account</u>	<u>Account Name</u>	<u>Debit</u>	<u>Credit</u>
52530-341	BNI Operating Supplies & Expenses		\$21,725
47391-000	BNI Materials	\$21,725	

Motion by Zurfluh/Breu to adopt Resolution 16-12-9. Motion carried. Voting no was Polach.

RESOLUTION 16-12-10

Introduced by: Executive Committee

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

FISCAL NOTE: Offered Amount	\$54,750.00
R.E. Taxes	(26,865.62)
Special Charges	(4,326.00)
Publication fees	(697.85)
Abstracting fees	(565.00)
Maintenance fees	(219.19)
GAIN	\$22,076.34

Motion by Miner/LaFontaine to adopt Resolution 16-12-10. Motion carried unanimously.

RESOLUTION 16-12-11

Introduced by: Executive Committee

INTENT & SYNOPSIS: To show elements of committed and assigned governmental fund balance projected as of December 31, 2016:

FISCAL NOTE: Total committed and assigned governmental fund balance as of December 31, 2016 is projected to be \$3,429,392 detailed as follows:

Account	Account Name	Actual 12/31/15	Projected 12/31/16
<u>General Fund</u>			
<u>Committed</u>			
51316	Victim Witness Task Force	4,722	5,097
51433	Labor Relations	49,118	49,118
51440	Elections	191,582	186,997
51451	Voice-Over IP	51,767	47,767
51711	Register of Deeds-Redaction	99,822	69,909
51931	Property & Liability Insurance	130,332	194,809
52131	Indian Law Enforcement	73,154	67,559
52712	Electronic Monitoring	223,697	190,113
52721	Jail Surcharge	234,425	225,928
52130	Police Radio	5,439	5,439
52616	Building Numbering	6,776	7,476
52601	Dispatch	-0-	147,580
54710	Veteran's Relief	3,998	5,127
54730	Veteran's Relief Donations	2,569	3,169
56315	Census Redistricting	4,500	4,500
55660	UW Extension Projects	34,655	61,407
55661	Farm Technology Days	63,000	43,000
59210	Land Conservation Permits & Fees	18,392	9,648
54122	Health Department WIC	6,021	6,021
54128	Health Grants	38,397	36,635
54130	Health Dental Sealants	72,487	72,488
	Total Committed	1,314,853	1,439,787
<u>Assigned</u>			
	Subsequent Year Budget	583,283	-0-
		1,898,136	
	Total General Fund		1,439,787

Account Name	Actual 12/31/15	Projected 12/31/16
Other Governmental Funds Assigned		
County Highways	733,276	716,758
Human Services Fund (before deferral of revenues)	1,034,172	199,989
ADRC	81,008	81,008
Parks and Forestry	903,792	660,835
Land Records and Private Sewage	173,197	140,634
Land Conservation	31,335	31,719
Transportation and Economic Development	-0-	50,195
Sheriff and corrections	108,467	108,467
Total Other Governmental	3,065,247	1,989,605
Total Governmental Funds Committed and Assigned	4,963,383	3,429,392

Motion by Hamilton/Wagner to adopt Resolution 16-12-11. Motion carried unanimously.

Committee minutes presented: Health and Human Services, Public Safety, Conservation, Education and Economic Development

RESOLUTION 16-12-12

Introduced by: Conservation, Education & Economic Development Committee

INTENT & SYNOPSIS: Rescind and recreate Wood County Ordinance #704 - Shoreland Zoning.

FISCAL NOTE: None.

Motion by Fischer/Clendenning to adopt Ordinance 16-12-12. Motion carried unanimously.

Committee minutes presented: Judicial and Legislative

RESOLUTION 16-12-13

Introduced by: Judicial and Legislative Committee

INTENT & SYNOPSIS: To send two county board supervisors to the upcoming NACo conference in Washington, D.C.

FISCAL NOTE: Up to \$1,500 per attendee with up to two attendees. The costs are to cover early registration fee of \$515, hotel, transportation, and meal costs. Source of money is Contingency Account #51590. The current balance in the 2017 contingency account is \$450,000.

<u>Account</u>	<u>Account Name</u>	<u>Debit</u>	<u>Credit</u>
51120	Committees & Commissions		\$3,000
51590	Contingency	\$3,000	

Motion by Hamilton/Zurfluh to adopt Resolution 16-12-13. Discussion centered around budgetary issues. Motion failed. Voting no were Rozar, Feirer, Wagner, Breu, Ashbeck, Miner, Henkel, Polach.

Committee minutes presented: Highway, Infrastructure & Recreation. Chairman Pliml asked Parks Director Schooley for a winter update. Per Schooley, watch the county website and the Parks Facebook page for up to the date information regarding trails and Power's Bluff tubing. Fairgrounds Commission, McMillan Memorial Library, University Commission. Chairman Pliml asked Supervisor Machon for a STEM building update. Per Machon it is on track to finish ontime and on budget.

RESOLUTION 16-12-14

Introduced by: Board of Marshfield Fairground Commission

INTENT & SYNOPSIS: To approve updated bylaws of the Fairground Commission.

FISCAL NOTE: none.

Motion by Hamilton/Henkel to adopt Resolution 16-12-14. Motion carried. Voting no was Hokamp.

RESOLUTION 16-12-15

Introduced by: Wood County Board of Supervisors

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

Motion by Rozar/Breu to adopt Resolution 16-12-15. Motion carried by voice vote.

RESOLUTION 16-12-16

Introduced by: Wood County Board of Supervisors

INTENT & SYNOPSIS: Relating to the life and public service of Paul Weimer

Motion by Wagner/Feirer to adopt Resolution 16-12-16. Motion carried by voice vote. The Board stood in silence for one minute to observe the passing of Paul Weimer.

SPECIAL ORDER OF BUSINESS RIVER BLOCK TRANSITION UPDATE

Building Maintenance Director, Reuben Van Tassel gave a progress update. He showed a spreadsheet of preliminary budgeted costs and those more accurate numbers after bids have been awarded. He feels that everything is looking good at this point. He believes that work crews should be in there the first week of January and is looking at a three month construction window. The new Data Center construction has begun in the old Veterans offices. Questions were asked and answered.

Motion by LaFontaine/Leichtnam to adjourn. Motion carried by voice vote. Next scheduled county board meeting is January 17, 2017.

Respectfully Submitted
Cynthia Cephress
Wood County Clerk

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EXECUTIVE COMMITTEE MEETING MINUTES

DATE: Tuesday, January 3, 2017

TIME: 8:00 a.m.

PLACE: Room 115, Wood County Courthouse

PRESENT: Hilde Henkel, Lance Pliml

VIA VIDEO CONFERENCE: Trent Miner, Al Breu, Michael Feirer, Ed Wagner, Donna Rozar

OTHERS PRESENT (for part or all of meeting): Reuben Van Tassel, Michael Martin, Marla Cummings, Brenda Nelson, Amy Kaup, Heather Gehrt, Adam Fandre, Brandon Vruwink, Jo Timmerman, Chad Schooley, Cindy Joosten, Steve Kreuser, Jordan Bruce, Paula Tracy, Bill Clendenning, Dennis Polach, Warren Kraft (via video conference)

The meeting was called to order by Chairman Miner.

Public Comment – No public comments

Reuben Van Tassel, Maintenance Manager, provided updates on the River Block and Courthouse remodeling projects. There was a preconstruction meeting regarding the River Block project on December 29th and work is starting today with a projected completion date of early April. Miron was able to lower the project contingency so the project total is at \$3.25 million. Work on the new Data Center in the Courthouse is underway.

Consent Agenda

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

Van Tassel reviewed his Maintenance Letter of Comments. He informed the Committee that there are issues with the sanitary lift station pumps and control panel at the Joint Use building on 17th Avenue and will cost approximately \$12,000 to rebuild and update.

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

IT Director Kaup reported that HR successfully used the data from the Highway Department's electronic timekeeping system for the last payroll processed. IT will now be working on the implementation of Timestar with the departments that are interested. Kaup announced that Jason DeMarco was promoted to Network Administrator, leaving a vacancy for a Network Analyst in the Department.

Wellness Coordinator Fandre stated the 1st quarter of the 2016-2017 Wellness Program is completed. Participation is up from previous years. The Wellness Committee is working to establish wellness champs in each county department as well as looking into the possibility of increasing the quarter one incentive to further increase participation.

Treasurer Gehrt discussed her Letter of Comments. The final costs for razing the First Street property were \$51,327.91. Gehrt stated this was largely due to the disposal costs due to asbestos on the property.

Gehrt presented a resolution to sell tax deeded properties in the Village of Vesper and City of Wisconsin Rapids.

Motion (Wagner/Breu) to approve the resolution to sell tax deeded properties in the Village of Vesper and City of Wisconsin Rapids. The resolution will be forwarded to the County Board for consideration. Motion carried unanimously.

Finance Director Martin presented the following budget resolutions to amend the 2016 budget: Coroner, Parks Capital Projects, County Board, Emergency Management, IT Voice-Over IP, Clerk of Courts, Norwood Inpatient and Dietary, and Human Services Community Children's LTS and Family Services.

Motion (Feirer/Pliml) to approve the resolutions to amend the 2016 budget for Coroner, Parks Capital Projects, County Board, Emergency Management, IT Voice-Over IP, Clerk of Courts, Norwood Inpatient and Dietary, and Human Services Community Children's LTS and Family Services. The resolutions will be forwarded to the County Board for consideration. Motion carried unanimously.

Martin presented the resolutions for State Trust Fund Loans which included \$750,000 for Courthouse improvements and \$1,000,000 for financing of the 2017 budgeted capital items.

Motion (Wagner/Henkel) to approve the resolutions for State Trust Fund Loans which included \$750,000 for Courthouse improvements and \$1,000,000 to finance the 2017 budgeted capital items and forward them to the County Board for consideration. Motion carried unanimously.

Finance Department correspondence was discussed as outlined on the agenda.

Break at 8:31 a.m. Meeting reconvened at 8:35 a.m.

Human Resources (HR)

Warren Kraft discussed the Human Resources' work calendar for 2017:

- Employee Policy Handbook – will come to the Committee with updates. Anticipate taking the Handbook to the County Board for approval during the third quarter.
- Health insurance and benefits review – will initiate talks with the Horton Group and intend to start discussion with the Committee in March, and by June provide final recommendation in anticipation of the budget process that begins in July.
- Salary Plan – there are two parts to this plan. A) Discussion regarding IT positions--will internally recommend without upsetting the Plan. B) Broadly look at the Plan for County applicability.

Motion (Rozar/Pliml) to go into closed session at 8:45 a.m. pursuant to Wisconsin State Statute §19.85 (1)(f) to discuss an employee(s)' complaint(s).

Rozar: yes; Breu: yes; Feirer: yes; Wagner: yes; Henkel: yes; Pliml: yes; Miner: yes. Motion carried.

Motion (Breu/Henkel) to return to open session at 9:00 a.m. Motion carried unanimously.

Agenda items for next meeting: presentation by Design Unlimited. Supervisor Clendenning proposed a River Block Subcommittee meeting for Friday, January 6, 2017 at 12:30 p.m.

Motion (Pliml/Feirer) to adjourn the Executive Committee meeting at 9:02 a.m. Motion carried unanimously.

Respectfully submitted and signed electronically,

Donna M. Rozar

Secretary

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



Wood County

WISCONSIN

HUMAN RESOURCES DEPARTMENT

Interdepartmental Memo

December 27, 2016

To: Trent Miner, Ed Wagner, Donna Rozar, Hilde Henkel, Al Breu, and Mike Feirer
And Lance Pliml

From: Warren Kraft, Director of Human Resources

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

General Highlights:

- Met with the Conservation, Education & Economic Development Committee on December 7, 2016, to discuss the department head evaluation process.
- Participated in the Wellness Board meeting on December 8, 2016. Among the topics discussed: introduction of new Wellness Coordinator Adam Fandre, insurance premium discounts for wellness participation (put on hold for 2017), additional incentives for participating in the Health Risk Assessment and biometric screening (within budgetary limits), general employee wellness statistical review.
- Attended Department Head meeting on December 9, 2016. Among the topics discussed were: online records availability through the Register of Deeds Office, Budget and Cash Handling Procedures update, a progress report on River Block and Courthouse remodeling activities, a review of unpaid internship requirements under federal law, a discussion about Human Resources-related communications to Department Heads and to employees, a review of the Active Shooter Exercise, and roundtable exchange of activities within each department. The next meeting is January 10, 2017.
- Met with the Public Safety Committee on December 12, 2016, to discuss WRS eligibility for per diem employees. To verify actual hours worked, per diem employees have been requested to record daily hours worked. Once an employee reaches the 1,200 hour threshold for a 12-month period, the employee is WRS eligible. Both the employee and the County will contribute the required percentage of earnings into the retirement system.
- Met with Human Services staff to review employment issues arising from the closure of the Airport Avenue CBRF and the start-up of Bridgeway at the Wood County Annex Center-Norwood. Also met with interim director for Edgewater Haven regarding staff layoffs resulting from the adoption of the 2017 budget.
- Met with the Health and Human Services Committee on December 22, 2016, to discuss an employee performance review.

- Drafted and filed the closing written argument for an employee complaint, then in front of an Impartial Hearing Officer (IHO) on November 29. These were due to the IHO by close of business on December 29th. Per County policy, the IHO has 30 days to issue an opinion.
- Processing multiple public requests request from former employee related to above item. (See also below.)
- Began anew a prehearing process for an employee complaint. A list of potential IHOs was sent to the former employee. The process requires the former employee to strike one candidate from the list and the County strikes the next person. The process continues until there is one person left on the list. Once informed of the appointment, the IHO sets the schedule for the remaining parts of the hearing process. Preparation for hearing (still to be scheduled in 2017) will be ongoing.

Administrative – Paula Tracy

- Received an open records request from a former employee. Took an immense amount of time researching and preparing a report of the information requested. The same individual has sent a second open records request for different detailed information.
- Received and processed a request from a former employee to review her personnel file, and met with individual for review.
- Conducted three exit interviews this month.
- Angel Butler-Meddaugh and I spent considerable time with a former employee, and provided her with resources in which to pursue.
- Reviewing year-end budgets and comparing each line item for accuracy.
- Conducted a mock interview with a Mid-State Technical College Administrative Professional student. The mock interviews are a great opportunity to conduct practice interviews and critique the students' answers. We also review their cover letters and resumes and provide useful feedback. This safe haven allows for an open dialogue in preparing for actual interviews. Over the years we have hired several individuals that participated in the mock interviews. I have partnered with the College for 23 years!

Payroll and Benefits – Jodi Pingel

- W2C Corrections were completed and mailed reflecting the adjustments on the 2015 W2s
- Real Time Vacation Accrual Update
 - Implementation is scheduled to start on January 1, 2017 effective with each individual's anniversary date.
- Continuing to work with Sage directly on system updates/concerns.
 - WRS employer contributions are not accurately being distributed for employees who work in multiple departments. The system is equally distributing between the number of allocations.
 - Wage calculations for partial hours are converting the rate of pay when finalizing the payout. This is occurring for employees with distributed earnings.
- 2017 Benefit Elections
 - Enrollment reports submitted to vendors for Medical, Dental and Vision on 12/16/16. New enrollments will receive ID cards prior to 1/1/17 along with all employees on the Aspirus Arise Standard plan.

- February – Employees enrolled in Vision insurance will be required to pay one month of premiums as we convert the program to pay one month ahead. Employees will be provided notification prior to deduction.
- HRMS data entry, enrollment updates and audits as well as system clean-up continues
 - Creating new earnings/deduction codes to reflect flat amounts paid versus hourly
 - Updated G/L account numbers.
 - Benefit Plan Updates
- IT request completed for Employee Self Service installation and upgrade to HRMS 2016.
- Continuing to work with IT on updating payroll reports and HRMS system concerns
- Working with Finance to reconcile general ledger accounts related to payroll.
- Processing Family Medical Leave requests
- Preparing for End of Year processes

Recruitment – Angel Butler-Meddaugh

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	Edgewater	CNA (1 FT, 3 PT, 1 Casual)	Recruitment by Edgewater
Refilled	Edgewater	Ward Clerk	Recruitment by Edgewater
Refilled	Edgewater	Lead Laundry Aide	Recruitment by Edgewater
Refilled	Health	Public Health Nurse (FT)	Filled
Refilled	Human Services	Economic Support Specialist	Filled
Refilled	Human Services	Resource Unit Supervisor	Filled
Refilled	Human Services	Family Services Division Manager	Filled
Refilled	Human Services	Social Worker – Initial Response	Filled
Refilled	Information Tech	Network Administrator	Offer Pending
New	Land Conservation	Conservation Specialist	References
Refilled	Norwood	Licensed Clinical Psychologist	Recruitment by Norwood
Refilled	Norwood	RN (1 FT, 1 PT)	Recruitment by Norwood
Refilled	Norwood	CNA (4 FT, 4 PT)	Recruitment by Norwood
Refilled	Norwood	Medical Records Clerk	Recruitment by Norwood
New	Parks	Forestry Technician	Interviewing 12/21/16
Refilled	Sheriff	Reserve Deputies	Eligibility list being estab.

- Due to the approval of the 2017 budget, many new positions will be recruited for.
- Working with the Finance Department to obtain budget FTE's, along with employee name, title and budgeted FTE for each position within the County.
- Continually researching and establishing accounts with free advertising capabilities.

Administrative Services – Kelli Quinnell

- All Performance Evaluations were either received by the December 9th due date, or the supervisor contacted HR to make arrangements if they were unable to submit, for any reason, by the due date.

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



Wood County WISCONSIN

SAFETY & RISK MANAGEMENT

Safety & Risk Management Letter of Comments – December 2016

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

- Working with Sheriff's Department on respiratory protection use during investigations.
- Active shooter event with the Sheriff's Department completed on December 6th 2016.
- Purchased and working on new software called MSDS Online to enter all Wood County SDS's into the system.
- Working on 2017 insurance policy renewals.

Lost Time/ Restricted Duty/Medical Injuries: 0

- 00/00/2016 – Department –

First Aid Injuries: 5

- 11/28/2016 – Highway – Employee sustained a cut and strain to fingers on right hand from a slip and fall.
- 11/29/2016 – Highway – Employee sustained rusty metal flakes in left eye while hooking up spreader chains to truck.
- 12/08/2016 – Highway – Employee sustained a strain to lower back from walking and lifting in deep snow.
- 12/13/2016 – Edgewater – Employee sustained contusions and abrasions to left elbow and knee area after a trip and fall on sidewalk.
- 12/27/2016 – Human Services – Employee sustained an injury from a slip and fall in parking lot. No report or details yet.

Property/Vehicle Damage Claims: 1

- 11/30/2016 – Sheriff's – Transport Van #37 vs. Stone. Loss of \$286.90

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

- 12/20/2016 – Highway – Vehicle damage claim when our highway truck backed into a resident's vehicle. Waiting on claim form to be filed. No damage estimate yet.

Liability – Active Lawyer Notice of Injury and Claim / Lawsuits/ Court Cases:

- Meyer vs. Wood County Clerk of Courts. Case has been dismissed.
- Engen vs. Wood County Highway.
- Nelson vs. Wood County Human Services. Branch I Judge and one other judge recused from the case. Awaiting Summary Judgment.
- Waite retaliation claim.

2016 Goals: Wood County Pro Active Injury and Loss Prevention initiatives.

Continue to work on Active Shooter policy and training concerns.
Purchased MSDS Online and initiation of program ongoing.

Executive Committee
Monthly Comments on Agenda Items
Finance Department – Mike Martin
Tuesday, January 3, 2017

Comments on Agenda Items

12a. 2016 Budget Resolutions

- 1) Coroner (51231) – This resolution is transferring \$7,000 from contingency to cover higher than anticipated expenditures for autopsies.
- 2) Parks Capital Projects (56913) - The resolution is appropriating \$275,000 from the Parks Capital Projects fund balance to cover higher than anticipated capital expenditures. The capital projects fund balance at the start of 2016 was \$562,040. There are no monies needed from contingency or the General Fund.
- 3) County Board (51120) – This resolution is transferring \$7,000 from contingency to cover higher than anticipated County Board per diems that are likely related to ad hoc committee meetings.
- 4) Emergency Management Admin (52520) and Work Relief (52540) – The Admin budget is being increased for unanticipated State Aid and the related expenditures. There are no contingency or additional levy funds needed for Admin. The Work Relief budget is being increased with a \$5,000 transfer from contingency to cover higher than budgeted wages and fringes and some supplies and other operating expenses.
- 5) IT Voice-Over IP (51451) – This resolution is transferring an additional \$9,000 from the non-lapsing general fund balance committed for voice-over IP operations. The non-lapsing balance at the start of 2016 was \$51,766 and the original 2016 budget anticipated using \$3,000 of that balance. In September 2016 there was a resolution that appropriated an additional \$25,000 of that fund balance. This resulted in a budgeted use of the non-lapsing balance of \$28,000. With this final resolution of \$9,000 the non-lapsing balance is budgeted to decrease by \$37,000 from the 1/1/16 balance of \$51,766 to \$14,766.
- 6) Clerk of Courts (51221) – This resolution is transferring \$62,000 from contingency to cover higher than budgeted expenses for Medical Exams (object 217) and Juvenile Legal Fees (object 211).
- 7) Norwood Inpatient (54326), Nursing Admin (54330) and Dietary (54350) - This resolution is transferring appropriations from functions that will have unused appropriations for 2016. There are no contingency or tax levy funds needed.
- 8) Human Services Community Administration and Children's Long-term Support - This resolution is transferring appropriations from functions that will have unused appropriations for 2016. There are no contingency or tax levy funds needed

12b. Resolutions for State Trust Fund Loans

The County passed the "Initial Resolutions for Borrowing" for \$1,000,000 and \$750,000 for State Trust Fund borrowing in September 2016 and November 2016 respectively. We are now preparing the application for both State Trust Fund loans. The Board of Commissioners of Public Lands (BCPL) requires their own resolution to accompany the application. These 2 Wood County resolutions introduce those BCPL resolutions.

12c. Correspondence

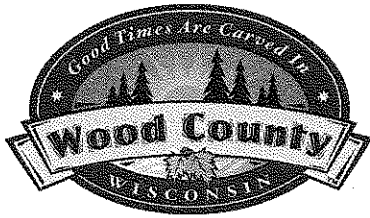
- 1) Budget and actual reports for 12 months ended December 31, 2016

TREASURER'S REPORT

01-03-2017

By: H. Gehrt

- Attended Executive Committee meeting on December 5.
- Attended Department Head meeting on December 9.
- Attended New Treasurer training in Adams County on December 14. This was very informative and I learned new things which should make some reports in the future easier to compile for the State and hints and tricks of what other "seasoned" Treasurer's do. It was nice to meet all the new treasurer's (over 30) and I don't feel so alone anymore ☺
- Attended special Executive Committee meeting on December 20.
- Attended County Board on December 20.
- The office was very busy with tax bill creation. Most information was received in a timely manner and even with entering into the old system and new system; the office was able to get all tax bills printed by December 9. There was an error with one Village that reported their wrong local tax levy to the County. The bills were already sent out and so a second bill printing had to be done.
- All Statement of Taxes were due to the State by December 19 and a copy submitted to the County. I have been busy compiling the numbers to make sure all tax rolls are in agreement and amended the incorrect ones after speaking with the Clerk of those municipalities.
- The software program is going well and I have been busy with importing payments. The municipalities seem to have a good understanding on how to use the program. I have received payment imports from almost all of the municipalities and there has only been one import to date with an issue that was easily fixed. All information is getting posted daily on the web portal so people can check to see if their tax payment was received.
- As I am ending my year of appointment and get ready to begin my first year of election, I would like to thank the Committee for their support and faith in me. This transition hasn't been easy and there has been quite a learning curve. I look forward to the next four years and only improving upon the quality of the Treasurer's office. Again, Thank You!!!



Wood County

WISCONSIN

MAINTENANCE
DEPARTMENT

Maintenance Monthly Comments **January 3, 2017**

Demolition has begun on the new Data Center.

River Block bid opening with Miron Construction took place on December 6th.

Met with Gappa Security representatives regarding River Block card access system.

Met with IT, Dispatch and Communications to discuss the data center project.

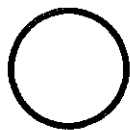
Attended Executive Committee meeting, and Subcommittee on Wisconsin Rapids Annex River Block Building and Relocation of Courthouse Departments meetings.

Attended Health and Human Services Committee meeting, discussing proposed design of office building for Marshfield.

Relocation of furniture that will be re-used at River Block has been completed.

Continuing to coordinate details for the River Block project.

Attended River Block pre-construction meeting on December 29th.



RESOLUTION#

Introduced by Executive Committee

Page 1 of 1

Committee

CLB

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

INTENT & SYNOPSIS: To amend the 2016 budget for County Board (51120) for the purpose of funding higher than anticipated expenditures.

FISCAL NOTE: To transfer \$7,000 from available balance in contingency (51590) to County Board (51120). At the time of this request the funds available in contingency are \$283,084. The adjustment to the budget is as follows:

Account	Account Name	Debit	Credit
51120	County Board		\$7,000
51590	Contingency	\$7,000	

WHEREAS, the County Board budget has incurred additional expenditures that were not anticipated during the original budget process, and

WHEREAS, the aforementioned expenditures of approximately \$7,000 were not anticipated during the 2016 budget process, specifically the addition of the Executive Committee Subcommittee on Wisc Rapids Annex & River Block Parking committee meetings, and

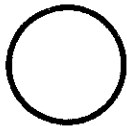
WHEREAS, rule 26 of the Wood County Board of Supervisors states that "an amendment to the budget is required any time the actual costs will exceed the budget at the function level", and

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 2016 to transfer \$7,000 from the Contingency Account (51590) to

the County Board (51120) 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#

ITEM# 1- 2

DATE January 17, 2017

Effective Date Upon passage and publication

Introduced by Executive Committee

Page 1 of 1

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

INTENT & SYNOPSIS: To amend the 2016 budget for Information Technology, Voice-Over IP (51451) for expenditures that were not anticipated during the original budget process:

FISCAL NOTE: No additional cost to Wood County. The source of the funding is the non-lapsing Voice-Over IP Designated Fund Balance. The adjustment to the budget is as follows:

		<u>Account</u>	<u>Account Name</u>	<u>Debit</u>	<u>Credit</u>
1	LaFontaine, D				
2	Rozar, D				
3	Feirer, M				
4	Wagner, E				
5	Fischer, A				
6	Breu, A				
7	Ashbeck, R				
8	Miner, T				
9	Winch, W				
10	Henkel, H				
11	Curry, K				
12	Machon, D				
13	Hokamp, M				
14	Polach, D				
15	Clendenning, B				
16	Pliml, L				
17	Zurfluh, J				
18	Hamilton, B				
19	Leichtnam, B				

<u>Account</u>	<u>Account Name</u>	<u>Debit</u>	<u>Credit</u>
34210	Voice-Over IP Designated Fund Balance	\$9,000	
51451	Voice-Over IP		\$9,000

WHEREAS the aforementioned expenditures of approximately \$9,000 were not anticipated during the 2016 budget process, and

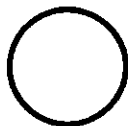
WHEREAS the Wood County Executive Committee approved the establishment of a non-lapsing account to carry over any unexpended revenues and contributions to the Voice-Over IP, and

WHEREAS the Voice-Over IP Designated Fund has sufficient funds, and

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

THEREFORE BE IT RESOLVED to amend the Voice-Over IP (51451) budget for 2016 by transferring \$9,000 from Voice-Over IP Designated Fund Balance (34210) to Voice-Over IP (51451), 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#

Executive Committee

Introduced by
Page 1 of 1

Committee

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>MM</u> , Fin. Dir.	

INTENT & SYNOPSIS: To amend the 2016 budget for the Human Services Community programs for transfer of available appropriations to functions where actual expenditures are recorded.

FISCAL NOTE: No additional cost to Wood County. The additional appropriations needed for transfers in are available and are not anticipated to be spent in the appropriations to be transferred out. The adjustment to the budget is as follows:

Account	Account Name	Debit	Credit
54455-95	Mental Health/AODA Division	\$100,000	
54440-50	Children's LTS Division		\$60,000
54500	Administration/OVH/Support Division		40,000

Source money: Budget

WHEREAS the Divisions requiring transfer in Human Services Children's LTS (54440-50) and Human Services Administration/OVH/Support (54500) are in fact where expenditures appropriated during the adoption of the 2016 budget will be recorded, and

WHEREAS the Division making the transfer out Human Services Mental Health/AODA (54455-95) is not expected to expend all amounts appropriated during the adoption of the 2016 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

THEREFORE BE IT RESOLVED to amend the Human Services Community programs 2016 budget to reflect the transfer out of appropriations of \$100,000 from Mental Health/AODA Division (54455-95), and transfer in appropriations of \$60,000 to Children's LTS Division (54440-50) and \$40,000 to Administration/OVH/Support (54500), and

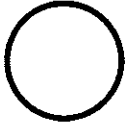
BE IT FURTHER RESOLVED that pursuant to Wis. Stats. 65.90 (5), the County Clerk is directed to publish a Class 1 notice of this budget change within 10 days.

{ }

Trent Miner, Chair

Allen W. Breu

Michael J. Feirer



RESOLUTION#

Executive Committee

Effective Date Upon Passage and publicationIntroduced by
Page 1 of 1

Committee

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

JT

INTENT & SYNOPSIS: To amend the 2016 budget for Norwood Health Center for transfer of available appropriations to functions where actual expenditures are recorded.

FISCAL NOTE: No additional cost to Wood County. The additional appropriations needed for transfers in are available and are not anticipated to be spent in the appropriations to be transferred out. Additionally, Congregate Meal Program revenues are expected to exceed the budgeted amount due to increased program utilization. The adjustment to the budget is as follows:

		NO	YES	A
1	Nelson, J			
2	Rozar, D			
3	Feirer, M			
4	Wagner, E			
5	Hendler, P			
6	Breu, A			
7	Ashbeck, R			
8	Miner, T			
9	Winch, W			
10	Henkel, H			
11	Curry, K			
12	Machon, D			
13	Hokamp, M			
14	Polach, D			
15	Clendenning, B			
16	Pliml, L			
17	Allworden, G			
18	Murphy, B			
19	Moody, R			

Account	Account Name	Debit	Credit
54324	Norwood SNF-CMI	25,000	
54325	Norwood SNF-BI	145,600	
54326	Norwood Inpatient Unit		177,000
54350	Norwood Dietary Department		62,000
54365	Norwood Administration	20,000	
54330	Norwood Nursing Administration		6,600
54351	Norwood Ops and Maintenance	50,000	
54363	Norwood Medical Records	5,000	

Source money: Budget

WHEREAS the functions requiring transfer in (Norwood Health Center – Inpatient Unit, Dietary Department and Norwood Nursing Administration) are in fact where expenditures appropriated during the adoption of the 2016 budget will be recorded, and

WHEREAS the expense functions making the transfers out are not expected to expend all amounts appropriated during the adoption of the 2016 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

THEREFORE BE IT RESOLVED to amend the Norwood Health Center 2016 budget to reflect the transfer out of appropriations of \$25,000 from Norwood SNF-CMI (54324), \$145,600 from Norwood SNF-BI (54325), \$20,000 from Norwood Administration (54365), \$50,000 from Norwood Plant Operations and Maintenance (54351) and \$5,000 from Norwood Medical Records (54363), and transfer in appropriations of \$177,000 to Norwood Inpatient Unit (54326), \$62,000 to Norwood Dietary Department (54350) and \$6,600 to Norwood Nursing Administration (54330).

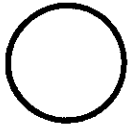
BE IT FURTHER RESOLVED that pursuant to Wis. Stats. 65.90 (5), the County Clerk is directed to publish a Class 1 notice of this budget change within 10 days.

{ }

Trent Miner, Chair

Allen W. Breu

Michael J. Feirer



RESOLUTION#

Introduced by

Executive & Public Safety Committees

Page 1 of 1

LMC

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

INTENT & SYNOPSIS: To amend the 2016 budget for Coroner (51231) for the purpose of fully funding unanticipated expenditures for 2016.

FISCAL NOTE: To transfer \$7,000 from available balance in contingency (51590) to Coroner (51231). At the time of this request the funds available in contingency are \$283,084. The adjustment to the budget is as follows:

Account	Account Name	Debit	Credit
51231	Coroner		\$7,000
51590	Contingency	\$7,000	

WHEREAS, professional services for autopsies were higher than expected; and

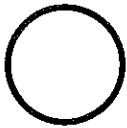
WHEREAS, the number of unclaimed bodies were higher than expected; and

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

THEREFORE BE IT RESOLVED to amend the Wood County budget for 2016 to transfer \$7,000 from the Contingency Account (51590) to the Coroner (51231) 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.

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



RESOLUTION#

Introduced by

Public Safety Committee and Executive Committee

Page 1 of 1

Committee

SAR

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

INTENT & SYNOPSIS: To amend the 2016 budget for the Emergency Management Admin function (52520) for additional expenditures that was not anticipated during the original budget process:

FISCAL NOTE: No additional cost to Wood County. The source of the funding is unanticipated revenues from State Aid. The adjustment to the budget is as follows:

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

Account	Account Name	Debit	Credit
52520	Emergency Management Admin		\$23,000
43528	State Aid Emergency Government	\$23,000	

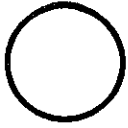
WHEREAS, the Emergency Management Admin budget has incurred additional expenditures that were not anticipated during the original budget process for emergency preparedness planning exercises

WHEREAS, the payment for unexpected expenditures received from the State Grants will have no impact on the county tax levy, and

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

THEREFORE BE IT RESOLVED to amend the Emergency Management Admin (52520) budget for 2016 by appropriating \$23,000 of unanticipated revenues from State Aid Emergency Government (43528), 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#

ITEM# 1-7

DATE January 17, 2017

Effective Date Upon passage and publication

 Introduced by Judicial & Legislative and Executive Committees
 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>MPM</u> , Finance Dir.	

CJ

INTENT & SYNOPSIS: To amend the 2016 budget for the Clerk of Circuit Court function (51211) for higher than anticipated expenditures during the original budget process:

FISCAL NOTE: The excess expenditures of \$82,000 will be funded with a transfer from Contingency (51590). The balance of the contingency account prior to this transfer is \$283,084. The adjustment to the budget is as follows:

		NO	YES	A	Account	Account Name	Debit	Credit
1	LaFontaine, D				51211	Clerk of Court		82,000
2	Rozar, D				51590	Contingency	82,000	
3	Feirer, M							
4	Wagner, E							
5	Fischer, A							
6	Breu, A							
7	Ashbeck, R							
8	Miner, T							
9	Winch, W							
10	Henkel, H							
11	Curry, K							
12	Machon, D							
13	Hokamp, M							
14	Polach, D							
15	Clendenning, B							
16	Pliml, L							
17	Zurfluh, J							
18	Hamilton, B							
19	Leichtnam, B							

WHEREAS, Wisconsin Statute section 971.14(2) (Competency) and 971.16(2) (Not Guilty by Reason of Mental Disease or Defect) mandate the courts to appoint an examiner to conduct an examination of the defendant, and

WHEREAS, the statutes state the compensation of the physicians or psychologists shall be fixed by the court and paid by the county upon the order of the court, and

WHEREAS, the 2016 budget for Medical Exams (account 217) is \$110,000 and as of 1/5/17 the expenses for the account are \$158,880, and

WHEREAS, Wisconsin Statute section 48.23(1m)(c) indicates that children subject to the jurisdiction of the circuit court under s. 48.16 and required to appear in court shall be represented by counsel, and per 48.23(4)

said counsel be provided regardless of the person's ability to pay,

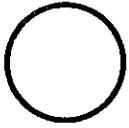
WHEREAS, the 2016 budget for Juvenile Legal Fees (account 004-211) was \$30,000 and as of 12/28/16 the expenses for the account are \$45,020, and

WHEREAS, multiple Wisconsin Statutes indicate parties have a right to a jury trial and the 2016 budget for jury expenses (accounts 001-219, 004-219 and 013-101) is \$43,000 and as of 12/28/16 the expenses for those accounts are \$63,305, and

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

THEREFORE BE IT RESOLVED to amend the Clerk of Court (Medical Exam) budget for 2016 with an increase of \$82,000 by transferring \$82,000 from the available balance in the contingency function (51590), 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
Page 1 of 1

Judicial & Legislative Committee and Executive Committee

LAD

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>mm</u> , Finance Dir.		

INTENT & SYNOPSIS: To authorize the entry into contracts to have Drug Court program services provided in Marshfield to be paid for by the city and to amend the budget to allow for the pass through funds for this purpose, and to amend the 2017 budget to reflect the unexpected expenditures and related revenue.

FISCAL NOTE: No additional cost to Wood County. The source of funding is the City of Marshfield.

The amendment to the 2017 budget would be as follows:

Account	Name	Debit	Credit
47310	Local Government Charges	\$22,000	
51215	Drug court		\$22,000

WHEREAS, the Wood County Drug Court Program (Program) has arranged with the City of Marshfield (City) to have 18 hours per week of Program case management time provided in Marshfield such that Program participants from Marshfield would not have to travel to Wisconsin Rapids for drug testing and other case management services, and

WHEREAS, the City has agreed to fully fund the case management services in Marshfield and the Programs contracted service provider, ATTIC Correctional Services, Inc., (ATTIC) advises it will cost \$1,833.33 per month to provide these services in Marshfield, and

WHEREAS, the City has sought to contract with the County to have the Program case management services provided in Marshfield with the County then contracting with the Program service provider, ATTIC, and

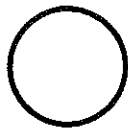
WHEREAS, the Judicial and Legislative Committee has reviewed the proposal and believes it is in Wood County's best interest to enter into contracts with ATTIC and the City to provide Program case management services in Marshfield with the costs therefor being paid by the City to the County and from the County to ATTIC,

NOW, THEREFORE, THE WOOD COUNTY BOARD OF SUPERVISORS HEREBY RESOLVES as follows:

A. To authorize Judge Wolf on behalf of the Wood County Drug Court Program to enter into contracts with the City of Marshfield and ATTIC to provide program case management services in Marshfield with the full costs therefor paid by the City.

B. To amend the 2017 budget as set forth in the fiscal note, above.

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



RESOLUTION#

Highway Infrastructure & Recreation & Executive Committees

Introduced by

Page 1 of 1

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

SMG

INTENT & SYNOPSIS: To amend the 2016 budget for the Park & Forestry Capital Projects function (56913) for expenditures not anticipated during the 2016 budget process:

FISCAL NOTE: Transfer of \$275,000 from available Park & Forestry assigned fund balance (fund 245) for Capital Projects to fund unanticipated costs for capital projects. As of December 31, 2015, the fund balance assigned for Parks Capital Projects was \$562,040. The adjustment to the budget is as follows:

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

Account	Account Name	Debit	Credit
56913	Park & Forestry Capital Projects		\$275,000
34112	Transfer from Assigned Fund		
	Balance-Parks Capital Projects	\$275,000	

WHEREAS, at the completion of the 2015 fiscal year, the HIRC and Executive Committee approved the Park and Forestry Department's request to place \$130,000 of excess revenues into the Capital Projects fund balance, and

WHEREAS, this money was to be combined with existing fund balance and was to be used to offset the costs of the construction of a new Dexter Park/Forestry maintenance shop, and

WHEREAS the parks capital project costs were higher than budgeted for due to this project and were not anticipated or budgeted for during the 2016 Park and Forestry budget process, and

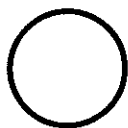
WHEREAS the Wood County Executive Committee approved the establishment of Parks & Forestry Capital Projects Special Revenue fund (245) to carryover timber sale and other revenue to fund the County's share of capital projects, many of which are 50% funded through state grants, and

WHEREAS the designated fund balance for fund (245) at the end of 2015 was \$562,040, 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".

THEREFORE BE IT RESOLVED to amend the Parks & Forestry Capital Projects (56913) 2016 budget for \$275,000 with a transfer from fund balance assigned for Parks & Forestry Capital Project expenditures, 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#

ITEM# 1- / 0

DATE January 17, 2017

Effective Date January 17, 2017

Introduced by Executive Committee
Page 1 of 1

Committee

CAK

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

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

FISCAL NOTE: Offered Amount \$21,500.00
 R.E. Taxes (42,518.84)
 Publication fees (142.82)
 Abstracting fees (205.00)

LOSS (\$21,366.66)

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

WHEREAS, during the sealed bid process no offers were received on the below mentioned properties, and,

WHEREAS, an open bid process was held and these were the best offers received on the below mentioned properties, and,

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

THEREFORE BE IT RESOLVED, that the following offers be accepted

Village of Vesper

29-00286 Lot 1 of Wood County Certified Survey Map No. 1810, as recorded Volume 7 of Survey Maps, page 10 being all of Lots 1, 2, 3, 4, 5, & 6 Block 24, Benson and Anderson's Map of Vesper, Wood County, Wisconsin.

APPRAISED
\$1,500.00

OFFER
\$1,500.00

Property is located at the corner of Oak St and Birch St, Village of Vesper.

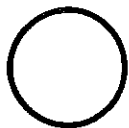
City of Wisconsin Rapids

34-14152 Lot 3 of Wood County Certified Survey Map No. 4417 (recorded in Volume 15 of Survey Maps at page 217) being part of the Northeast one-quarter of the Southwest one-quarter of Section 29, Township 22 North, Range 6 East, City of Wisconsin Rapids, Wood County, Wisconsin, together with an easement for ingress and egress purposes as noted in Volume 551 of Misc. R. at page 247.

APPRAISED
\$70,000.00

OFFER
\$20,000.00

Property is a landlocked parcel west of Rapids Ford.



RESOLUTION#

Introduced by Executive Committee
Page 1 of 1

ITEM# 1- / /

DATE January 17, 2017

Effective Date January 17, 2017

Committee

BLN

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

INTENT & SYNOPSIS: Resolution authorizing the issuance of general obligation notes to fund capital projects in 2017

FISCAL NOTE: Proceeds from general obligation borrowing in the amount of \$750,000

WHEREAS it has been determined that it is fiscally prudent to finance the 2017 remodeling, construction and improvements to the Wood County Courthouse by borrowing the money through the Board of Commissioners of Public Lands (State Trust Fund Loan Program), and

WHEREAS the Wood County Board approved the "Initial Resolution for Borrowing" on September 20, 2016.

WHEREAS the Board of Commissioners of Public Lands requires a standard application that includes a separate resolution (attached) to be approved by the Wood County Board.

THEREFORE BE IT RESOLVED by the County Board of Supervisors of Wood County, Wisconsin to approve the attached resolution to borrow the sum of \$750,000 for the public purpose of remodeling, construction and improvements to the Wood County Courthouse. The borrowing will be through the Board of Commissioners of Public Lands (State Trust Fund Loan Program) for a period of five years at an interest rate of 3.0%, and

BE IT FURTHER RESOLVED that there be and there hereby is levied on all taxable property in the County a direct, annual tax in such years and such amount as are sufficient to pay when due, the principal and interest on such Securities, and

BE IT FURTHER RESOLVED to authorize the County Board Chair, the County Clerk and the Finance Director to execute all necessary documents to complete the loan application with the Board of Commissioners of Public Land

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

FORM OF RECORD

The following preamble and resolutions were presented by Supervisor _____ and were read to the meeting.

By the provisions of Sec. 24.66 of the Wisconsin Statutes, all municipalities may borrow money for such purposes in the manner prescribed, and,

By the provisions of Chapter 24 of the Wisconsin Statutes, the Board of Commissioners of Public Lands of Wisconsin is authorized to make loans from the State Trust Funds to municipalities for such purposes. (Municipality as defined by Sec. 24.60(2) of the Wisconsin Statutes means a town, village, city, county, public inland lake protection and rehabilitation district, town sanitary district created under Sec. 60.71 or 60.72, metropolitan sewerage district created under Sec. 200.05 or 200.23, joint sewerage system created under Sec. 281.43(4), school district or technical college district.)

THEREFORE, BE IT RESOLVED, that the County of **Wood**, Wisconsin, borrow from the Trust Funds of the State of Wisconsin the sum of **Seven Hundred Fifty Thousand And 00/100 Dollars (\$750,000.00)** for the purpose of **financing the remodeling, construction and improvements to County Courthouse** and for no other purpose.

The loan is to be payable within **5** years from the 15th day of March preceding the date the loan is made. The loan will be repaid in annual installments with interest at the rate of **3.00** percent per annum from the date of making the loan to the 15th day of March next and thereafter annually as provided by law.

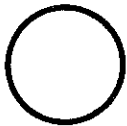
RESOLVED FURTHER, that there shall be raised and there is levied upon all taxable property, within the County of **Wood**, Wisconsin, a direct annual tax for the purpose of paying interest and principal on the loan as they become due.

RESOLVED FURTHER, that no money obtained by the County of **Wood** by such loan from the state be applied or paid out for any purpose except **financing the remodeling, construction and improvements to County Courthouse** without the consent of the Board of Commissioners of Public Lands.

RESOLVED FURTHER, that in case the Board of Commissioners of Public Lands of Wisconsin agrees to make the loan, that the chairman and clerk of the County of **Wood**, Wisconsin, are authorized and empowered, in the name of the county to execute and deliver to the Commission, certificates of indebtedness, in such form as required by the Commission, for any sum of money that may be loaned to the county pursuant to this resolution. The chairman and clerk of the county will perform all necessary actions to fully carry out the provisions of Chapter 24, Wisconsin Statutes, and these resolutions.

RESOLVED FURTHER, that this preamble and these resolutions and the aye and no vote by which they were adopted, be recorded, and that the clerk of this county forward this certified record, along with the application for the loan, to the Board of Commissioners of Public Lands of Wisconsin.

~~RETURN THIS ORIGINAL - DO NOT RETURN PHOTOCOPY.~~



RESOLUTION#

ITEM# 1- 12

DATE January 17, 2017

Effective Date January 17, 2017

Introduced by Executive Committee

Page 1 of 1

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>mja</u> , Finance Dir.		

INTENT & SYNOPSIS: Resolution authorizing the issuance of general obligation notes to fund capital projects in 2017

FISCAL NOTE: Proceeds from general obligation borrowing in the amount of \$1,000,000

WHEREAS it has been determined that it is fiscally prudent to finance the 2017 capital items in dispatch, emergency management, Edgewater Nursing Home and others (see attached list) by borrowing the money through the Board of Commissioners of Public Lands (State Trust Fund Loan Program), and

WHEREAS the Wood County Board approved the "Initial Resolution for Borrowing" on November 15, 2016, and

WHEREAS the Board of Commissioners of Public Lands requires a standard application that includes a separate resolution (attached) to be approved by the Wood County Board, and

THEREFORE BE IT RESOLVED by the County Board of Supervisors of Wood County, Wisconsin to approve the attached resolution to borrow the sum of \$1,000,000 for the public purpose of funding capital items in the 2017 budget (see attached list). The borrowing will be through the Board of Commissioners of Public Lands (State Trust Fund Loan Program) for a period of five years at an interest rate of 3.0%, and

BE IT FURTHER RESOLVED that there be and there hereby is levied on all taxable property in the County a direct, annual tax in such years and such amount as are sufficient to pay when due, the principal and interest on such Securities, and

BE IT FURTHER RESOLVED to authorize the County Board Chair, the County Clerk and the Finance Director to execute all necessary documents to complete the loan application with the Board of Commissioners of Public Lands.

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

WOOD COUNTY 2017 BUDGET
INITIAL RESOLUTION FOR BORROWING
11/15/16

DEPARTMENT/FUNCTION	OBJECT	OBJECT TITLE	AMOUNT	DESCRIPTION
<u>DISPATCH</u>				
52601 Dispatch	819	Other Equipment	284,775	6 station radios
<u>EMERGENCY MANAGEMENT</u>				
52540 Work Relief	813	Vehicles	24,000	Van
52130 Radio Engineer	819	Other equipment	9,075	replacement batteries
			<u>33,075</u>	
<u>EDGEWATER</u>				
54210 Nursing/Rehab	811	Furniture	10,000	resident room furniture
54214 Building Maintenance	822	Building Improvements	12,000	Resident rooms, Multi-purpose flooring
			60,000	300 wing grooming asbestos removal
			25,500	300 wing ramp
			<u>107,500</u>	
<u>LAND & WATER CONSERVATION</u>				
56121 Land & Water Conservation	813	Vehicles	30,000	4-wheel drive pickup truck
<u>HUMAN SERVICES</u>				
<u>Norwood</u>				
54350 Dietary	819	Other Equipment	17,650	Dish Machine
54351 Building Operations	819	Other	62,000	Water Heater, HVAC
	822	Buildings	50,000	roof
			<u>129,650</u>	
<u>INFORMATION TECHNOLOGY</u>				
51450 Information Technology	814	Computer Equipment	111,500	Rewire courthouse
			40,000	Document management
			60,000	2FA Software/Readers Security
			107,000	IT Furniture
			30,000	TimeStar scheduling HS,EW, SO
			55,500	Storage Space Phase II (sheriff)
			32,000	Fiber connections from data center
			76,000	Cyber Security Project
			27,000	Website Filtering
			<u>(139,000)</u>	Reductions by Executive Committee 9/22/16
			<u>400,000</u>	
<u>UW WOOD COUNTY/MFLD</u>				
55630 UW Mfld/Wood County	820	Building Improvements	15,000	Fire release doors UW-K-7336
Total to be financed with borrowing			<u><u>1,000,000</u></u>	

FORM OF RECORD

The following preamble and resolutions were presented by Supervisor _____ and were read to the meeting.

By the provisions of Sec.24.66 of the Wisconsin Statutes, all municipalities may borrow money for such purposes in the manner prescribed, and,

By the provisions of Chapter 24 of the Wisconsin Statutes, the Board of Commissioners of Public Lands of Wisconsin is authorized to make loans from the State Trust Funds to municipalities for such purposes. (Municipality as defined by Sec. 24.60(2) of the Wisconsin Statutes means a town, village, city, county, public inland lake protection and rehabilitation district, town sanitary district created under Sec. 60.71 or 60.72, metropolitan sewerage district created under Sec. 200.05 or 200.23, joint sewerage system created under Sec. 281.43(4), school district or technical college district.)

THEREFORE, BE IT RESOLVED, that the County of **Wood**, Wisconsin, borrow from the Trust Funds of the State of Wisconsin the sum of **One Million And 00/100 Dollars (\$1,000,000.00)** for the purpose of **financing the purchase of 2017 capital budget items** and for no other purpose.

The loan is to be payable within **5** years from the 15th day of March preceding the date the loan is made. The loan will be repaid in annual installments with interest at the rate of **3.00** percent per annum from the date of making the loan to the 15th day of March next and thereafter annually as provided by law.

RESOLVED FURTHER, that there shall be raised and there is levied upon all taxable property, within the County of **Wood**, Wisconsin, a direct annual tax for the purpose of paying interest and principal on the loan as they become due.

RESOLVED FURTHER, that no money obtained by the County of **Wood** by such loan from the state be applied or paid out for any purpose except **financing the purchase of 2017 capital budget items** without the consent of the Board of Commissioners of Public Lands.

RESOLVED FURTHER, that in case the Board of Commissioners of Public Lands of Wisconsin agrees to make the loan, that the chairman and clerk of the County of **Wood**, Wisconsin, are authorized and empowered, in the name of the county to execute and deliver to the Commission, certificates of indebtedness, in such form as required by the Commission, for any sum of money that may be loaned to the county pursuant to this resolution. The chairman and clerk of the county will perform all necessary actions to fully carry out the provisions of Chapter 24, Wisconsin Statutes, and these resolutions.

RESOLVED FURTHER, that this preamble and these resolutions and the aye and no vote by which they were adopted, be recorded, and that the clerk of this county forward this certified record, along with the application for the loan, to the Board of Commissioners of Public Lands of Wisconsin.

~~RETURN THIS ORIGINAL DO NOT RETURN PHOTOCOPY.~~

HEALTH AND HUMAN SERVICES COMMITTEE

DATE: December 22, 2016

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

PRESENT: Donna Rozar, Adam Fischer, Marion Hokamp, Dennis Polach, Bill Clendenning, Lori Slattery-Smith R.N. (joined the meeting after agenda item 4), Tom Buttke, Jeffrey Koszczuk, D.O.

EXCUSED: Sue Kunferman, Jessica Vicente

ABSENT: ---

ALSO PRESENT (for all or part of the meeting): Jordon Bruce (Edgewater Haven & Norwood Health); Brandon Vruwink, Steve Budnik, Angela O'Day (Human Services); Kathy Alft, Nancy Eggleston (Health Department); Rock Larson (Veteran Services); Reuben Van Tassel (Maintenance); Lance Pliml (County Board Chair); Warren Kraft (Human Resources Director)

- 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) **Closed Session**
Motion (Buttke/ Koszczuk) to convene into closed session pursuant to 19.85(1)(c) Wis. Stats. to consider employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility; for the purpose of conducting a Department Head evaluation. Rozar: Aye, Fischer: Aye, Hokamp: Aye, Buttke: Aye, Koszczuk: Aye, Clendenning: Abstained from vote without reason given, Polach: Aye (no voiced objection heard). Motion carried. The Committee went into closed session at 5:01 p.m.
- 4) **Return to open session**
Chair declared a recess of the closed session at 6:00 p.m.
- 5) **Public Comments**
 - There were no comments from the public.
- 6) **Presentation on redesigned proposal by Dan and Chris Helwig from Design Unlimited regarding a possible Human Services Building in Marshfield**
Dan Helwig presented revisions to the original design which changed square footage and reduced costs. A preliminary budget which incorporated the revisions was described in detail. Total project costs are now anticipated between \$1.7M-\$1.9M. A tentative schedule and conceptual design were shared. Reuben Van Tassel shared concerns and provided suggestions with materials and mechanicals to be considered. A very lengthy discussion continued addressing Committee member questions and concerns. Dan and Chris Helwig will return to the January Committee meeting.
- 7) **Consent Agenda**
Health Department and Human Services narratives were pulled. Edgewater and Human Services vouchers were pulled. Motion (Hokamp/Fischer) to approve the consent agenda. All ayes. Motion carried.
- 8) **Discussion and consideration of items removed from consent agenda**
 - HEALTH - Supervisor Clendenning asked what the Wazeecha Cottage is. Nancy Eggleston explained this is a tourist rooming house and is in the category of licensed lodging. Supervisor Clendenning also had a question regarding the narrative description of a home visit (at a home found unfit for human habitation) asking if a skunk had been found. Nancy provided a response with the complaint follow-up process.
 - HUMAN SERVICES - Supervisor Clendenning asked what's going to happen with the Airport CBRF closing. Brandon Vruwink noted it is Maintenance Department's building and the Executive Committee will decide what will happen to the house. Brandon responded with how Human Services might assist residents being displaced and noted that treatment will continue. The Legacy Foundation is considering funding support to keep the CBRF operational.
 - EDGEWATER - Supervisor Polach asked about payment to Kenneth Hartje for moving telephone line and payment to Power Pac for lawnmower. Jordon Bruce provided an explanation for payment with both.
 - HUMAN SERVICES - Supervisor Polach asked about Clark County Rehab and Lutheran Services payments, Brandon Vruwink provided explanation of the contracted services with both.
- 9) **Financial Statements – Edgewater Haven, Human Services, Norwood Health Center**
Financial statements were reviewed with specific questions answered by appropriate Department Heads.
- 10) **Edgewater Haven Conflict of Interest Assertion update**
Jordon Bruce explained the policy needs signature of Committee members. A copy was provided to members and signatures obtained.
- 11) **Human Services Discussion of Competency Programming Request from DHS**
Jordon Bruce provided an update with other considered locations for Competency Programming.

- 12) **Human Services update of projected rate increases for Group Homes and Residential Care Providers**
Brandon Vruwink provided an update with the ongoing discussions surrounding rate increases and the impact they may have on the 2017 Human Services budget.
- 13) **Human Services Psychiatric Recruitment**
Brandon Vruwink shared an update with Dr. Andrews' anticipated retirement and asked the Committee to consider how it will approach that vacancy.
- 14) **Human Services FSET Program Success Story**
Steve Budnik and Angela O'Day were introduced and recognized for their work with the FSET program. A video capturing an FSET Program Success Story was played.
- 15) **Human Services update of Weekender program for Mental Health Tech's and possible expansion to other positions and Edgewater**
Jordon Bruce shared results of the creation of weekender positions, this has proven to be very successful and there is a desire to expand this opportunity to include nurses at Norwood and Edgewater.
- 16) **Health Department presentation of Medications Disposal Public Service Announcement**
Nancy Eggleston played a PSA describing the Pharmaceutical Disposal Program. Collection information was shared with the number of pounds disposed of over the past two years.
- 17) **Health Department out-of-state travel request to attend the Community of Practice for Public Health Improvement in New Orleans, LA, April 20-21, 2017 with all expenses paid with grant funds**
Kathy Alft shared conference details and learning objectives. Motion (Buttke/Fischer) to authorize attendance to the Community of Practice for Public Health Improvement Open Forum in New Orleans, LA with all expenses paid with grant funds. Supervisor Clendenning stated he would be voting no because the Health Department has had numerous out-of-state travel requests. Chair Rozar explained how many of the requests are required as part of grant funding, and that all requests are non-tax levy funded. Six ayes, two opposed (Clendenning and Polach). Motion carried.
- 18) **Update regarding relocation of departments to the River Block Building and in the Courthouse**
Bids have been received and opened for River Block construction. Work is expected to begin January 1.
- 19) **2017 Health & Human Services Committee meeting dates**
A list of meeting dates in 2017 was shared (4th Thursday monthly with exception to November meeting moved to the 3rd Thursday due to the Thanksgiving holiday). Budget meeting for Human Services and Edgewater will be scheduled for August at a later date.
- 20) **2017 Health & Human Services Committee goals discussion**
Agenda item postponed to January meeting.
- 21) **Legislative Issue Updates**
Department heads provided updates regarding issues pertaining to their departments.
- 22) **Items for Future Agenda**
The Chair noted items for future agendas.
- 23) **Next Meeting(s)**
 - January 26, 2017, 5:00 pm, Wood County Annex & Health Center Classroom – Marshfield
- 24) **Closed Session**
The Committee returned to closed session at 8:50 p.m. pursuant to 19.85(1)(c) Wis. Stats. to consider employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility; for the purpose of conducting a Department Head evaluation. Slattery-Smith (absent from the closed session at the start of the meeting). Rozar: Aye, Fischer: Aye, Clendenning: Aye, Polach: Aye, Hokamp: Aye, Buttke: Aye, Koszczuk: Aye, Slattery-Smith: Aye. Closed session reconvened from recess.
- 25) **Open Session**
Motion (Hokamp/Koszczuk) to return to open session at 9:45 p.m. All ayes. Motion carried.
- 26) **Adjourn**
Motion (Koszczuk/Slattery-Smith) to adjourn. All Ayes. Motion carried. Meeting adjourned at 9:46 p.m.

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

Minutes subject to Committee approval

Marion Hokamp, Secretary
Health and Human Services Committee

The regular meeting of the Board of Directors of North Central Community Action Program, Inc. was held on Monday, December 12, 2016 at the United Way of Marathon County offices in Wausau. The meeting was called to order at 6:00 pm by President Peter Rotter.

Pam took roll:

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

Roll call: Denis Burgess took roll call.

Guests: Peter Rotter introduced Diane Sennholz as the hiring committee's recommendation for our Executive Director position. Diane stepped out and Peter Rotter gave his report on the Executive Director search.

Executive Director Search Update- Peter reported the hiring committee interviewed 4 applicants and they are recommending Diane Sennholz for the position. Diane is a CPA for Marathon County and prior to that was the Marathon County Clerk of Circuit Court. Motion was made by Patsy Woller to approve Diane Sennholz as our new Executive Director. Second was made by Holly Kieper. Motion carried. Diane has to give a 28 day notice to her current employer and could start as soon as January 9, 2017.

Minutes: A motion was made by Donna Rozar to approve the November minutes as presented. Second was made by Steve Robinson. Motion carried.

Membership: Jeff reported in November we received a letter from the Mayor of Merrill appointing Sue Hass to our Board of Directors. Pam has talked with Sue and she should be here at our January meeting. Pam reported the Neighbor's place recommended Evan Cass as a low income representative replacing the Neighbor's Place seat on our Board of Directors. Our staff are circulating the petition for Evan. We should have the signatures completed so we can schedule a Target Group Sector Nominating Committee meeting for January. Sue Sippel was present and had sent in a letter appointing herself as the representative for the Family Center in Wisconsin Rapids. Introductions were made by Board members and staff.

Finance Committee: The committee reviewed November expenses and October financial statements. Pam distributed copies of the Balance sheet and Statement of Revenue and Expenses thru October 30, 2016. Motion was made by Denis Burgess from the committee to approve November expenses and October financial statements. Motion carried. Pam distributed copies of the 2017 budget. Pam reported under administration the \$25,997 for beneficiary costs is the note payable we will pay in

January, 2017 to the Incourage Foundation. This note was used as match for our Revolving loan fund. The amount unpaid by participants will be reimbursed with discretionary dollars. The \$33,228 budgeted under administration for partner agencies is the pass through amount to North Central Technical College for their ABE grant. Pam reported the Job & Business Development budget is currently at a decrease of 1.5 hours per week for staff unless we receive additional funding. The United Way of Marathon County EHAF budget was reduced and the 2017 budget of \$251,500 includes \$20,000 from the City of Wausau toward the Short Street budget included in EHAF. THP Special line item is for a grant Jeff wrote for additional funding we are hoping to receive. The budget does include a 2% wage increase. A motion was made by Donna Rozar to approve the 2017 budget. Second was made by Deb McDonald. Motion carried.

Annual Conflict of Interest: Pam included the forms in the Board member packets. Please complete the forms and return to Pam by the January meeting.

Weatherization Report: Tony distributed the November, 2016 weatherization production report. Our goal for November was 25 units. We completed 24 units in November, however, our goal ytd thru November totaled 135 units and our actual completions thru November were 141 units. Our deferral rate for November was 46%. Tony reported the new Emergency Furnace contract period started October 1st and we already have 74 replacements and repairs completed.

Marathon County Government Presentation: Pam reported Jeff had already agreed to present to the Marathon County Board of Directors regarding the services we provide in the County. Pam has asked Brad Karger to reschedule the presentation to give our new Executive Director time to get acclimated to our programs.

Revolving Loan Fund Status Update: Pam distributed a current list of loans. There are currently 6 loans under our USDA Revolving loan fund and 1 with funds from the City of Marshfield. Currently 5 of the 6 USDA loans are in default. One client under the RLF has had a judgement filed against them in small claims court. At December 31, 2015, we recorded an allowance for an uncollectable amount of \$12,700. Pam is estimating we will record an additional allowance of \$6,500 at December 31, 2016.

Capistry Town Homes: Pam reported we have had over \$24,000 in repairs so far in 2016. This included the large excavating project that cost \$20,782. Tony explained the repairs that were necessary and the poor quality that went in to our building. Pam reported we are under a compliance requirement for 20 years which should expire in July, 2020. Tony suggested we look at our options when we get closer to 2020.

Next Meeting Date: Our next meeting will be January 9, 2017. A motion was made by Donna Rozar to approve the January 9th meeting date. Second was made by Denis Burgess. Motion carried.

Adjourn: Peter Rotter declared the meeting adjourned at 7:23 pm.

2

December 2016
Health and Human Services Committee
Edgewater Haven
Jordon Bruce

In the month of November we had 10 admissions and 7 readmissions. Current census on the Behavior Wing is 10 residents. Census comparison to last year November:

November 2015 – 61 average census with 10 rehab

November 2016 – 54 average census with 10 rehab

Admissions/Discharges Comparison:

November 2015 – Admissions 10/Discharges 12/Readmissions 11

November 2016 – Admissions 10/Discharges 10/Readmissions 7

Our annual survey recertification took place in December and the facility did remarkably well. We received three low level cites which is well below the state average of eight cites. One cite was related to our hand-washing sink water temperature was not hot enough; the other two were related to medication administration errors, both of which resulted in no harm. This will not require an on-site re-inspection to ensure we are in compliance.

We have completed moving residents off of 300 North due to our low census to improve staff response times and obtain maximum efficiencies. Our census in December is off to a good start reaching 63 residents.

Marketing-November 2016

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

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

Sponsorship of Aging and Disability Resource Center Bingo; made contact with 80 individuals this month.

Team meeting January 2016 to review emergency protective placement process.

Edgewater sponsors a monthly Memory Café and weekly Veterans' Café in the community.

We continue to sponsor a monthly ad in the Aging and Disability Resource Center newsletter.

Edgewater Haven Annual Christmas Party December 21st at 2:30 p.m.

Edgewater Haven cookbooks are on sale for \$10.00.

Social Services will be making follow-up calls on all discharges and referrals that discharge elsewhere.

WOOD COUNTY HUMAN SERVICES DEPARTMENT REPORT

December 12, 2016

Director's Report by Brandon Vruwink

I had the pleasure of attending the WCHSA Fall conference with Health & Human Services Committee Chair Donna Rozar and Health & Human Services Committee Member Bill Clendenning. The conference provided us with opportunities to connect with other Human Services Professionals, County Board Supervisors and representatives from the Wisconsin Counties Association. WCA facilitated a session that focused on the importance of developing relationships with our area legislators. The key take away was that we need to develop and foster these relationships year round not just during the development of the state budget. In the past we have connected with legislators during the annual "Human Services Day at the Capital". While this is a very important day, I believe it is in our best interest to connect with legislators more regularly so we can keep them informed.

The Family Services Division recently submitted a grant request to the Department of Children and Families. I am pleased to inform you that Wood County has been awarded \$20,000 in Early Intervention funds for each of the next two calendar years for the purpose of improving community-based juvenile delinquency services. This grant will assist us in providing additional support to children in Wood County. I would like to thank Craig Rasmussen and Mary Schlagenhaft for coordinating this effort.

The Wood County Transportation Program was notified on December 7th that we were awarded a grant to purchase a new bus. Our Transportation Program has been working to upgrade our fleet to ensure that we can continue to meet the needs of our riders. This grant will cover 80% of the cost of the new bus! I want to thank Victoria Wilson for her work in developing this grant proposal.

Behavioral Health/Long Term Support Services Update by Stephanie Gudmunson

The process of taking over operation of the Bridgeway Crisis Stabilization program is underway. Lutheran Social Services will shut down the Bridgeway CBRF effective no later than 12/31/16. Wood County must apply for CBRF licensure and obtain this licensure before we can re-open the program. The application process has been started but it will likely take several months to obtain the license. We are in the process of recruiting and interviewing for the positions needed to cover the Crisis Intervention line after the Airport Avenue CBRF closes on 12/31/16 as well as the new positions that will be needed to cover the Bridgeway Crisis Stabilization program.

We have notified the state of our intention to close the Airport Avenue CBRF. All residents of the CBRF were given a 30-day notice of the pending closure per statutes. There are currently three residents at the CBRF and each has a transition plan in progress to move to another setting prior to 12/31/16.

The CCS regional coordinating committee met again to continue their strategic planning process. The committee set a plan for 2017 that will include putting on four events that will promote mental health awareness as well as promoting consumer and family participation in committees such as the CCS coordinating committee. There will be two events that will be geared toward children and two that will be geared toward adults. More details to come as the committee continues to work on this plan in 2017.

Fiscal Services Update by Jo Timmerman

Norwood: Norwood has received notification of its remaining Supplemental Award of \$107,500. We expect to receive this payment in the next week or two.

The 2015 desk audit for our TBI unit has been completed. As a result of this audit our finalized reimbursement rate has been determined and will be adjusted retroactively back to 1/1/15 for all patient days paid from 1/1/15 through present. The 2016 interim rate will be adjusted to the 2015 finalized rate and will remain in place until the 2016 desk audit is conducted sometime in 2017.

Fiscal staff are currently compiling financial data for submission to the Department of Health Services as a requirement of the licensure application for Norwood's Bridgeway Crisis Stabilization Unit.

Community: Jo Timmerman and Mary Schlagenhaft will be attending a WebEx training on December 16th regarding the 2015 WIMCR (Wisconsin Medicaid Cost Report) and CCS (Comprehensive Community Services) cost settlement process. On or around December 19th reports related to the 2015 settlements will be made available to counties for review. It is anticipated that settlement payments for 2015 will be received in the next two to three weeks. Budget projections have been supplied for the 85.21 Transportation Grant for 2017 which is due 12/15/16.

Fiscal staff at the 12th Street Clinic has compiled account balances considered for TRIP (Tax Refund Intercept Program) registration. Once approved staff will begin the registration process.

Norwood Health Center Update by Jordon Bruce

I had a good conversation with a Psychiatrist candidate for our Treatment Director position. Our last candidate's spouse was unwilling to relocate to the area. I am hopeful to get the candidate to the area shortly after the holidays to move forward with the interview process. I have also had a good conversation with a Psychiatry Resident for the Inpatient/Outpatient Psychiatrist position. He is reviewing the information I sent to him to see if this is an opportunity that might work for him. We have been informed by DHS that they are looking at all of their "state owned" property prior to exploring the potential leased space at Wood County Annex and Health Center. We should know more during the first quarter of 2017 if they are going to pursue the competency restoration services with us.

Norwood Nursing Department by Liz Masanz

Presently we are at a hiring freeze for the rest of 2016 which has made staffing difficult with the vacation requests and sick time. However, the staff have been working together to try and accommodate each other. We are recruiting for four open Registered Nurse positions. We are excited that we recently had three interviews with RN's and we have one that has accepted a full time position and will be orienting this month.

The admissions unit continues to staff with Locum and we continue to work with recruiters to fill our permanent positions. Dr. El-Awady will be starting this next week and has committed to staying six months while we continue to recruit. Our census has been an average of 10.3. We are seeing a lot of out-of-county patients. We continue to see a patient population that is very chronic, and very intensive requiring longer lengths of stay's and intense staff services to the patient's.

Norwood Dietary Department by Larry Burt

All of the kitchen equipment purchased for the additional congregate meals is in place and in working order. We are currently waiting on the food truck which should be here mid-December. The congregate meals for the month were 5,212. The year-to-date totals are 58,860. 2016 is ahead of 2015 by 649 meals.

Norwood Maintenance Department by Lee Ackerman

Updated Fire and Disaster Plan has been distributed and the annual training has been presented. A copy of the Plan has been uploaded to SharePoint and the training has been added to Relias.

The Focus on Energy incentive check, in the amount of \$15,214.29, has been received. This was for the chiller that was replaced in October/November.

Installation of camera system has started and will take a week or two to complete. There was an entrance coverage that was missed when Gappa was brought on board, but we will be making a change order to add cameras to that location.

The roof had leaks, again, in a Social Worker's office and the lobby. I hoped we could make it until next year, but have called a roofing company in to make repairs.

Most of the light fixtures in the kitchen area have been converted to LED. The last few will be done in December. We expect to see less than half of the energy usage in that area, which is lit approximately 12-14 hours a day.

A new expansion tank was installed in the boiler plant, which will help level out variations in pressures in the system. There has been a problem with spiking/dropping pressures since the original expansion tank was replaced several years ago, believed to be due to under-sizing of replacement tank.

Norwood Health Information Department by Jerin Turner

The purging of records continues. Met with Jan Pelot to inquire about papers we need to retain for a certain amount of time being scanned into the server instead of saving the paper copies.

November 2016 Referrals for TBI Unit

Date	From	Patient	Status	Additional Info
11/1/2016	Theda Care	female	Pt declined	
11/3/2016	VA Hospital- Madison	male	declined	Pt in restraints, has 1:1 sitter- not doing therapy
11/18/2016	Sacred Heart Eau Claire	male	Pending	UHC insurance- no benefits
11/18/2016	St. Vincent- Green Bay	Male	pending	MA pending
11/22/2016	Ministry- Marshfield	Male	declined	Not participating in therapy; needs 1:1 sitter
11/28/2016	Meriter in Madison	Male	Pt declined	Wife decided to take Pt home

Health Department Report

December 22, 2016

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

ADMINISTRATIVE REPORT – SUE KUNFERMAN, RN, MSN

- I will not be in attendance at our December committee meeting as I am having surgery on December 20. Kathy Alft can update the committee on that situation during public comments.
- We continue to work on two larger initiatives within our department – Trauma Informed Care and Branding. Both of these are significant undertakings and I will update you with more details as we move through these processes.
- I am working with the management team on getting through our re-accreditation work plan. We will need to work hard in 2017 to assure we are prepared for re-accreditation in spring of 2018.
- We are updating our agency Strategic Plan, phasing out strategies that have been accomplished and adding new strategies for the coming year. I will present the plan to you at an upcoming HHSC meeting (Donna has been involved as a representative from the HHSC).
- We have been busy working to fill vacant positions for our environmental health and healthy smiles expansions and our vacant public health nurse position (which has been vacant since summer). We've completed second interviews for the nursing position and selected a final candidate. We are hopeful that this individual will start on January 3.

COMMUNITY HEALTH IMPROVEMENT PLANNER REPORT – KRISTIE RAUTER EGGE, MPH

Chronic Disease Prevention (Recreate Health)

Two AmeriCorps members have started their service with the Wisconsin Rapids Public Schools and the health department. Their focus is Farm to School, encompassing pre-contracting procurement strategies with farmers and nutrition/agricultural education in the classrooms as well as development and maintenance of school gardens. A Community Food Center (Food Hub) planning meeting will convene by the end of December. This meeting will compile existing and past research to use for the first partner/interested parties meeting set to be held in January. We are partnering with a Michigan Coalition and four local grocery stores for *Go, Slow, Whoa* materials to be implemented in 2017. *Go, Slow, Whoa* helps shoppers identify and select healthier options. We are hoping to roll this out in January. Healthy checkout lanes and fruit and vegetable of the month promotions will also be implemented in the grocery stores. These promotions will align with WIC clinic counseling and Wood County Farm to School newsletters. Smart Meals continues to be implemented in Wood County restaurants. Farmer's market managers will be pulled together in the beginning of January 2017 to discuss county wide signage/identification strategies to increase market participation, accessibility, etc. Plans are being researched in order to develop a comprehensive bike/pedestrian plan for Wood County. There are counties with existing plans that we plan to utilize. Bike Share continues to search for new and innovative ways to expand and improve for the 2017 season, which may include covered bike racks, new bikes, app check-out systems, etc. Non-pharmaceutical prescriptions are almost to the printer, pending host site approval of documents. These prescriptions will provide evidence-based community resources for nutrition and physical activity programs. Participating organizations are WIC (Women, Infant, Children), ADRC (Aging and Disability Resource Center), South Wood County YMCA, and the local farmer's markets. Aspirus clinic has four participating physicians that will be implementing the referrals in January.

Mental Health (Mental Health Matters)

Paper Tigers showings are being coordinated around the area as a method to help decrease mental health stigma. This will also be done with the *Resilience* movie with showings and discussions in Wood County. Children's Hospital of Wisconsin is a strong partner helping with this work. A trauma informed care plan is currently being mapped out with a student working on her masters degree. Human Services also has a committee that we are providing support to around trauma informed care. We worked together to have 3 Wood County folks trained as Adverse Childhood Experience (ACE) Master Trainers. Those Master Trainers will be providing trainings throughout Wood County. We will be mapping out an ACE training plan in the near future. Question, Persuade, Refer trainings are still being coordinated and completed in Wood County and a database has been created to better organize trainings numbers. Marshfield Clinic has recently pulled together a mental health workgroup that we are participating in. A meeting is planned with the Suicide Prevention Coalition in Stevens Point to discuss a partnership to hold a mental health conference. The Love INC of South Wood County team tries to meet weekly to move forward with engaging the faith community in solving the mental health and AODA issues of our community. Currently, they are working to obtain their 501(c)(3) status. They are meeting with churches in the south Wood County area to present Love INC information to their leadership and the congregations. Meetings are also being held with the north Wood County coalition members later in December to get this going in Marshfield. The team coordinated the November Lunch-n-Learn about Coping with Loss. We also recruited and coordinated a youth volunteer to collate evaluation data from the Mental Health Conference and the Current Drug Trends

Presentation. We recruited presenters for the December and January Lunch-n-Learn presentation, created flyers for the January Honest, Open, Proud (HOP) Training and the Compassion Fatigue to Resilience Training, and recruited presenters.

Alcohol and Other Drugs (AOD Partnership)

The team represented the health department with a display table at the Veterans Expo on Nov 2nd. The coalition coordinator attended a listening session on the Prescription Electronic Drug Monitoring Program launch in Marshfield. We are working on updating radio public service announcements (PSAs) for the immunization team and supporting Aspirus in their efforts to start their own needle exchange. We continue to collaborate with the Marshfield Area Coalition for Youth (MACY) coalition and are currently working on Community Alcohol Resource for Establishments and Servers (CARES) in Marshfield (hopefully in Wisconsin Rapids soon), PSAs for the Marshfield community, branding for the coalition, *Parents Who Host Lose the Most* campaign, Marshfield Area Parent Network dinners, the MACY annual report, and a fundraiser for the coalition. A community dinner was held in Wisconsin Rapids to educate the community about current drug trends and it was a hit with 152 adults and 13 children attending. There will be a dinner debrief meeting on December 13th and a planning meeting to schedule more dinners for the next two years on December 22nd. Data is also being pulled together to create infographics and other fact sheets that can be given out at community events. A Marshfield marijuana group has been pulled together and we are promoting this group to our coalition so we can have a presence there and start working on Wood County initiatives, not just Marshfield. The next meeting is on Thursday, December 15th. This group is working on developing a presentation to give to the community, developing a brochure for the community, and looking at workplace drug free policies and identifying workplaces who may want to work with our group and make changes to their policy, or adopt a policy. We will also be connecting with school personnel to identify ways in which our group can make an impact in their schools.

Healthy Growth and Development (Brighter Futures)

Coalition members have begun discussions with Aspirus Doctors' Clinic on data usage and also implementation of oral health screening, referral, and possibly fluoride varnishing in well child exams. The coalition will be conducting a survey of all dental providers in Wood County; this is similar to surveys that have been conducted in the past and assesses access to oral health services for children. This information will be shared with Aspirus to assist them in making dental referrals. We are also recruiting for an additional dental hygienist and health screener to expand the Healthy Smiles program in Wood County. Online Youth Risk Behavior Surveys (OYRBS) will be conducted in all Wood County school districts in 2017. The survey is meant to provide schools, parents, and community partners with an understanding of the student population's health risk behaviors, attitudes, perceptions, and protective factors so that relevant programs can be developed. We have correlated Wood County YRBS Data from 2015 and 2016 into releasable documents. The data reports are now available with 2015 and 2016 survey results.

Branding Committee

The committee has conducted a PESTLE (Political, Economic, Social, Technological, Legal, and Environmental) and SWOT (Strengths, Weaknesses, Opportunities, Threats) analysis. These analyses will provide in-depth information of internal and external factors that affect the health department, both positively and negatively. This information will help guide further branding work. The committee opened the PESTLE and SWOT analyses to all health department staff for additional input. The committee will narrow the scope of the analyses by a rating/prioritization system. The next step is to identify specific department area audiences.

ENVIRONMENTAL HEALTH REPORT – NANCY EGGLESTON, R.S.

New Businesses and Food Safety Workshops

We licensed a new Kwik Trip in Marshfield located off of Hwy 10. The Vesper Café is new and Baxter's Wazeecha Cottage opened as a tourist rooming house in Grand Rapids. We consulted with a mobile home park owner wishing to convert to a campground. We are also assisting a home cake baker in the design and separation of the kitchen area. A number of businesses participated in a food safety workshop this fall. Businesses that participated include Anchor Bay, Olympic II, Marshfield Clinic and St. Joe's food service programs, Babcock Café, Piggly Wiggly, Laura's Corner Café, Wisconsin Rapids, Rudolph, and Vesper schools, and the Wood County Boy Scouts of Marshfield/Spencer.

Complaints

Children were playing with a bat in Marshfield and an individual had contact with the bat while intervening on the play with the bat. The Health Department collected the bat from an area vet and sent it in for rabies testing because of the exposure to the children and adult. The bat tested negative for rabies. Our department conducted a home

visit, along with Human Services and the Humane Officer, at a home that was found to be unfit for human habitation. This was an ongoing concern. At the time of inspection, the home had no heat, no working septic waste disposal system, an accumulation of animal feces throughout, and areas were in serious disrepair. We received a complaint of manure on a road and discussed this with the local township. A cockroach complaint was investigated at a local hotel.

Radon Education and Outreach

Greg attended training for radon grant participants. Kate provided a full day of radon outreach and education, holding sessions in Auburndale, Arpin, and Milladore. These areas of the county are more likely to have elevated radon levels, though radon is present throughout the county. A radio show also covered radon awareness, cancer risks from radon, and radon testing.

Environmental Health Program

We are preparing for the additional workload as we take on the Environmental Health program for Adams and Juneau Counties in January. We have been corresponding with the DNR, Department of Agriculture, Trade and Consumer Protection, and the Department of Safety and Professional Services about the agent contracts and transfer of files. We will be meeting with Sauk County to discuss the transition. We will function as the Radon Information Center (RIC) for the 3 county area as well.

HEALTH PROMOTION AND CHRONIC DISEASE TEAM REPORTS

Oral Health Program - Wendy Ruesch, RDH, CDHC

The initial oral screening and fluoride treatment for all Wood County Head Start Centers is complete. Two more screenings and fluoride treatments will be provided during the remainder of the school year. The initial visit for the North Wood County second grade sealant program is completed. We are currently recruiting for two casual positions: Oral Health Program Supervisor (Dental Hygienist) and Oral Health Screener (Dental Assistant) for the Healthy Smiles program expansion.

3-O Day Committee – Alecia Pluess

3-O Day was held at Hotel Mead on November 28th. This day provides education to area students on a variety of topics including suicide prevention, sexually transmitted infections, drug abuse, cancer prevention, healthy relationships, distracted driving prevention, and responsible use of social media. Approximately 320 students and advisors attended the event from Loyal, Pittsville, Wild Rose, Wisconsin Rapids, Colby, Auburndale, and Stevens Point school districts. I serve as Secretary of the 3-O Day Board.

Community Partnerships for Healthy Mothers and Children Grant – Amber France

Major highlights from the grant work this past month include:

- Training on WIC and breastfeeding services offered at the health department was completed for Aspirus Doctors Clinic staff.
- Another restaurant became a Smart Meals restaurant.
- Grocery store managers from IGA, Pick N Save, and Piggly Wiggly were pulled together to meet regarding nutrition labeling in the grocery store. The managers will continue to meet quarterly.
- Walgreens agreed to hand out breastfeeding referral sheets when a breastfeeding mom comes in for a prescription. This will decrease barriers and allow for continued breastfeeding while taking medications.

COMMUNICABLE DISEASE TEAM REPORTS

Communicable Disease Update – Alecia Pluess

- During the month of November, there were 29 cases of chlamydia and 4 cases of Hepatitis C investigated in Wood County.
- Also during the month of November, 1 case of salmonella and 2 cases of giardia were investigated.
- There was 1 confirmed case, 1 probable case, and 7 suspect cases of Lyme disease investigated during the month of November. There were also 2 suspect cases of babesiosis and 2 confirmed cases of anaplasmosis.
- We also investigated 2 confirmed cases of varicella (chicken pox).
- Communicable Disease Nurse Melony Johnson attended the TB Summit held in Kimberly on November 3rd. Public Health Nurses Melony Johnson, Jean Rosekrans, and I attended the STD Summit in Rothschild on November 16th.

- Jean Rosekrans has been working with Wood County schools on proper submission of the School Report to Local Health Departments immunization compliance reporting forms. A change in the forms this year has led to some confusion.
- Wood County Health Department received its required Vaccines for Children compliance site visit from the Wisconsin Immunization Program on November 8th. No compliance issues or violations were identified during the visit.
- Jean Rosekrans did blood-borne pathogen training for the employees of the Family Center in Wisconsin Rapids on November 15th. On November 21st, Melony Johnson gave presentations to 144 seventh grade students at Marshfield Middle School entitled 'What is Public Health?' and included information on immunizations and the process of the mandatory reporting of illnesses. On November 29th and 30th, Jean and Melony gave presentations on adolescent immunizations to 8th grade students at Alexander Middle School in Nekoosa.

FAMILY HEALTH AND INJURY PREVENTION TEAM REPORTS

Wood County Parenting News – Erica Sherman

The parenting news program has been updated! All current and new program enrollees will now receive the *Just in Time* Parenting Newsletter, which is distributed nationally through Extension. The new e-newsletter is now in color, mobile-friendly, and includes up-to-date research-based parenting information through age five (previously age three). Parents can enroll by texting the keyword "healthy" to 55678 or emailing their child's date of birth to ParentingNews@co.wood.wi.us.

Caring Hands – Erica Sherman

This fall's Caring Hands trainings focused on creating an affordable space to encourage social/emotional development in child care centers. The presenter, Chelsey Thill, did an excellent job of providing practical, creative ideas on environmental designs to support development. The training, entitled *Creating Environments for Quality Care*, was held in Wisconsin Rapids and Marshfield, with a total of 88 participants.

Lactation – Amber France

The Wood County Health Department, Aspirus Riverview Hospital and Clinic, and Aspirus Doctors Clinic are working together to streamline lactation care. The ultimate goal will be to increase breastfeeding initiation and duration rates in Wood County.

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

The Wood County WIC program continues to do outreach in the community and educate providers on what the WIC program is and how it has changed over the last 5 years. The number of active participants has increased over the past month due to the outreach efforts and new reports that allow us to target those who are not active in the program.

Caseload for 2016 (Contracted caseload 1327)

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Active	1309	1268	1309	1307	1286	1268	1264	1295	1279	1273	1313	
Participating	1438	1410	1425	1424	1395	1374	1387	1410	1406	1411	1424	

CVSO Report to the Wood County Health and Human Services Committee

Meeting Date: December 22, 2016

Caseload activity for November 14 new veterans served. The regular detailed caseload activity report is attached.

Activities:

1. Completed as of December 15, 2016:
 - a. November 11- Veterans Day, The Wood County Veterans Memorial Committee will hold a Legacy Stone dedication ceremony at 1p.m.
 - b. November 16 – Wood County Coalition Against Abuse Interdisciplinary Team quarterly meeting. Presentation by MICHAM Range VA program out of Waupaca.
 - c. November 16 – Tomah VAMC quarterly CVSO Update.
 - d. November 16- National Veterans Legal Services Webinar on VA rating of Gunshot/Shrapnel Wounds.
 - e. November 22 – meeting with Miracle Ear staff on VA healthcare and hearing.
 - f. December 6 -Wood County Transportation Committee meeting.
 - g. December 7- CVSO was guest speaker at Hero's Café.
 - h. December 7 – Wisconsin Rapids Pearl Harbor Program at VFW.
 - i. December 12 – Southern Wood County Homeless Collation meeting.
2. Near Future:
 - a. December 21 – President of CVSO Association of Wisconsin meets with Governor Walker to discuss appointment of new WDVA Secretary January 15 – Grant reimbursement paperwork due to Wisconsin Department of Veterans Affairs
 - b. January 18 – Wisconsin Counties Association County Ambassador program day at the capital.

Office updates:

1. Wood County veteran hiring initiative: No progress in this reporting period.
2. Update on Wisconsin Department of Veterans Affairs (WDVA) Grants to Counties for improvement of services. After several meetings with the WDVA the CVSO Association was able to negotiate a more liberal interpretation of the categories allowed for reimbursement. We are now able to apply for a percentage of the CVSO Association training conference costs based on the percent of the training that was provided by either WDVA personnel or Federal VA personnel (IAW state Statute 45.82 (5) (d)). For this past conference that is 41%. We are now allowed to reimburse mileage to county employees for traveling to see veterans with transportation barriers. Our office is currently preparing the reimbursement request for the County Board Chairman's signature.
3. Office move: The first stage of the Veterans Office relocation has been completed (still a few boxes to put away & organize). The remodeling of our old space has begun and once the new data center is established the remainder of our space will be remodeled for our final configuration.

Agenda Item 7b – Consent Veterans Department Head Report page 2

4. Tomah VA hospital has published the process for veterans who may have been exposed to contaminated dental instruments. One Dentist at the Tomah VAMC has potentially contaminated almost 600 veterans by not following the proper cleaning procedures. See attached press release for more information
5. Wisconsin Counties Association County Ambassador program. Once again the CVSO has been selected by WCA to participate on this team. The first CAP day at the capital is January 18 and he is in the process of scheduling meetings with the legislators who represent Wood County.

Minutes of the Wood County Public Safety Committee

DATE: January 9, 2017

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

OTHERS

PRESENT: Steve Kreuser, Bill Clendenning, Thomas Reichert, Laura Clark

LOCATION: Wood County Annex & Health Center – Marshfield - Classroom

1. Call to Order:

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

2. Review minutes of December 12, 2016:

Motion by Hamilton, second by Winch to approve the minutes of the December 12, 2016 meeting. Motion carried unanimously.

3. Public Comments:

No public comments.

4. Emergency Management Department:

a. Communications December 2016 Claims:

The Committee reviewed the Communications December 2016 claims.

b. Communications Report:

The Committee reviewed the Communications report.

c. Emergency Management December 2016 Claims:

The Committee reviewed the Emergency Management December 2016 claims.

d. Emergency Management Activity Report:

The Committee reviewed the Emergency Management Activity Report.

e. Resolution

The Committee reviewed the Emergency Management Department Resolution to amend the 2016 Budget for additional expenditures that were not anticipated during original budget process. These additional expenditures will be recouped by grant money.

Motion by Hamilton, second by Zurfluh to approve the resolution as presented. Motion carried unanimously.

5. Dispatch Department:

a. Dispatch December 2016 Claims:

The Committee reviewed the Dispatch December 2016 claims.

b. Dispatch Report:

Dispatch Manager Lori Heideman stated the last person hired is still in training; however once they are off training her department will be fully staffed. She is anticipated two retirements over the next year and has been working with Human Resources to work on getting an eligibility list going.

Lori explained an issue that happened at the end of the year with Wisconsin Rapids Fire Department working on contracts with Village of Port Edwards and the Town of Saratoga. She had heard rumors so she generated an email to the fire department. She was told by WR Fire Department that the switch needed to be done on December 31st, however with that day being a holiday, it wasn't going to happen. She did talk with Peter Kastenholz about the issue and was told that the fire department could not dictate to her when the switch was going to be made. The switch ultimately took place on January 3, 2017 and everything went smoothly.

Lori explained she talked with Solarus this morning reference the 911 switchover with Portage County. January 30th and 31st are the dates of the testing. She explained there are only two trunk lines going to Portage County and Solarus is not sure that is enough. If we want more trunk lines Wood County would have to pay for them.

Lori stated to the committee she has been spending a large amount of her time doing open records. In December alone she has done approximately 15. She explained these are very time consuming and hoping to one day have her Leads take on this responsibility.

Towing companies charging excessive fees was discussed. Lori was asked to send to all Committee members the Wood County Towing policy. This will be an agenda item for the February meeting.

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

February 13, 2017

1:00 p.m.

Wood County Courthouse – Room 114

7. Humane Officer:

a. Humane Officer Report:

The Committee reviewed the Humane Officer report.

b. December 2016 Claims:

The Committee reviewed the Humane Officer December 2016 claims.

8. Coroner:

a. Coroner Report:

The Committee reviewed the Coroner report.

b. Amend 2016 Budget – Resolution:

The Committee reviewed the Coroner Resolution to amend the 2016 Budget for the purposes of fully funding unanticipated expenditures for 2016, due to the large volume of autopsies and unclaimed bodies.

Motion by Hamilton, second by Winch to approve the resolution as presented. Motion carried unanimously.

c. December 2016 Claims:

The Committee reviewed the Coroner December 2016 claims.

9. Sheriff's Department:

a. Correspondence: None.

b. Courthouse Security:

Sheriff Reichert stated he has heard good feedback in regarding the Active Shooter Training exercise. He stated the training was very time intensive for the Department.

c. December 2016 Claims:

The Committee reviewed the Sheriff's Department December 2016 claims.

d. Updates:

Crimestoppers: None.

Safe Ride Initiative: Lt. Shawn Becker of the Wood County Sheriff's Department and Dave Hahn from the Tavern League gave 17 safe rides home on New Year's Eve.

Criminal Justice Task Force: None.

K9: Fundraising is ongoing for the magic shows in March.

e. Jail Items:

All jail reports were reviewed. Discussion was held regarding the EMP numbers for 2016. Sheriff Reichert stated he will be watching this closely over 2017 and make adjustments as needed.

10. December 2016 Claims: Dispatch, Communications, Emergency Management, and Sheriff:

Motion by Hamilton, second by Winch, to approve the December 2016 claims of all Public Safety Committee Departments. Motion carried unanimously.

11. Agenda Items:

Wood County Tow Policy

12. Adjourn:

Motion by Hamilton, second by Polach, to adjourn at 2:21 p.m. Motion carried unanimously.

Minutes taken by Wood County Sheriff's Department.

Electronically signed by William Winch 1-10-17.

William Winch, Secretary
Public Safety Committee

**Wood County Criminal Justice Task Force Minutes
December 7, 2016**

Present: Cindy Joosten, Clerk of Courts; Jackie Arnold, Clerk of Courts; Craig Lambert, District Attorney; Bill Clendenning; County Board; David Dickmann, Public Defender; Lance Pliml, County Board; Lori Heideman, Dispatch; Dan Schroeder, Dept. of Corrections; Adam Stublaski, Dept. of Corrections; Todd Wolf, Branch 3 Judge; Nicholas Brazeau, Branch 2 Judge; Greg Potter, Branch 1 Judge.

Judge Potter called meeting to order. Minutes from 9/14/16 meeting are approved. No additions to today's agenda. No public comments.

Teen Leadership group will be coming to Courthouse on 2/15/17. District Attorney and all judges will be speaking to them.

Judge Potter presented changes that will be made to the PTC and jury trial process in 2017. New process will begin on 7/1/17. Final PTC's will be set out 6 weeks. DA will make written offer 2 weeks prior to FPTC. Defendant must accept or reject offer. If rejected, FPTC is a mandatory appearance. Trial will have been previously set for 1-2 weeks after FPTC. There will be no more negotiations after FPTC. Motion to be filed and heard the first Friday of Court's intake and filed 2-3 weeks prior to FPTC. Dave Dickmann questions if there needs to be an appearance at FPTC if agreement is reached. Judge Potter states no appearance is needed unless no agreement is reached by FPTC. Craig Lambert suggests that trial be set out longer than 2-3 weeks because of issuance of subpoenas. Judge Potter says that trial will most likely be the Wednesday after FPTC. He says there is room for discussion, but feels most cases will be resolved at FPTC. Dave Dickmann addresses possible problems with new procedure. Judge Potter says that the proposed procedure can be modified and is still in the process of being finalized. Defendants will need to be told of the new process and the importance of staying in contact with their attorney. Sanctions will be issued for attorneys who do not appear for FPTC. The FPTC date will be given at the initial appearance. Trial dates will be mailed. There was discussion of defendants who are in custody and are being housed in Waupaca. Video appearances may need to be set up for those. Dave Dickmann states concerns of having defendants appear by video and entering pleas by video. Judge Potter states that local court rules will need to be modified when final plan is put together.

Drug Court - Judge Wolf states that the Criminal Justice Task Force committee needs to oversee Drug Court to meet grant requirements.

Task Force Presentation to Schools – Purpose is to explain criminal process to students. Craig Lambert states he is open to participating. Law enforcement officers are currently somewhat doing this program, but it is not a county-wide program. Might aim for something more organized next year.

Restitution Changes – Victim Witness Coordinator, Trisha Anderson, is not available today. Matter is tabled until next meeting.

Sub Committee Discussions:

Restorative Justice – Trish Anderson from Victim Witness is not here today. There is a Victim Impact Panel set for next week.

Drug Court – Nothing at this time.

Juvenile Issues – Nothing at this time.

Round Table:

Craig Lambert states that Danuta Kurzewski, ADA, is leaving the District Attorney's Office for Waupaca County. Her husband is retiring and they own property in Waupaca County. The job is posted, but he cannot hire anyone to replace her until January.

Cindy Joosten states that Ashley Beard, Judicial Assistant in Branch 1, will be doing agendas for the meeting and Clerk of Courts staff will be doing minutes.

Judge Potter states that the tentative task force meeting dates are included on today's agenda.

Judge Potter says that he has received positive comments regarding active shooter training that was held in the Courthouse yesterday. May be considered that it be done on an annual basis.

Meeting adjourned at 12:50

Submitted 12/15/16
Jackie Arnold
Deputy Clerk of Courts

WOOD COUNTY JAIL

January - June 2016

DAILY POPULATION / INMATES SHIPPED OUT / EMP

Day	January			February			March			April			May			June		
	Total	SK	EMP	Total	SK	EMP	Total	SK	EMP	Total	SK	EMP	Total	SK	EMP	Total	SK	EMP
1	161	70	13	155	75	14	150	66	16	163	69	22	149	74	14	153	70	17
2	159	69	13	150	73	14	151	65	16	162	69	20	149	73	14	161	69	17
3	159	69	12	148	68	14	151	69	16	167	69	20	145	70	14	155	71	17
4	158	69	10	146	65	15	152	73	16	166	69	20	146	68	14	152	76	18
5	154	66	12	147	65	16	157	78	16	173	68	23	149	67	14	158	76	18
6	153	62	12	149	70	17	155	78	16	171	71	24	147	73	12	159	76	18
7	151	67	12	156	70	17	161	78	16	163	77	24	148	74	12	156	71	18
8	145	73	13	158	70	17	160	72	16	157	75	22	153	74	12	151	70	18
9	152	76	15	156	66	17	160	70	18	154	75	22	153	74	12	158	69	18
10	153	76	15	165	65	18	157	65	17	158	75	22	152	73	13	158	72	18
11	154	76	15	161	62	19	153	71	18	163	75	22	146	70	13	148	75	18
12	155	75	12	156	68	20	164	74	20	152	72	22	144	70	13	153	75	18
13	160	71	12	151	72	19	170	74	20	151	72	20	145	71	12	153	75	18
14	155	74	10	153	72	19	168	72	20	155	77	19	149	71	12	143	71	19
15	151	71	11	154	72	18	166	70	20	153	77	17	156	71	12	149	70	18
16	148	70	12	161	72	18	166	64	19	154	77	16	155	71	12	148	70	19
17	154	70	12	153	69	18	164	67	19	155	77	15	146	71	12	148	73	19
18	154	70	12	147	73	16	164	70	18	153	77	14	149	71	12	143	75	19
19	156	67	11	149	71	17	172	79	18	150	76	15	145	72	14	146	75	19
20	150	67	11	148	76	16	176	79	17	152	75	17	145	75	15	145	74	19
21	150	70	11	145	76	16	171	78	17	155	79	16	140	73	15	149	73	19
22	149	68	10	149	76	16	163	75	18	150	77	15	148	73	15	156	71	19
23	158	74	10	152	75	16	160	73	18	150	77	15	143	72	15	155	74	19
24	164	73	10	147	72	16	160	74	20	155	76	14	141	71	14	151	75	18
25	164	73	10	155	66	17	156	75	20	154	76	13	138	76	15	152	78	18
26	161	70	11	149	69	17	160	75	20	151	73	13	142	76	16	154	78	18
27	151	68	11	150	67	18	160	75	20	146	71	14	141	76	18	154	78	18
28	158	66	13	155	67	18	159	74	20	145	67	14	144	76	18	156	77	18
29	154	74	13	156	67	17	161	73	20	151	69	14	151	76	17	155	76	20
30	154	75	14				169	67	22	147	74	14	152	76	17	153	79	20
31	157	75	14				168	70	22				150	76	17			
WCJail	154.9			152.4			161.4			155.9			147.1			152.4		
Shipped	70.8			70.0			72.4			73.7			72.7			73.7		
EMP	12.0			16.9			18.4			17.9			14.0			18.3		
Avg Length of Stay (Days)	23.3			22.1			15.3			16.4			16.2			13.4		

WOOD COUNTY JAIL

July - December 2016

DAILY POPULATION / INMATES SHIPPED OUT / EMP

Day	July			August			September			October			November			December		
	Total	SK	EMP	Total	SK	EMP	Total	SK	EMP	Total	SK	EMP	Total	SK	EMP	Total	SK	EMP
1	155	76	20	183	80	22	177	81	15	170	75	21	185	77	20	189	77	27
2	158	79	21	182	79	21	172	81	14	169	75	20	184	75	22	189	76	27
3	161	78	20	175	76	21	182	81	14	172	75	19	181	80	22	190	74	27
4	162	78	20	172	75	21	187	80	14	175	71	20	180	81	22	194	74	27
5	169	78	20	174	73	20	192	80	14	180	66	21	179	81	23	193	74	27
6	172	78	20	171	76	20	189	80	14	173	73	19	178	79	23	192	72	28
7	167	72	19	175	76	18	177	75	14	174	73	20	178	78	23	183	68	28
8	164	75	19	180	76	18	191	76	14	176	75	22	176	72	23	177	66	28
9	167	78	19	166	73	17	186	79	16	179	75	22	173	73	23	176	65	28
10	169	77	19	164	73	16	188	82	16	182	75	22	174	78	23	177	69	28
11	169	76	19	172	83	16	187	81	16	187	71	23	178	84	23	183	69	27
12	166	72	20	178	77	16	187	79	16	185	74	25	180	82	22	184	69	26
13	164	71	21	174	79	17	197	78	18	180	75	23	181	82	21	181	64	25
14	166	72	21	176	79	16	197	76	16	182	75	25	184	81	21	174	60	24
15	163	77	21	174	79	15	189	79	18	183	76	26	179	77	21	172	64	23
16	160	77	23	186	78	16	193	84	22	186	76	26	181	76	23	173	66	22
17	160	77	22	187	77	17	201	83	23	193	76	25	187	79	22	174	68	22
18	160	77	22	174	73	17	212	83	23	181	71	25	183	80	22	176	68	22
19	161	81	22	174	77	17	210	83	20	172	72	25	183	79	24	175	68	21
20	169	84	22	176	77	16	196	79	21	176	77	23	183	79	24	174	66	21
21	166	85	21	189	77	15	193	75	22	175	80	23	186	78	24	168	69	20
22	168	86	22	190	77	15	192	77	21	182	79	23	188	79	25	158	72	18
23	167	88	22	184	76	17	185	75	21	186	79	23	189	79	26	166	75	18
24	173	88	22	179	81	17	190	79	21	186	79	23	194	82	28	165	75	18
25	178	88	22	180	80	16	189	79	19	183	76	23	192	82	28	170	75	18
26	170	84	22	178	77	16	190	79	18	183	79	23	189	81	27	171	75	18
27	176	80	22	177	80	16	178	76	18	181	81	22	193	81	27	172	74	17
28	178	80	22	181	80	16	181	74	18	177	79	22	193	81	27	169	77	17
29	179	79	22	180	80	15	177	70	19	175	80	22	191	81	27	165	78	17
30	180	80	22	179	80	15	170	73	19	178	80	20	194	79	27	161	82	18
31	181	80	22	178	80	15				183	80	20				173	81	18
WCJail	167.7			177.7			188.5			179.5			183.9			176.3		
Shipped	79.1			77.5			78.6			75.7			79.2			71.3		
EMP	21.0			17.1			17.8			22.5			23.8			22.7		
Avg Length of Stay (Days)	18			15.4			20.5			16.1			20.1			30.4		

2016 Yearly Averages

Total	166.47
Safekeeper	74.55
EMP	18.53

Overtime Breakdown 2016 (hrs.)

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

Overtime Breakdown 2015 (hrs.)

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

Electronic Monitoring 2016

Monthly Savings vs. Out of County Housing

Month	Monthly Savings	YTD 2016 Total Amount	2015 Total Amount
January	\$19,355.16	\$19,355.16	\$22,561.05
February	\$25,488.90	\$44,844.06	\$57,979.48
March	\$29,683.61	\$74,527.67	\$99,520.47
April	\$27,940.11	\$102,467.78	\$139,201.59
May	\$22,581.02	\$125,048.80	\$175,729.01
June	\$28,564.47	\$153,613.27	\$216,103.25
July	\$33,871.53	\$187,484.80	\$249,765.77
August	\$27,581.10	\$215,065.90	\$289,695.25
September	\$27,784.02	\$242,849.92	\$323,658.13
October	\$36,290.92	\$279,140.84	\$361,976.11
November	\$37,149.42	\$316,290.26	\$388,314.67
December	\$36,613.51	\$352,903.77	\$413,476.37
TOTAL	\$352,903.77	\$352,903.77	\$413,476.37

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

SAFEKEEPER HOUSING

2016

MONTH	Facilitiy	Facility	Facility	WAUPACA	MONTH TOTAL	2016 YTD TOTAL	2015 YTD TOTAL
JANUARY	0.00	0.00	0.00	82,125.00	\$82,125.00	\$82,125.00	\$82,125.00
FEBRUARY	0.00	0.00	0.00	82,125.00	\$82,125.00	\$164,250.00	\$164,250.00
MARCH	0.00	0.00	0.00	82,125.00	\$82,125.00	\$246,375.00	\$246,375.00
APRIL	0.00	0.00	0.00	82,125.00	\$82,125.00	\$328,500.00	\$328,500.00
MAY	0.00	0.00	0.00	82,125.00	\$82,125.00	\$410,625.00	\$410,625.00
JUNE	0.00	0.00	0.00	82,125.00	\$82,125.00	\$492,750.00	\$492,750.00
JULY	0.00	0.00	0.00	82,125.00	\$82,125.00	\$574,875.00	\$574,875.00
AUGUST	0.00	0.00	0.00	82,125.00	\$82,125.00	\$657,000.00	\$657,000.00
SEPTEMBER	0.00	0.00	0.00	82,125.00	\$82,125.00	\$739,125.00	\$739,125.00
OCTOBER	0.00	0.00	0.00	82,125.00	\$82,125.00	\$821,250.00	\$821,250.00
NOVEMBER	0.00	0.00	0.00	82,125.00	\$82,125.00	\$903,375.00	\$903,375.00
DECEMBER	0.00	0.00	0.00	82,125.00	\$82,125.00	\$985,500.00	\$985,500.00
TOTALS	\$0.00	\$0.00	\$0.00	\$985,500.00	\$985,500.00	\$985,500.00	\$985,500.00

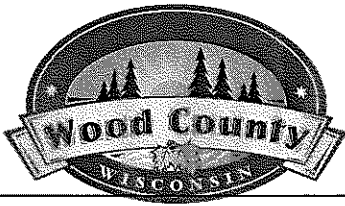
2015 is a 65 average

2016 is a 75 average

Wood County Sheriff's Department Kitchen Report – 2016			
<i>Month</i>	<i>Number Meals Served</i>	<i>Food Preparation Cost</i>	<i>Cost per Meal (Includes Labor)</i>
January	7,125	\$6,859.51	\$2.12
February	6,258	\$6,890.54	\$2.35
March	7,175	\$7,377.67	\$2.63*
April	6,320	\$6,113.15	\$2.21
May	6,158	\$7,182.68	\$2.38
June	6,150	\$5,953.93	\$2.03
July	6,896	\$6,946.75	\$1.94
August	8,469	\$8,737.63	\$1.79
September	9,145	\$7,635.88	\$1.83*
October	8,606	\$8,830.67	\$1.84
November	8,168	\$8,710.32	\$1.96
December	8,523	\$7,878.19	\$1.77
TOTAL	88,993	\$89,116.92	\$2.04

*3 pay periods

KITCHEN EXPENSES						
	2010	2011	2012	2013	2014	2015
Food Costs	\$89,716.59	\$82,721.69	\$80,975.87	\$105,800.61	\$88,754.51	\$78,490.02
Labor	\$114,602.24	\$115,392.50	\$112,299.72	\$114,966.43	\$111,781.37	\$103,601.47
	\$204,318.83	\$200,125.19	\$193,275.59	\$220,767.04	\$200,535.88	\$182,091.49
Meals	99,837	88,494	84,357	103,993	86,637	77,044
Cost Per Meal	\$2.05	\$2.26	\$2.29	\$2.12	\$2.31	\$2.36
Cost Per Day	\$6.15	\$6.78	\$6.87	\$6.36	\$6.93	\$7.08



Wood County

WISCONSIN

OFFICE OF CORONER

DARA HAMM

DATE: 01/01/17
TO: Wood County Public Safety Committee
FROM: Dara Hamm, Wood County Coroner
SUBJECT: Monthly Activity Report

The following is a list of services rendered by the Wood County Coroner and her Deputies for December 2016:

Calls for Service	79
Death Investigations	18
Investigations Involving Sudden or Suspicious Deaths.....	6
Death Certificates Signed.....	20
Cremation Permits Signed.....	59
Traffic Fatalities Investigated.....	0
Suicides Investigated.....	0
Drownings	0
Fire Fatalities.....	1
Homicides.....	0
Autopsies Performed	3
Disinternments	0

Remarks:

This past year has met our office with many difficult cases. I again want to thank all other agencies (Law enforcement, Funeral Homes, Hospitals, and Pathologist) who have helped. I continue to look forward to working with everyone as we enter into a new year.

Respectfully submitted,

Dara Hamm

Dara Hamm
Wood County Coroner



Wood County

WISCONSIN

OFFICE OF CORONER

DARA HAMM

DATE: 1/3/17
TO: Wood County Public Safety Committee
FROM: Dara Hamm, Wood County Coroner
SUBJECT: Yearly Activity Report

The following is a list of services rendered by the Wood County Coroner and her Deputies during the year 2016:

Calls for Service	839
Death Investigations	145
Investigations Involving Sudden or Suspicious Deaths	86
Death Certificates Signed	248
Cremation Permits Signed	579
Traffic Fatalities Investigated	6
Suicides Investigated	16
Drownings	1
Fire Fatalities	1
Homicides	3
Autopsies Performed	23
Disinterment	1

Remarks:

This past year has met our office with many difficult cases. I again want to thank all other agencies (Law enforcement, Funeral Homes, Hospitals, and Pathologist) who have helped. I continue to look forward to working with everyone as we enter into a new year.

I had the following deputies working for me in the year of 2016:

Charles Evens
Susan Kaudy

Jason Joling

Respectfully submitted,

Dara Hamm

Dara Hamm
Wood County Coroner

Humane Officer Olson Report
December 1, 2016 – January 1, 2017

12-1,2; PPD1011 Dog Bite, child was bit by Uncle's dog when he startled him, follow up with Veterinarian and proper confinement. 52,52

12-3,5; WC18863 Welfare check on a dog. 86,86

12-3; WC18959 Welfare check on cats. 8

12-6,8; WR25034 Welfare check on health of several rabbits. 20,20

12-7; WR21322 Welfare check on puppies and rabbits for sale due to sanitation concerns. 18

12-9,10; WR25265 Welfare check on two dogs that a neighbor had taken believing her neighbor wasn't properly taking care of them. Dogs returned to owner, owner advised about providing unfrozen water to the dogs at all times with a heated bucket and to obtain proper length chains so they do not get tangled. 20,20

12-9,10; WC19407 Welfare check on dogs living in basement with mold, urine and feces. 56,56

12-11,12; WC19437 Welfare check on dog with frozen water. 36,36

***12-12; Public Safety Meeting. 16

12-14,15 WC19689 Welfare Check on cattle. 8,8

12-15 NPD1474 – report for a dog-bite victim's Attorney.

12-16 NPD2732 – report for a dog-bite victim's Attorney.

12-20,21; WC20023 Pit Bull attacked Black Lab mix causing injuries requiring veterinary care. 58,58

12-22,27 WC15267 Communications with Channel 7 News regarding starved horse case. 0,0

12-21,22; WR26138 Cat Bite, victim let a stray cat into his home that then bit him, unable to locate the cat after he let it back outside. He was advised to seek medical attention and to ask about getting Rabies Prevention Shots. 16,16

12-23,24; WC16222 Welfare check on numerous dogs now that owner has updated shots and put in a doggie door to the home so the dogs are not left outside without shelter. 38,38

12-28,29; WC15267 Communications with Wisconsin Rapids Tribune regarding starved horse case, including sharing copies of full reports and photos that had been turned over to the District Attorney's Office 0,0

12-29,30; WC20488 Dog bite by a German Sheppard that bit a traveling nurse visiting his clients. 80,80

MINUTES
 CONSERVATION, EDUCATION & ECONOMIC DEVELOPMENT COMMITTEE
 WEDNESDAY, JANUARY 4, 2017
 MCMILLAN LIBRARY, WISCONSIN RAPIDS

Members Present: Hilde Henkel, Ken Curry, Bill Leichtnam, Robert Ashbeck, Adam Fischer, Harvey Petersen
Staff Present: Land & Water Conservation: Shane Wucherpfennig
Planning & Zoning: Jason Grueneberg, Adam DeKleyn
UW-Extension: Peter Manley, Jodi Friday, Jill Hicks, Katie Tomsyck
Others Present: Bill Clendenning, Dennis Polach, Tom Bohn, Joe Zurfluh and Peter Kastenholz

1. **Call CEED Committee Meeting to Order.** Chairperson Hilde Henkel called the CEED meeting to order at 9:07 a.m.
2. **Public Comment.**
 - A. Village of Port Edwards' Trustee, Joe Zurfluh, made public comment. He asked the committee to be proactive on issues regarding groundwater in the county.
3. **Review Correspondence.**
 - A. Chairperson Henkel received a phone call from John Eron. He wants the committee and county to be aware that farmers and producers are appreciative of the work Shane is doing to help their group.
 - B. Peter Manley was contacted by the Town of Rome to advise them on their Town Hall space needs planning.
 - C. Peter Manley stated that the ADRC is updating their strategic plan and that he will be helping them.
4. **Consent Agenda-**The Consent Agenda included the following items: 1) Minutes of the December 2016, CEED meeting, 2) bills from Planning & Zoning, UW-Extension and Land & Water Conservation, and 3) staff activity reports from Jason Grueneberg, Adam DeKleyn, Justin Conner, Kim Keech, Jeff Brewbaker, Heather Marquardt, Shane Wucherpfennig, Tracy Arnold, Adam Groshek, Lori Ruess, Peter Manley, Matt Lippert, Sarah Siegel, Jodi Friday, Chris Viau, Kyli Brown and Jeremy Erickson.
 - A. Department Bills: Bill Leichtnam had a question on the Land & Water Conservation Bills. He was concerned about what the department would do if a large number of farmers would want matching funds. Chairperson Henkel responded that this is a policy issue and should be moved to the Land & Water Conservation agenda items.
 - B. December 2016 CEED minutes:
 - i. Bill Leichtnam had a comment on the minutes, section 6A, bullet 5. He has a list of eight bullet points about water issues that need to be addressed that were brought up in November, but they are not on the agenda today. He asked if these will be on the agenda in February. This agenda items cannot be discussed today, as they are not on the agenda. Additionally, Bill Leichtnam stated that the action by Chairperson Henkel, under section 6A, bullet 5, to send an email the "Nitrates in Well" topic to Chairperson Donna Rozar of the Health & Human Services Committee was unilateral and ill advised, and asked the CEED Committee to reverse this. Hilde

reminded the committee that this discussion was about the approval of the minutes and that this issue should be brought up later in the meeting.

C. Staff Activity Reports: No questions or comments.

Motion by Harvey Peterson to approve and accept the December 7th, 2016, CEED minutes. Second by Robert Ashbeck.

Voting Ayes: Hilde Henkel, Harvey Peterson, Robert Ashbeck, Adam Fischer, Ken Curry.

Voting Nays: Bill Leichtnam- disapproves of Chairperson Henkel's action in section 6A of the minutes.

Motion carried 5-1

Motion by Robert Ashbeck for approval of staff activity reports and bills from Planning & Zoning, Land & Water Conservation and UW-Extension . Motion carried unanimously.

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

6. Water Issues

- A. Present and take action on Water Quality Resolution. Adam Fischer asked that we table this until next month. Marshfield Utility is working out their arrangements.
- B. Discuss Town of Saratoga Ordinances
 - i. Hilde Henkel asked what the role of Wood County for this ordinance is. Peter Kastenholz replied that it is the committee's role to comment, not to approve or deny it.
 - ii. Adam Fischer asked if the CEED committee must comment. He does not see any reason that the CEED committee should comment. This should be solely under the township.
 - iii. Bill Leichtnam responded that CEED committee should comment and go through the ordinance line-by-line and ask our professional staff to see if any of this should be written into our county ordinances.
 - iv. Adam Fischer responded that he believes it is not the job of the county to look over township legislation, and there is no reason for the county to get involved.

Motion by Adam Fischer to make no comment on the Town of Saratoga Ordinance. Second by Harvey Peterson

Voting Ayes: Adam Fischer, Harvey Peterson, Robert Ashbeck, Hilde Henkel

Voting Nays: Ken Curry- disagrees with the call for the question, as he wasn't allowed to comment; Bill Leichtnam- believes the committee would be doing the people of Wood County a disservice, unless they take the time to review it.

Motion carried 4-2

Discussion: Hilde Henkel asked Shane Wucherpennig if this was going to cause a problem and if there will be confusion with the public. Shane responded that this will complicate things with people in the Land & Water Conservation office and that people will be confused on where to get a permit. There could also be overlap on the legality issues; they are similar ordinances, but there are some differences. If there are legal situations, he predicts he will get brought into it. Ken Curry asked Peter Kastenholz if he sees an issue with conflicting ordinances. Peter responded that this may be problematic. He stated that 95% of the ordinance was the same,

but the differences were that if there is any modification work done on the manure storage facility, then they need to get the town's permit. Once you apply for a permit then any changes by any government doesn't apply to you. This litigation would not involve the county.

- C. SE Wood County Groundwater Group meeting: Peter Manley gave an overview of the December 15th meeting at the Nekoosa Library. The group does not yet have specific outcomes; they were making introductions and discussing relevant issues. They will be sending out additional invitations to the Village of Port Edwards and the City of Nekoosa, who did not attend, to Town of Grand Rapids, Town of Rome, The Wysockis, and Bill Wolfe. Next meeting we hope to discuss outcomes & goals to work towards.
 - i. Joe Zurfluh from City of Nekoosa stated that he plans on attending in January. He asked how this group was formed. He also stated that city governments are under the microscope when it comes to wastewater treatment. Peter explained that the group was formed after a presentation to the CEED committee by a similar group with the village of Plover. This committee approved to try that same approach.
 - ii. Adam Fischer stated that we would like to applaud Peter for this effort. He believes that this is a place to find answers on this issue. He is very concerned about groundwater and believes that townships and cities can stand together and address this issue.
 - iii. Bill Leichtnam also thanked Peter for his work with the group. He mentioned that Ho-Chunk Nation should also be invited. Bill believed the meeting went really well and that the group looks really promising.
- D. Water Issues for February Agenda:
 - i. Bill Leichtnam would like "County's Options to Manage Farms" to be added to the February agenda. He also suggested that Hilde Henkel could call additional meetings to discuss the all the bullet points that he presented on November 23rd, as it may take additional time. Hilde Henkel responded that she can see where we might need to schedule these on an annual or biannual basis, but she will look to our county conservationist to decide when this is needed.
 - ii. Ken Curry asked if something is on the agenda, if it must be discussed. He suggested the committee add all eight of Bill Leichtnam's bullet points to the agenda and table them if there is not time to get to them all. Hilde Henkel responded that the agenda should not have broad-based items so the public knows what will be discussed at the meetings.
 - iii. Adam Fischer believes this could be pulled into a separate meeting quarterly. Hilde responded that with the budget adjustments, it is part of the CEED committee's responsibility is to keep costs down. Bill responded that if we simply put water issues on every agenda, then we could get through all the bullet-points.
 - iv. Bill Leichtnam made a motion to put water issues on every agenda from now on. Hilde Henkel responded that a motion isn't needed for this and that it will be on the agenda for the next few months. Hilde suggested adding an agenda item for "Topics for Next Meeting".
 - v. Hilde asked Shane to review the WCA's article "Counties Have Options to Manage Farms" and see if there is anything that CEED committee needs be aware of.

7. Land & Water Conservation Department

- A. Farmer Led Watershed Conference- Shane Wucherpennig attended this conference on December 14th. He shared that there are currently fifteen farmer-led counsels in Wisconsin,

which are all at different stages. He believes the Mill Creek farmer-led group is ahead of the curve. Many of the groups are not to the implementation stage yet. Momentum and public interest is growing in these conservation efforts. Overall, he believes it was a very positive conference. Robert Ashbeck stated that Portage County should be included. Shane responded that Portage County does not seek soft-money dollars, such as funds for cover crops or no-till practices. Some farmers are doing it on their own without financial incentives. There is a working relationship between the two counties. Hilde Henkel mentioned that if the committee were to have a resolution or action to send to the County Board of Supervisors in Portage County, this could help them decide what to do.

- B. County Conservationist's 2017 goals. Shane Wucherpfennig handed out a list of his three goals for 2017 and read them to the committee. Hilde Henkel asked Shane how the points should be divided. Shane responded that more weight should be put towards Goals 2 and 3. Ken suggested that Shane changed the wording in Goal 1 from "vacant" to "new".

*Motion by Adam Fischer to accept Shane Wucherphennig's 2017 goals. Second by Bill Leichtnam.
Motion carried unanimously.*

- C. Healthy Soil/ Water workshop 2017. Shane shared that this workshop will have a different dynamic than last year. Last year the focus was to promote and educate the concept of healthy soils. This year's focus is more hands-on demonstrations. They will present types of equipment, problem solving, and how to make minimum till systems work for the long-haul. Efforts for the workshops are shared between Clark, Marathon, Wood and Portage Counties, and from farmers who are already using these practices. Farmers are realizing that they need to be a voice and show they are doing a good job.
- D. Conservation Specialist Position- Shane Wucherpfennig gave an update on the Conservationist Specialist Position. Six interviews were held on December 15th and 16th. Shane selected a candidate who has interned for the department. The candidate has previous experience in Taylor County, has a CCA Certification, farmer nutrient management certifications, and three years of hands-on experiences. Shane will be making the offer to the candidate this week.

8. Planning & Zoning

- A. Review Preliminary Plat of Oak Creek Subdivision in the town of Grand Rapids- Adam Dekleyn presented the preliminary plat to the committee. After reviewing the information, he recommends that the committee approve the plat. He also mentioned that the land-owner, Tom Bohn was present for questions. Bill Clendenning stated that the Grand Rapids Town Board unanimously accepted the plat.

*Motion by Ken Curry to approve the Preliminary Plat of Oak Creek Subdivision. Second by Bill Leichtnam.
The motion carried unanimously.*

- B. Discuss Planning & Zoning Director's goals for 2017. Jason Grueneberg handed out a list of his three goals for 2017 and read them to the committee. Goal 1 should be weighted the heaviest and entails streamlining the sanitary permit process. In Goal 2, he states that both clerical position job descriptions are outdated. Jason believes the positions need to be cross-trained and the grade levels should be closer together. He is meeting with Human Resources on this week to go over the job descriptions. He would like the position to be filled by the end of February. In Goal 3, he would like to start sending out a newsletter to serve as a reminder of

requirements, educational opportunities, services that the department offers. This will be sent out via email and hard-copy.

- i. Comments- Hilde Henkel mentioned that the department hasn't had too many confrontational public like in the past. Jason responded that they made a deliberate effort in the past few years to be courteous and respectful to the public, even if they are in violation, or if the employees are not being treated in respect in return. He believes the public now better understands the department because they are taking an educational approach instead of slapping people with fines. He has seen much better cooperation with public in regards to compliance.

Motion by Adam Fischer to approve Jason Grueneberg's 2017 Goals. Second by Robert Ashbeck. The motion carried unanimously.

- 9. **Economic Development-** Jason Grueneberg suggested that the committee needs to have a discussion on what the county's role is in economic development. He has felt hesitant to put some economic development topics on the agenda because he is fearful the meetings will go too long. He recommends learning about what we are doing right now, and then deciding where to go from there.

- A. Bill Clendenning mentioned a Centergy Legislative Summit meeting happening next week. Jason will be attending this and will give a report.
- B. Jason added that we are participating in economic development efforts, but are not taking the lead. He wants the committee to look at if we are satisfied with our current involvement or be taking a more aggressive role. He believes there may be potential from the new federal administration to receive support for business growth, and that we should be positioned to be ready for that. Adam responded that he agrees that the committee should be having this conversation.
- C. Hilde asked Jason to begin the discussion about the various ways we can promote economic development and to bring the committee enough information so they can start the discussion next month.

10. UW Extension

- A. UW Extension Reorganization Update- Peter Manley gave an update on the UW-Extension reorganization. Reorganization options will be given in February, then in two or three months, the reorganization will begin. Peter stated that the information will first go to the County Board Supervisors and then staff. They will seek input on the options and then will make a decision.
- B. SE Wood County Groundwater Committee- this was a duplicate agenda item, and was discussed earlier.
- C. WNEP Report. Jodi Friday and Jill Hicks gave an update on the change from WNEP to Wlse and presented new logo. This program is still federally-funded program and costs nothing to the county. Friday and Hicks gave an overview about a Community Food Simulation that they gave on September 29th with the South Wood County Hunger Coalition. The purpose of this simulation was to train future trainers of this program to experience what it would be like to navigate services in the community to feed a their families for only \$4 per day. They had 25 community participants from the Health Department, the Women, Infants & Children Group, the Nekoosa School District, the Family Center, Incourage Community Foundation and students from Mid-state. They shared that the simulation was very eye-opening and the discussion after the simulation allowed for collaboration and brainstorming between the groups. Jodi explained that one action step following the simulation was creating a centralized "food-hub"

to find solutions on how to bring these services under one roof for people who need them. Jodi also shared that she is no longer working in the Nekoosa School District because they fell below the 50% free-or-reduced lunch status.

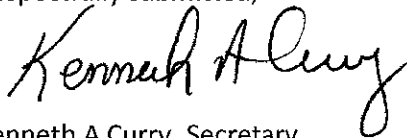
11. Schedule next regular committee meeting

- A. The next regular CEED meeting is scheduled on Wednesday, February 1st at 9:00am at the Wood County Courthouse.
- B. Adam Fischer stated that item 6A which was discussed earlier will need to be tabled until March instead of February as previously stated, as he will not be present at the February CEED meeting to present the item.
- C. Peter Manley shared that he will be having surgery the week of the next meeting, so someone else from the Extension Office will be present. Robert Ashbeck suggested that Matt Lippert should come with update on Farm Tech Days.

12. . Adjourn.

Motion by Bob to adjourn at 11:34 am. Second by Bill. Motion carried unanimously.

Respectfully submitted,



Kenneth A Curry, Secretary

Minutes by Katie Tomsyck, UW-Extension

Review for submittal to County Board by Ken Curry (approved on January 9, 2017)

4

Golden Sands Resource, Conservation & Development Council, Inc.
Personnel/Finance Committee Meeting Minutes
November 17, 2016
Golden Sands Office, Stevens Point, WI

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

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

Minutes: The September 2016 committee minutes were reviewed. Evans noted that a correction should be made that indicated Hernandez chaired the meeting, not O'Donnell. Motion made by Barden, seconded by O'Donnell, to approve minutes of the last meeting as corrected. Motion carried unanimously.

Closed Session: Motion by Miller/seconded by Barden, to go into closed session. Closed session started at 9:04 a.m. Clendenning left the room. Out of closed session at 9:08 a.m. Clendenning returned.

Treasurer's Report: Thorstenson explained the two different reports, including the new format. This will likely be covered by Hilgart in future meetings. Some reimbursements were received from the WDNR, but there are still almost \$70,000 outstanding. Kuehnhold indicated that he had asked for a drawdown on the USFS grant for the Woods & Wildlife project, and he is working through that process. Motion by O'Donnell, seconded by Evans, to forward to the full council. Motion carried unanimously.

Financial Procedures:

Joe Piechowski Memorial Fund: Thorstenson reported no official update, but picnic tables and benches have been completed. Work on the interpretive sign is still going on, with spring installation expected. The interpretive sign will have the memorial statement about Joe.

Development and Fundraising: Kuehnhold is working on the end-of-the-year appeal. He will meet with Mike Beacom later today to continue working on PR for the Woods & Wildlife project and Golden Sands in general. A bigger presence on social media is being sought, as well as promotion of the on-line store and direct services. The class he was going to take at a reduced rate was full, so he will be looking into getting into the next round. He has met with all county committees except Marquette. Work on making the website mobile-phone-friendly is continuing.

Staff & Membership:

Introduction of Hilgart: Thorstenson announced that the prior hire had to leave due to family obligations. Denise Hilgart has now taken the position. Hilgart briefly introduced herself and talked about her background.

Dues Update: Nothing new since last time. Letters for next year's dues will go out in January. They will remain the same for the three-year period agreed-upon.

Council Purchases: If the problems with making the website phone-friendly can't be fixed in-house, outside bids will be sought.

Insurance & Benefits: Nothing new.

Personnel Policy & Procedure Handbook:

Quarterly Newsletter: This will be an annual letter this year and should go out before the end of 2016.

Communications/Marketing: Already covered. Kuehnhold is working on making the GS website more phone-accessible.

Other Business: A draft budget for 2017 will likely be available at the January 2017 meeting. Kuehnhold and Hilgart have been working on updating and organizing files.

Adjournment: The meeting was adjourned at 9:35 a.m. upon motion made by Barden, seconded by Jakubek.

Respectfully submitted,

Reesa Evans
Secretary, Golden Sands RC & D

Golden Sands Resource, Conservation & Development Council, Inc.
Regular Business/Executive Committee Meeting Minutes
November 17, 2016
Golden Sands RC & D Office, Stevens Point, WI

Attendees: Al Barden (Member-at-Large); Gary Beastro (Marathon); Merlin Becker (WWOA); Steve Bradley (Portage); Bill Clendenning (Wood); Everett Eckstein (Waushara); Bob Ellis (Waupaca); Reesa Evans (Member-at-Large); Brian Haase (Waupaca); Ed Hernandez (Waushara); Denise Hilgart (Golden Sands); Pat Kilbey (Marquette); Joel Kuehnhold (Golden Sands); Bill Leichtnam (Wood); Ed Miller (Outagamie); Hugh O'Donnell (member-at-large); Paul Pisellini (Adams); James Rivers (Member-at-Large); Al Rosenthal (Marquette); Brent Tessmer (Taylor); Amy Thorstenson (Golden Sands); Joe Tomandl (Taylor); Shane Wucherpennig (Wood).

CALL TO ORDER: The meeting was called to order by President O'Donnell at 11:08 a.m.

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

APPROVAL OF MINUTES: Motion made by Barden, seconded by Rosenthal, to accept the minutes of the September 2016 meeting as written. Motion carried unanimously.

TREASURER'S REPORT: Thorstenson passed out two treasurer's reports, one for July-August and one for September-October. She explained the new format and commented on various points. There are still outstanding WDNR reimbursements due of nearly \$70,000. Motion made by Clendenning, seconded by Wucherpennig, to accept and file the treasurer's reports. Motion carried unanimously.

OLD BUSINESS:

Wisconsin RC & D Update: Barden reported on the 10/31/16 meeting at which 4 councils were present. The Wisconsin Counties Association is looking at two groundwater issues. After discussion, the State RC & D agreed that these were important issues. There was a webinar about RC & D held on 11/9/16. A draft of the Memorandum of Understanding with the NRCS was approved to be sent back to NRCS. Bob Walker presented information on marketing strategy for the state RC & D. The next meeting is set for Friday, 1/27/17.

3-Year Plan Steering Committee: Kuehnhold reported that the class he was intending to take was full at the reduced price, so he is planning to get into the next one.

Joe P Memorial: Thorstensen noted that benches & tops had been installed on the picnic tables. Work on the an interpretive sign is ongoing and will likely be installed in the spring of 2017. The sign will have the memorial statement about Joe.

MOA with NRCS: The agreement is set to be signed at the State RC & D meeting in January 2017. Part of the agreement is that Golden Sands staff will be able to participate in NRCS training at no cost. The current Wisconsin NRCS State Conservationist, J. Bramble, will be moving to Washington DC. It is unknown how soon anyone will replace him.

Update on Groundwater Legislation: Leichtnam reported there is no update at this time.

NEW BUSINESS

2017 Meeting Dates: Proposed meeting dates for 2017 at this time are 1/19/17; 3/16/17; 5/18/17; 7/20/17; 9/21/17; 11/16/17. Motion made by Evans, seconded by Miller, to accept proposed dates. Motion carried unanimously.

COMMITTEE REPORTS:

Personnel/Finance Committee Report: Evans reported on the meeting this morning. Denise Hilgart introduced herself and provided some background information. 4 months of treasurer's report were reviewed and forwarded to the full council. The year-end appeal will be going out soon. Kuehnhold is continuing to meet with Mike Beacom about marketing for Golden Sands & the Woods/Wildlife project. They are also still working on making the GS website accessible by mobile phone. If it cannot be done in-house, outside bids may be sought. An annual newsletter (replacing the last quarterly newsletter) will go out before the end of the year, if possible. Dues notices are likely to go out in January 2017. Kuehnhold and Hilgart have been working on organizing and updating files.

Forestry/Agriculture/Wildlife Committee Report: Kuehnhold reported on today's meeting. Work on the demo forest project is ongoing. A grant is going to be applied for. County conservationists and DNR foresters are looking for landowners for the Woods & Wildlife project. More bluebird houses are still needed, although there are still bat houses available. They are looking for ways to improve this project and increase awareness of it. Grazing plans are wrapping up for 2016. A look at the match requirements for NRCS grazing contracts appeared to be impossible to meet, and the reimbursement rate too low, so participation was declined by Golden Sands RC&D. In fact, no state RC & D is participating in that NRCS program for these same reasons. The grant for work on wild parsnip has been submitted; Kuehnhold is looking for other grants that might apply to that project as well. He is also looking for 2017 funding for Power on Your Plate, including expanding this program to additional counties. Information about tree-shelters will go into the GS on-line store. A grant for Emerald Ash Borer was submitted by 10/1/16, but no word has been received. The project includes town plans and workshops.

Water Committee Report: Kilbey provided a summary for the water committee meeting today. There is one new project that will be presented later in the meeting. Haase reported that his county received ongoing NWQI projects from the NRCS. Onterra is applying for a grant for Stratton Lake. Wucherpfenning indicated that he had been working on NOD violations and getting a new hire (Conservation Specialist) in his office. His office is planning on repeating the Health Soil, Healthy Water workshop that was held earlier this year. Pisellini announced an upcoming meeting on 11/18/16 in Adams County about the Farmland Preservation Program. The County Board recently passed a permanent ordinance about manure spraying. Leichtnam said a meeting will be held in Wood County on 12/15 for groundwater stakeholders. He also referred to a recent article in the Wisconsin Counties magazine about Managing Farms for Clean Water. Hernandez is waiting for the result on a compliance review on the only CAFO in Waushara County. The location has had 3 incidents in the last 2 years that resulted in manure spilling into nearby wetlands. Pleasant Lake has filed another lawsuit. The last lake

management plan in Waushara County is awaiting WDNR approval. Ellis indicated that the Chain of Lakes had received a very large estimate for services from Onterra that was raising questions. Tomandl reported that the tree sale is going on in Taylor County. Nutrient management plans and stream monitoring are also ongoing. He discussed the milk surplus in the U.S. Evans talked about the Central Sands Water Walk from 9/17/16. Over 100 people participated. A second one will be held on 9/16/17. The County Board recently passed the 2017 budget, which include funding for the part-time Lake Specialist position. Efforts to condemn the Friendship Dam are in the works. Thorstenson is working on another pilot project to allow adult milfoil weevils to overwinter in captivity. The Fern Island Workday included students from Wausau East this year. A lesson packet called "Invaders of the Waters" is being prepared, using a WEEB grant. Hamerla indicated that he continues to work on AIS issues with waterfowl hunters and trappers. He is wrapping up information for AIS grant reimbursement. Eckstein said the sheriff will no longer have a boat patrol, based on budget issues, but some of the towns may enter into contracts with the sheriff's department to provide such services. Rosenthal reported that his group is emphasizing boat safety. There was a large fish stocking recently in Buffalo Lake. Their county ag extension agent is gone and the position is not likely to be refilled. Haase said a recent change in the leachate rules for funding for manure pits using EQIP funds has made such funding less likely. His county is rewriting its manure storage ordinance.

Motion made by Wucherpfenning, seconded by Eckstein, to approve reports. Motion carried unanimously.

NEW PROJECTS: A gold sheet and resolution for applying for a grant for AIS coordinators to cover 8 counties was presented by the Water Committee. The plan includes \$150,000 in cash from the state and \$50,000 in match. Motion made by Barden, seconded by Haase, to approve. Motion carried unanimously.

STAFF/PROJECT UPDATES: Written staff reports were sent out for Council members to review prior to the meeting.

AGENCY/PARTNER REPORTS: Deb Jakubek left copies of the latest Wisconsin Farmers Union newspaper for people to take.

OTHER REPORTS: Clendenning announced that there are further items available from Wood County. Many are free to non-profit organizations. These include items like cubicles, bookcases, storage item, desks, doors, handles, light bulbs and ceiling tiles. He will be holding a tour on 11/22/16, starting at 10 a.m., where people can see what is available and mark anything they wish to have.

NEXT MEETING: The next meeting will be on January 19, 2017, at the Golden Sands office located at 1100 Main Street, Stevens Point.

ADJOURNMENT: The meeting was adjourned at 11:55 a.m. on motion by Eckstein, seconded by Wucherpfenning.

Respectfully submitted,
Reesa Evans
Secretary, Golden Sands RC & D

Golden Sands Resource Conservation & Development Council, Inc.

Forestry/Agriculture/Wildlife Committee Meeting Minutes

November 17, 2016

Golden Sands Office, Stevens Point WI

Call To Order: Al Barden called the meeting to order at 9:03 a.m.

Introductions: Al Barden, Joel Kuehnhold, Denise Hilgart, Ed Miller, James Rivers, Merlin Becker, Brent Tessmer, Bill Clendenning, Hugh O'Donnell

Minutes: Minutes were corrected to reflect Greg Lowe calling the meeting and that future minutes should contain a list of individuals present. Clendenning moved to approve corrected minutes, O'Donnell seconded.

New Projects: No new projects were presented, Joel will have gold sheets at the next meeting for some projects that are being pulled together.

Project Updates:

Demo Forest-Merlin is the new WWOA representative. He will have a list of Demo forests and their landowners as well as other updates at the next meeting. He requested that Joel look through the files and ask what gaps are missing so they can work together to get a better picture of the project as it currently stands. Joel and Merlin will get together to review Joel's findings and create a plan to move forward with that will be reviewed by Bill Clendenning. James Rivers stated that he has sold his property and a new Demo forest will be needed in Waushara county. Merlin will check in with the new landowner to see if they might be interested in maintaining the site as a Demo Forest. James Rivers also stated that he would like to see a rotation developed where each county, or more than one county per year has a Demo Forest activity. Al would like Joel to look into writing a Besdany Grant for the Demo Forest project-the last grant received from Besdany was in 2015.

WWFTT-Joel has reached out to all county conservationists to schedule meetings and would like that component done by February. He is currently working on 1200 acres of continuous management in Wood and Portage Counties. Joel has submitted the paperwork to draw down the USFS grant in the sum of \$195000. He has been in contact with Gordy Mouw at Verso to draw down the L.L. Bean grant (\$30,000) so that a more definite picture of the funds needed for the project can be concluded.

Bluebird/Bathhouses-Joel reported that we need some in stock. He will reach out to Cathy Guth to have some more stock made up. Joel talked about teaming with 4-H clubs to create demand for the houses and increase awareness. Bill C. referred to Kent Hall and his bluebird trail in Amherst. Kent does sell houses and book for \$30.

Grazing-Joel stated that we are invited to participate in an NRCS workload share grant that would extend through 2019, but the match requirements too difficult to meet and the rate of pay too low for us or any other RC&D to accept the contract. Joel talked about, along with Ed Miller and Al Barden, the memorandum of understanding with NRCS regarding future contracts and that any NRCS training is to be extended to RC&D at no cost, or at the equivalent of NRCS staff training rates. Joel shared that our contracted service rate will be increasing from \$35/hr to \$40/hr January 1st. Joel will be applying for a GLRI grant for grazing services in Waupaca, Waushara, and Outagamie county.

Wild Parsnip Project-Joel reported that we are waiting to hear back from the \$250,000 grant from NFWF. If that grant does not pan out, Joel will look at other funding sources, county by county to complete the project.

Powering Your Plate-The team of people who pulled it together the last time is meeting soon to work on a tour for 2017, probably scheduling in another area of the state to reach more people.

Farm to School-Joel will be submitting a \$50,000 grant to fund a regional food procurement position to be housed at Golden Sands. Joel shared that state funding for F2S has been eliminated, and we may be relying on fundraising in the future.

Tree Shelter--Al Barden asked when we were going to be starting our tree shelter sale and would like to see an increase in sales for 2017.

Adjournment-Ed Miller made a motion to adjourn, seconded by Merlin Becker. Meeting adjourned at 10:55.

Respectfully submitted,

Joel Kuehnhold

Golden Sands Resource Conservation & Development Council, Inc.
Waters Committee Meeting Minutes
November 17th, 2016
Golden Sands Office, Stevens Point, WI

Attendance: Pat Kilbey (Marquette), Krista Kamke (Golden Sands), Ed Hernandez (Waushara), Brian Haase (Waupaca), Shane Wucherpfennig (Wood), Paul Pisilinni (Adams), Bill Leichtnam (Wood), Bob Ellis (Waupaca), Joe Tomandl (Taylor), Reesa Evans (At Large), Chris Hamerla (Golden Sands), Amy Thorstenson (Golden Sands), Al Rosenthal (Marquette), Everette Eckstein (Waushara)

Call to order: Pat Kilbey (chair) called meeting to order at 10:00 a.m.

Introductions: Roundtable introductions were given.

Minutes: Minutes were presented. There was one change: under Reesa's report, instead of "don't for the year", it should be "done for the year". Eckstein/Waushara moved to approve, second by Rosenthal/Marquette. **Motion Carried**

New Projects: Gold sheet and resolution were presented for the new AIS grant proposal, due Dec 10th. This year, we are going for one 1-year grant (\$150K state share, \$50K match) covering all participating 8 counties (Marathon, Waushara, Wood, Waupaca, Green Lake, Marquette, Portage, Taylor). The grant would fund two full-time coordinators and support costs. Motion to approve new project (Hernandez/Ellis). **Motion carried.** Additional potential new projects Thorstenson mentioned would be contracted services, as the lake groups are the grant applicants.

Project Updates by County/Committee/Agency:

Hernandez (Waushara) reported that only 7 lake plans still need approval in his county, with the grant ending this year. His budget for 2017 does not include the full \$1900 dues for GS, but will cover the same as 2016. He will be presenting his work plan to the state board next Tuesday. There are ongoing complaints about manure spreading. He will be seeking additional funding for nutrient management. He will be applying for DASH project in the Feb 2017 grant cycle.

Kamke (Golden Sands) has been working on boat washing station research and will present a summary to the counties who want to explore this issue. She will be working for Green Lake County Zoning after 9/23/16. Further details of her recent work is in her written report.

Thorstensen (Golden Sands), besides what is noted on her written report, has been concentrating on refilling Haffenbradl's position and covering projects included in that position.

Evans (At-large) reported on the upcoming Central Wisconsin Water Walk, set for 9/17/16, in northern Adams County. About 100 people have registered. She has been working on aquatic plant and habitat surveys.

Rosenthal (Marquette) said that at the last Marquette County Lakes meeting, Ben Brancel (DATCP) spoke about consumer protection, although they had wanted him to talk about a water-agriculture connection. Rosenthal also attended the last Wisconsin Lakes meeting at Shawano Lake. Wisconsin Lakes is now working closely with the Wisconsin River Alliance.

Leichtnam (Wood) indicated that advancement on water quality issues in Wood County is moving extremely slowly.

Hamerla (Golden Sands) reported that he is wrapping up the season for 2016. He has some presentations coming up and some outreach events as well. Other details are in his written report. He will bring Kamke's boat washing station report at the November meeting. There is a pilot AIS outreach effort for some duck hunters set for this fall.

Wucherpfennig (Wood) said the fall Oversight Committee tour is coming up. It will cover a cranberry operation, the Marshfield wastewater treatment plant, and an NOD operation. There was a farmer-led grant received that includes farmers from Wood and Portage Counties. His office has a new position starting in January. He expects to post it in November and complete interviews in December. His office has been working on renewing several CREP contracts. He is also looking into getting a grant for work on Lake Nepco.

Pisellini (Adams) reported that the lake specialist position in Adams County had been funding for one more year at a part-time level, thanks largely to the support of many lake people who attended a Finance Committee meeting.

Sedlar (Adams) will be using the next year to rewrite/expand the position and look at other funding, with the hope that a modified full-time position will be on tap for 2018.

Pisellini also reported that the recent meeting with Ag products and the PACRS was well-received.

Sedlar said there were many reports of blue-green algae issues in Adams County this year. He expects to be presenting on issues of the connection between lakes and farms, including nutrient management, sometime this fall. There is a new CAFO representative of the WDNR in Wisconsin Rapids. A new Farmland Preservation Plan is expected to be completed by the end of 2016. OSHA has become involved in dam issues.

Eckstein (Waushara) reported that the first Saturday in October will be a meeting on lake plans. Kilbey said he is waiting for DATCP to approve the county FPP plan. There is now a lake representative on the LCC Committee.

Adjournment: Kilbey adjourned meeting at 10:55 a.m.



55-6003-999-_____
Proposal Number

**Golden Sands RC&D
Measure Proposal**

Kind of Project or Activity: (Check one or more).

Agriculture	<input type="checkbox"/>	Recreation	<input checked="" type="checkbox"/>
Forestry	<input checked="" type="checkbox"/>	Surface water	<input type="checkbox"/>
Information & Education	<input checked="" type="checkbox"/>	Community Development	<input checked="" type="checkbox"/>
Groundwater	<input type="checkbox"/>	Wildlife	<input type="checkbox"/>

Name of Project: EAB Preparedness Planning for Small Communities 2017

Local Sponsor(s): Forestry Committee, DNR, cooperating communities

Location (county, town, village, etc.): Area wide

Explain the project or activity as it should be logically carried out: This project is phase III in our EAB outreach campaign. We will work with small municipalities prioritized by DNR as communities of high need to complete ash tree inventories and draft EAB preparedness plans (Rib Mountain, Medford(TBD). In 2016 we developed an EAB plan for Schofield, in 2017 we will work with them to provide a full urban forestry plan. We will also work on public outreach through a highly visible Green Ribbon Campaign with selected, high-profile communities (Stevens Point, Rothschild, and others TBD).

Estimated cost (if available): Total: apx \$31K (apx. \$20K cash - \$11K in-kind)

Kinds of assistance needed: Financial assistance, in-kind technical support

Agencies needed to assist: DNR, municipalities, Natural Resources Foundation (Besadny Grant)

Likely start day: 1/1/17

Presumed benefits (economic, conservation, etc.): Benefits include, but are not limited to the following:

- Reduce the impact of EAB on our communities
- Reduce degradation of recreational areas due to a reduction in tree diversity
- Education of landowners will help to promote early detection and reporting
- Early preparation for EAB infection will help to identify and eradicate infected trees swiftly, saving time and money

Signed: _____ **Date:** _____
(Local Sponsor)

Adopted: _____ **Date:** _____
(RC&D Council)

APPROVED

55-6003-999-715
Proposal Number

Golden Sands RC&D Measure Proposal

Kind of Project or Activity: (Check one or more).

Agriculture	<input type="checkbox"/>	Information & Education	<input checked="" type="checkbox"/>
Forestry	<input type="checkbox"/>	Community Development	<input type="checkbox"/>
Recreation	<input checked="" type="checkbox"/>	Groundwater	<input type="checkbox"/>
Surface water	<input checked="" type="checkbox"/>	Wildlife	<input type="checkbox"/>

Name of Project: 2017 Regional AIS Program

Local Sponsor(s): Green Lake, Marathon, Marquette, Portage, Taylor, Waupaca, Waushara, Wood County LCDs

Location (county, town, village, etc.): Green Lake, Marathon, Marquette, Portage, Taylor, Waupaca, Waushara and Wood County

Explain the project or activity as it should be logically carried out: This project is a continuation of the Regional AIS Program, which provides technical and educational support to counties and lake groups, with a focus on preventing the spread of aquatic invasive species. The proposed DNR grant would fund two full-time coordinators, part-time project manager, summer LTEs, and work-study staff to carry out the environmental education program, project support time for the RC&D support staff, and associated project expenses.

Estimated cost (if available): Total \$150,000 (state share) Annual: \$150,000

Kinds of assistance needed (technical, financial, etc.): DNR grant = apx. \$150K.
Match/in-kind support = apx. \$50K (in-kind from the sponsor counties, volunteers, and lake groups)

Agencies needed to assist: WDNR, counties

Likely start day: Feb 1, 2017

Presumed benefits (economic, conservation, etc.): Beyond the ecological impacts, AIS have a direct, documented impact on property values and tourism dollars. Our program focuses on preventing the spread to other waters. The regional model offers a comprehensive program with consistent application over all counties in an efficient, cost-effective way.

APPROVED

Signed: _____ Date: _____
(Local Sponsor)

Adopted: _____ Date: _____
(RC&D Council)



Wood County
WISCONSIN

LAND CONSERVATION
DEPARTMENT

Activities Report for Shane Wucherpfennig December 2016

- December 1&2 – Attended County Conservationist Conference at Mead Inn.
- December 5 – Cost-share agreements & reimbursements.
- December 6 – Active shooter training.
- December 6 – reviewed all 22 applicants for Conservation Specialist position.
- December 7 – Attended CEED meeting.
- December 8 – Farmers of Mill Creek fall cover crop field day.
- December 8 – 1st Healthy soil/water group meeting.
- December 9 – Department head meeting.
- December 9 – Ordered LWCD truck for March 2017.
- December 12 - Reviewed plan sets As Builds.
- December 13 – Cost-share agreements & reimbursements.
- December 14 – Farmer Led Watershed Conference in the Dells.
- December 15 & 16 - Conservation Specialist position interviews
- December 15 – SE Wood County Groundwater protection meeting
- December 14– Staff meeting with staff to discuss schedules, projects and monthly activities.
- December 16 – Weiler Dairy Cost-Share agreement.
- December 19 – Cost-Share agreements with Abe Guzman, Jerry Sternweis, Mike Ducett & Brian Otto.
- December 20 - 31 – Personal Leave

Activities Report for Tracy Arnold 12-2016

Wildlife Damage Abatement and Claims Program

- Maintaining DNR database with current Wood County information
- Working with the 4 failed fences to get them back into compliance
- Coordinate the 2016 Venison Donation program
- Notarized the Brockman's fence contact, sent to DNR for signatures, will record it once it's returned.
- Working to get the Tritz fence up but wet soils then wind chills are causing problems
- Working on uploading all field appraisal data into the database and getting claims ready for landowners to sign.
- Will start working on final reimbursement once all expenditures are entered on the county end

Non-metallic mining reclamation program

- No forfeiture payment from B & R Excavating to date (since June 12, 2013)
- Updating NMM databases
- Numerous conversations about Badger Sandstone site
- Created maps for all permitted mine sites, along with all required paperwork for the year
- Processing checks and financial assurance as they come in
- Answering questions about acreage from permit holders as they come in
- Appointments with permit holders to discuss next year reclamation stages.
- Numerous calls, emails, public record request from Joan Arnold about Badger Sandstone along with numerous companies that she is thinking about hiring
- Met with Chuck and Hanna from Adams Co, to show them the tools I created to administer the NMM reclamation program. Gave them a bunch of materials to use and get them started. After the first of the year will probably go down for a morning or afternoon and help them get databases started.

Land and Water Conservation

- Entering stream flow data into the SWIMS database for 16 sites (authorized by state to enter data)
- Conducted stream flow survey's on Five Mile, Two Mile and Bloody Run
- Continue to be Chair of the Youth Education Committee for the WI Land+Water
- Conference call about planning the 2017 conservation camp. Shane approved me being a counselor
- Hosted the Wood County Speaking Contest, Adileen Sii will be representing Wood County at the Area competition
- Received numerous posters from our Wood County poster contest. Will be judging those for a winner as time allows.
- Requested to attend the 2017 WI Land+Water Conference
- Followed up with UWSP about our internship for the summer.
- Secretary of the North Central Land and Water Conservation Area Association
- Met with Lincoln Ag students about starting an Envirothon team
- Participated in the Active Shooter Training Exercise

Activities Report for Adam Groshek – December 2016

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

- ~Construction inspection, as-builts, and punch list walkthrough of approximately a 500,000 gallon above-ground SlurryStore manure storage structure and modified Vegetated Treatment Area (VTA) for leachate, minor alterations, and continuation of monitoring of Lee DeBoer's farm for prevention of manure overflow until permanent facility construction is finished.
- ~Erma Ponshock's well abandonment asbuilt documentation.
- ~Tyler Pankratz's well abandonment asbuilt documentation.
- ~Completion of application for notary public stamp 4-year commission to avoid notarizing schedule conflicts of future cost-share contracts.
- ~CREP state incentive check delivery to some of renewing contract landowners and assistance with staking out new CREP area boundaries.
- ~Wetland determination/investigation report and nutrient management plan for future additional earthen manure storage lagoon for Tom Hamus near Auburndale.
- ~Implemented temporary feed leachate containment berm and feed storage leachate calculations and working with Marshfield's hired engineering firm to assess best options for cost-sharing money with the Schiferl farm to address issues with NOD discharges.
- ~Assisting in the cost-share of replacing an inadequate manure agitation pump for Weiler Farms, LLC.
- ~GPS marking the boundaries of the grassed waterway/buffers set aside to prevent erosion on the John Eron Farm as part of the Farmers of the Mill Creek Watershed Council grant money reimbursement.
- ~Courthouse active shooter training and discussion with future LWCD office plans.
- ~Attendance of webinar on the new 635 VTA standard with NRCS.
- ~Attendance of the Farmers of Mill Creek Watershed Council cover crop field tour and lunch.
- ~Assisting in the new CREP boundary staking for William Gebert.
- ~Arranging for cost share contract signing and transfer of 2016 funds to 2017 for Tom Hamus, Gerald Sternweis, Mike Duckett, and John Eron.
- ~Attendance of annual NE Technician training in Green Bay.
- ~Winter spreading solids manure complaint investigation on Ellis Industries field near Port Edwards found to follow their CAFO nutrient management plan filed with the DNR.

Activities Report for Lori Ruess – December 2016

- Budget review and reconciliation.
- Answered phone and front desk questions.
- Reviewed general ledger and payroll registers and completed journal entries to correct payroll.
- Vouchered incoming invoices and requested checks.
- Completed November sales tax report and submitted report to Finance.
- Completed journal entry request for monthly fuel charges and vehicle maintenance/repair from Highway Dept. and forwarded to Finance.
- Participated in the Active Shooter Training Exercise.
- Completed Land & Water Resource Management (LWRM) cost-share contracts for:
 - Weiler Dairy, LLC
 - James & Joanne Coenen
 - Abraham Guzman
 - Mike Duckett
- Completed partial reimbursement request for Flying Dollar Cattle and submitted to DNR.
- Completed reimbursement requests and submitted to DATCP for:
 - Patrick & Carol Slattery
 - Bulgrin Grandview Farms
 - Mark Zajackowski
 - Erma Ponshock
- Met with Glen Peplinski, completed CREP acreage transfer request form and submitted to DATCP.
- Attended December 19th LWCD staff meeting.
- Assisted Tracy with Streamflow monitoring.
- Organized County Board and CEED packet information for County Clerk's office.
- Entering tree/shrub order forms as they come in and daily deposits.
- Logging 2017 Nonmetallic Mining permit fees and depositing as they come in.

Conservation, Education & Economic Development Committee Report January 2017

PETER MANLEY

Wood County UW-Extension, Community Resource Agent

- I began December by putting on a day-long workshop for the South Wood County Leadership Program on diversity and conflict. The workshop was held at the Chak Hah Chee community center. Presentations included community civility, personal diversity awareness, Ho Chunk culture, Hmong culture and conflict styles. Evaluations were very good. Comments included:
 - "Use the 9 tools of civility. Key points for me: 1. Listen and 2. Don't gossip."
 - "Eye opener on different stereotypes that I would never have thought of. Really makes you think of how you perceive and judge people."
 - "I learned a lot about gaming and the Ho Chunk nation I never knew. It was interesting to learn about the history."
 - "How culture dictates Hmong family activities, marriage, etc. And difficulties with generation change."
 - "I learned how I resolve conflicts most often and the tools that might make more sense depending on the situation. I really liked the conflict styles assessment and looking at how that can be good/bad in a leadership position."
- I attended the quarterly meeting of the Central Wisconsin Economic Research Bureau.
- I attended and processed paperwork related to the December 7th CEED meeting.
- I processed a budget related resolution, including a presentation to the Executive Committee (December 5).
- I organized a COLORS Facilitator training for December 6-7-8. We hoped to get a dozen people, but 40 people attended from throughout Wisconsin and three other states. I attended the opening and closing events (December 6 and 8) to make sure everything was going smoothly.
- I facilitated a Department Head meeting, December 9.
- I attended a presentation on riverfront development, December 14.
- I organized the first meeting of the SE Wood County Groundwater Group and facilitated the first meeting in Nekoosa, December 15.
- I conducted two call-in radio programs on winter bird feeding, December 13 and 15.
- I attended a Standards, Rank and Promotion Committee to review tenure documents, December 22.
- Several days were spent on year-end reporting documents.
- The Town of Rome contacted for assistance with public input regarding remodeling their Town Hall.

MATT LIPPERT

Wood County UW-Extension, Agriculture Agent

- A group from Wood County traveled by bus to Fond du Lac to meet with this past year's and all of the upcoming Farm Technology Days committees to share notes and plan for successful future events. Jefferson County has now been named as the County to host FTD in 2019 the year following Wood County.
- FTD is working on shoring up their Fund Raising efforts; I attended several meetings of a newly organized fundraising committee.
- I met with the Wood County Farm Bureau board for their annual Christmas gathering.
- The MACCI Agri-business committee met and made plans for the upcoming year.
- I interviewed with WDLB and WFHR regarding the past year and upcoming meetings.
- I attended a meeting of the Market Animal Sale Committee. The group will be introducing new identification technology this year to the sale participants. Ear tags will include radio-frequency identification chips (RFID.) They will forego initial weigh-ins which will improve bio-security concerns and make the sale efforts easier during the beginning of the feeding program.
- I was introduced to a reporter for a French news program. He traveled to Wisconsin to learn more about life here. He interviewed and videoed three farmers and their operations for my contribution to his efforts. He also interviewed many other people from other professions in the area.
- I participated along with several others from our Extension staff in the first meeting of a South East Wood County Ground Water workgroup. The initial meeting was productive. Possible additional members, topics, meeting format and schedule were discussed.
- I participated as an evaluator and presenter at a Management Assessment Center activity. MAC is a program where managerial workers go through a series of exercises and are evaluated for various managerial qualities such as decision making, time management, budgeting, empathy and teamwork. Each participant receives a written evaluation of their skill strengths and weaknesses and possibilities to improve. They also receive a follow up interview from an evaluator (assessor) at their own farm operation after the activity. This time the program was utilized by the Professional Dairy Producers of Wisconsin, but it has been done for recent college graduates, fruit and vegetable growers and other groups of managers. The program was held at the Hotel Mead and had a number of early career dairy producers- managers from the local area at this activity.
- I attended training from the UW-Extension Farm and Risk Management (FARM) team. We learned more about the skills needed to develop a price outlook and market forecast for various commodities such as milk, beef, corn and soybeans.
- I met with the mentor team for an area agent that is preparing for tenure.

SARAH SEIGEL

Wood County UW-Extension, Family Living Educator

- Attended a Home and Community Education (HCE) board meeting on December 1.
- Held a shopping tour at Wal-Mart for Shop and Chop participants. Participants are given a store tour and then given a \$10.00 store challenge. December 2
- Had a meeting with Mary Peterson from the Marshfield School District CLC program. Mary and I discussed and scheduled programs for 2017. December 2
- Listened to a Department of Family Development Wisline on December 5.
- Taught a Becoming Money Smart Class at the men's Oxford House in Wisconsin Rapids. December 5
- Attended the HCE Christmas Party at the Babcock Town Hall on December 6
- Attended the Investing in Healthy Communities. Ideas to Action for Healthy People, Places and Planet conference at the Hotel Mead. December 7.
- Taught Healthy Lifestyles: Choosing Healthy Beverages at River Cities High School on December 8. Choosing Healthy Beverages is the second class of a series of classes which will be monthly with the River Cities students. The class is co-taught with Jodi Friday.
- Listened to a Facilitating Systems Change Wisline on December 8. The Wisline is in partnership with the Creating Healthy Communities work group and Ignite book club that I am part of.
- Taught Healthy Minds and Bodies at the Nekoosa/Ho-Chunk Head Start Parenting Meeting on December 8. Parents participated in a variety of activities that promote a healthy mind and body.
- Listened to a North Central Region Wisline with my office colleagues. The Wisline provided an update on what is taking place within UW-Extension. December 12
- Presented information about Food Insecurity in Wood County at the Falls Prevention Coalition on December 13.
- Attended the Wood County Lunch & Learn on December 14 at the Wood County courthouse. The Lunch & Learns are a partnership with the Wood County Health Department and Wood County Employee Wellness.
- Had a meeting with Erica Sherman from the Wood County Health Department regarding the Wood County Parenting News Program and the transition to the Just in Time Parenting Newsletter. Erica and I continue to update the parenting education program offered to families. December 19
- Talked on the radio (WDLB & WFHR) on December 20 and 22. My topic was Healthy Minds and Bodies during the Holiday Season. I discussed the importance of managing stress and maintaining healthy habits during the Holiday season.
- I attended coalition meetings throughout the month for financial stability, Recreate health, and the Homelessness coalition.

JODI FRIDAY

Wood County UW-Extension, FoodWise Nutrition Educator

- Taught 5th grade lessons in 14 classrooms to approximately 280 students. Topics included Beverage Choice and Snack Choice.

- Taught the final session of the Shop and Chop Course with Sarah Siegel (grocery store tour).
- Participated in an Active Shooter Training for the Courthouse.
- Met with WIC Director Amber France finalizing plans for lessons with WIC clientele in 2017.
- Worked with the South Wood County Emerging Pantry (SWEPS) clients on three occasions, helping 45+ clients' select fresh fruits and vegetables. Provided a sample of guacamole, utilizing an abundance of avocado; and demonstrated cutting a fresh pineapple.
- Participated in one Wood/Portage County FoodWise team meeting via phone.
- Participated in one FoodWise North Central Region call to finalize plans for our December meeting.
- Taught one lesson at River Cities High School to approximately 8 students on beverage choice with Sarah Siegel.
- Participated in one Wood County Recreate Health (formerly Chronic Disease) Coalition meeting.
- Participated in a joint meeting between South Wood County Hunger Coalition and Wood County Recreate Health for initial conversations related to a Community Food Center/Food Hub.
- Taught a lesson on Shopping Tips to 30+ parents at the Mead Elementary Family Night.
- Attended the Aging and Disability Resource Center of Central Wisconsin Nutrition Advisory Council meeting.
- Participated in the Wisconsin Rapids Public Schools Wellness Committee regarding student wellness.
- Was invited to attend the Encourage Community Foundation Teen Leadership meeting to discuss my role in working with hunger and poverty in our community.
- Facilitated the UWEX North Central Region FoodWise December meeting.

KYLI BROWN

Wood County UW-Extension, 4-H Program Advisor

- A one hour radio program at WDLB radio Half hour radio program at WFHR radio in WI Rapids. Talking about Farm Tech Days and the Youth Committee.
- Peter Manly and I taught a one hour session on Conflict Styles to the WI Rapids Leadership group at Ho-Chuck.
- Attended a Volunteer Management session taught by Marshfield Clinic in Wausau on December 8th.
- Attended the December North Central Region 4-H educators meeting on Dec. 14th. Talked about board orientation.
- Finalized my 2016 end of the year reporting to UW-Extension. Which includes impact statements and program development
- Continue to update and maintain the Wood County 4-H Facebook site. We are up to 631 fans.
- Respond to phone calls and emails regarding 4-H enrollments, questions, feedback and planning meetings for 4-H.

CHRIS VIAU

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

The following is an overview of Youth Development activities:

- 4-H Club and Program Management
 - VIP (volunteer orientation) Session- 5 Adults
 - 4-H Club Charter Review
 - Leadership Washington Focus Trip Planning and Logistics
 - Begin planning for 2017 trip
 - 4-H Club and Volunteer Management concerns-Ongoing
- Central WI State Fair
 - Market Sale Committee Meeting- Animal ID w/DNA
 - Mtg. w/ Exec Dir. 2017 Updates
- Other
 - North Central Region 4-H In-service- Building Effective Boards
 - Year End Reporting
 - Begin 2017 Planning efforts
- Administrative
 - State and Regional Phone Conferences
 - 4-H Youth Development Liaison Responsibilities- 25% FTE

JEREMY ERICKSON

Wood County UW-Extension, Horticulture Educator

- Participated in Active Shooter Training at Wood County Courthouse
- Attend Clean Green Action Committee Meeting
- Appeared on WDLB and WFHR. We discussed care of winter house plants and holiday flowering plants, seed selecting for the next garden season
- Participate in planning meeting for Hunger/Poverty Simulation Activity
- Schedule Horticulture classes and workshops with UW-Marshfield, Project Discovery Day, Senior Centers, Library
- Schedule Class Dates and Instructors for upcoming Master Gardener Training
- Attend the South Wood County Hunger Coalition Meeting
- Attend the Marshfield Health Lifestyles School Wellness Committee Meeting
- Participate in Community Food Center Planning Meeting with community partners
- Start seeds for upcoming class at Children's Project Discovery Day
- Won a SARE scholarship to attend the Wisconsin Local Food Summit in Lacrosse
- Review awards and accomplishments from 2016 Master Gardener Annual Report. Send report to community contacts and outlets.

TO: Conservation, Education & Economic Development Committee

FR: Jason Grueneberg, Planning & Zoning Director
Justin Conner, GIS Specialist
Jeff Brewbaker, Code Administrator
Heather Marquardt, Code Technician
Kim Keech, Admin Services 3

RE: Staff Report for January 4, 2017

1. Administrative (Jason Grueneberg)

- a. Staffing – The Administrative Services 3 and 6 job descriptions are currently being reviewed and updated to better reflect current job responsibilities. The vacant Administrative Services 6 position will be posted in January.
- b. Staff Training – On December 15 EAP conducted a team building training session for staff. The purpose of the training was to improve how Planning and Zoning staff functions as a team to improve efficiency, work quality, customers service, and work environment.
- c. Office File Management – The Department recently acquired filing cabinets from the Veterans Service Office. The cabinets will replace older mismatched filing cabinets. Many files are being reviewed to determine if record retention laws require their continued storage or if they can be destroyed.

2. Economic Development (Jason Grueneberg)

- a. Central Wisconsin Economic Development Fund (CWED) – The CWED Board of Directors met on December 14. The Board approved the 2017 budget and approved 2 loan requests.
- b. Regional Economic Growth Initiative- The REGI Board met on December 13 to review the monthly activity report of president Bakovka, learn about the South Wood County Healthy Living Hub, talk about Alexander Field proposed improvements, and coordinate a future meeting with Centergy..

3. Planning (Adam DeKleyn)

- a. City of Nekoosa Comprehensive Outdoor Recreation Plan (CORP)
Planning committee met to review draft introduction section of plan. Committee started preparing draft background section. Beginning stages of assessing Nekoosa's existing outdoor recreation system have started.
- b. Investing in Healthy Communities – Attended a seminar in Wisconsin Rapids. Presenter's shared leading practices in healthy economic development, sustainability and investment, with a special focus on rural and regional approaches to move from ideas to action.

- c. Wisconsin Rapids Riverfront Design – Joined the City of Wisconsin Rapids and Supermass Studio for a presentation on the current state of the riverfront project and kick off the next design stage.
- d. County Plat Review Officer – One new preliminary plat submitted. Three preliminary subdivision plats are pending approval.
- e. Public-Private Funding for Trails – Joined American Trails for a webinar covering innovative funding strategies for water and land recreation trails.
- f. Tribune Building Meeting – Attended a meeting with Incourage to share ideas and determine next steps for the Tribune Building in Wisconsin Rapids.

4. Land Records (Justin Conner)

- a. Parcel Mapping – Updated mapping website data. Continue parcel editing as new deeds and CSMs arrive.
- b. NG 911 Strategic Planning – Participated in NextGen 911 Strategic Planning conference calls.
- c. WLIP - Submitted WLIP grant application and survey to maintain grant eligibility
- d. Software Updates – ESRI software updated to version 10.5. Old server finally disconnected and retired in the process.
- e. Human Services Map Request - Adam Anderson of Human Services requested a wall map to help locate facilities for their clients. Decided that a printed wall map would be inadequate for what was needed. Created a web mapping application instead. (<http://arcg.is/2guxjs7>)
 - a. *"Wow!! This map is awesome!!! Thank You for creating this interactive map! It will make our jobs a lot easier when trying to locate a facility for our clients." Adam Anderson, Wood County Human Services Legal Services/APS Coordinator*

5. Code Administrator's (Jeff Brewbaker and Heather Marquardt)

- 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. (7) soil tests reviewed, (0) hydrograph reports reviewed, (0) interpretive soils report reviewed
 - v. (2) holding tank plan reviews, (0) conventional plan reviews, (0) mound plan review

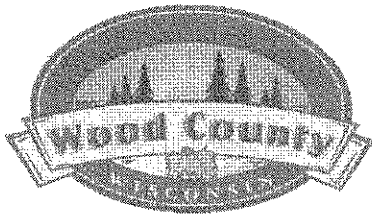
- vi. (5) sanitary permits reviewed
- vii. (0) court cases for malfunctioning septic system and overfull holding tanks (0) referrals servicing, (0) referrals invoices
- viii. (0) sanitary system easements
- ix. Answered phone calls, emails and met in office regarding permitting and inspection questions.
- x. HM assisted clerical staff with the incoming sanitary triennial fee payments; by mail and at the counter. Answering questions and confusions regarding this fee by phone and at the counter, as well as responding to citizens with letters explaining the program & addressing conflicts with the payments.
- xi. HM became secretary/treasurer for the WCCA organization as of December 19, 2016. This is an on-going role within the organization that is responsible for record keeping, all financial records and maintenance of accounts, and all minutes, registrations, and other organizational records.
- xii. JB participated in round table session as a member of the POWTS Council for WCCA on 12/20/16 in Wausau, WI

b. Floodplain Ordinance Investigations and Permitting

- i. (1) site inspections, meetings or enforcement
- ii. (3) permit issued, screening sites or Letter of Map Amendment (LOMA)
- iii. (0) DNR Approved flood studies reviewed
- iv. (0) Cranberry farm certification
- v. Answered questions from citizens regarding building in floodplain and shoreland areas.
- vi. Floodplain permit #Z16042 was issued on 12/21/16 to Mathy Construction in the Town of Marshfield. This permit was issued to re-locate previously approved mining scales and fuel storage tank.

c. Shoreland Ordinance Investigations and Permitting

- i. (1) general shoreland permits reviewed & issued
- ii. (0) mitigation plans reviewed, (0) exempt structure affidavit
- iii. (2) onsite pre-construction inspections, meetings & enforcement, compliances
- iv. (0) navigability determinations
- v. Participated in public hearing to review proposed shoreland zoning ordinance revisions due to Act 55, Act 167, and Act 391
- vi. Issued shoreland zoning permit for Mathy Construction site in the Town of Marshfield (Squaw Creek) on 12/21/16.



Wood County WISCONSIN

OFFICE OF PLANNING
AND ZONING

84

DATE: December 28, 2016
TO: CEED Committee
FROM: Adam DeKleyn, County Planner *AD*
RE: Preliminary County Plat of Oak Creek Subdivision

STAFF REPORT

Request: Review of Preliminary County Plat of Oak Creek Subdivision

Name: Oak Creek Subdivision

Location: West side of 40th St. South, just south of Airport Ave. in the Town of Grand Rapids

Legal: Located in part of the NE1/4 NW1/4 and part of the SE1/4 NW1/4 of Section 27, Township 22 North, Range 6 East, Town of Grand Rapids, Wood County, WI.

Owner/Applicant: Oak Creek Properties, LLC

Surveyor: Badger – Land Survey, LLC

Background: Preliminary plat was received on November 22, 2016. Municipal Review Forms were sent out to the Town of Grand Rapids and City of Wisconsin Rapids for comment/review. Additionally, copies of the preliminary plat were sent to the Tax Lister, Surveyor, Emergency Management, Sheriff's Department and applicable utilities for comment/review.

Analysis: Site is wooded, relatively flat and consists of a just under 35 acres. The preliminary plat proposes 11 residential lots ranging from 3.16 to 3.19 acres in size. Size of the lots should provide adequate room to meet town zoning requirements as well as county private sewage requirements. Soils appear to be consistent with the installation of conventional septic systems. All lots have adequate access to 40th St. South. No new roads are proposed. Additionally, no WI-DNR mapped wetlands and FEMA mapped floodplain are detailed on the site.

Adjacent Land Use:

- To the north - Residential
- To the west - Residential
- To the south - Residential
- To the east - 40th St. South (Residential across street)

Findings:

Preliminary plat is consistent with:

- Wood County Future Land Use Map
- Wood County Comprehensive Plan

(1 of 2)



Wood County WISCONSIN

OFFICE OF PLANNING
AND ZONING

- Wood County Land Subdivision Ordinance
- Town of Grand Rapids Future Land Use Map

Recommendation:

Based on department review and findings, I forward a recommendation to conditionally approve said preliminary plat.

Conditioned upon compliance with:

1. All provisions of the Wood County Land Subdivision Ordinance.
2. Any town or county ordinances and official maps.
3. County and town comprehensive plans.

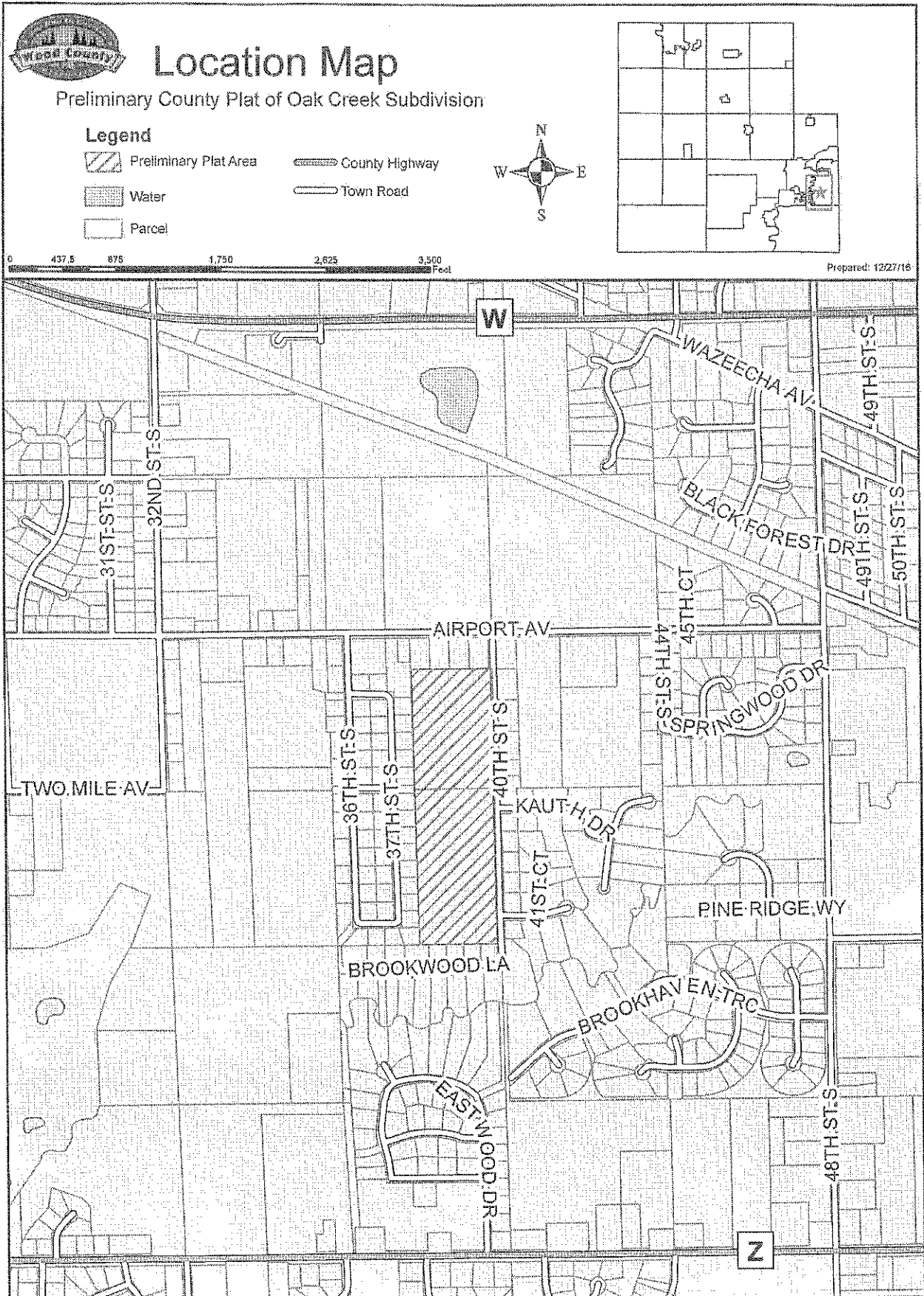
CEED Committee Options:

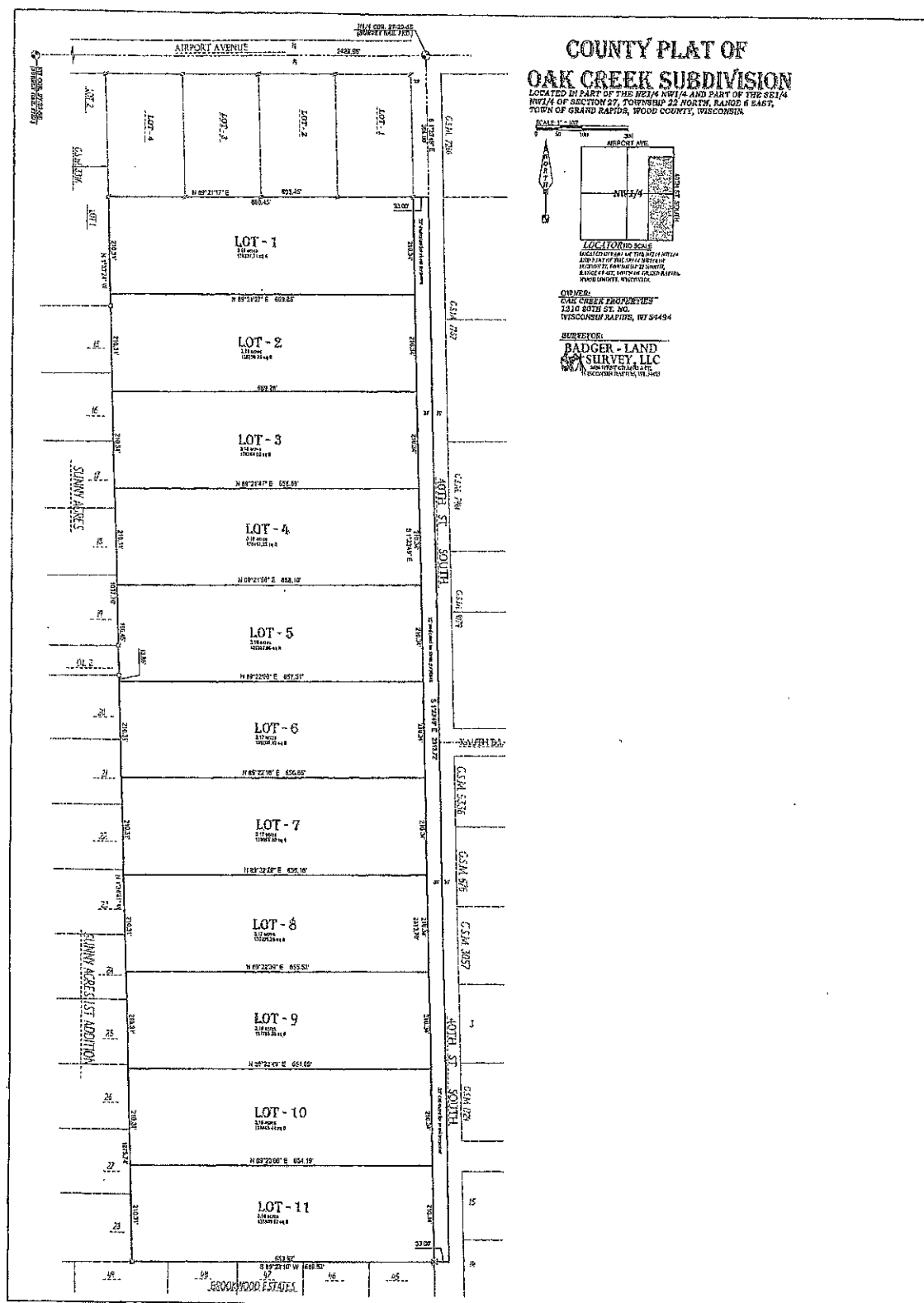
1. Conditionally approve preliminary plat.
2. Do not approve preliminary plat.
3. Table the item to later date with just cause.

Exhibits:

1. Location Map
2. Preliminary County Plat of Oak Creek Subdivision
3. Wood County Future Land Use Map

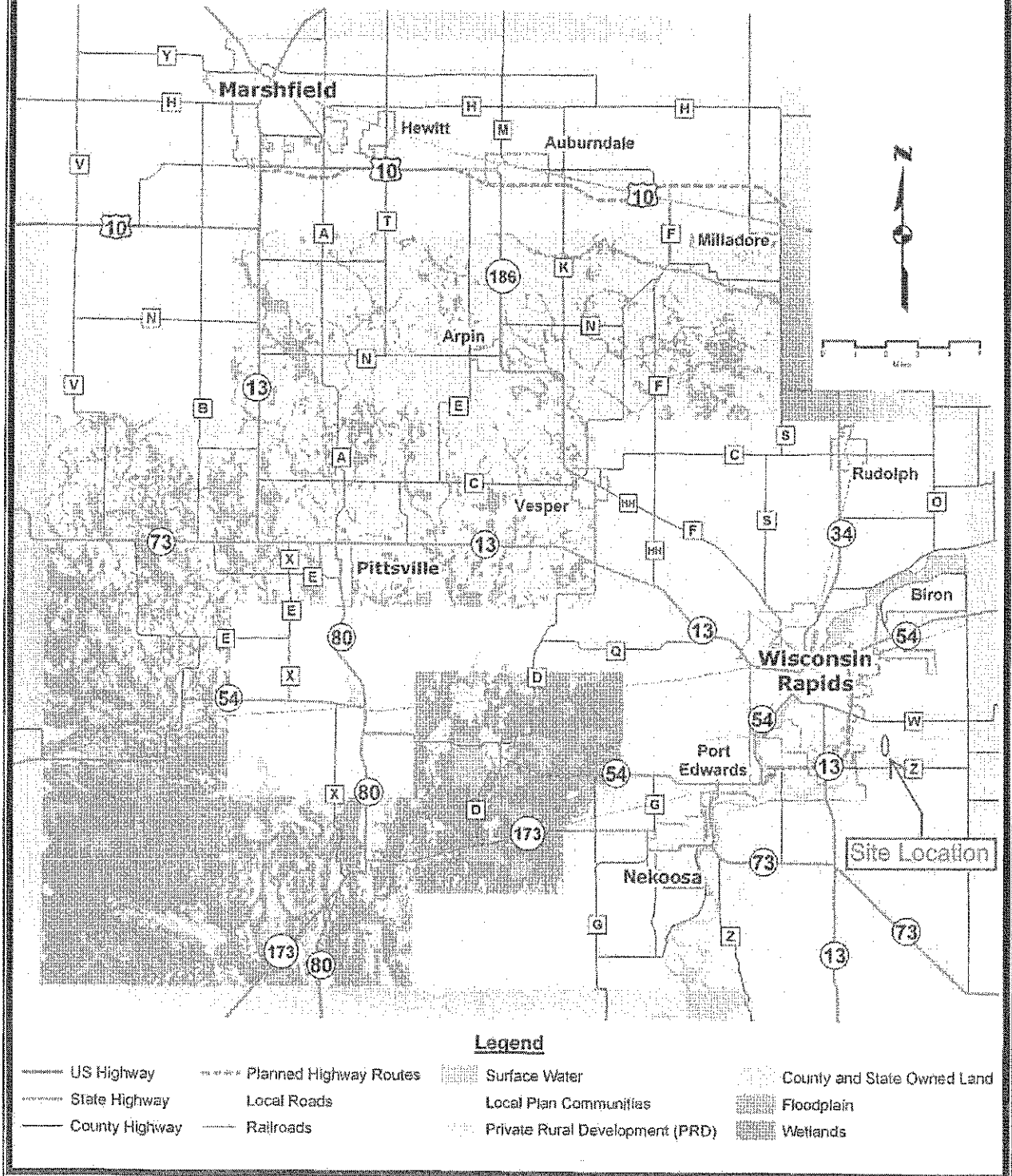
(2 of 2)





FUTURE LAND USE

Wood County, Wisconsin



MINUTES OF THE JUDICIAL AND LEGISLATIVE COMMITTEE

DATE: January 6, 2017
 TIME: 1:30 p.m.
 PLACE: Room 115 Wood County Courthouse
 TIME ADJOURNED: 3:12 p.m.
 MEMBERS PRESENT: Chairman Ed Wagner, Bill Clendenning, Bill Leichtnam, Ken Curry, Dave LaFontaine
 OTHERS PRESENT: Peter Kastenholz, Cindy Joosten, Sue Ledford, Brent Vruwink, Dennis Polach, Joe Zurfluh

1. At 1:30 p.m., Chairman Wagner called the meeting to order.
2. Public comments. None.
3. Consent agenda items.

Moved by LaFontaine, seconded by Leichtnam, to approve the consent agenda, the minutes of the December 2, 2016, Committee meeting, and to approve the reports and payment of vouchers of Branch I, II, and III, Child Support, Clerk of Courts, Register of Deeds, Family Court Commissioner, Corporation Counsel, District Attorney, and Victim/Witness. 4 ayes, Clendenning voted no.

4. Action or discussion on items removed from consent agenda. Brief discussion on Corporation Counsel's report. Moved by Leichtnam, seconded by Clendenning, to approve the Corporation Counsel's report. All ayes.
5. Discussion on resolution to amend the 2017 budget of Branch 3 to include additional revenues from the City of Marshfield to continue Drug Court related services in Marshfield. Moved by LaFontaine, seconded by Leichtnam, to approve the resolution amending the 2017 budget of Branch 3 to include an additional \$22,000 in revenue from the City of Marshfield for Drug Court services in Marshfield. All ayes.
6. Discussion on resolution to amend the 2016 budget of Clerk of Courts. Moved by Clendenning, seconded by Curry, to amend the 2016 budget of Clerk of Courts in the amount of \$82,000 to cover medical evaluation expenses. All ayes.
7. Retainer Agreements for Family Court Commissioners John Kruse and Ken Gorski were reviewed. The Corporation Counsel was directed to ascertain if the proposed agreements reflected the appropriate increase in hourly rates and to bring the matter back in February.
8. There were two new notices of injury/claim filed with the County. The notices of injury/claim of Dania Blume and Kenneth Bargender were reviewed by the Committee and will be forwarded to the county board.
9. There were no new animal claims against the County.

10. The Committee reviewed correspondence and legislative issues.

- a. Committee goals:
- Review number of county board supervisors.
 - Committee decided to review goals of department heads quarterly.
 - Discussed pros and cons of county administrator, administrative coordinator, and executive.
 - Compensation package for county board supervisors.
 - Reconsider centralized accounting.
- b. BadgerNet. Brent Vruwink explained that BadgerNet is the entity that some departments use to access their computers. The County can do this differently and cheaper.

Due to a substantial increase in cost (\$100.00/month to \$577.07/month) and the recommendation of the Wood County IT Department, the Wood County Child Support and Human Services Departments will be converting from BadgerNet to a local Internet Service Provider (ISP) effective 01/2017 to access state systems (i.e. KIDS, CARES). The anticipated monthly cost will be \$146.00/month for mainframe printing and will be billed directly to the Wood County CSA by the Wood County IT Department as the agency needs this function for printing capability in KIDS.

Moved by Curry, seconded by LaFontaine, to accept the Child Support proposal on changing internet access providers. All ayes.

- c. Moved by Clendenning, seconded by LaFontaine, to use the committee of the whole process to discuss the Corporation Counsel's memo. All ayes. General discussion had with committee members and other supervisors in attendance all participating.

Corporation Counsel memo entitled "Invocations - Legislative Prayers" will be submitted to the county board.

Moved by LaFontaine, seconded by Curry, to return from the committee of the whole process. All ayes.

11. County Board rules.

Personal property. Moved by LaFontaine, seconded by Clendenning, to insert in the draft rule a provision for recycling. All ayes. Will be reviewed at February 2017 meeting.

12. Discussion on employee rating system. Committee determined to invite the Human Resources Director to the next meeting to advise how the department head performance evaluation system is working.
13. Agenda items for the February 3, 2017, meeting:
 - Draft rule on personal property.
 - Family Court Commissioner retainer agreements.
 - Meet with Human Resources Director to discuss performance evaluation system.
14. The next committee meeting will be February 3, 2017, at 10 a.m.
15. **Moved by Clendenning, seconded by LaFontaine, to adjourn. All ayes.** Meeting adjourned at 3:12 p.m.

Minutes taken by Peter Kastenholz and approved by Ken Curry.

Kenneth Curry
Kenneth Curry, Secretary (signed electronically)



Wood County WISCONSIN

CORPORATION
COUNSEL OFFICE

Peter A. Kastenholz
CORPORATION COUNSEL

MONTHLY REPORT TO THE JUDICIAL AND LEGISLATIVE COMMITTEE
January 2017

5

1. Mental Health Presentation. On December 14 I gave a 2-hour presentation to about 26 law enforcement officers from agencies within Wood County on the various types of commitments (mental, alcohol, guardianships and protective placements) and issues related to them. In that the program was funded by a grant, there will be reimbursement for the preparation and presentation time. That forced me to keep tabs and it turns out it took about 10 hours to prepare.
2. Goals. I have prepared the attached memo on the constitutionality of invocations at county board meetings. Also attached is an updated status report on the ordinance review project. With respect to the Public Food Safety Ordinance, the Environmental Health Supervisor and I agreed to take a step back as we were heading for a 50-page licensing component of the ordinance in our efforts to simplify the ordinance and provide all relevant materials to the reader of the ordinance. Our approach was not accomplishing the goal so we decided to regroup in January and take a fresh approach at accomplishing our objectives.
3. Child Abuse/Neglect Substantiation Appeals. People who are directly impacted by administrative decisions of the county have 'always' had the right to appeal those decisions pursuant to Wis. Stat. Ch. 68. One of the functions of social workers dealing with children who may have been abused or neglected is to make a determination as to whether one or more person did in fact abuse or neglect a child and then report this decision to the state which maintains a registry of such folks. About ten years ago the state started utilizing this registry of people who a county social worker substantiated (a more likely than not determination) as having abused or neglected a child. The state commenced refusing to grant licenses of just about any type dealing with employment to any person who had been substantiated as having abused or neglected a child. As the various state licensing agencies started to utilize the abuse/neglect registry, the number of administrative appeals started to increase. This office now routinely has several such cases pending at any given time. Currently, I am trying to work through a difference in understanding as to what actually constitutes neglect with the Human Services Dept. as the social workers are given guidance by the state that I don't find consistent in application at times with the state statutes. It isn't an unusual situation for an attorney who is essentially prosecuting a case to view the law differently than the government employee who essentially applies it in the real world. This variance in perspectives here hasn't gotten to the department head level, but I bring it to your attention because it might get there and also as being illustrative of the tension that naturally exists between service departments like this one and the departments we serve.



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: January 17, 2017

RE: Invocations – Legislative Prayers

Over the years the Freedom of Religion Foundation (a/k/a Freedom from Religion Foundation) has questioned Wood County's ability to have an invocation used at the outset of each county board meeting if there was any religious component to it. The Foundation threatened litigation on several occasions whereby the County would be enjoined from engaging in its typical invocations at the board meetings. Although the Foundation was engaging in bluster and scare tactics in making its threats, there was also case law construing the constitution that was unsettled with respect to a governmental entity's right to employ prayer at the beginning of meetings. The law was unclear as to the ability of local units of government to allow prayers as a part of the meeting and if so, limitations that applied to that use based upon the First Amendment's Establishment Clause. In the case of Town of Greece v. Galloway, 134 S. Ct. 1811 (2014), the United States Supreme Court held that generally the use of a religious invocation at the beginning of a meeting of a local unit of government is not unconstitutional.

The Court, in a five – four ruling, rejected the contention that the use of prayer at local governmental meetings must be nonsectarian or not tied to any particular faith. The right of the county board to use a nonsectarian invocation at its monthly meeting is not unfettered, though, as the court held:

In rejecting the suggestion that legislative prayer must be nonsectarian, the Court does not imply that no constraints remain on its content. The relevant constraint derives from its place at the opening of legislative sessions, where it is meant to lend gravity to the occasion and reflect values long part of the Nation's heritage. Prayer that is solemn and respectful in tone, that invites lawmakers to reflect upon shared ideals and common ends before they embark on the fractious business of governing, serves that legitimate function. If the course and practice over time shows that the invocations denigrate nonbelievers or religious minorities, threaten damnation, or preach conversion, many present may consider the prayer to fall short of the desire to elevate the purpose of the occasion and to unite lawmakers in their common effort. That circumstance would present a different case than the one presently before the Court. Town of Greece v. Galloway, 134 S. Ct. at 1823.

Wood County Board of Supervisors
January 17, 2017
Page Two

The Court concluded that “[a]bsent a pattern of prayers that over time denigrate, proselytize, or betray an impermissible governmental purpose, a challenge based solely upon the content of a particular prayer will not likely establish a constitutional violation.” Galloway at 1824.

Since the release of the Galloway decision the Foundation has not sent any more threatening letters to the County and it would appear that for our purposes this area of law is now settled.

NOTICE OF INJURY AND CLAIM
(APPENDIX Q)

RECEIVED

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

JAN 03 2017

WOOD CO. CORP. COUNSEL

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

5

THE INCIDENT

Date: 12-16-16

Time: 8:00 PM

Place: Hwy 10

The circumstances giving rise to my claim are as follows:

My son Kevin Bergender was stopped on
Hwy 10 waiting for traffic to go around when
the wood Co. Plow truck backed into my car.

The names of county personnel involved are: Paul Esser

The name of other witnesses are: _____

THE CLAIM

I request the following monetary or other relief \$ 3,797.32
+ \$ 500.- for 2 week rental car.

Date 1-3-17

Signature [Signature]
Print Name: Kenneth Bergender
Address: 206 Hawthorn Ave
Marshfield, WI 54449
Phone: 715-387-0451

RECEIVED

JAN 03 2017

✓
copies to: Corp Counsel, Risk Mgmt, Hwy

NOTICE OF INJURY AND CLAIM
(APPENDIX Q)

5

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

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

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

THE INCIDENT

Date: 12-11-16

Time: evening

Place: 9803 S Washington

RECEIVED

DEC 21 2016

WOOD CO. CORP. COUNSEL

The circumstances giving rise to my claim are as follows:

Blow hit my mail box for the 2nd time in
the year. To replace the house box that
it is well worth \$89.99

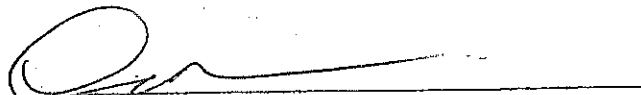
The names of county personnel involved are: Wood Co.

The name of other witnesses are: Gloria Thiene

THE CLAIM

I request the following monetary or other relief \$89.99

12-17-16
Date


Signature

Print Name: Dana Blume

Address: 9803 S Washington Ave
Marion Field WI
54445

Phone: 715-676-6027

RECEIVED

DEC 21 2016

✓
Copy: CorpCust, Risk Mgmt, Hwy006



Wood County WISCONSIN

CHILD SUPPORT
AGENCY

JANUARY 2017

5

MONTHLY REPORT TO THE JUDICIAL AND LEGISLATIVE COMMITTEE

Prepared by Child Support Director Brent Vruwink

- I will be attending WCA CAP day on January 18th. This will be the first opportunity we have to communicate our legislative priorities to legislators. I look forward to working with you on this.
- The yearly IRS training has been completed.
- I have drafted the cooperative agreements and sent them to the various department heads for their signatures.
- The 2017 Children First Plan was submitted. We are requesting an additional 28 slots this year. The increase will be from 72 to 100. We continue to streamline and improve the program on an annual basis.
- I attended the Joint Legislative Committee meeting in Mosinee on December 12th. I was able to communicate my position on a couple of pieces of legislation that may impact the agency.
- Vicki Stoflet, Tiffany Ringer and Nicole Stelzer will be giving a presentation about the child support program to students at River Cities High School on January 6th.
- I will be going to Jackson Correctional on January 25th to discuss child support related matters with inmates.
- I attended the Department Head meeting on December 9th.
- The payment for the 4th quarter will arrive at the end of January.
- The December performance numbers are not available at this time.

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

DAY & DATE: Thursday, January 05, 2017
PLACE: Wood County Highway Department, 555 17th Ave. North, Wisconsin Rapids, WI 54495
MEETING TIME: 8:00 A.M.
ADJOURNMENT TIME: 11:50 A.M.
MEMBERS PRESENT: Chairman Al Breu, Secretary Marion Hokamp, Supervisor David LaFontaine, Supervisor William Winch, Supervisor Joseph Zurfluh entered the meeting at 8:20.
OTHERS PRESENT: County Board Supervisor Dennis Polach; Park and Forestry Director Chad Schooley; Forest Administrator Fritz Schubert; Highway Commissioner Douglas Passineau; Sandra Green Wood County Park & Forestry Office Supervisor, Supervisor Bill Clendenning, Steve Grant DNR State Forester

1. Call meeting to order. Meeting called to order at 8:00 am by Supervisor Breu.
2. Public Comments. None.
3. Approve minutes of the December 1, 2016 and December 20, 2016 Highway, Infrastructure, and Recreation Committee Meetings. Motion for fee schedules should be changed to page 4, per Supervisor Winch. Motion to approve both minutes of December 1st and December 20 as well as moving the fee schedules to page 4 on the December 20th minutes by Winch, second by LaFontaine. Motion carried.

PARKS:

1. Parks Construction Supervisor Report.
 - a. Current projects update. Supervisor Winch mentioned that he stopped out at the new Dexter Shop and suggested ceiling fans to conserve on heat. C. Schooley agreed and stated he would speak with the construction supervisor regarding this suggestion.
 - b. Employee matters.

Motion to approve the construction supervisor report by D. LaFontaine, second by William Winch. All in favor. Motion carried.

2. Office supervisor report.
 - a. Snowmobile/ATV Reports.
 - b. Office Update.

Motion by D. LaFontaine, second by M. Hokamp to approve the office supervisor report. All in favor. Motion Carried.

3. Park and Forestry Director Report.
 - a. 2017 Work plan.

Motion to approve the 2017 Park & Forestry Work Plan by M. Hokamp, second by D. LaFontaine. All in favor. Motion Carried.

- b. Request to place all revenues, exceeding 2016 estimates, into Park and Forestry Capital Projects account. Discussion began with Supervisor Winch suggested starting a maintenance/rental fund to pay into to pay for repairs and upgrades down the road. Future planning is essential now so the department would not need to come up with large sums of money in the future. C. Schooley will try to come up with a plan to figure out what the monthly or annual payment into this account should be. D. LaFontaine wondered if any other county entities in this scenario are doing the same thing and how that affects them. The committee agrees this would be a good system if it works. C. Schooley asked what the committee thought about requesting the monies. He suggested bringing back a more solid dollar amount at February's meeting if the committee would like to see that. He's asking the committee if they would rather hold off for that final number of they would agree to approve this now. A. Breu suggested allowing C. Schooley to carryover what dollar amount remains. Forestry is \$90k above and Parks is about \$12K above 2016 estimates. This dollar amount will not change drastically. This will be an agenda item at the Executive Committee meeting and will not need a resolution. This will be on the agenda for the February Executive Committee meeting for approval.

Motion to approve request to place all revenues into Park and Forestry Capital project by D. LaFontaine, seconded by M. Hokamp. All in favor. Motion carried.

- c. Special Use Permits.
1. February 5, 2017. Pittsville Lions Club, Annual Fisheree out at Lake Dexter.
 2. February 19, 2017. Lake Dexter, Central WI Ice Racing Association for motorcycle and ATV racing.
 3. Forest Administrator Fritz Schubert mentioned that the special use permit request for the long range shooting event on the county forest has been withdrawn. The applicant indicated the timing was not working out for the group for 2017 and will possibly reschedule for following year (2018).

Motion to approve the Special Use Permits for the month of February by D. LaFontaine, second by W. Winch. All in favor. Motion carried.

C. Schooley stated the opening of Powers Bluff on December 26, 2016 went pretty good. They hauled some snow in from adjoining areas to mix with the snow and had good coverage by Wednesday. We just under 1600 tow tickets sold for the week. The staff that worked the entire week did a great job of keeping the hill in great condition.

C. Schooley went out to Standing Rocks ski hill to get an idea of how the snow making equipment works. They try to shoot for about a foot of base when they begin making it. It takes them approximately 50 and 75 hours to cover 4.5 acres with a foot of snow at about 20 degrees. That is the most efficient snow making temperature. If purchased new, snow making equipment would cost approximately \$750K. Standing Rock did scale back a bit and bought used equipment and reduced the cost to \$350K for just the purchase of the equipment. In all, C. Schooley states it would cost about \$450K to purchase the equipment and the power for snow making equipment for Powers Bluff.

Motion to approve the director report by M. Hokamp, second by D. LaFontaine. All in favor. Motion carried.

FORESTRY:

4. Forest Administrator Report

- a. Timber Sale Update. F. Schubert handed out a payment summary report prepared by S. Green for 2016 showing gross and net revenue by each contractor. He then handed out the Forest Administrator Report for December, 2016.
- b. Contract Extension: Futurewood #731. F. Schubert handed out a summary of the status of this contract. Supervisor Zurfluh asked F. Schubert and S. Grant to explain the Oak Wilt situation and how it is spread. S. Grant outlined factors related to spread including tree wounds and beetles that carry the fungus on their bodies back, and this is how oak trees can become infected.

Motion to approve the contract extension for #731 for one year with no increase in stumpage for Futurewood #731 by D. LaFontaine, second by W. Winch. All in favor. Motion carried.

- c. Resolution: Approval of the 2017 Wood County Forest Annual Work Plan. F. Schubert explained the enclosed 2017 Wood County Forest Annual Work plan. There was discussion regarding the Forestry Technician position going from .05 to 1.0 FTE. Approval of this resolution is an annual occurrence and is required in order to participate in the County Forest Administrator Grant program through the Wisconsin DNR.

d.

Motion to approve the resolution for approval of the 2017 Wood County Forest Annual Work Plan by D. LaFontaine, second by M. Hokamp. All in favor. Motion carried.

Motion to approve the Forest Administrator report by M. Hokamp, second by D. LaFontaine. All in favor. Motion carried.

5. Correspondence. None.
6. Approve payment of bills.

Motion to approve payment of bills by W. Winch, second by D. Lafontaine. All in favor. Motion carried.

7. Revenue report. No questions or discussion.

Motion to approve the revenue report by D. LaFontaine, second by M. Hokamp. All in favor. Motion carried.

HIGHWAY:

8. Discuss and possibly choose engineering firm for STP-Urban and STP-Rural projects for 2017. Held interviews and had some good candidates and good interviews. Surface Transportation Program (STP). STP-Urban is Highway 54 to Biron, approximately one mile. The STP-Rural, which is County Trunk H from Marshfield to the County Line, approximately five miles.

Motion to approve the engineering firm for both STP projects which is most advantageous to the county by D. LaFontaine, second by M. Hokamp. All in favor. Motion carried.

9. Discuss and possibly act on quotes for Wisconsin Rapids shop window replacement. Bid came in from Altmann Construction for 23 windows.

Motion to approve the bid that is most advantageous to the county by D. LaFontaine, second by J. Zurfluh. All in favor. Motion carried.

10. Discuss and possibly act on 2017 Highway Department Capital purchases.

Motion to approve the 2017 Highway Department Capital purchase plan by J. Zurfluh, second by D. LaFontaine. All in favor. Motion carried.

11. Discuss land adjacent to Wisconsin Rapids Shop. The asking price came down to \$169K. They are opting to move away from this purchase at this time.
12. Discuss employee pay progression plan. Highway lost another employee to the City of WI Rapids. This is an issue that needs to be addressed. A few of the local townships and villages are at a higher starting wage than the Wood County Highway Department. D. Passineau is asking for support with this process in pulling the employee evaluations and moving them one step to be of fair market value. **There is a consensus with every committee member that Highway Commissioner, D. Passineau should move forward with this pay progression plan for a select number of employees in the Highway Department.**
13. Discuss National Association of County Engineers conference in Columbus, Ohio on April 9-13, 2017.
The committee does not support this.
14. Frac Sand Update. Discussion held.
15. Current projects update. Discussion held. No questions.
16. Approve payment of bills. Discussion held and questions answered.

Motion to approve payment of bills by D. LaFontaine, second by J. Zurfluh. All in favor. Motion carried.

17. Accounting Supervisor's Report.

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

18. Correspondence. None. M. Hokamp suggested to D. Passineau to show his presentation he showed at the Towns Association Meeting which was very nicely done. He will set that up for next month.
19. Next meeting date: February 2, 2017 at Wood County Highway Department, 555 17th Ave. North, Wisconsin Rapids, WI 54495 at 8:00 am.
20. Motion to adjourn.

Motion to adjourn by D. LaFontaine, second by J. Zurfluh. All in favor. Motion carried.

Marion Hokamp

Marion Hokamp, Secretary

Minutes taken by Sandra Green, Wood County Park & Forestry Office Supervisor

PARKS CONSTRUCTION SUPERVISOR REPORT

January 5, 2017

By D. Quinnell

CURRENT PROJECTS

- Construction continues on the new Dexter Shop. The contractor seems to be on target for the completion in mid-January.
- We have completed the move out of the Forestry shop.

MAINTENANCE OPERATIONS

- Parks are closed and winterized for the year.
- Table repairs and dead tree cutting is under way for the winter in all parks.
- Powers Bluff opened on December 26, 2016 for the tubing and skiing season.

EMPLOYEE MATTERS

- Several seasonal employees were hired for the Bluff operations.

OTHER

- We are still waiting to hear back from the state about the White Beach Project.
- We have picked up the new plow truck for North Park and installed the new plow and the new salt spreader.

WOOD COUNTY PARK & FORESTRY
OFFICE SUPERVISOR REPORT

January 5, 2017

By: Sandra Green

SNOWMOBILE:

- The January meeting will be held on January 2, 2017. I have 100% of the Easements and Contracts returned to me. Wood County opened the trails maintained by the Kellner Knights on December 23, 2016 at 8:00 am. They then closed on Monday, December 26th at 8:00 am. The clubs are considering opening up for the New Year weekend. This decision is dependent on more snow and colder temperatures. The Yellow River Rides has signed the trail going over the Hay Creek Bridge as mentioned on my last report. First bills are due by January 13 and I have already started receiving this information from the clubs.

ATV:

- Nothing new to report other than the Township of Port Edwards has made contact with me regarding their newly passed ordinance to allow the use of ATV's on designed township roads. Those roads have not been named nor established as of yet.

OFFICE:

- I worked on getting flyers together for the new fee increases as well as posting this information on our Facebook page and our website.
- I completed the Powers Bluff schedule for the winter. Powers Bluff will open on 12/26/16.
- Worked with the Powers Bluff LTE's in setting up drug tests before they begin work.
- Sent out news releases for the opening and closing of snowmobile trails and opening of Powers Bluff as well as placed that information on our Facebook page, our county website and updated our voice mail to reflect these openings.
- We had our annual employee meeting on 12/16 at Nepco Lake Shelter.
- Working with Chad on the Powers Bluff Development Project brochure.
- Met with the Powers Bluff Concessionaire regarding upcoming season.
- Participated in Active Shooter training in Courthouse.

Park and Forestry Director Report

By Chad Schooley, Park and Forestry Director
January 5, 2017
HIRC meeting

- I have been working on the Lake Wazeecha Dredge project reimbursement.
- Sandy and I have been working on the Powers Bluff Development Project brochure and donation sheet.
- Office staff has been working on the 2017 Work Plan. A copy has been included in your packet.
- Dec. 5 meeting with Powers Bluff Concessionaire regarding upcoming season.
- Dec. 6 Active Shooter training in Courthouse.
- Dec. 9 tour of Standing Rocks County Park in Portage County regarding their snow making operations.
- Dec. 9 attended Department Head meeting.
- Dec. 16 held an employee meeting at the Nepco shelter house. Risk Management/Safety update, Powers Bluff operations training and year-end park and forestry reports were all on the agenda.
- Dec. 21 I assisted Fritz with interviews for the Forest Tech position.
- December 26th was the opening day for the Powers Bluff Winter Recreation Area. Recent rain and mild weather has made things a little difficult to operate, but our staff has done a great job getting the hills ready and safe for the public.

December Events - 12 shelter reservations.

Special Use Permits

- February 5, 2017 Pittsville Lions Club fisheree, Lake Dexter. Shelter house is used for this event. Past shelter reservation fees have been waived due to the club's assistance with the shelter building remodel project.
- February 19, 2017 Central WI Ice Racing Association ATV and Motorcycle races. Lake Dexter. All sales and activities are on the ice.

FOREST ADMINISTRATOR REPORT

January 5, 2017

By: F. Schubert

Timber Sale Activity

TIMBER SALE BALANCES AS OF 12/31/2016					
JOB NUMBER	CONTRACTOR	ENDING MONTH BALANCE	CONTRACT AWARD	PAYMENTS RECEIVED THIS MONTH	YEAR AWARDED
738	KRUGER FOREST	(8,772.73)	38,964.50	0.00	2015
742	FUTUREWOOD	0.00	34,626.30	2,549.15	2016
746	DELANEY	0.00	47,272.00	0.00	2016
750	LAMBERT F.P.	0.00	185,702.50	0.00	2016
751	FUTUREWOOD	(7,392.22)	35,027.30	30,903.97	2016
752	FUTUREWOOD	(7,923.58)	71,450.00	0.00	2016
753	FUTUREWOOD	(1,273.36)	20,900.00	7,457.12	2016
754	FUTUREWOOD	0.00	14,198.10	0.00	2016
				\$ 40,910.24	
2016 Forestry Revenue:		\$520,919.04			

Timber Sale Activity

Jobs Started: #752 Futurewood
#754 Futurewood

Jobs Continuing/Reactivated: #725 Schreiner Forestry

Jobs Gone Inactive: None
None

Jobs Finished: #751 Futurewood
#753 Futurewood

**PARK AND FORESTRY DEPARTMENT
REVENUE SUMMARY 2016**

			DECEMBER				
BUDGETED 2016 REVENUES	46721 SOURCE	2016 FEES	YTD	YTD	MONTH December-16	MONTH	ACTUAL REVENUE 2015
			REVENUE December-16	REVENUE December-15		December-15	
\$ 196,000.00	Credit Card PAY PAL	\$10	\$ 208,649.58	\$ 215,386.09	\$ 3,595.62	\$ 3,456.07	\$ 215,386.09
\$ 5,000.00	Camping Reg. Office	Cash or Check/Pd. At Office	\$ 2,562.09	\$ 3,825.34	\$ 130.80	\$ 165.64	\$ 3,825.34
\$ 80,000.00	Self-Registration	\$16	\$ 80,418.01	\$ 81,124.84	\$ -	\$ -	\$ 81,124.84
\$ 25,000.00	Electricity	\$5	\$ 21,995.79	\$ 23,061.61	\$ -	\$ -	\$ 23,061.61
\$ 1,500.00	Water/Sewer	\$7	\$ 751.89	\$ 597.17	\$ -	\$ -	\$ 597.17
\$ 20,000.00	Wood	\$5	\$ 30,881.51	\$ 18,827.80	\$ -	\$ -	\$ 18,827.80
\$ 8,000.00	Ice	\$2.00/\$5.00	\$ 7,171.26	\$ 6,313.73	\$ -	\$ -	\$ 6,313.73
\$ 600.00	Soda	\$1	\$ 332.17	\$ 472.51	\$ -	\$ 91.94	\$ 472.51
\$ 600.00	Dump Fee	\$6.00	\$ 1,159.64	\$ 1,060.67	\$ 5.69	\$ -	\$ 1,060.67
\$ 500.00	Storage Fee	\$10	\$ 580.08	\$ 785.78	\$ -	\$ -	\$ 785.78
\$ 200.00	Washer/Dryer		\$ 436.97	\$ 600.01	\$ -	\$ -	\$ 600.01
\$ 42,500.00	Shelter - Enclosed	\$100/\$150/\$175/\$200/\$225	\$ 47,107.32	\$ 46,362.05	\$ 2,938.39	\$ 2,488.15	\$ 46,362.05
\$ 3,000.00	Shelter - Open	\$75/\$125	\$ 2,653.98	\$ 6,018.95	\$ -	\$ -	\$ 6,018.95
\$ 17,500.00	PB-Tube/Ski/Board-TKTS	\$6/\$8	\$ 20,366.21	\$ 23,647.39	\$ 497.63	\$ 189.57	\$ 23,647.39
\$ -	PB-Concessions	15% of total food sold (-taxes)	\$ 241.04	\$ 333.55	\$ -	\$ -	\$ 333.55
\$ -	PB-RENTALS	\$8/\$10	\$ 712.81	\$ 936.34	\$ -	\$ -	\$ 936.34
\$ 2,500.00	X-Country Skiing	\$5/daily; \$15/annual; \$30/family	\$ 1,565.48	\$ 1,035.07	\$ 791.46	\$ 28.44	\$ 1,035.07
\$ 1,100.00	Parks Pulpwood	MARKET PRICE	\$ -	\$ -	\$ -	\$ -	\$ -
\$ 1,000.00	Miscellaneous*	See Below.	\$ 11,641.51	\$ 11,868.09	\$ 409.47	\$ 174.41	\$ 11,868.09
\$ 20,000.00	Boat Launch	\$20/annual; \$5/daily	\$ 22,842.95	\$ 22,717.43	\$ 71.09	\$ -	\$ 22,717.43
\$ 425,000.00			\$ 462,070.29	\$ 464,974.42	\$ 8,440.15	\$ 6,594.22	\$ 464,974.42
Miscellaneous* *Gift Cert (\$244)(\$46)(\$42)							

BUDGETED 2016 REVENUES	45123 SOURCE	2016 FEES	YTD Revenue	YTD Revenue	MONTH	MONTH	ACTUAL REVENUE 2015
			December-16	December-15	December-16	December-15	
\$ 750.00	Violations	\$25.00	\$ 500.00	\$ 1,075.00	\$ -	\$ 25.00	\$ 1,075.00
\$ 750.00			\$ 500.00	\$ 1,075.00	\$ -	\$ 25.00	\$ 1,075.00

BUDGETED 2016 REVENUES	46813 SOURCE	2016 FEES	YTD Revenue	YTD Revenue	MONTH	MONTH	ACTUAL REVENUE 2015
			December-16	December-15	December-16	December-15	
\$ 365,000.00	Timber Sales	CONTRACTED	\$ 520,613.04	\$ 685,818.61	\$ 36,819.21	\$ 35,803.11	\$ 639,800.95
NEW 2016	Wood Cutting Permits	\$10.00 each	\$ 306.00		\$ 18.00		
\$ 365,000.00			\$ 520,919.04	\$ 685,818.61	\$ 36,837.21	\$ 35,803.11	\$ 639,800.95

Wood County Park & Forestry
Payment Summary

For Contractors: All
For the Period: 1/1/2016 through 12/31/2016
Status: ALL

Contractor	Total	Percent
DELANEY FOREST PRODUCTS LLC	335,280.48	57.93%
KRUGER DRAGLINE AND EXCAVATING	5,469.85	0.95%
KRUGER FOREST MANAGEMENT LLC	2,373.07	0.41%
SCHREINER FORESTRY INC	48,479.31	8.38%
FUTUREWOOD	153,326.35	26.49%
VERSO	33,549.87	5.80%
OTHER-FIREWOOD PERMITS	320.00	0.06%
Grand Total:		\$578,798.93

Contract Extension Notes – January 2017

#731 Futurewood

- Bid November 2014 – original contract expiration: December 1, 2016.
- Contract extensions: None
- % completion = 0%
- Job constraints: Seasonally wet access, ground needs to be very dry or frozen for access and to operate in portions of the sale area. Oak wilt restriction (April 1- September 30).
- Considerations: Contractor has completed many contracts in the last few years on the Wood County Forest and has had excellent payment history and does superior quality work. Contractor currently holds 14 other contracts on Wood County Forest. Cut/operated on **8 contracts** according to specs in the past year and generated **\$153,326.35** in revenue to the Wood County Forest. Winter 2015/ 2016 was fairly wet and warm. Opportunity for frozen ground access was somewhat limited.

Recommendation:

Grant 1 year extension to January 1, 2018 with **no increase in stumpage**.

Current Projects Update

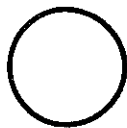
By Douglas Passineau, Highway Commissioner

January 5, 2017

January HIRC meeting

Projects and Maintenance

1. Snow Fencing – State/County
2. Pothole Repairs – State/County
3. Brushing – State/County/Towns
4. Salt Brine – State/County
5. Guard Rail Repair – County
6. Shouldering – County
7. Mix salt sand for use on State/County/Town roads
8. Haul salt sand to County and Town shops
9. Winter snow and ice control
10. Calibrate trucks for winter



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>MPA</u> , Finance Dir.		

INTENT & SYNOPSIS: Approval of the 2017 Wood County Forest Annual Work Plan.

FISCAL NOTE: Potential loss of State Aid Revenues in the amount of \$45,135.29

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

WHEREAS, Wood County has lands enrolled in the Wisconsin County Forest Land Program commonly referred to as the Wood County Forest, and

WHEREAS, §28.11 and the Wood County Forest Comprehensive Land Use Plan requires an annual County Forest Work Plan to be approved by the Wood County Board of Supervisors, in order to be eligible for certain grant funding per §28.11 (5m) Wis. Stats., and

WHEREAS, the Highway Infrastructure and Recreation Committee approved the 2017 Wood County Annual Work Plan (see attached documents) at their monthly meeting held January 5, 2017, and

WHEREAS, the Wood County Board of Supervisors adopted the 2017 Wood County Park & Forestry Budget at its November 15, 2016 County Board Meeting, and

NOW, THEREFORE, THE WOOD COUNTY BOARD OF SUPERVISORS HEREBY RESOLVES to, approve and adopt the 2017 Wood County Forest Annual Work Plan.

AGING AND DISABILITY RESOURCE CENTER OF CENTRAL WISCONSIN
ADRC-CW

Finance Committee Minutes
Location: 1000 Lakeview Drive, Wausau WI
November 17th, 2016

Finance Committee Members Present: Larry Lebal, Terri Sersch, Jim Hampton, Tim Buttke

Absent:

Others Present: Steve Prell, Linda Weitz

1. Call to Order:

Meeting was called to order at 10:00 a.m. by Larry Lebal

2. Fiscal Policy Review:

The committee reviewed what had been done so far. The issue the committee was going to address was how we approach the four member counties to request changes in funding. As we looked into this we discovered that the old fiscal policy needed to be updated and suggested that we could include the process to request changes in funding in the updated policy. A draft of that policy was provided to the committee members in September. The committee then reviewed the draft policy and recommended changes.

3. Adjournment:

Motion to adjourn made by Tim Buttke; seconded by Terri Sersch. Motion carried, meeting ended at 11:40.

MINUTES

Aging & Disability Resource Center of Central Wisconsin Board Meeting

Location: Marshfield Area Chamber of Commerce, 700 South Central Avenue, Marshfield

November 10, 2016

Board Members Present: Doug Machon, Tim Buttke, Larry Lebal, Terri Sersch, Jim Hampton, Kirby Crosby, Vernon Cahak, Julie Webb, Danielle Yuska, Jean Doty, Mike Feirer, and Bob Reichelt via conference call.

Others present: Alyssa Vruwink, Linda Weitz, Steve Prell, Mike Rhea, Ronda James, Heather Jones, Pa Thao, and Ben Christian.

Absent: Joe Hoppa, Sharon Rybacki and Joel Lewis

1. Call to order:

Meeting called to order by Chairperson Doug Machon at 9:32 a.m.

2. Public comments:

There were no public comments.

3. Approval of minutes:

A motion made by Mike Feirer seconded by Tim Buttke to approve the minutes of the October 13, 2016 board meeting. Motion carried.

4. Discussion/possible action: Report from Finance Committee

Larry Lebal reported on the discussions of the finance committee. All financial statements were signed. The committee will meet again on November 17 to begin work on a new fiscal policy that outlines the budget process, including addressing how to approach county boards for additional funding if needed. Motion to accept the finance committee's report made by Mike Feirer, seconded by Julie Webb. Motion carried.

5. Discussion/possible action: Budget adjustments

Steve Prell reviewed the budget adjustment of one-time funds from the ADRC-CW contract for the Wausau office relocation, build-out, and compliance costs. He presented each line item cost associated. Motion to approve the budget transfer and adjustment made by Tim Buttke seconded by Larry Lebal. Motion carried.

6. Discussion/possible action: Recommending ADRC-CW advisory member appointments

Linda presented the application statements of four new recommendations for the ADRC-CW Advisory Committee, two applicants were from Lincoln County - Nancy Uerling from Gleason and Dee (Delores) Olson from Merrill, one from Wood County - Ann Egge from Wisconsin Rapids and one from Marathon County - Barbara Mullen of Wausau. Motion to accept Nancy Uerling, Delores Olson, Barbara Mullen, and Ann Egge made by Danielle Yuska seconded by Terri Sersch. No further discussion. Motion carried.

7. Discussion/possible action: Building updates – Marshfield Community Center building update

Linda attended the public comments session of the October 25 Marshfield City Council meeting before the council moved into a closed session. Linda was unable to have any type of discussion with the council due to it being in closed session. Since the closed session, the council sent Linda a draft lease on November 9. Linda presented the lease to the board at today's meeting for review and discussion. Key points of discussion in the draft lease were the requested \$100,000 upfront from the ADRC-CW for build out costs without a significant

rent cost reduction and an undefined rent escalation clause. However, since the Board members only received the proposed lease at today's board meeting, they did not have an opportunity to review all of its proposals to discuss in any further depth.

Linda asked the board how to proceed. Doug Machon entertained a motion to give Linda the authority to express to the city of Marshfield that the ADRC-CW board of directors is still interested in moving into the new community center, but the terms of the proposed draft lease are unacceptable and that the board would like to enter into formal, open negotiations. Motion seconded by Tim Buttke. All were in favor, motion carried.

8. Discussion/Possible action: Board strategic planning – reviewing past plan and developing a new plan

Linda asked if the board would like they would like to begin the strategic planning process and if so, if the same procedure should be followed of bringing in an outside facilitator. Doug Machon asked if there were any state statutory requirements for strategic planning. Linda confirmed there were none. Jim Hampton said there should be a review of the board's 2013 strategic plan at the next meeting, and a discussion regarding if a new plan should be made.

9. Executive Director's Report:

For expediency of the meeting, Linda highlighted significant items in the report, including: the Wisconsin Department of Health Services Secretary visit to the ADRC-CW Merrill office on November 9, the merger of Community Care Connections of Wisconsin and two other managed care organizations ContinuUs and Western Wisconsin Cares, who will now move forward as Community Link, Inc., and the dementia friendly community initiative kick off with our first dementia-friendly trained business, Walgreens, in Wisconsin Rapids.

Jim Hampton asked about who is meeting with the community groups using the space within North Central Health Care. Linda said that the NCHC interim CEO is meeting with these individuals and will be allowing them to continue to use the space for their activities going forward.

Jim Hampton asked if there were significant cost savings with Norwood, who won the Meals on Wheels contract. Ronda said there were cost savings when compared to the other two RFP respondents, but none of the proposals were less than what we currently pay.

Jean Doty congratulated the ADRC-CW on the positive results from the organization's recent customer satisfaction survey.

10. Future Agenda Items & Location:

The next meeting will take place at the new ADRC-CW office in Wausau on December 8 at 9:00 a.m. Future agenda items include: a review of 2013 strategic plan and next steps, the board members will receive performance review surveys for the Executive Director, will set the 2017 ADRC-CW board meeting schedule with a suggestion to have all the meetings at the same time.

11. Adjournment:

Doug Machon declared the meeting adjourned at 11:05 a.m.

AGING AND DISABILITY RESOURCE CENTER OF CENTRAL WISCONSIN
ADRC-CW

Finance Committee Minutes

Location: Marshfield Area Chamber of Commerce, 700 South Central Ave, Marshfield WI
November 10th, 2016

Finance Committee Members Present: Larry Lebal, Terri Sersch, Jim Hampton, Tim Buttke

Absent:

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:

Larry had some pictures from Lynn's Catering kitchen.

3. Approval of Minutes:

Motion by Tim Buttke to amend minutes from 9/8/2016 as Tim Buttke did attend the 9/8/2016 Finance Committee meeting. Second by Terri Sersch to approve minutes as amended. Carried.

4. Review Monthly Fiscal Report:

Committee reviewed the reports for August and September 2016. A question was asked regarding the budget adjustment that will be requested at the board meeting. Linda explained that the State had funds available to all ADRC's for ADRC contract compliance and the State approved our request for these funds. Linda also explained will have two monodpads in our new offices in Wausau, the current one will be used in the classroom and the new one will be in the board room.

5. Review Monthly Disbursements:

Committee reviewed the monthly disbursements. There were no questions.

6. Fiscal Policy Review:

Due to time constraints the committee decided to have a separate meeting to review and recommend changes the Fiscal Policy. The committee will have this meeting on November 17th at 10:00 a.m. at the Wausau office.

7. Adjournment:

Motion to adjourn made by Tim Buttke; seconded by Terri Sersch. Motion carried, meeting ended at 9:15.

**Draft
MINUTES
SCLS BOARD OF TRUSTEES
November 18, 2016
12:15 p.m.
SCLS Headquarters**

Present: J. Ashford, P. Behling, J. Carter, F. Cherney, P. Cox, M. Furgal, J. Harrington, D. Heimstead, N. Long, K. Michaelis, M. Nelson, P. Nelson, R. Owens, L. Sipiorski, A. Weier

Also Present: M. Van Pelt, K. Goeden

Absent:

Excused: H. Bauman, N. Brien, J. Healy-Plotkin, M. Hokamp, N. Hughes

Call to Order: P. Cox, President, called the meeting to order at 12:16 p.m.

- a. Introduction of guests/visitors: None
- b. Changes/additions to the agenda: None
- c. Requests to address the board: None

Minutes: A motion was made to approve the October 27, 2016 minutes. Motion seconded and carried. J. Harrington and P. Nelson abstained.

Bills for Payment/Financial Statements: J. Ashford reviewed the bills for payment in the amount of \$169,001.10 and moved approval. P. Behling seconded. Motion carried.

It was requested that the agenda reflect a separation of who is reviewing the bills versus the financial statement review by K. Goeden. Future agendas will reflect this separation.

Committee Reports:

- a. **Advocacy:** M. Nelson encouraged the board to contact their legislators to support the Museum & Library Services Act of 2016 (S 3391). 2017 National Library Legislative Day in Washington D.C. is May 1st and 2nd. The application may be found attached to the agenda for any board member interested in attending National Library Legislative Day (NLLD). Please submit the application prior to the January board meeting so the Advocacy Committee can review and announce the representative they selected to attend NLLD. The Wisconsin Library Legislative Day will be February 21st at the Concourse Hotel in Madison.
- b. **Nomination Committee:** P. Behling noted the committee will present a slate of officers at the December meeting. If anyone is interested in serving, please let Pat know.
- c. **Personnel:** K. Michaelis noted the committee met prior to the board meeting to review the SCLS employee handbook, determine whether the 1% cost of living wage increase actually resulted in an increase for SCLS staff, and discussed sick time accrual rate and cap of 120 days/960 hours. The Personnel Committee will present an action item at the December board meeting for approval of each SCLS employee to receive a \$1,000 bonus plus 1% of their salary. J. Carter requested a financial analysis regarding the bonus prior to the December meeting. It was also requested that SCLS provide summary documentation of what other library systems are doing with salary increases and bonuses at next meeting.
The Personnel Committee will also recommend removal of the cap of sick time hours at 960 for an

active employee. However, the cap of 960 hours will be retained when an employee retires.

- d. **Budget/finance:** J. Carter noted there is no active business except for the approval of the SCLS purchasing policy.

Action Items:

- a. **Approve SCLS purchasing policy:** The board discussed this at length and provided several suggestions for modification to the purchasing policy presented.
J. Harrington moved to table approving the SCLS Purchasing Policy until the December meeting. Motion was seconded and carried. A revised SCLS Purchasing Policy will be presented to the board at the December meeting for approval.
- b. **Approval of system reciprocal borrowing agreement with the Monarch Library System.** K. Michaelis moved approval of the system reciprocal borrowing agreement with the Monarch Library System. A. Weier seconded. Motion carried.
- c. **Approval of system reciprocal borrowing agreement with the Bridges Library System.** A motion was made to approve the system reciprocal borrowing agreement with the Bridges Library System. Motion seconded and carried.

SCLS Foundation Report: The Cornerstone event was a success. The Rio, Verona, and Baraboo libraries received awards and there was a great turn out to honor Julie Anne Chase and Mary Lou Sharpee.

Circulation and ILL Statistics: P. Behling requested that the links to the Flipster and OverDrive statistics be included on the agenda as well. Future agendas will include the links.

System Director's Report: K. Michaelis inquired about the PLSR workgroups and noted the reports online are not clear regarding the direction the Delivery Work Group is going. It was suggested that Bruce Smith and/or Corey Baumann could speak at the December meeting to provide clarification. The board will also create a reply to the PLSR workgroup models survey.

Discussion: Trustee Essential #10 – R. Owens

Administrative Council (AC) Report: The All Directors meeting was November 17. It included an afternoon continuing education program on the annual report. You may review the minutes here:
<http://www.scls.info/committees/ac/index.html>

Other Business:

2017 Committees: The board was asked to let H. Moe know for which committees they would like to serve in 2017 (including remaining on the committee they are currently serving). The By-laws Committee will be reactivated in 2017 and openings on the Foundation Board may occur as well.

Information Sharing: None

The next board meeting will be held on December 22, 2016

Meeting adjourned at 1:27 p.m.

Heidi Moe, Recorder

BOT/Minutes/11-18-2016

County of Wood Library Board minutes

October 6, 2016

Board members:

Francis Cherney
Hugh O'Donnell
Jane Maciejewski
Gary Allworden
Joe Zurfluh
Brad Hamilton
Linda Schmidt
Dave Barth
Jean Anderson

Librarians:

Lori Belongia, Everett Roehl Marshfield Public Library
Barb Calaway, Pittsville Public Library
Andrea Halbersma, Lester Public Library of Vesper
Darla Allen, Charles and Joann Lester Library of Nekoosa
Andy Bartlett, McMillan Public Library
Beth Martin, Lester Library of Arpin

Chairman Fran called the meeting to order at 7 pm at the new Everett Roehl Marshfield Public Library.

The minutes were read and approved.

We discussed how much money was trimmed from the budget.

The librarian directors gave their updates.

Lori said that the open house for the new library will be Sun. Nov. 13th. There was a book sale and furniture sale from the old library. The friends group made \$1100.

Barb finished the summer reading program and started the fall programs. She also had a book sale.

Darla said that Krista Coon from Heart of Wis. is arranging a light display for Christmas at Riverside Park in Nekoosa. Darla is doing a weekly activity through December.

Jean announced that Corner Stone Reception will be Nov. 17th in Cambridge.

The next meeting will be Jan. 5, 2017, in Nekoosa at the Charles and Joann Lester Library at 7:00 pm.

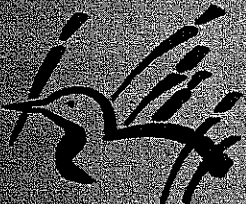
Motion was made to adjourn.

Secretary, Linda Schmidt

The University COMMISSION



MARSHFIELD/
WOOD COUNTY



City of Marshfield



Commissioners

VOTING MEMBERS

Al Brub, Vice-Chair

Cordy Earl, Secretary

Amanda Feddick

Doug Machon, Chair

Danina Rozar

Roberta Spiros

EX OFFICIO

NON-VOTING MEMBERS

Chris Meyer

Earl Montgomery

Lance Pliml

(UNAPPROVED)

MINUTES OF THE UNIVERSITY COMMISSION MEETING OF NOVEMBER 16, 2016

Chair Machon called the meeting to order at 5:15 p.m.

Present: Montgomery, Breu, Earll, Spiros, Feddick, and Machon. Rozar arrived at 5:20 p.m.

Absent: Meyer and Pliml.

Also present: Michelle Boernke, Associate Regional Dean; Brian Panzer, Building & Grounds Superintendent; Marcie Koziczowski, Commission Bookkeeper and representatives wanting to lease land for the construction of a cellphone tower.

Machon declared a quorum present.

There were no public comments.

Motion (Earll/Spiros) to receive and place on file the minutes of the September 15, 2016 regular meeting. Motion carried. (Minutes on file.)

Chair Machon distributed copies of the Amendment to Memorandum of Understanding dated August 17, 2016 in which the University Foundation agreed to guarantee payment for additional S.T.E.M. Building costs for the Compressed Air System.

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

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

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

2000 West 5th Street
Marshfield, WI 54449

715-389-6538

FAX 715-389-6517

Representatives wishing to lease land to construct a cell phone tower for Parallel distributed a boilerplate lease agreement and explained why the site is desired as a location and some of the details surrounding the construction. Some discussion followed regarding the amount of the rent to be paid, but no commitment was made by either party. Following numerous questions, there was a motion (Breu/Feddick) to approve going ahead with a preliminary design which would be located on the alternate site (just to the south of the "community garden" plots). Motion carried. The item will appear on the January agenda as an action item during closed session. (Draft lease on file.)

No vote was taken regarding the salary increase for the Commission bookkeeper. Koziczowski declined any increase.

Boernke reported on the October Safety Walk and that an L.T.E. employee had been hired to work on the needed moveable equipment for the S.T.E.M. building to be purchased by the State of Wisconsin.

Montgomery reported on the passing of Melvin Laird, Marshfield native and long-time campus patron. In 1998, Mr. Laird donated \$500,000 of which the interest was dedicated for Arts funding for events held in the Helen C. Laird Theater. Upon his death, the second half of the \$1 million endowment comes to the campus. Montgomery also reported on the resignation of Terry Classen.

There was no Project Manager's report.

There was no other business.

The regular meeting dates for 2017 are: January 19, May 18, August 17, and November 16. All meetings will begin at 5:30 p.m. and held in Conference Room 101, unless noted.

Chair Machon declared the meeting adjourned at 6:35 p.m.

Minutes taken for Gordon Earll, Secretary, by Marcie Koziczowski