

**AGENDA**  
**OPERATIONS COMMITTEE**

**DATE:** Thursday, February 8, 2024  
**TIME:** 9:00 AM  
**LOCATION:** Courthouse - Conference Room 115

1. Call meeting to order
2. Public Comments
3. CONSENT AGENDA
  - a. Review/approve minutes from previous committee meetings
  - b. Review monthly letters of comment from department heads.
  - c. Approval of departments vouchers – County Board, County Clerk, Finance, Human Resources, and Treasurer.
4. Review items, if any, pulled from consent agenda
5. Discuss American Rescue Plan Act
6. **WELLNESS COORDINATOR UPDATE**
7. **FINANCE**
  - a. Finance Department update
  - b. Resolution – Amend 2023 UW Extension Budget
  - c. Resolution – Amend 2023 Health Department Budget
  - d. Resolution – Amend 2023 Human Services ARPA Projects
  - e. Resolution – Amend 2023 Human Services Budget
  - f. Resolution – Amend 2023 Communications Budget and ARPA Projects
  - g. Resolution – Amend 2023 EM BNI Budget
  - h. Resolution – Amend 2023 EM Budget
  - i. Resolution – Amend 2023 Debt Service Budget
  - j. Resolution – Amend 2023 UWSP Marshfield ARPA Projects
  - k. Resolution – Amend 2023 Jail Capital Projects
  - l. Resolution – 2023 Committed Funds
  - m. Resolution – Amend 2023 Maintenance CIP Projects
  - n. Levy worksheet update
8. **HUMAN RESOURCES**
  - a. Resolution – Amend 2023 Property & Liability Budget
  - b. Discussion on Market Review of 2024 Wage Plans
  - c. Non-Traditional Hours/Holiday Benefit Discussion
  - d. Discuss compensation for next term of office of County Clerk, Register of Deeds, and Treasurer
9. Comments from the Chair
10. Consider any agenda items for next meeting
11. Set next regular committee meeting date
12. Adjourn

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**Join by phone**

+1-408-418-9388 United States Toll  
Meeting number (access code): 2497 754 0118

**Join by WebEx App or Web**

<https://woodcountywi.webex.com/woodcountywi/j.php?MTID=m59ee408d8ab8f0f6af0fc975821a9c75>  
Meeting number (access code): 2497 754 0118  
Meeting password: 020824

## MINUTES OPERATIONS COMMITTEE

**DATE:** Tuesday, January 2, 2024

**TIME:** 9:30 AM

**PLACE:** Courthouse – Room 115

**MEMBERS PRESENT:** Ed Wagner, Lance Pliml, Laura Valenstein, Adam Fischer

**MEMBER EXCUSED:** Donna Rozar

**OTHERS PRESENT:** Trent Miner, County Clerk; See attached sign-in list

1. Chairman Wagner called the meeting to order at 9:30 AM.
2. There was no public comment.
3. Motion by Fischer/Pliml to approve the consent agenda. Motion carried unanimously.
4. Pliml has scheduled a meeting of the ARPA Committee for Tuesday, January 23<sup>rd</sup> at 9:00 AM to finalize more funding requests. There is hope we will have firmer amounts on some big ticket items, i.e. courthouse boiler.
5. Health Director Smith reviewed the Opioid Settlement Plan and the resolution authorizing the spend down of the funds received as a part of the settlement. The expenditures out of this fund would be reviewed each year and be dependent on what is in the fund. Motion by Pliml/Fischer to approve the resolution and forward onto the county board for their consideration. Motion carried unanimously.
6. Miner shared a letter received from WCA President Mark O’Connell requesting funds for the development of a NACO sponsored National Center for Public Lands Counties. Wood County received, according to the communication, \$100,000 from the Local Assistance and Tribal Consistency Fund. The request is for \$1,000. Motion by Pliml/Valenstein to approve the request. Motion carried unanimously.
7. Wellness Coordinator Boeshaar provided a departmental update.
8. Finance Director Newton provided a departmental update.
9. Newton presented a resolution amending a number of Highway Dept. budgets was presented to the committee. This is a yearly clean up resolution. Motion by Fischer/Pliml to approve the resolution and forward onto the county board for consideration. Motion carried unanimously.
10. McGrath presented a request from department heads to the Operations Committee to conduct a market review of the 2024 wage plan due to the sharp increases seen at the

lower grades of the scale. Consensus of the committee was for McGrath to research costs and bring that information back to the committee.

11. McGrath presented a resolution to continue our self-funding of the workers compensation plan. This resolution is required every 3 years. Motion by Pliml/Valenstein to approve the resolution and forward onto the county board for their consideration. Motion carried unanimously.

12. The next meeting will be on Thursday, February 8, 2024 at 9:00 AM.

13. Chair Wagner adjourned the meeting at 9:50 AM.

Minutes taken by Trent Miner, County Clerk, and are in draft form until approved at the next meeting.





# Wood County WISCONSIN

OFFICE OF THE  
COUNTY CLERK

*Trent Miner*

## Letter of Comments – February 2024

- 2023, in the County Clerk’s Office, by the numbers:

	<u>2022</u>	<u>2023</u>
Outgoing Mail Pieces Processed	127,808	124,846
DMV Titles & Renewals Processed	675	530
Marriage License Applications	420	384
Passport Applications Accepted	624	845
Timber Cutting Notices Processed	81	75
Elections Administered	4	2

### Discussion on the numbers:

- Marriage Licenses – A little decrease again. If you were to put the marriage license numbers on a spreadsheet, it would look like you were having a coronary. It’s up, it’s down. I do not have a good reason for it.
- Passports – We absolutely SMOKED the previous record of 752, set in 2019 before COVID hit. Will our increases
- DMV Services – This is down another 21% from last year. I will be making a decision by the middle of 2024 whether or not to keep offering this service.
- Timber Cutting Permits – Another little drop this year. Assuming that the loss of markets in the area has some affect on this.

- Human Resources will be bringing up the pay for the constitutional officers for the next term of office. This will include the County Clerk position as well as the Treasurer and Register of Deeds. I will have information I will present in that regard and look forward to discussing it with you.
- The Spring Election is set, which is necessitated a primary election to be held on Tuesday, February 20<sup>th</sup>. We have primary contests for Mayor in Wisconsin Rapids and Nekoosa, School Board members in Stevens Point and Marshfield.
- There will be 2 statewide constitutional amendment questions on the ballot this spring dealing with election administration. In addition, the Port Edwards School District has two questions dealing with bonding and exceeding the levy limit. The Stevens Point School District also has a question on exceeding their revenue limit.
- I have a blood drive scheduled for Friday, February 2<sup>nd</sup> here at the courthouse. With a severe blood shortage in the nation, the Red Cross is always eager to come in a do the drive.
- I did election trainings for my clerks and chief inspectors on Wednesday, January 24<sup>th</sup>

and Saturday, January 27<sup>th</sup>. We had about 60 participants on Wednesday, and 30 on Saturday morning. My thanks once again to the City of Pittsville for allowing me the use of their Community Hall. I will be doing some more trainings on equipment in the Town of Remington on a Saturday morning coming up closer to the Spring Election. In addition, the Town of Dexter will be purchasing a tabulator and I will be doing the training for them as well.

- The dog fund in 2023 ending up in the black by \$7.49. This amount (up to \$1,000) is able to be retained by my office as a revenue to help offset the time and expense it takes in administering the dog license program. Don't worry.....we will not spend it all in one place.
- We will be disbursing ballots by February 14<sup>th</sup> for the UOCAVA voters in the county so that we can get those out by the federally mandated date. This ballot will only include the Presidential Preference Primary contest on it. Once the full ballot is ready to go after the Spring Primary, another ballot will be sent to the military and temporary overseas voters with all the contests on it. Permanent overseas residents are only able to vote in federal elections, so do not get a full ballot.



# Wood County WISCONSIN

## HUMAN RESOURCES DEPARTMENT

January 31, 2024

To: Wood County Operations Committee

From: Kimberly McGrath, Director- Human Resources

Subject: Human Resources (HR) Monthly Letter of Comments – January 2024

### Human Resources Activity

	January 2024	2024 Year-to-Date
Applications Received	132	132
Positions Filled	13	13
Promotions/Transfers	11	11
New Hire Orientations	11	11
Terminations, Voluntary	*7	7
Terminations, Involuntary	1	1
Retirements	0	0
Exit Interviews	0	0

\*Six of these are casual

### Human Resources Narrative

#### General Highlights

1. Act 4 went into effect on January 1<sup>st</sup>. This act provides the opportunities for jail staff (Jailers) to opt-in to WRS Protective Status. The form to opt-in or opt-out was distributed to all Wood County jail staff on January 2<sup>nd</sup>. To aid jail staff in making their decision, the Finance Department ran a test payroll for jail staff that opted to participate so they could see what the impact on their take-home pay would be. The deadline for jail staff to opt-out of Protective Status is March 1<sup>st</sup>. Any jail staff that does not return a form to opt-in or opt-out by the deadline will automatically be Protective Status. 22 jail staff have returned their form as of January 31<sup>st</sup> leaving 11 jail staff that have not yet returned the form.
2. We received our 2023 Health Plan Cost vs Plan Funding report. Our loss ratio for the 2023 plan year was 102.73% meaning the cost projections for the year were extremely accurate, coming in just slightly over budget, and our Health Plan remains in excellent shape going into 2024. It shall also be noted that we are waiting on a number of stop loss reimbursements in 2024 that are related to 2023 claims. This success is in large part due to the outstanding partnership we have with our dedicated team at The Horton Group.
3. At the request of the Committee, sent requests to multiple compensation vendors and gathered quotes related to a potential 2024 Market Review/Market Update on Wood County's main two pay plans (General County and Care Facilities). Results to be presented to the Committee at their next meeting.

4. Collected data from Wood County departments related to the request from the December Operations Committee meeting to review a comprehensive list of all county positions that work non-traditional hours. This will be a discussion item at the Committee's next meeting.
5. Collected comparable county information and created a memo for the Committee to consider when setting wages for the next term of office for the County Clerk, Register of Deeds, and Treasurer positions. Wages must be set by April 15, 2024.

### **Meetings & Trainings**

1. Attended the Operations Committee meeting on January 2<sup>nd</sup>.
2. Attended County Board on January 16<sup>th</sup>.
3. Held the monthly conference call with The Horton Group on January 23<sup>rd</sup> to discuss various benefit topics.
4. Attended von Briesen's December Public Sector Town Hall titled "Act 10- What if it is Overturned by the Courts?" on January 25<sup>th</sup>.
5. Held individual staff and team meetings to discuss and provide updates on the department's new/identified 2024 goals.
6. Staff attended various webinars related to benefits, employment law, and compliance.

### **Benefits**

1. Processed Open Enrollments for Medical, Dental, Vision, and Short Term Disability changes with benefit vendors.
2. Submitted 2023 medical insurance enrollment information to BlueWaters for annual 1095 reporting.
3. Processed Family and Medical Leave requests, address changes, beneficiary designations, qualifying events, benefit elections or contributions for new hires, terminations, and cancellation/reporting of benefits.
4. Processed and prepared monthly COBRA remittance, EBC admin fees, and stop loss admin fees.
5. Reconciled monthly enrollments for health, dental, vision, life, and disability insurances.
6. Assisted multiple employees with questions related to FMLA, leaves of absence, retirement, and benefit claims concerns.
7. Processed COBRA notifications for dependents on the health plan reaching age 26.

### **Recruitment**

1. Updated the Status of Open Positions, Headcount Sheet (FTE Control), New Hire, and Termination spreadsheets daily.
2. Reported new hires with the Wisconsin New Hire Reporting Center.
3. Posted multiple vacancies on Cyber Recruiter and other pertinent employment sites based on the Request for Hire submitted. Closed multiple positions in Cyber Recruiter upon successful acceptance of an offer and notified all remaining applicants of position status.
4. Communicated with multiple applicants, employees, and supervisors regarding varying positions.
5. Continuing to work with Edgewater, Norwood, and Human Services to review and update/pause/re-instate subscriptions with Indeed. Looking into different options to ensure we are reaching out to interested candidates in a timely manner, including sponsoring three Human Service positions on Indeed for two weeks.
6. Scheduled multiple post-offer, pre-employment drug tests with multiple testing locations for applicants offered employment.

The following chart shows position activity during the month. Positions that are filled are dropped from the list the following month.

<u>Refilled Position</u>	<u>Department</u>	<u>Position</u>	<u>Status</u>
Replacement	Clerk of Courts	Court Clerk – Branch I	Position posted, interviews conducted, references completed, filled 1/8/2024.
Replacement	Corporation Counsel	Lead Legal Administrative Assistant	Position posted, deadline 2/7/2024.
Replacements	Edgewater	CNA, RN, LPN and Dietary Assistant – (Multiple) & Therapy Activity Aide	Ongoing recruitment- positions posted, applications reviewed, interviews, references, backgrounds, onboarding. Deadline 4/15/2024.
Replacement	Emergency Management	Deputy Director	Position re-posted, deadline 1/29/2024. Interviewing 2/8/2024.
Replacement	Health	WIC Nutritionist/Health Educator	Position posted, deadline 2/5/2024.
Replacement	Highway	Crusher Operator	Position posted, filled internally, start date to be determined.
Replacement	Highway	Equipment Operator – End Loader	Position posted, deadline 1/29/2024.
Replacement	Highway	Engineering Intern	Position posted, deadline 2/5/2024.
New Position	Human Services	Support & Service Coordinator (WR)	Position posted, interviews conducted, final candidate selected, references/background completed, offer accepted, filled 1/22/2024.
Replacement	Human Services	CCS Service Facilitator	Position posted, filled internally 2/4/2024.
Replacement	Human Services	Emergency Mental Health Services Program Manager	Position posted, deadline 2/5/2024.
Replacement	Human Services	Residential Aids	Position posted, reviewing applications.
Replacement	Human Services	Crisis Interventionist (50%)	Position posted, deadline 2/5/2024.
Replacement	Human Services	Lead IA Social Worker	Filled internally 1/1/2024.
Replacement	Human Services	Crisis Interventionist – 7 a to 7 p	Position posted, interviews conducted, final candidate selected, references/background completed, offer accepted, filled 2/5/2024.
Replacement	Human Services	Case Manager/SW – Family Find & Engagement	Position posted, filled internally 2/19/2024.
Replacement	Human Services	Bus Driver – Casual	Position posted, deadline 2/5/2024.
Replacement	Human Services	Lead EMH/APS Coordinator	Filled internally 1/22/2024.
Replacement	Human Services	EMH/APS Coordinator	Position posted, deadline 2/5/2024.
Replacement	Human Services	CCS/CSP Program Manager	Position posted, deadline 2/19/2024.
Replacement	Human Services	Case Manager/SW – Ongoing/FSET	Position posted, deadline 2/12/2024.
Replacement	IT	Systems Tech – Lead	Position posted, interviews conducted, final candidate selected, references/background completed, offer accepted, filled 1/8/2024.
New Position	Maintenance	Maintenance Supervisor	Filled internally 1/7/2024.
Replacements	Norwood	Mental Health Technicians, Dietary Aides, RN, LPN, and Therapy Assistant	Ongoing recruitment- positions posted, applications reviewed, interviews, references, backgrounds, onboarding. Deadline 3/18/2024.

Replacements/New	Sheriff	Corrections Officer	Position posted, interviews conducted, and backgrounds being complete by Sheriff's Department. Two positions filled.
Replacement	Sheriff	PT Deputies	Position posted, interviews conducted 11/13/2023. Sheriff Dept. conducting backgrounds. Nine offers extended on 1/26/2024.
Replacement	Sheriff	Deputy Sheriff	Interviews conducted, background/references completed, offer extended, filled 1/22/2024.

### **Safety/Risk Management**

1. Continuing the process of updating the Written Programs and Safety/Risk Manual appendices/forms.
2. Managed open claims with Aegis/Charles Taylor throughout the month.
3. Corresponded with various insurers regarding claims, including for the River Block power failures in March and September of 2023.
4. Attended Edgewater Safety Committee on 1/3/24, Highway Safety Committee on 1/8/24, and Norwood Safety Committee meeting on 1/9/24.
5. Performed N95 fit testing for 4 Edgewater Haven staff on 1/3/24, and N95/P100 testing for 30 Highway Department employees on 1/29/24 and 1/30/24.
6. Conducted American Heart Association CPR/AED Skills Testing for 3 Health Department staff on 1/15/24.
7. Met with Emergency Management and IT on various dates to discuss messaging and the Everbridge System. Rolled out Everbridge Internal Messaging capabilities to 600+ County employees on 1/16/24.
8. Attended Jail Construction Progress Meeting/Walkthrough on 1/30/24.

### **NEW Workers' Compensation Claims (2)**

1. 12/7/23 – Sheriff's – Employee is seeking treatment for mental health conditions as a result of employment with the Department
2. 1/12/24 – Sheriff's – Employee is experiencing lingering effects from conceded WC injury to L shoulder from 2003

### **OPEN Workers' Compensation Claims (1)**

1. 8/8/23 – Human Services – Employee suffered head injury when hit on top of head by bus speaker that became dislodged

### **CLOSED Workers' Compensation Claims (2)**

1. 9/7/23 – Edgewater – Employee injured L ankle walking in kitchen
2. 11/15/23 – Sheriff's (Corrections) – Employee was inadvertently tased while attempting to restrain combative inmate

### **First Aid Injuries (5)**

1. 12/5/23 – Human Services – Employee was bitten on L upper arm while supervising visitation (late report)
2. 1/8/24 – Norwood – Employee strained L shoulder while moving patient restraint chair
3. 1/15/24 – Human Services – Employee tripped while crossing street with box of mail
4. 1/17/24 – Highway – Employee smashed tip of L middle finger with hammer while cutting down tree on roadside
5. 1/30/24 – EM – Employee was struck on top of head by tree branch while spotting tree removal at South Park

#### Property/Vehicle Damage Claims (1+)

1. 12/26/23 – Sheriff's – Squad struck owl during patrol (est. damage \$1,050.95)
2. Various mailbox claims were received throughout the month. The value of these claims varied between \$75 and \$100.
3. The claim for the March 2023 power loss at River Block has been accepted by Hartford Steam Boiler, and will be paid under the County's equipment breakdown coverage. As of 12/18/23, a total of \$114,645.34 has been received from various property and liability insurance providers.
4. We received some of the final invoices for replacing HVAC components damaged during the September 2023 River Block power surge, and have now exceeded the County's deductible. A claim will be submitted to Aegis/County Mutual for cost reimbursement. As of 1/24/24, Risk Management has paid \$47,166.16 in repair and replacement costs. This includes repairing control drives in the building's HVAC units, elevator controls, lighting modules, and security panels and various pieces of equipment within the building, as well as replacing several hundred surge suppressors and three pieces of electronic equipment within departments.

#### Liability Claims (1)

1. Concurrent claims were filed with two of the County's insurers for the incident involving resident funds at Norwood Health Center. Total damages are unknown at this time and both claims remain in the determination stage.

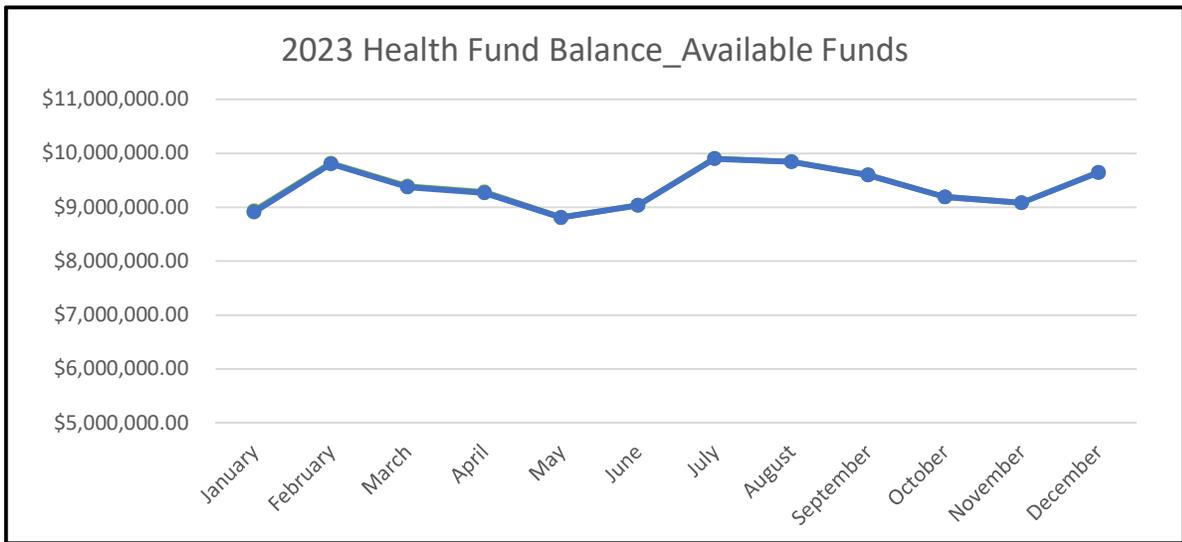
#### OPEN EEOC/ERD Claims (2)

1. 2/14/22- Former Norwood employee submitted a claim alleging violation of the Wisconsin Fair Employment Act. We received a Notice of Complaint on February 16, 2022. Chubb Insurance assigned external counsel to Jackson Lewis. Our position statement was drafted, finalized, and submitted to the EEOC on April 15, 2022. No recent activity.
2. 2/24/22- Former Norwood employee submitted a claim alleging violation of the Wisconsin Fair Employment Act. We received an Initial Determination of No Probable Cause on August 26, 2022. The claimant filed a timely appeal and a hearing was held on July 19 & 20, 2023. Our post-hearing brief was submitted on September 6, 2023. Our response post-hearing brief was submitted on September 26<sup>th</sup>. Currently awaiting a ruling from the assigned judge.

#### Other

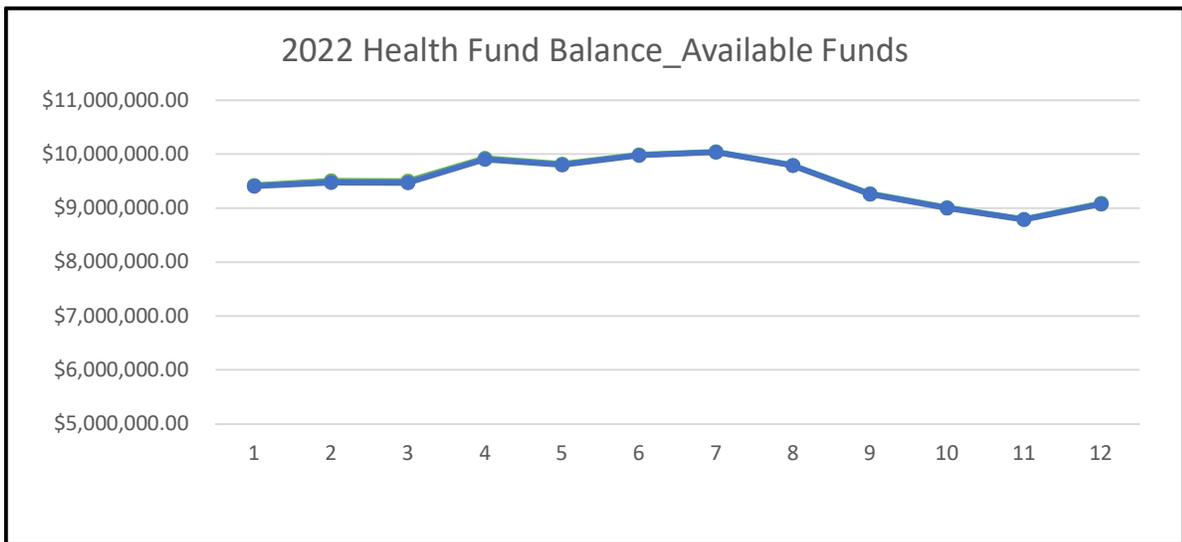
1. Continuing to work on updating job descriptions as jobs evolve and vacancies occur.
2. Sent the Quarter 1 Random DOT list to departments.
3. Worked with Unemployment Insurance (UI) to provide additional information regarding multiple claims. Worked with various departments to compile information needed.
4. Reconciled and processed the December Unemployment Insurance payment.
5. Received and processed multiple invoices for HR, Safety & Risk, and Wellness.
6. Facilitated New Hire Orientation on January 2<sup>nd</sup>, 8<sup>th</sup>, 22<sup>nd</sup>, and 29<sup>th</sup>.
7. There were no exit interviews conducted in January. Most voluntary terminations were casual PT Deputies.
8. Responded to multiple verifications of employment.
9. Replied to requests from surrounding counties with varied information.
10. Met with several County employees and managers individually over the month to listen to concerns, provide advice, counsel, resources, and appropriate follow-up.

Months	2023		2022	
	Total	Available	Total	Available
January	\$ 8,930,525.31	\$ 8,907,992.93	\$ 9,425,257.81	\$ 9,402,815.78
February	\$ 9,812,561.93	\$ 9,803,088.17	\$ 9,507,106.04	\$ 9,474,416.97
March	\$ 9,389,238.55	\$ 9,372,293.86	\$ 9,499,684.04	\$ 9,470,991.36
April	\$ 9,280,719.81	\$ 9,266,233.16	\$ 9,925,297.90	\$ 9,903,866.81
May	\$ 8,812,064.51	\$ 8,809,711.19	\$ 9,815,542.94	\$ 9,799,681.50
June	\$ 9,038,126.24	\$ 9,035,294.50	\$ 9,989,672.54	\$ 9,974,919.91
July	\$ 9,903,399.31	\$ 9,897,749.54	\$ 10,045,869.34	\$ 10,037,583.16
August	\$ 9,842,898.87	\$ 9,841,374.62	\$ 9,794,557.38	\$ 9,791,325.99
September	\$ 9,601,891.13	\$ 9,598,265.15	\$ 9,267,809.81	\$ 9,258,972.98
October	\$ 9,189,858.21	\$ 9,189,539.63	\$ 9,007,743.08	\$ 8,999,741.52
November	\$ 9,082,480.97	\$ 9,078,920.25	\$ 8,790,578.59	\$ 8,786,619.80
December	\$ 9,643,399.06	\$ 9,642,537.95	\$ 9,090,545.69	\$ 9,070,891.67



2023 Total Balance - Green Line

2023 Available Funds - Blue Line



2022 Total Balance - Green Line

2022 Available Funds - Blue Line

For further information on HR activities, please contact the HR department.



# Wood County

## WISCONSIN

OFFICE OF THE  
TREASURER

*Heather L. Gehrt*

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### LETTER OF COMMENTS—FEBRUARY 2024

1. Attended Wisconsin Counties Association weekly calls on Mondays in January.
2. Attended the Operations Committee meeting on January 2.
3. The office was notified in early December that the company we use for tax deed title reports was going to close due to retirement. I put together and RFP and sent it out to four different companies. I received responses from three companies and agreed to a one year contract with one of them. Over fifty title reports were sent out on January 16 and all are already back!
4. Attended County Board meeting on January 16.
5. Attended Foundation for Rural Housing zoom meeting on January 22.
6. Attended ARPA funding meeting on January 23.
7. Attended REDI Housing Task Force meeting on January 23.
8. Attended WCA webinar on Social Media via zoom on January 24.
9. The sales tax for the county came in at just over \$8 million dollars for 2023 which is about 3.8% above the 2022 sales tax total of \$7.7 million.
10. All January settlements were completed and paid by the January 16 statutory deadline to taxing jurisdictions.
11. 2024 lottery credit applications are being sent out to qualifying residents who have become eligible in 2024.
12. Human Resources will be bringing up the pay for the constitutional officers of County Clerk, Register of Deeds, and Treasurer. I will be bringing information to share with the committee on this topic.



# Wood County

## WISCONSIN

Employee Wellness

Ryan Boeshaar

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### Letter of Comments – January 2024

- The cash incentives payout report for the 2023 wellness program has been finalized. We had a total of 170 participants who earned a cash incentive. To summarize, there were 64 participants who qualified for the Gold Package, 47 participants who qualified for the Silver Package, and 59 participants who qualified for the Bronze Package. The payouts were included on their January 11, 2024 paycheck.
- Registration for the Quarter 1 Wellness Challenge, “*Prioritizing SELF*” is now available in the wellness portal. This will be a 4-week challenge which will focus on taking care of ourselves to ensure that both our physical and emotional needs are met. I will be providing participants with a plethora of self-care practices/examples, and practical strategies on how to increase one’s level of self-care. I am also going to be sharing pre-recorded videos from a couple Aspirus professionals in the Counseling and Clinical Therapy profession. The challenge started this week.
- A lot of my time over the past month has been planning the onsite biometric screenings that are held at the various Wood County locations. There have been 3 screenings thus far and all have gone very smoothly. The remaining screenings are set, and sign-ups have been created in the wellness portal at [www.managewell.com](http://www.managewell.com). There are 2 backup dates available in case a screening needs to be cancelled due to weather or other circumstances. If participants are unable to attend an onsite biometric event, there are alternative options in which to complete this activity by the set deadline of March 31, 2024.
- I launched a new activity in the wellness portal titled “*Mini Challenges*”. This activity only takes 1-week to complete and different challenge topics will be promoted throughout the year. The purpose behind this activity is to practice implementing tiny habits and taking small deliberate steps that can lead to long term success with achieving goals. A total of 85 employees participated in the first mini challenge of the year, which closed on January 31.
- I am working closely with any new hires and/or employees who have previously not enrolled in the Wellness Program to create their wellness portal accounts so they may begin the process of completing the qualifying activities and become more involved with wellness.

**COUNTY BOARD CLAIMS  
Dec-23**

Paid January 2024

CLAIMANT	MONTH	PER DIEM	MILEAGE	TOTAL
Allen Breu	December-23	\$ 415.00	\$ 117.90	<b>\$532.90</b>
Thomas Buttke	December-23	\$ 365.00	\$ 125.76	<b>\$490.76</b>
William Clendenning	December-23	\$ 1,165.00	\$ 431.65	<b>\$1,596.65</b>
Adam Fischer	December-23	\$ 315.00	\$ 137.55	<b>\$452.55</b>
Jake Hahn	December-23	\$ 315.00	\$ 70.74	<b>\$385.74</b>
Brad Hamilton	December-23	\$ 350.00	\$ 77.29	<b>\$427.29</b>
John Hokamp	December-23	\$ 350.00	\$ 9.83	<b>\$359.82</b>
David La Fontaine	December-23	\$ 350.00	\$ 138.21	<b>\$488.21</b>
Bill Leichtnam	December-23	\$ 545.00	\$ 170.30	<b>\$715.30</b>
Jeff Penzkover	December-23	\$ 300.00	\$ 49.78	<b>\$349.78</b>
Lance Pliml	December-23	\$ 200.00	\$ 6.55	<b>\$206.55</b>
Dennis Polach	December-23	\$ 300.00		<b>\$300.00</b>
Donna Rozar	December-23	\$ 250.00	\$ 94.32	<b>\$344.32</b>
Laura Valenstein	December-23	\$ 495.00		<b>\$495.00</b>
William Voight	December-23	\$ 300.00	\$ 90.39	<b>\$390.39</b>
William Winch	December-23	\$ 350.00	\$ 43.23	<b>\$393.23</b>
Joseph Zurfluh	December-23	\$ 415.00	\$ 54.37	<b>\$469.37</b>
Michael Feirer	January-24	\$ 50.00		<b>\$50.00</b>
Bev Ghiloni	January-24	\$ 50.00	\$ 6.70	<b>\$56.70</b>
Carmen Good	December-23	\$ 50.00	\$ 45.85	<b>\$95.85</b>
Thomas Heiser	January-24	\$ 50.00	\$ 6.70	<b>\$56.70</b>
Lori Nordman	December-23	\$ 50.00		<b>\$50.00</b>
Linda Schmidt	January-24	\$ 50.00	\$ 4.02	<b>\$54.02</b>
Rebecca Spiros	December-23	50.00		<b>\$50.00</b>
		<b>\$7,130.00</b>	<b>\$1,681.14</b>	<b>\$8,811.13</b>

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Chairman

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Operations Committee

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## Committee Report

County of Wood

Report of claims for: COUNTY CLERK

For the period of: JANUARY 2024

For the range of vouchers: 06230165 - 06230166 06240001 - 06240018

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
06230165	WI DEPT OF ADMINISTRATION	23 ANNUAL DOG MARR FEES STATE	01/08/2024	\$10,851.25	P
06230166	UNITED MAILING SERVICE	MAIL FEES DEC 23 UMS	01/09/2024	\$1,089.74	P
06240001	WISCONSIN COUNTIES ASSOCIATION	2024 Dues	01/01/2024	\$11,312.00	P
06240002	WCCA (COUNTY CLERK'S ASSOC)	2024 Dues	01/01/2024	\$125.00	P
06240003	AMAZON CAPITAL SERVICES	Office Supplies	01/01/2024	\$14.37	P
06240004	WISCONSIN COUNTIES ASSOCIATION	NACO Natl Center Public Lands	01/01/2024	\$1,000.00	P
06240005	QUADIENT LEASING USA INC	Lease Payment - Mail Machine	01/01/2024	\$1,496.55	P
06240006	WI COUNTY CONSTITUTIONAL OFFICERS	2024 WCCO CONF REGISTREATION	01/10/2024	\$125.00	P
06240007	AMAZON CAPITAL SERVICES	Office Supplies	01/13/2024	\$17.61	P
06240008	AMAZON CAPITAL SERVICES	Office Supplies	01/13/2024	\$10.99	P
06240009	NORTH CENTRAL ITBEC	2024 ITBEC Allocation	01/16/2024	\$1,955.00	P
06240010	ELECTION SYSTEMS & SOFTWARE	Yearly License Mtnce Fee	01/05/2024	\$9,334.24	P
06240011	ELECTION SYSTEMS & SOFTWARE	Layout Chgs - Spring Primary	01/09/2024	\$1,218.00	P
06240012	ELECTION SYSTEMS & SOFTWARE	Audio Files - Spring Primary	01/09/2024	\$736.75	P
06240013	ELECTION SYSTEMS & SOFTWARE	Absentee Ballots - Spring Prim	01/11/2024	\$888.60	P
06240014	ELECTION SYSTEMS & SOFTWARE	Ballot - Spring Primary	01/12/2024	\$2,558.09	P
06240015	US BANK	VISA Charges	01/24/2024	\$383.32	P
06240016	STAPLES ADVANTAGE	Office Supplies	01/26/2024	\$18.32	
06240017	ELECTION SYSTEMS & SOFTWARE	Coding Ballots - Spring Prim.	01/10/2024	\$36.40	
06240018	ELECTION SYSTEMS & SOFTWARE	Ballots - Spring Primary	01/23/2024	\$162.50	
<b>Grand Total:</b>				<b>\$43,333.73</b>	

### Signatures

Committee Chair: \_\_\_\_\_

Committee Member: \_\_\_\_\_

# Committee Report

County of Wood

Report of claims for: FINANCE

For the period of: JANUARY 2024

For the range of vouchers: 14230288 - 14230288 14240001 - 14240034

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
14230288	PARKER LEXI	12/28/23 DIRECT DEPOSIT RETURN	12/28/2023	\$1,307.15	P
14240001	AMERICOLLECT INC	GARNISHMENT PAYMENT	01/11/2024	\$226.35	P
14240002	CREATIVE FINANCE INC	GARNISHMENT PAYMENT	01/11/2024	\$194.42	P
14240003	HARRING MARK STANDING CHAPTER 13 TRUSTEE	GARNISHMENT PAYMENT	01/11/2024	\$246.92	P
14240004	KOHN LAW FIRM SC	GARNISHMENT PAYMENT	01/11/2024	\$527.05	P
14240005	MUTUAL OF OMAHA INSURANCE COMPANY	SHORT TERM DISABILITY INSUR	01/11/2024	\$5,822.27	P
14240006	MUTUAL OF OMAHA INSURANCE COMPANY	LONG TERM DISABILITY INSURANCE	01/11/2024	\$2,998.67	P
14240007	MUTUAL OF OMAHA INSURANCE COMPANY	BASIC LIFE/SUPP (VOL) LIFE INS	01/11/2024	\$4,074.33	P
14240008	PUBLIC ASSISTANCE COLLECTION UNIT	GARNISHMENT PAYMENT	01/11/2024	\$20.00	P
14240009	SUPPORT PAYMENT CLEARINGHOUSE	AZ CHILD SUPPORT PAYMENT	01/11/2024	\$355.85	P
14240010	HOFMANN HEIDI	2023 RETRO PAY OWED	01/11/2024	\$790.60	P
14240011	ARPIN PUBLIC LIBRARY	2024 1ST INSTALLMENT TAX AID	01/01/2024	\$24,795.00	P
14240012	CHARLES AND JOANNE LESTER LIBRARY	2024 1ST INSTALLMENT TAX AID	01/01/2024	\$52,349.50	P
14240013	COLBY COMMUNITY LIBRARY	2024 LIBRARY REIMBURSEMENT	01/01/2024	\$392.70	P
14240014	GRANTON COMMUNITY LIBRARY	2024 LIBRARY REIMBURSEMENT	01/01/2024	\$222.79	P
14240015	LESTER PUBLIC LIBRARY OF ROME	2024 LIBRARY REIMBURSEMENT	01/01/2024	\$1,849.77	P
14240016	MARSHFIELD PUBLIC LIBRARY	2024 1ST INSTALLMENT TAX AID	01/01/2024	\$144,183.00	P
14240017	MCMILLAN MEMORIAL LIBRARY	2024 1ST INSTALLMENT TAX AID	01/01/2024	\$316,506.00	P
14240018	PITTSVILLE COMMUNITY LIBRARY	2024 1ST INSTALLMENT TAX AID	01/01/2024	\$28,477.50	P
14240019	VESPER PUBLIC LIBRARY	2024 1ST INSTALLMENT TAX AID	01/01/2024	\$9,855.50	P
14240020	AMAZON CAPITAL SERVICES	OFFICE SUPPLIES	01/09/2024	\$18.00	P
14240021	AMAZON CAPITAL SERVICES	OFFICE SUPPLIES	01/08/2024	\$12.49	P
14240022	STAPLES ADVANTAGE	DATE STAMPER	01/09/2024	\$15.93	P
14240023	UW - STEVENS POINT AT MARSHFIELD	2024 1ST INSTALLMENT TAX AID	01/01/2024	\$29,500.00	P
14240024	US BANK	WGFOA DUES - NEWTON, YANG	01/17/2024	\$50.00	P
14240025	AMERICOLLECT INC	GARNISHMENT PAYMENT	01/25/2024	\$232.39	P
14240026	CREATIVE FINANCE INC	GARNISHMENT PAYMENT	01/25/2024	\$157.76	P
14240027	HARRING MARK STANDING CHAPTER 13 TRUSTEE	GARNISHMENT PAYMENT	01/25/2024	\$246.92	P
14240028	KOHN LAW FIRM SC	GARNISHMENT PAYMENT	01/25/2024	\$539.97	P
14240029	MUTUAL OF OMAHA INSURANCE COMPANY	SHORT TERM DISABILITY INSUR	01/25/2024	\$5,764.34	P
14240030	MUTUAL OF OMAHA INSURANCE COMPANY	LONG TERM DISABILITY INSURANCE	01/25/2024	\$3,003.70	P
14240031	MUTUAL OF OMAHA INSURANCE COMPANY	BASIC LIFE/SUPP (VOL) LIFE INS	01/25/2024	\$4,044.97	P
14240032	PUBLIC ASSISTANCE COLLECTION UNIT	GARNISHMENT PAYMENT	01/25/2024	\$20.00	P

Committee Report - County of Wood

FINANCE - JANUARY 2024

14240001 - 14240034 14230288 - 14230288

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
14240033	SUPPORT PAYMENT CLEARINGHOUSE	AZ CHILD SUPPORT PAYMENT	01/25/2024	\$355.85	
14240034	AGING RESOURCE CENTER OF CENTRAL WISCONSIN	1ST QTR 2024 TAX LEVY	01/17/2024	\$49,569.50	
<b>Grand Total:</b>				<b>\$688,727.19</b>	

Signatures

Committee Chair:

\_\_\_\_\_

Committee Member:

\_\_\_\_\_

# Committee Report

County of Wood

Report of claims for: Human Resources

For the period of: January 2024

For the range of vouchers: 17230119 - 17230127 17240001 - 17240011

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
17230119	US BANK	Leadership Development	12/18/2023	\$207.22	P
17230120	KEY BENEFIT CONCEPTS LLC	OPEB GASB Statements	12/28/2023	\$800.00	P
17230122	WACPD	WACPD 2024 Membership	11/13/2023	(Voided)	P
17230122R	WACPD	WACPD 2024 Membership	11/13/2023	\$25.00	P
17230123	MCHS OCCUPATIONAL HEALTH	Drug & Alcohol Testing	12/28/2023	\$27.00	P
17230123R	MCHS OCCUPATIONAL HEALTH	Drug & Alcohol Testing	12/28/2023	(Voided)	P
17230124	MCHS OCCUPATIONAL HEALTH	Drug & Alcohol Testing	12/28/2023	\$54.00	P
17230125	MCHS OCCUPATIONAL HEALTH	Drug & Alcohol Testing	10/30/2023	\$27.00	P
17230126	MCHS OCCUPATIONAL HEALTH	Drug & Alcohol Testing	10/30/2023	\$27.00	P
17230127	MCHS OCCUPATIONAL HEALTH	Drug & Alcohol Testing	09/28/2023	\$24.00	P
17240001	ASPIRUS OCCUPATIONAL HEALTH	Drug Testing	01/02/2024	\$265.00	P
17240002	ASPIRUS OCCUPATIONAL HEALTH	Drug Testing	01/02/2024	\$15.00	P
17240003	ASPIRUS OCCUPATIONAL HEALTH	Drug Testing	01/02/2024	\$53.00	P
17240004	ASPIRUS OCCUPATIONAL HEALTH	Drug Testing	01/02/2024	\$480.00	P
17240005	ASPIRUS OCCUPATIONAL HEALTH	Advisor/Mileage/HRA/Bios/Labs	01/02/2024	\$6,990.00	P
17240006	WOOD COUNTY CLERK OF COURTS	Filing & Docketing Fee	01/10/2024	\$99.50	P
17240007	AMAZON CAPITAL SERVICES	Office Supplies	01/06/2024	\$143.42	P
17240008	US BANK	Leadership Development/Pcard	01/17/2024	\$1,621.40	P
17240009	WI DEPT OF WORKFORCE DEVELOPMENT	December 2023 Unemployment Cha	01/24/2024	\$1,110.00	P
17240010	NORTHWOODS LASER & EMBROIDERY	Retirement Plaques	01/24/2024	\$72.00	P
17240011	NORTHWOODS LASER & EMBROIDERY	Retirement Plaques	01/11/2024	\$195.00	P
<b>Grand Total:</b>				<b>\$12,235.54</b>	

Signatures

Committee Chair: \_\_\_\_\_

Committee Member: \_\_\_\_\_

## Committee Report

County of Wood

Report of claims for: Human Resources - Safety

For the period of: January 2024

For the range of vouchers: 23230073 - 23230073 23240001 - 23240010

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
23230073	COMPLETE CONTROL	River Block Power Surge	12/31/2023	\$34,342.08	P
23240001	C D SMITH CONSTRUCTION INC	Wood County Law Enforcement	01/03/2024	\$4,140.37	P
23240002	WI COUNTY MUTUAL INS CORP	Gen, Auto, NH Premium	12/28/2023	\$242,635.00	P
23240003	WI COUNTY MUTUAL INS CORP	Deductible Fund Deposit	12/28/2023	\$45,519.00	P
23240004	WI COUNTY MUTUAL INS CORP	Comm Prop, Equip breakdown	12/27/2023	\$158,699.00	P
23240005	RELEASE GUARD	Renewal Underground Storage	01/01/2024	\$1,568.00	P
23240006	RELEASE GUARD	Renewal Aboveground Storage	12/21/2023	\$2,178.00	P
23240007	AEGIS CORPORATION	Resident Fund Surety Fund - EW	01/10/2024	\$300.00	P
23240008	WI COUNTY MUTUAL INS CORP	ODIP Workesr Comp Premium	12/29/2023	\$22,441.00	P
23240009	AEGIS CORPORATION	Crime Policy	01/09/2024	\$1,919.00	P
23240010	APHE WISCONSIN LLC	CPR Fee	01/31/2024	\$15.00	P
<b>Grand Total:</b>				<b>\$513,756.45</b>	

### Signatures

Committee Chair: \_\_\_\_\_

Committee Member: \_\_\_\_\_

# Committee Report

County of Wood

Report of claims for: TREASURER

For the period of: JANUARY 2024

For the range of vouchers: 28240001 - 28240021

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
28240001	CITY OF MARSHFIELD	DECEMBER SPECIAL CHARGES	01/03/2024	\$3,657.90	P
28240002	CITY OF NEKOOSA TREASURER	DECEMBER SPECIAL CHARGES	01/03/2024	\$403.46	P
28240003	CITY OF WISCONSIN RAPIDS	DECEMBER SPECIAL CHARGES	01/03/2024	\$1,436.71	P
28240004	PORT EDWARDS WATER UTILITY	TAX DEED UTILITIES	01/03/2024	\$70.96	P
28240005	TOWN OF CARY	DECEMBER SPECIAL CHARGES	01/03/2024	\$119.90	P
28240006	TOWN OF PORT EDWARDS	DECEMBER SPECIAL CHARGES	01/03/2024	\$196.86	P
28240007	TOWN OF REMINGTON	DECEMBER SPECIAL CHARGES	01/03/2024	\$182.88	P
28240008	TOWN OF SARATOGA	DECEMBER SPECIAL CHARGES	01/03/2024	\$548.58	P
28240009	TOWN OF GRAND RAPIDS	DECEMBER SPECIAL CHARGES	01/03/2024	\$160.95	P
28240010	TOWN OF HANSEN	DECEMBER SPECIAL CHARGES	01/03/2024	\$168.72	P
28240011	TOWN OF MARSHFIELD	DECEMBER SPECIAL CHARGES	01/03/2024	\$257.40	P
28240012	TOWN OF ROCK TREAS LISA ANDERSON	DECEMBER SPECIAL CHARGES	01/03/2024	\$628.97	P
28240013	VILLAGE OF PORT EDWARDS TREAS	DECEMBER SPECIAL CHARGES	01/03/2024	\$457.09	P
28240014	WI REAL PROPERTY LISTERS ASSN	2024 WRPLA MEMBERSHIP DUES	01/03/2024	\$80.00	P
28240015	AMAZON CAPITAL SERVICES	OFFICE SUPPLIES	01/10/2024	\$23.32	P
28240016	STATE OF WISCONSIN TREASURER	4TH QTR PROBATE & BIRTH FEES	01/10/2024	\$26,907.67	P
28240017	TOWN OF SENECA	REFUND OF DUPLICATE MFL PAY	01/10/2024	\$144.83	P
28240018	WI DEPT OF ADMINISTRATION	DECEMBER WI LAND INFO	01/10/2024	\$4,578.00	P
28240019	WI COUNTY CONSTITUTIONAL OFFICERS	2024 WCCO CONFERENCE	01/10/2024	\$125.00	P
28240020	STATE OF WISCONSIN TREASURER	DEC CLERK OF COURT REVENUE	01/17/2024	\$102,286.33	P
28240021	WISCONSIN CO TREAS ASSN SEC TR	TREASURER DUES	01/17/2024	\$100.00	P
<b>Grand Total:</b>				<b>\$142,535.53</b>	

Signatures

Committee Chair: \_\_\_\_\_

Committee Member: \_\_\_\_\_



# Wood County

WISCONSIN

Office of  
Finance Director

**Edward Newton**  
Finance Director

**Date:** February 8, 2024  
**To:** Operations Committee

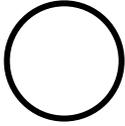
**Subject:** Finance Department Update  
**From:** Ed Newton & PaNya Yang

## Departmental Activities and Projects - Ongoing/Upcoming

- 2023 Annual Audit and Reporting (Newton/Yang).
- 2023 Single Audit (Newton/Yang).
- 2023 Cost Allocation Plan planning and preparation (Newton/Yang).
- 2023 Form A preliminary/audited filing (Yang).
- Ongoing year-end/audit/single audit/discussions with WIPFLI (Newton/Yang).
- Prepare/file quarterly ARPA report (Newton).
- Prepare/file semi-annual Opioid report (Newton).
- Prepare/file annual Local Assistance and Tribal Consistency Fund (LATCF) report (Newton).
- Prepare/file annual disclosure Municipal Securities Rulemaking Board (MSRB (Newton/Yang).
- Review departments budget to actuals expenditures (Newton/Yang).
- Assisting departments on various questions (Newton/Yang/Weiler/Nelson).
- Questica – Upgrade, improve current reports, update functions, and training (Newton/Yang).
- 2024 – 2028 Capital Improvement Plan – CIP request/borrowing/funding needs (Newton/Yang).
- Debt funding – 2024 CIP projects/Jail (Newton/Yang).
- Staff development - succession planning (Newton/Yang).
- Opioid settlement information (Newton/Yang).
- AP cross training (Nelson/Weiler).
- Prepare monthly voucher reports for committee packets (Nelson).
- Prepare/review various resolutions (Newton/Yang).
- GASB 96 – (Subscription-Based Information Technology Arrangements-SBITA) review (Newton/Yang).
- Account Payable ACH project (Nelson).
- Prepare, file and distribute W2 (Weiler).
- Update Act 4 (Weiler).
- Prepare and file 1099 (Nelson).
- Work with various department to prepare and enter Fixed Assets (Yang).

## Meetings, Webinars and Conferences

- Weekly WCA County Leadership meetings (Newton).
- Attend County Board meeting (Newton/Yang).
- Attend ARPA meeting (Newton/Yang).
- Attend various committee meetings (Newton/Yang).
- Discussion of Direct Pay Solar Tax Credit & 179D – WIPFLI/Quarles/Baird (Newton).
- Attend Direct Pay webinar (Newton/Yang).
- In person meeting with WIPFLI (Newton/Yang).
- Various discussion with CLA regarding GASB 96 implementation (Newton).
- Various discussions with department regarding year-end budgets/reconciliation/audit (Newton/Yang).
- Various discussion with Sheriff Department. (Newton).
- Various discussions and meetings with Human Resources. (Newton/Yang/Weiler).
- Various discussion with Parks department (Yang).



RESOLUTION#

Introduced by
Page 1 of 1

Operations Committee

ITEM#

DATE February 20, 2024

Effective Date Upon Passage & Posting

Motion: Adopted:
1st Lost:
2nd Tabled:
No: Yes: Absent:
Number of votes required:
Majority Two-thirds
Reviewed by: PK, Corp Counsel
Reviewed by: EN, Finance Dir.

INTENT & SYNOPSIS: To amend the 2023 budget for UW Extension - Projects (55660) for the purpose of funding higher than anticipated expenditures.

FISCAL NOTE: No additional cost to Wood County. The source of funding is unanticipated revenues from UW-Extension's 4H Community Youth account. The adjustment to the budget is as follows:

Table with 4 columns: Account, Account Name, Debit, Credit. Rows include 55660 UW Extension - Projects and 46772 UW Extension - Proj Revenue.

WHEREAS, the Wood County UW Extension incurred unanticipated expenditures in 4H Community Youth programs that were not anticipated during the 2023 budget; and

WHEREAS, the unanticipated revenues in UW-Extension's project revenue account is sufficient to cover the additional expenditures, 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 Wood County budget for 2023 by transferring \$20,000 from UW Extension - Project Revenue (46772) to the UW Extension - Projects (55660) function, and

BE IT FURTHER RESOLVED, that pursuant to Wis. Stats. 65.90 (5), the County Clerk is directed to post a notice of this budget change within 15 days.

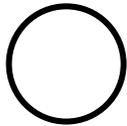
( )

ED WAGNER (Chair)
DONNA ROZAR
LANCE PLIML
LAURA VALENSTEIN
ADAM FISCHER

Adopted by the County Board of Wood County, this day of 20

County Clerk

County Board Chairman



RESOLUTION#

Introduced by
Page 1 of 1

Health & Human Services Committee; Operations Committee

ITEM#

DATE

February 20, 2024

Effective Date

Upon Passage and Posting

Motion: Adopted:
1st Lost:
2nd Tabled:
No: Yes: Absent:
Number of votes required:
Majority Two-thirds
Reviewed by: PAK, Corp Counsel
Reviewed by: EN, Finance Dir.

INTENT & SYNOPSIS: To amend the 2024 Public Health budget to include 2023 unspent funds for projects that will be using American Rescue Plan Act (ARPA) funding.

FISCAL NOTE: No cost to Wood County. The source of funding is unspent funds from the 2023 Public Health budget. The monies will be expended in 2024. The adjustment to the budget is as follows:

Table with 4 columns: Function, Account Name, Debit, Credit. Rows include Public Health and ARPA Proceeds.

Table with 5 columns: Roll Call Number, Name, NO, YES, A. Lists 19 board members.

WHEREAS, the Public Health budget will have unexpended funds from the 2023 budget year, and

WHEREAS, funds budgeted for the Family Health Center were not expended in 2023, 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 Wood County Public Health budget account (54121) for 2024 by appropriating \$2,000,000 from ARPA Proceeds (43300) with unspent monies from the 2023 budget year, and

BE IT FURTHER RESOLVED, that pursuant to Wis. Stats. 65.90 (5), the County Clerk is required to post a notice of this budget change within 15 days.

OPERATIONS COMMITTEE

Ed Wagner (CHAIR)

Donna Rozar

Adam Fischer

Lance Pliml

Laura Valenstein

HEALTH & HUMAN SERVICES COMMITTEE

Adam Fischer (CHAIR)

Donna Rozar

John Hokamp

Lee Thao

Tom Buttke

Kristen Iniguez, DO

Rebecca Spiros, RN

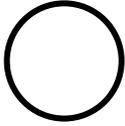
Lori Nordman

Mary Jo Wheeler-Schueller

Adopted by the County Board of Wood County, this day of 20

County Clerk

County Board Chairman



RESOLUTION#

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

MJS

Motion: Adopted: [ ]
1st [ ] Lost: [ ]
2nd [ ] Tabled: [ ]
No: [ ] Yes: [ ] Absent: [ ]
Number of votes required:
[ ] Majority [X] Two-thirds
Reviewed by: PK, Corp Counsel
Reviewed by: EN, Finance Dir.

INTENT & SYNOPSIS: To amend the 2024 Human Services Department, Norwood Health Center, Capital Projects budget to include expenditures for projects that were in progress but not completed at December 31, 2023.

FISCAL NOTE: No cost to Wood County. The source of funding is unspent funds from previously approved Capital Projects and ARPA funds. The Adjustment to the budget is as follows:

Table with columns: NO, YES, A, ACCOUNT, ACCOUNT NAME, DEBIT, CREDIT. Rows include LaFontaine, D; Rozar, D; Buttke, T; Wagner, E; Fischer, A; Breu, A; Voight, W; Hahn, J; Winch, W; Thao, L; Penzkover, J; Valenstein, L; Hokamp, J; Polach, D; Clendenning, B; Pliml, L; Zurfluh, J; Hamilton, B; Leichtnam, B.

WHEREAS, The Health & Human Services Committee as well as the ARPA Committee authorized several projects at a cost of \$293,000 for 2023, and

WHEREAS, only \$110,161 was actually expended in 2023 leaving an additional appropriated funds of \$182,839, and

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

THEREFORE BE IT RESOLVED, to amend the Human Services Department, Norwood Health Center Capital Projects budget (57420) for 2024 by appropriating \$60,720 of unexpended ARPA proceeds (43300); and amend the Human Service Department, Norwood Health Center Plant Operations and Maintenance budget (54351) for 2024 by appropriating \$122,119 of unexpended ARPA proceeds (43300).

BE IT FURTHER RESOLVED, that pursuant to Wis. Stats. 65.90 (5) the County Clerk is directed to post a notice of this budget change within 15 days.

( )

ADAM FISCHER (CHAIR)

KRISTIN INIQUEZ

DONNA ROZAR

LORI NORDMAN

TOM BUTTKE

REBECCA SPIROS

JOHN HOKAMP

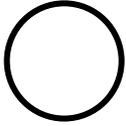
MARY JO WHEELER

LEE THAO

Adopted by the County Board of Wood County, this day of 20

County Clerk

County Board Chairman



RESOLUTION# \_\_\_\_\_

ITEM# \_\_\_\_\_

DATE \_\_\_\_\_

Effective Date: \_\_\_\_\_

Introduced by \_\_\_\_\_  
Page 2 of 2 \_\_\_\_\_ Committee

( )

ED WAGNER (CHAIR) \_\_\_\_\_

DONNA ROZAR \_\_\_\_\_

ADAM FISCHER \_\_\_\_\_

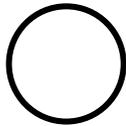
LANCE PILML \_\_\_\_\_

LAURA VALENSTEIN \_\_\_\_\_

Adopted by the County Board of Wood County, this \_\_\_\_\_ day of \_\_\_\_\_ 20 \_\_\_\_\_ .

\_\_\_\_\_  
County Clerk

\_\_\_\_\_  
County Board Chairman



RESOLUTION#

Introduced by Health & Human Services and Operations Committee
Page 1 of 1

MJS

Motion: Adopted:
1st Lost:
2nd Tabled:
No: Yes: Absent:
Number of votes required:
Majority Two-thirds
Reviewed by: Corp Counsel
Reviewed by: Finance Dir.

INTENT & SYNOPSIS: To amend the 2023 Budget for Human Services, Norwood Health Center (NHC) and Edgewater Haven (EW) programs for additional expenditures that were not anticipated during the original budget process.

FISCAL NOTE: No additional cost to Wood County. The source of funding is unbudgeted/unanticipated revenues from grant funding.

Sources of Funding:

- 2023 COVID19 (C19) Provider Relief Funding (PRF) for Long Term Care (LTC) facilities

The Adjustment to budget is as follows:

Table with 4 columns: ACCOUNT, ACCOUNT NAME, DEBIT, CREDIT. Rows include EW C19 EXP (25,065), EW GIFTED FUND EXP (80,935), EW C19 PRF FUNDING (106,000), NHC C19 EXP (147,178), NHC C19 PRF FUNDING (147,178).

Table with 5 columns: NO, YES, A. Rows list names of board members from 1 to 19.

WHEREAS, Edgewater Grant Funded (43240) and Norwood Administration (43240) have unanticipated/unbudgeted revenues to fund cost exceeding the budget at function level, and

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

THEREFORE BE IT RESOLVED, to amend the 2023 Wood County Budget for Edgewater Haven (54319) to reflect the use of additional unanticipated/unbudgeted EW revenues (43240) of \$106,000 and to amend the 2023 Wood County Budget for Norwood Health Center (54365) to reflect the use of additional unanticipated/unbudgeted NHC revenues (43240) of \$147,178, and

BE IT FURTHER RESOLVED, that pursuant to Wis. Stats. 65.90 (5) the County Clerk is directed to post notice of the budget change within 15 days.

{ }

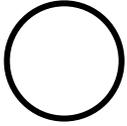
ADAM FISCHER (CHAIR)
DONNA ROZAR
TOM BUTTKE
JOHN HOKAMP
LEE THAO

KRISTIN INIQUEZ
LORI NORDMAN
REBECCA SPIROS
MARY JO WHEELER

Adopted by the County Board of Wood County, this day of 20

County Clerk

County Board Chairman



RESOLUTION#

Introduced by
Page 1 of 1

Public Safety and Operations Committee

ITEM#

DATE February 20, 2024

Effective Date Upon Passage & Posting

PY

Motion: Adopted:
1st Lost:
2nd Tabled:
No: Yes: Absent:
Number of votes required:
Majority Two-thirds
Reviewed by: PK, Corp Counsel
Reviewed by: EN, Finance Dir.

INTENT & SYNOPSIS: To amend the 2024 Communications Capital Projects and Repair & Maintenance budget to include expenditures for projects that were in process but not completed at December 31, 2023:

FISCAL NOTE: No cost to Wood County. The source of the funding is unspent funds from previously approved ARPA funds and unspent funds from Communication's 2023 Radio Engineer budget. The adjustment to the budget is as follows:

Table with 5 columns: Name, NO, YES, A. Rows 1-19 listing board members like LaFontaine, D, Rozar, D, Buttke, T, etc.

Table with 5 columns: Account, Account Name, Debit, Credit. Rows showing 57230 Capital Projects, 43300 ARPA Proceeds, 52130 Radio Engineer Repair & Maint., 34300 Fund Balance.

WHEREAS, the Public Safety Committee authorized a capital project (radio updates) at a cost of \$1,774,940 for 2023, and

WHEREAS, while the project started in 2023, it is not anticipated to be completed until approximately 2025, and

WHEREAS, Communication's Radio Engineer budget will have unexpended funds from the 2023 budget year, and

WHEREAS, funds carried over will be used to supplement for overages on the Radio Updates CIP project, 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 Communications Capital Projects budget (57230) for 2024 by appropriating \$1,405,280 of unexpended proceeds in the ARPA fund (43300) and amend Communication's Radio Engineer budget (52130) for 2024 by appropriating \$40,286 from fund balance (34300) for Communications department project expenditures, and

BE IT FURTHER RESOLVED, that pursuant to Wis. Stats. 65.90 (5), the County Clerk is directed to post a notice of this budget change within 15 days.

{ }

JOSEPH ZURFLUH (Chair)

ED WAGNER (Chair)

WILLIAM VOIGHT

DONNA ROZAR

BRAD HAMILTON

LANCE PLIML

DENNIS POLACH

ADAM FISCHER

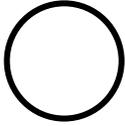
WILLIAM WINCH

LAURA VALENSTEIN

Adopted by the County Board of Wood County, this day of 20

County Clerk

County Board Chairman



RESOLUTION#

Introduced by Public Safety and Operations Committee
Page 1 of 1

Motion: Adopted:
1st Lost:
2nd Tabled:
No: Yes: Absent:
Number of votes required:
Majority Two-thirds
Reviewed by: PK, Corp Counsel
Reviewed by: EN, Finance Dir.

PY

INTENT & SYNOPSIS: To amend the 2023 budget for the Emergency Management – Building Number Identification (BNI) function (52530) for additional expenditures that were not anticipated during the original budget process:

FISCAL NOTE: No additional cost to Wood County. The source of funding is unanticipated revenues from Local Government Charges and available balance from fund balance. The adjustment to the budget is as follows:

Table with 5 columns: NO, YES, A, and 19 rows of names (LaFontaine, D to Leichtnam, B)

Table with 4 columns: Account, Account Name, Debit, Credit. Rows include 52530 Emergency Management BNI, 47391 Local Government Chrgs BNI, and 34210 EM BNI Fund Balance.

WHEREAS, the Emergency Management BNI budget incurred additional expenditures that were not anticipated during the original budget process for additional supplies and expenses, as well as, the purchase of a new BNI truck, and

WHEREAS, there is additional unanticipated revenues received from Local Government charges that can be applied to the overage, and

WHEREAS, funds received from sale of the old BNI truck in 2022 is in the BNI fund balance and is to be applied to the purchase of the new vehicle, and

WHEREAS, there is sufficient funds in BNI’s fund balance to cover the remaining overage, 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 BNI (52530) budget for 2023 by appropriating \$2,200 of unanticipated revenues from Local Government Charges BNI (47391) and \$20,000 from BNI fund balance (34210), and

BE IT FURTHER RESOLVED, that pursuant to Wis. Stats. 65.90 (5), the County Clerk is directed to post a notice of this budget change within 15 days.

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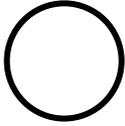
ED WAGNER (Chair)
DONNA ROZAR
LANCE PLIML
ADAM FISCHER
LAURA VALENSTEIN

JOSEPH H ZURFLUH (CHAIR)
WILLIAM VOIGHT
BRAD HAMILTON
DENNIS POLACH
WILLIAM WINCH

Adopted by the County Board of Wood County, this day of 20

County Clerk

County Board Chairman



RESOLUTION#

Introduced by Public Safety and Operations Committee
Page 1 of 1

Motion: Adopted:
1st Lost:
2nd Tabled:
No: Yes: Absent:
Number of votes required:
Majority Two-thirds
Reviewed by: PK, Corp Counsel
Reviewed by: EN, Finance Dir.

INTENT & SYNOPSIS: To amend the 2023 budget for the Emergency Management Admin function (52520) for additional expenditures that were not anticipated during the original budget process:

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

Table with 4 columns: Account, Account Name, Debit, Credit. Row 1: 52520 Emergency Management Admin \$30,000. Row 2: 43528 State Aid-Emergency Mgmt. \$30,000

WHEREAS the Emergency Management Admin budget incurred additional expenditures that were not anticipated during the original budget process due to the purchase of a subscription to Everbridge Mass Communication System and Training Grants expenditures, and

WHEREAS, the payments received from the State Grants will be sufficient to cover the unanticipated expenditures, 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 2023 by appropriating \$30,000 of unanticipated revenues from State Aid Emergency Management (43528), and

BE IT FURTHER RESOLVED, that pursuant to Wis. Stats. 65.90 (5), the County Clerk is directed to post a notice of this budget change within 15 days.

( )

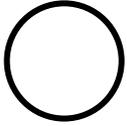
ED WAGNER (Chair)
DONNA ROZAR
LANCE PLIML
ADAM FISCHER
LAURA VALENSTEIN

JOSEPH H ZURFLUH (CHAIR)
WILLIAM VOIGHT
BRAD HAMILTON
DENNIS POLACH
WILLIAM WINCH

Adopted by the County Board of Wood County, this day of 20

County Clerk

County Board Chairman



RESOLUTION#

Introduced by Operations Committee
Page 1 of 1

Motion: Adopted:
1st Lost:
2nd Tabled:
No: Yes: Absent:
Number of votes required:
Majority Two-thirds
Reviewed by: PK, Corp Counsel
Reviewed by: EN, Finance Dir.

INTENT & SYNOPSIS: To amend the 2023 Debt Service budget for additional debt interest, principal, and paying agent costs that were not anticipated during the original budget process:

FISCAL NOTE: No additional cost to Wood County. The source of the funding are transfers available and not anticipated to be spent in the Debt Service Principal budget and unanticipated revenues of debt premium received from refunding bonds. The adjustment to the budget is as follows:

Table with 5 columns: NO, YES, A, and 19 rows of names (LaFontaine, D to Leichtnam, B)

Table with 4 columns: Account, Account Name, Debit, Credit. Lists various debt service accounts and their amounts.

WHEREAS, there was additional debt principal, interest and paying agent fees that were not anticipated during the 2023 budget process, and

WHEREAS, there is available unspent appropriations under debt principal's budget and sufficient unanticipated revenues of debt premium to cover these overages, 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 2023 Debt Service budget for the transfers of available appropriations out of Debt Service Principal (9300-58140) of \$5,000 to fund additional expenditures in Debt Service Interest (9300-58240) and appropriate \$815,330 of unanticipated revenues from Debt Service-Debt Premium (9300-48500) to fund overages in Debt Service Principal-Finance (1400-58140) of \$115,000, Debt Service Interest (1400-58240) of \$348,750, and Debt Service Paying Agent (9300-58295) of \$351,580, and

BE IT FURTHER RESOLVED, that pursuant to Wis. Stats. 65.90 (5), the County Clerk is directed to post a notice of this budget change within 15 days.

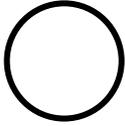
( )

ED WAGNER (Chair)
DONNA ROZAR
LANCE PLIML
ADAM FISCHER
LAURA VALENSTEIN

Adopted by the County Board of Wood County, this day of 20

County Clerk

County Board Chairman



RESOLUTION#

Introduced by
Page 1 of 1

Operations Committee

ITEM#

DATE February 20, 2024

Effective Date Upon Passage & Posting

PY

Motion: Adopted:
1st Lost:
2nd Tabled:
No: Yes: Absent:
Number of votes required:
Majority Two-thirds
Reviewed by: PK, Corp Counsel
Reviewed by: EN, Finance Dir.

INTENT & SYNOPSIS: To amend the 2024 UWSP-Marshfield Capital Projects budget to include expenditures for projects that were in process but not completed at December 31, 2023:

FISCAL NOTE: No cost to Wood County. The source of the funding is unspent funds from previously approved ARPA funds. The adjustment to the budget is as follows:

Table with 4 columns: Account, Account Name, Debit, Credit. Row 1: 57640 Capital Projects UWSP-Mfld \$81,411. Row 2: 43300 ARPA Proceeds \$81,411.

WHEREAS, the County Board authorized UWSP-Marshfield's CIP request during the 2023 budget process to replace the HVAC roof top unit at a cost of \$107,500 for Wood County's portion, and

WHEREAS, only \$26,089 was actually expended in 2023 leaving an additional unappropriated funds of \$81,411, 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 UWSP-Marshfield Capital Projects budget (57640) for 2024 by appropriating \$81,411 of unexpended ARPA Proceeds (43300) for the remaining UWSP-Marshfield project expenditures, and

BE IT FURTHER RESOLVED that pursuant to Wis. Stats. 65.90 (5), the County Clerk is directed to post a notice of this budget change within 15 days.

( )

ED WAGNER (Chair)

DONNA ROZAR

LANCE PLIML

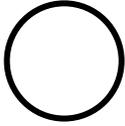
ADAM FISCHER

LAURA VALENSTEIN

Adopted by the County Board of Wood County, this day of 20

County Clerk

County Board Chairman



RESOLUTION#

Introduced by Operations Committee
Page 1 of 1

Motion: Adopted:
1st Lost:
2nd Tabled:
No: Yes: Absent:
Number of votes required:
Majority Two-thirds
Reviewed by: PK, Corp Counsel
Reviewed by: EN, Finance Dir.

INTENT & SYNOPSIS: To amend the 2023 budget for the Capital Projects-Sheriff/Jail function (57211) for additional expenditures that were not anticipated during the original budget process:

FISCAL NOTE: No additional cost to Wood County. The source of funding is available funds from Capital Projects fund balance. The adjustment to the budget is as follows:

Table with 4 columns: Account, Account Name, Debit, Credit. Rows include Capital Projects Sheriff/Jail and Capital Projects Fund Balance.

WHEREAS, the Capital Projects-Sheriff/Jail function incurred additional expenditures that were not anticipated during the original budget process due to ongoing construction of the jail project, and

WHEREAS, there is sufficient funds to cover these overages in the Capital Projects fund balance from 2021 and 2022 debt borrowing for the jail, 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 2023 Capital Projects-Sheriff/Jail budget (57211) budget by appropriating \$36,300,000 from Capital Projects fund balance (34113), and

BE IT FURTHER RESOLVED, that pursuant to Wis. Stats. 65.90 (5), the County Clerk is directed to post a notice of this budget change within 15 days.

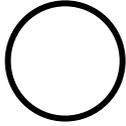
( )

ED WAGNER (Chair)
DONNA ROZAR
LANCE PLIML
ADAM FISCHER
LAURA VALENSTEIN

Adopted by the County Board of Wood County, this day of 20

County Clerk

County Board Chairman



**RESOLUTION#** \_\_\_\_\_

Introduced by Operations Committee  
Page 1 of 2

EN

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

**INTENT & SYNOPSIS:** To show additional elements of committed and assigned governmental fund balance projected as of December 31, 2023:

**FISCAL NOTE:** Total committed and assigned governmental fund balance as of December 31, 2023 is projected to be \$7,208,823 detailed as Follows:

Account	General Fund Committed	Account Name	Actual 12/31/2022	Projected 12/31/2023
51440		Clerk Elections	\$154,659	\$272,659
52130		Police Radio	31,301	31,301
52530		Building Numbering	44,099	24,923
54122		Public Health WIC	4,219	4,218
54128		Health-Grants	6,380	6,380
54130		Health-Dental Sealants	38,738	17,135
54132		Juneau/Adams	171,610	260,610
51433		HR Labor Relations	144,246	157,446
56121		Land Conservation	70,196	75,871
59210		Permits & Fines	8,597	8,597
56315		Census Redistricting	4,500	4,500
51931		Property & Liability Ins	(89,448)	(121,860)
51711		Reg of Deeds-Redaction	2,387	2,387
52131		Indian Law Enforcement	49,891	49,500
52712		Electronic Monitoring	571,789	622,383
52721		Jail Surcharge	294,282	353,769
51451		Voice-Over IP	242,506	200,506
55660		UW Ext Project Accounts	158,359	162,359
54710		Veteran's Relief	18,533	20,314
54730		Veteran's Relief Donations	2,685	2,685
51316		Victim Witness Task Force	6,230	6,230
		<b>Total Committed</b>	<b>\$1,935,759</b>	<b>\$2,161,913</b>

		NO	YES	A
1	LaFontaine, D			
2	Rozar, D			
3	Buttke, T			
4	Wagner, E			
5	Fischer, A			
6	Breu, A			
7	Voight, W			
8	Hahn, J			
9	Winch, W			
10	Thao, L			
11	Penzkover, J			
12	Valenstein, L			
13	Hokamp, J			
14	Polach, D			
15	Clendenning, B			
16	Pliml, L			
17	Zurfluh, J			
18	Hamilton, B			
19	Leichtnam, B			

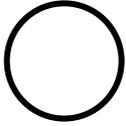
Assigned Funds	Actual	Projected
Account Name	12/31/2022	12/31/2023
<b>Other Governmental Funds Assigned</b>		
County Highways	2,684,863	2,016,513
Human Services Fund (before deferral of revenues)	1,173,286	1,423,486
ADRC	152,420	152,420
Parks and Forestry	646,372	558,063
Land Records and Private Sewage	512,454	456,124
Land Conservation	148,666	146,491
Transportation and Economic Development	120,866	61,813
Sheriff and corrections	212,991	232,000
<b>Total Other Governmental</b>	<b>5,651,918</b>	<b>5,046,910</b>
<b>Total Governmental Funds Committed and Assigned</b>	<b>\$7,587,677</b>	<b>\$7,208,823</b>

( )

Adopted by the County Board of Wood County, this \_\_\_\_\_ day of January 20 \_\_\_\_\_.

County Clerk

County Board Chairman



**WHEREAS** governmental financial reporting rules require governments to report governmental fund balances in their various components of liquidity, and

**WHEREAS** one component of fund balance is that portion that is constrained by limitations that the County imposes upon itself, and

**WHEREAS** these commitments and assignments involve the reserve of resources resulting from unexpended revenues or other appropriations intended for specific future expenditures, and

**WHEREAS** the reporting rules require that these limitations be imposed and approved at the County’s highest level of decision making (i.e. County Board of Supervisors), and

**WHEREAS** each of the above elements of committed and assigned fund balance have been detailed in the 2023 and 2024 budgets as “carryover/non-lapsing” balances, and

**THEREFORE BE IT RESOLVED** that the above functions have their balances shown as “committed and assigned” for the financial statements dated December 31, 2023.

( )

ED WAGNER (Chair) \_\_\_\_\_

LAURA VALENSTEIN \_\_\_\_\_

ADAM FISCHER \_\_\_\_\_

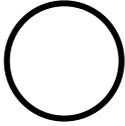
LANCE PLIML \_\_\_\_\_

DONNA ROZAR \_\_\_\_\_

Adopted by the County Board of Wood County, this \_\_\_\_\_ day of \_\_\_\_\_ 20 \_\_\_\_\_ .

\_\_\_\_\_  
County Clerk

\_\_\_\_\_  
County Board Chairman



RESOLUTION#

Introduced by
Page 1 of 1

Property & Information Technology Committee & Operations Committee

ITEM#

DATE February 20, 2024

Effective Date Upon Passage & Posting

Motion: Adopted:
1st Lost:
2nd Tabled:
No: Yes: Absent:
Number of votes required:
Majority Two-thirds
Reviewed by: Corp Counsel
Reviewed by: Finance Dir.

INTENT & SYNOPSIS: To amend the 2024 Maintenance budget to include expenditures for projects that were in process but not completed at December 31, 2023:

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

Table with columns: Account, Account Name, Debit, Credit. Rows include Building Improvements, Maintenance Fund, CP Building Improvements, and Capital Projects Fund Balance.

WHEREAS, the Wood County Board authorized capital improvements in the 2023 Maintenance budget, and

WHEREAS, the projects, while started in 2023, could not be completed until 2024 due to material and equipment delays, 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 Maintenance Department budget (51611) for 2024 by appropriating \$20,000 of unexpended proceeds from the Maintenance Fund (33900) and amend the Capital Projects Building Improvements budget (57119) for 2024 by appropriating \$39,232 from Capital Projects Fund balance (34113) for building improvements, and

BE IT FURTHER RESOLVED, that pursuant to Wis. Stats. 65.90 (5), the County Clerk is directed to post a notice of this budget change within 15 days.

Table with columns: NO, YES, A. Rows list names of board members from LaFontaine, D to Leichtnam, B.

( )

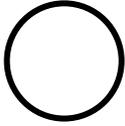
ALLEN BREU (Chair)
DENNIS POLACH
WILLIAM WINCH
BRAD HAMILTON
JEFF PENZKOVER

ED WAGNER (Chair)
DONNA ROZAR
LANCE PLIML
ADAM FISCHER
LAURA VALENSTEIN

Adopted by the County Board of Wood County, this day of 20

County Clerk

County Board Chairman



RESOLUTION#

Introduced by
Page 1 of 1

ITEM#

DATE February 20, 2024

Effective Date Upon Passage & Posting

Motion: Adopted:
1st Lost:
2nd Tabled:
No: Yes: Absent:
Number of votes required:
Majority Two-thirds
Reviewed by: PAK, Corp Counsel
Reviewed by: EN, Finance Dir.

NF

INTENT & SYNOPSIS: To amend the 2023 budget for Property and Liability Insurance (51931) for higher than anticipated deductible expenses.

FISCAL NOTE: The source of funding is unanticipated revenues from Insurance Recoveries (48440) and transfers of \$79,447 from available balance in contingency (51590) to the Property and Liability Insurance budget (51931). At the time of this request the funds available in contingency are \$583,444. The adjustment to the budget is as follows:

Table with 5 columns: NO, YES, A, and 19 rows of names (LaFontaine, D to Leichtnam, B)

Table with 4 columns: Account, Account Name, Debit, Credit. Rows include 51931 Property & Liability Insurance, 48440 Insurance Recoveries, and 51590 Contingency.

WHEREAS, Property Insurance deductible costs were greater than anticipated due to several unforeseen incidents, including two power-related incidents at the River Block building, and

WHEREAS, the aforementioned costs were not anticipated during the 2023 budget process, and

WHEREAS, the County has already recovered \$90,154 from insurance for repairs either already made or to be made in 2024, 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.

THEREFORE BE IT RESOLVED, to amend the Property & Liability (51931) 2023 budget of \$169,601 with unanticipated revenues from Insurance Recoveries (48440) of \$90,154 and with a transfer from the contingency fund (51590) of \$79,447 to fund the unanticipated expenditures, and

BE IT FURTHER RESOLVED, that pursuant to Wis. Stats. 65.90 (5), the County Clerk is directed to post a notice of this budget change within 15 days.

( )

ED WAGNER (Chair)

DONNA ROZAR

LANCE PLIML

ADAM FISCHER

LAURA VALENSTEIN

Adopted by the County Board of Wood County, this day of 20

County Clerk

County Board Chairman

## Non-Traditional Hours By Department

Department	Number of staff	FTE	TITLE	Non-Traditional Hours
<b>Child Support</b>				
Full Time 2080	1	1.00	1501-Child Support Director	As DH, would be the one to respond to off-hours emergent event. No additional compensation for non-traditional hours.
Full Time 2080	3	3.00	1504-Case Worker	Traditional hours. No on-call/call in responsibilities.
Full Time 2015	4	3.88	1504-Case Worker	Traditional hours. No on-call/call in responsibilities.
Full Time 2080	1	1.00	1509-Deputy Director	Traditional hours. No on-call/call in responsibilities.
Full Time 2015	1	0.97	1506-Child Support Intake Worker	Traditional hours. No on-call/call in responsibilities.
Full Time 2015	1	0.97	1510-Accounting Assistant	Traditional hours. No on-call/call in responsibilities.
<b>TOTAL:</b>	<b>11</b>	<b>10.82</b>		
<b>Circuit Court- Branch 1</b>				
Full Time 2015	1	0.97	1601-Register in Probate	Traditional hours. No on-call/call in responsibilities.
Full Time 2015	1	0.97	1602-Deputy Register in Probate	Traditional hours. No on-call/call in responsibilities.
Full Time 2015	2	1.94	1603-Legal Admin Asst	Traditional hours. No on-call/call in responsibilities.
Full Time 2015	1	0.97	1603A-Judicial Assistant	Traditional hours. No on-call/call in responsibilities.
<b>TOTAL:</b>	<b>5</b>	<b>4.85</b>		
<b>Circuit Court- Branch II</b>				
Full Time 2015	1	0.97	1604A-Legal Admin Asst	No response.
<b>TOTAL:</b>	<b>1</b>	<b>0.97</b>		
<b>Circuit Court- Branch III</b>				
Full Time 2015	1	0.97	1605A-Legal Admin Asst	No response.
<b>TOTAL:</b>	<b>1</b>	<b>0.97</b>		
<b>Circuit Court- Branch IV</b>				
Full Time 2015	1	0.97	1606A-Legal Admin Asst	No response.
<b>TOTAL:</b>	<b>1</b>	<b>0.97</b>		
<b>Clerk of Courts</b>				
Full Time 2015	1	0.97	1201-Clerk of Courts	No response.
Full Time 2015	1	0.97	1202-Deputy Clerk of Courts	No response.
Full Time 2015	6	5.82	1203A/1208/1210/1214-Court Clerk	No response.
Full Time 2015	1	0.97	1219A-Book Keeper	No response.
Full Time 2015	1	0.97	1218-Collections Deputy	No response.
Part Time 80%	1	0.80	1207-Information Clerk	No response.
Casual/Temporary	9	1.80	1215-Bailiff	No response.
<b>TOTAL:</b>	<b>20</b>	<b>12.30</b>		
<b>Communications</b>				

Full Time 2080	1	1.00	1809A-Communications Director	Required to work non-traditional hours during emergent events; receives a stipend for after-hours availability and does not earn comp time until after minimum hours are met.
<b>TOTAL:</b>	<b>1</b>	<b>1.00</b>		

**Coroner**

Casual/Temporary	1	0.20	3124-Coroner	On call 24/7; frequently responds during non-traditional hours. No incentive/additional compensation for after-hours on-call.
Casual/Temporary	8	1.60	3125-Deputy Coroner	
<b>TOTAL FTE'S:</b>	<b>9</b>	<b>1.80</b>		

**Corporation Counsel**

Full Time 2080	1	1.00	1401-Corporation Counsel	Works additional hours when the need arises. No additional compensation.
Full Time 2015	1	0.97	1403A-Lead Legal Admin Assistant	Traditional hours. No on-call/call in responsibilities.
Part Time 50%	1	0.50	1402A-Legal Admin Assistant	As a P/T position, may work additional hours as the need arises.
<b>TOTAL:</b>	<b>3</b>	<b>2.47</b>		

**County Clerk**

Full Time 2015	1	0.97	1301-County Clerk	Works non-traditional hours frequently for elections/trainings, without additional compensation.
Full Time 2015	1	0.97	1302-Chief Deputy County Clerk	There are non-traditional hours at every election- these positions earn comp time or are paid out at the appropriate rate. They can be called in at a moment's notice for some sort of election related matter requiring staff time in the courthouse (such as a recount, especially in November) and may be required to work over holidays (Thanksgiving Day and weekend), weekends, long days, in order to comply with statutory timelines set forth in both state and federal law.
Part Time 80%	1	0.80	1303-Deputy County Clerk/Program Assistant	
<b>TOTAL:</b>	<b>3</b>	<b>2.74</b>		

**County Board**

Casual/Temporary	19	3.80	3701-County Board Supervisor	N/A
Casual/Temporary	5	1.00	3703-Civil Service Commission Member	N/A
Casual/Temporary	1	0.20	3713-Veterans Service Commission Member	N/A
Casual/Temporary	1	0.20	3712-CEED Committee Member	N/A
Casual/Temporary	3	0.60	3708-Library Board Member	N/A
Casual/Temporary	4	0.80	3711-HHS Committee Member	N/A
Casual/Temporary	2	0.40	3704-Ethics Committee Member	N/A
<b>TOTAL:</b>	<b>35</b>	<b>7.00</b>		

**Criminal Justice**

Full Time 2080	1	1.00	3146-Criminal Justice Coordinator	All staff are required to occasionally work non-traditional hours to assist with drug tests or be responsive to client needs after regular business hours. Staff are encouraged to flex their time when called in or they may earn comp time. No additional compensation for call-ins.
Full Time 2080/Casual	3	2.20	3147-Case Manager	
<b>TOTAL:</b>	<b>4</b>	<b>3.20</b>		

**Dispatch** Shift differential 50 cents/hr for hours worked between 6p-6a

Full Time 2080	16	16.00	1810A-Dispatcher	
Full Time 2080	1	1.00	1808-Dispatch Manager	As Dispatch is a 24/7 department, all staff are subject to being scheduled or called in at any time, including on evenings, weekends, and holidays. 12-hr shifts. Can be mandated due to call-ins, scheduled training, etc. No call-in pay. Eligible for shift differential.
Full Time 2080	4	4.00	1811A-Lead Dispatcher	
<b>TOTAL:</b>	<b>21</b>	<b>21.00</b>		

**District Attorney**

Full Time 2015	6	5.82	1703A-Legal Admin Asst	No response.
Full Time 2015	1	0.97	1705-Administrative Assistant	No response.
<b>TOTAL:</b>	<b>7</b>	<b>6.79</b>		

**Edgewater** Shift differential: CNA/Med Tech: \$0.75/hr (PM) and \$0.50 (NOC), RN/LPN: \$1.25 (PM) and \$1 (NOC). Call-in pay= 3 hours of pay. RN weekend on-call pay=\$50

Full Time 2080	1	1.00	1901-Administrator	On call 24/7. Not scheduled for weekends/holidays, however is subject to coming in off hours due to any potential regulatory issue/investigation per code. Depending on situation, may work earlier than regular business hours and beyond regular business hours. No additional compensation for non-traditional hours.
Various	42	24.42	1928-CNA	Subject to be called in to fill a shift, mandated over with little notice, can be held over, i.e. work 12 or 16 hour shift per staffing needs, are scheduled on the weekends, evening, and holidays. Are paid differentials for evening and night shift. If called in, will receive call-in pay differential. Receives holiday pay for working on a holiday.
Various	21	9.48	1914A-LPN	Subject to be called in to fill a shift, mandated over with little notice, can be held over, i.e. work 12 or 16 hour shift per staffing needs, are scheduled on the weekends, evening, and holidays. Are paid differentials for evening and night shift. If called in, will receive call-in pay differential. Receives holiday pay for working on a holiday. RN's may be on-call in addition to DON. When on-call they receive on-call pay.
Various	22	11.42	1908A-Registered Nurse	Subject to be called in to fill a shift. Scheduled to work weekends, evening, and holidays. Will receive holiday pay for working a holiday. Can receive call-in pay if called in to cover shift that was not scheduled. Casual dietary aides will receive only 1.5 pay on holidays, do not receive the full holiday pay.
Full Time 2080	19	9.20	1931-Dietary Aide	
Full Time 2080	1	1.00	1932-Cook	
Full Time 2080	1	1.00	1916-Activities Coordinator	Works traditional business hours. May work a weekend shift if there is an open shift on schedule. Does not received additional compensation if working on a weekend shift.
Full Time 2015/PT 80%	3	2.74	1952-Medication Aide	Subject to be called in to fill a shift, mandated over with little notice, can be held over, i.e. work 12 or 16 hour shift per staffing needs, are scheduled on the weekends, evening, and holidays. Are paid differentials for evening and night shift. If called in, will receive call-in pay differential. Receives holiday pay for working on a holiday.

Full Time 2080	1	1.00	1915-Inservice & Infection Prevention Coordinator	On-call 24/7. Not scheduled for weekends/holidays, however is subject to coming in off hours due to any potential regulatory issue/investigation per code. Depending on situation, may work earlier than regular business hours and beyond regular business hours. No additional compensation for non-traditional hours. If on-call for nursing department beyond infection control duties will receive on-call pay.
Full Time 2080	1	1.00	1947-Patient Billing Assistant	Traditional hours.
Full Time 2080	1	1.00	1910-Social Service & Admissions Manager	Works primarily traditional business hours. Due to resident case load, may work into evening hours and weekend to accommodate residents, families, new admissions. No additional compensation for working beyond regular business hours.
Full Time 2080	1	1.00	1920-Accounting Services	Traditional hours.
Full Time 2080	1	1.00	1951-Certified Dietary Supervisor	On-call for Dietary department. Not scheduled weekends/evenings/holidays, but depending on the needs in the kitchen, may work during those times to fill open shifts that may arise due to a call-in or open shift. May work beyond regular business hours. No additional compensation for non-traditional hours.
Full Time 2080	1	1.00	1944-Maintenance Technician	On-call every other week for any issues outside of regular hours. If required to come in outside regular hours receives call-in pay. Not scheduled weekends/evenings/holidays. May be on-call from time to time. When on-call receives on-call pay. Not scheduled for weekends/holidays, however is subject to coming in off hours due to any potential regulatory issue/investigation per code. Depending on situation, may work earlier than regular business hours and beyond regular business hours. No additional compensation for non-traditional hours.
Full Time 2080	1	1.00	1957-Maintenance Lead	
Full Time 2080	1	1.00	1905-RN Shift Supervisor	
Full Time 2080/Casual	4	1.60	1921-Recreation Ther Aide	FT position not scheduled weekends, holidays, or evenings. Casual recreation therapy aides scheduled weekends/holidays. If casual rec therapy aide works holiday will receive 1.5 pay.
Full Time 2080	1	1.00	1958-Social Worker	Works primarily traditional business hours. Due to resident case load, may work into evening hours to accommodate residents, families, new admissions.
Full Time 2080	1	1.00	1902-Director of Nursing	On-call 24/7. Not scheduled for weekends/holidays, however is subject to coming in off hours due to any potential regulatory issue/investigation per code. Depending on situation, may work earlier than regular business hours and beyond regular business hours. No additional compensation for non-traditional hours.
Full Time 2080	1	1.00	1907-Minimum Data Set/Med	Works primarily traditional business hours. Due to case load, may work into evening hours to accommodate needs. May be on-call, when on-call will receive on-call pay. May be scheduled weekends or holiday. If casual staff works on holiday will receive 1.5 pay but not full holiday pay.
Casual/Temporary	1	0.20	1922-Recreation Aide	
Full Time 2080	1	1.00	1959-Health Information Coordinator	Traditional hours.
Full Time 2080	1	1.00	1906-Accountant	Traditional hours.
<b>TOTAL:</b>	<b>128</b>	<b>75.06</b>		

### Emergency Management

Full Time 2080	1	1.00	1801-Director	
Full Time 2080	1	1.00	1812-Deputy Director	Yes, all staff are on-call on a rotating basis. This includes evenings, weekends, and holidays. They may also be held over on any given day if there is an incident occurring. Everyone but the Director gets on-call pay when they're on-call (\$9 per day Monday through Friday, and \$14 per day on weekends and holidays). If they are called in they are also paid for the time they spend working/responding.
Full Time 2015	2	1.94	1806-EM Relief Worker	
Full Time 2015	1	0.97	1804-Program Assistant	
Full Time 2015	1	0.97	1805-Program Coordinator	
<b>TOTAL:</b>	<b>6</b>	<b>5.88</b>		

### Finance

Full Time 2080	1	1.00	1001-Director	Usually will not work non-traditional hours. At budget season and year-end, may put in additional hours but extra hours goes to comp time. It is very unlikely that we would work a Holiday.
Full Time 2080	1	1.00	1007-Accounts Payable Administrator	
Full Time 2080	1	1.00	1006-Payroll Administrator	
Full Time 2080	1	1.00	1005A-Deputy Finance Director	
<b>TOTAL:</b>	<b>4</b>	<b>4.00</b>		

### Health

Full Time 2080	1	1.00	2001-Director/Public Health Officer	The management team rotates on-call every 5 weeks (reportable communicable disease or rabies concerns). Obviously during the pandemic, those were basically full days worked. But typically we receive few calls. No additional compensation for on-call; managers receive comp time for time worked. Occasional weekend work that is scheduled in advance. They receive regular wages for this. These are part-time, so OT isn't an issue typically.
Full Time 2080	1	1.00	2052-Public Health Nurse Supervisor	
Full Time 2080	1	1.00	2009-Supervisor of Strategic Initiatives	
Full Time 2080	1	1.00	2048-Public Health Manager	
Full Time 2080	1	1.00	2038-Environmental Health Supervisor	
Various	6	4.21	2045-Community Health Worker	No
Part Time 80%	1	0.80	2041-Dental Hygienist	
Full Time 2080	4	4.00	2050-Environmental Health Specialist	Some scheduled weekend work to do inspection and licensing at fairs, festivals, and other events. They receive comp time for extra hours (straight time).
Full Time 2080/PT 70%	5	4.70	2016-Public Health Nurse	Some late clinic work that is scheduled in advance. PHNs are encouraged to flex their week so as not to exceed budgeted hours.
Casual/Temporary	10	2.00	2044/2051-Health LTE	No
Part Time 50%	1	0.50	2019-Public Health Aide LTE	No
Full Time 2015	1	0.97	2039-Accounting Services	No
Part Time 90%	1	0.90	2047-Environmental Health Admin Assistant	No
PT 80%/PT 60%/Casual	3	1.60	2006-Health Educator/Nutritionist	No
Full Time 2080	1	1.00	2028A-Environmental Health Assistant	Some scheduled weekend work to do inspection and licensing at fairs, festivals, and other events. They receive comp time for extra hours (straight time).
Full Time 2015	1	0.97	2046 - WIC Director/Project Nutritionist	No
Full Time 2015/ Casual	3	2.14	2040-Program Coordinator	No
Full Time 2015	1	0.97	2016-Public Health Emergency Preparedness Coord	Could be called in without notice for a public health emergency (same with management team).
Full Time 2015	1	0.97	2055-Community Health Planner	No
Full Time 2080	1	1.00	2058-Environmental Health/Laboratory Specialist	Some scheduled weekend work to do inspection and licensing at fairs, festivals, and other events. They receive comp time for extra hours (straight time).
Full Time 2015	1	0.97	2049-Public Health Policy & Communication Coord	No
Full Time 2015	1	0.97	2053-Public Health Strategist	No

Full Time 2015	1	0.97	2054-Epidemiologist	No
Full Time 2015	1	0.97	2053-Public Health Strategist	No
<b>TOTAL:</b>	<b>49</b>	<b>32.61</b>		

### Highway

Full Time 2080	18	18.00	2211A-Truck Operator	Likely to work non-traditional hours, to be called in with little to no notice, required to report early or stay late, compensated with overtime/comp time for hours over 40/week. Call-in pay of \$25 and minimum of two hours for non-winter storm related call-in that is not a continuation of regular work day
Full Time 2080	12	12.00	2210/2213/2219/2221/2227/2234-Equipment Operator	
Full Time 2080	1	1.00	2215-Welder/Fabricator (Certified)	Traditional hours.
Full Time 2080	3	3.00	2203/2204-Highway Superintend	Likely to work non-traditional hours. Able to accumulate comp time for hours over 8/day (10/day in summer). Required to be on-call on a rotation
Full Time 2080	3	3.00	2209-Mechanic II	Required to be on-call on a rotation, compensated with overtime/comp time for hours worked over 40. Call-in pay of \$25 and minimum two hours for non-storm related call in that is not a continuation of regular work hours
Full Time 2080	1	1.00	2229-Engineering Technician	Required to be on-call for winter maintenance, compensated with overtime pay or comp time for hours over 40/week.
Full Time 2080	2	1.00	2216/2231-Sign Coordinator	Likely to work non-traditional hours, to be called in with little to no notice, required to report early or stay late, compensated with overtime/comp time for hours over 40/week. Call-in pay of \$25 and minimum of two hours for non-winter storm related call in that is not a continuation of regular work day
Full Time 2080	1	1.00	2201-Highway Commissioner	Traditional hours.
Full Time 2080	1	1.00	2207-Administrative Services	Traditional hours.
Full Time 2080	1	1.00	2230-Lead Mechanic	Required to be on-call on a rotation, compensated with overtime/comp time for hours worked over 40. Call-in pay of \$25 and minimum two hours for non-storm related call in that is not a continuation of regular work hours
Full Time 2080	1	1.00	2208-Accounting Services	Traditional hours.
Full Time 2080	3	1.00	2225-Lead Person	Likely to work non-traditional hours, to be called in with little to no notice, required to report early or stay late, compensated with overtime/comp time for hours over 40/week. Call-in pay of \$25 and minimum of two hours for non-winter storm related call in that is not a continuation of regular work day
Full Time 2080	1	1.00	2206-Accounting Supervisor	Traditional hours.
Full Time 2080	1	1.00	2233-Mechanic I	Required to be on-call on a rotation, compensated with overtime/comp time for hours worked over 40. Call-in pay of \$25 and minimum two hours for non-storm related call in that is not a continuation of regular work hours
Full Time 2080	1	1.00	2214A-Stockroom Attendant	Traditional hours.
Full Time 2080	1	1.00	2202A-Highway Engineer	Likely to work non-traditional hours. Able to accumulate comp time for hours over 8/day (10/day in summer) Required to be on-call on a rotation.
Casual/Temporary	8	0.20	2226-Summer Help	May work non-traditional hours and be required to report early/stay late. Compensated with time and half for hours over 40/week.
<b>TOTAL:</b>	<b>59</b>	<b>52.60</b>		

**Human Resources**

Full Time 2080	1	1.00	2701-HR Director	
Full Time 2080	1	1.00	2711-Asst HR Director	
Full Time 2080	1	1.00	2710-Safety/Risk Specialist	HR staff may work non-traditional hours occasionally (after-hours consults, evening or early morning meetings, events and job fairs, trainings and conferences, etc); no additional compensation.
Full Time 2080	1	1.00	2708-HR Generalist	
Full Time 2080	1	1.00	2704B-HR Coordinator	
<b>TOTAL:</b>	<b>5</b>	<b>5.00</b>		

**Human Services**

Full Time 2080	1	1.00	3245-Director	Called in to work critical positions. On-call 24/7. No additional compensation awarded.
Full Time 2080	1	1.00	3259-Deputy Director	
Full Time 2080	1	1.00	2171-Division Administrator- Behavioral Health	In clinical rotation, receives on-call pay.
Full Time 2080	1	1.00	3202-Division Administrator- Family Services	May be consulted at any time 24/7 Earn compensatory time for called for consult.
Full Time 2080	1	1.00	2104-Administrative Services Division Administrator	Traditional hours.
Full Time 2080	1	1.00	2127-Psychiatrist	No additional compensation for consultation after-hours.
Full Time 2080	2	2.00	3246-CCS/CSP Program Manager	Traditional hours.
Full Time 2080	1	1.00	2172-Accounting Manager	Traditional hours.
Full Time 2080	1	1.00	3251A-Income Maintenance Cons Administrator	Traditional hours.
Full Time 2080	1	1.00	2111-Supprt Services Division Manager	Traditional hours.
Full Time 2015	1	1.00	2110-Behavioral Health Outpatient Clinic Manager	Traditional hours.
Full Time 2080	1	1.00	2174-Bridgeway/CBRF Supervisor	Can be required to stay over, work different shifts. Paid at OT Rate when applicable.
Full Time 2015	1	0.97	2113-Patient Billing Specialist	Traditional hours.
Full Time 2015	3	2.91	2114A/2118-Admin Asst II-Outpatient Clinic	Traditional hours.
Full Time 2015	1	0.97	2117-Accountant	Traditional hours.
Full Time 2015	1	0.97	2119-Program Assistant	Traditional hours.
Full Time 2015	1	0.97	2120-Reporting Systems Clerk	Traditional hours.
Full Time 2015	3	2.91	2129- CCS/CSP Nurse	Traditional hours.
Full Time 2080	3	3.00	2133-Mental Health Therapist	Traditional hours.
Full Time 2015	9	8.73	2134-CCS Service Facilitator	Work varying hours dependent upon client needs. No additional compensation. Work varying shifts within a 24/7 operation. Paid a shift differential on PM and overnight shifts. Can be asked to stay over but not mandated. Additional compensation for on-call pay if on the mobile crisis schedule.
Various	24	12.50	2144A-Crisis Interventionist	
Full Time 2015	1	0.97	2146-Birth to Three Service Coordinator	Traditional hours.
Full Time 2080	1	1.00	2150-AODA Counselor	Traditional hours.
Casual/Temporary	3	0.60	2152-Residential Aide	Work within a 24/7 facility. Can be asked to cover additional shifts. No additional compensation unless eligible for overtime pay.
Full Time 2015	4	3.88	2158/2159-Emergency Mental Health/APS Coordinator	Work Traditional hours, unless called out on a mobile crisis call. Eligible for on-call pay if on the mobile crisis schedule.
Full Time 2015	1	0.97	2163-Licensed Mental Health Professional	In Clinical rotation, eligible for "on-call pay" while in the rotation.
Full Time 2080	2	2.00	2164/2176-Social Work Manager	Handle on-call Supervisor rotation. Earn compensatory time when taking calls.
Full Time 2015	6	5.82	2166-Support & Service Coordinator	Traditional hours.
Full Time 2015	6	5.82	2167-/2175- Social Worker (Behavioral Health)	Traditional hours.
Full Time 2080	4	4.00	2177/2177B-Mental Health/Substance Abuse Counselor	Traditional hours.

Full Time 2015	1	0.97	2178-Contract Coordinator	Traditional hours.
Full Time 2080/Casual	4	2.40	2179-Bus Driver	Traditional hours.
Full Time 2080	1	1.00	2180-Transportation Dispatch Coordinator	Traditional hours.
Full Time 2015	3	2.91	2181/2181B-Admin Asst II	Traditional hours.
Full Time 2015	3	2.91	2183-Birth to Three Teacher/Certified Coordinator	Traditional hours.
Full Time 2015	1	0.97	2626-Program Assistant-CLTS/Cornerstone	Traditional hours.
Full Time 2080	3	3.00	3204/3244-Social Work Manager	Handle on-call Supervisor rotation. Earn compensatory time when taking calls.
Full Time 2080	2	2.00	3206-Economic Suppt Super	Traditional hours.
Full Time 2080	1	1.00	3207-Administrative Services Division Assistant Manager	Traditional hours.
Full Time 2015	1	0.97	3210-Family Resource Specialist	Traditional hours.
Full Time 2015	1	0.97	3218A-Energy Assistance Specialist	Called in heating Emergency. Paid Straight time or compensatory time depending on hours worked.
Full Time 2015	1	0.97	3220A-Accounting & Payroll Technician	Traditional hours.
Full Time 2015	1	0.97	3220-Accounting Assistant	Traditional hours.
Full Time 2015	2	1.94	3221-Admin Asst II-Transcription	Traditional hours.
Full Time 2015	1	0.97	3221A-Program Assistant/Fiscal	Traditional hours.
Full Time 2015	14	13.58	3224/3226-Social Worker (Family Services)	Paid for "On-Call time" when on the on call schedule. Nights, weekends and holidays.
Full Time 2015	1	0.97	3230-Volunteer Services Coordinator	Traditional hours.
Full Time 2015	20	19.40	3233-Economic Support Specialist	Traditional hours.
Full Time 2015	8	7.76	3234-FSET Case Manager	Traditional hours.
Full Time 2015	1	0.97	3241-CST Coordinator	Traditional hours.
Full Time 2015	6	5.82	3248-Family Resource Coordinator	Traditional hours.
Full Time 2015	1	0.97	3249-Administrative Assistant II	Traditional hours.
Full Time 2015	1	0.97	3250A-Intake Coordinator - Outpatient	Traditional hours.
Full Time 2015	1	0.97	3252-Community Resource Receptionist	Traditional hours.
Full Time 2015	1	1.00	3253-Emergency Mental Health Services Program Manager	In Clinical rotation. Paid on-call time when in rotation.
Full Time 2080	1	1.00	3254-Executive Administrative Assistant	Traditional hours.
Full Time 2080	1	1.00	3257-Community Resources Supervisor	Traditional hours.
Full Time 2080	1	1.00	3258-Employment & Training Manager	Traditional hours.
Full Time 2015	1	0.97	3260-Administrative Assistant II	Traditional hours.
Full Time 2015	2	1.94	3261-Youth Mentor Case Manager	Works flexible/varied hours including some nights and weekends. No additional compensation provided.
Full Time 2015	1	0.97	3263-Social Worker 8/FSET	In the on-call rotation. Paid the on-call rate when scheduled.
Casual/Temporary	8	1.60	3264-Family Interaction Worker	Traditional hours.
Full Time 2080	1	1.00	3265-Crisis Mental Health Therapist	In the Clinical rotation. Paid on-call time when in rotation.
Full Time 2015	1	0.97	3266-Kinship & Foster Care Coordinator	Traditional hours.
Full Time 2080	1	1.00	3267A-HOME Team Supervisor	In the on-call Supervisor rotation. Earn compensatory time when taking calls.
Full Time 2015	1	0.97	3268-YDS/FSET Manager	Traditional hours.
Full Time 2015	2	1.94	3269-Lead Social Worker	In the on-call rotation, paid on-call rate when in the rotation.
Part Time 60%	1	0.60	3270-Administrative Assistant II	Traditional hours.
Full Time 2015	1	0.97	3271-Discharge Case Manager	Traditional hours.
Full Time 2015	6	5.82	3273-Case Manager/Social Worker-Initial Assessment	
Full Time 2015	3	2.91	3275-Case Manager/Social Worker-Youth Justice	
Full Time 2015	4	3.88	3276-Case Manager/Social Worker-Ongoing	In the on-call rotation, paid the on-call rate when in rotation. Works varying hours, some

Full Time 2015	1	0.97	3281-Social Worker-Permanency Support Coordinator	evening work expected.
Full Time 2015	1	0.97	3277B-Youth Extended Services Coach	Expected to work varying hours. Flex time as appropriate.
Full Time 2080	1	1.00	3278-Adult Protective Services Program Manager	Traditional hours.
Full Time 2015	1	0.97	3280-Case Manager/Social Worker	Traditional hours.
<b>TOTAL:</b>	<b>207</b>	<b>180.80</b>		

**Information Systems**

Full Time 2080	1	1.00	3301- IT Director	
Full Time 2080	1	1.00	3305 - Deputy IT Director/Network Administrator	
Full Time 2080	1	1.00	3312 - Network Engineer	
Full Time 2080	2	2.00	3310 - Network Analyst	
Full Time 2080	1	1.00	3311-Programmer Analyst/Web Developer	All FT staff are required to participate in providing 24/7 on-call support for the County. Non-traditional hours may be scheduled (required maintenance) or unscheduled (major system outage) and may occur on evenings, weekends, and/or holidays. This requirement is compensated with on-call pay. Weekday compensation: \$25.94 or \$34.59 dependent on tier. Weekend and holiday compensation: \$51.97 or \$69.16 dependent on tier.
Full Time 2080	2	2.00	3303-Programmer Analyst	
Full Time 2080	1	1.00	3314-Project Coordinator/Systems Analyst	
Full Time 2080	1	1.00	3313-Systems Lead Technician	
Full Time 2080	2	2.00	3305B-Systems Technician	
Full Time 2080	1	1.00	3306-Services Support Analyst	
Casual/Temporary	4	0.80	3309-IT Intern	Traditional hours. No on-call/call-in responsibilities.
<b>TOTAL:</b>	<b>17</b>	<b>13.80</b>		

**Land Conservation**

Full Time 2080	1	1.00	2401-County Conservationist	
Full Time 2080	1	1.00	2402-Engineering Technician	
Full Time 2080	1	1.00	2405-Conservation Specialist	
Full Time 2080	1	1.00	2407-Conservation Program Coordinator	Department generally works traditional hours. No planned non-traditional hours.
Full Time 2015	1	0.97	2403A-Conservation Administrative Specialist	However, if staff work outside of normal office hours, they earn comp time. The department doesn't budget OT.
Part Time 50%	1	0.50	2405-Conservation Specialist	
<b>TOTAL:</b>	<b>6</b>	<b>5.47</b>		

**Maintenance**

Full Time 2080	1	1.00	2501- Facilities Manager	Frequently works non-traditional hours. Temporary stipend provided specifically for extra hours related to the jail project.
Full Time 2080	1	1.00	2507-Maintenance Supervisor	Occasionally works non-traditional hours. Comp time provided for hours over 40/wk.
Full Time 2080	1	1.00	2503-Maintenance Technician I	When called in outside of traditional hours, these positions receive call-in pay equivalent to 2 hours of regular wages, plus time worked.
Full Time 2080	2	2.00	2506-Maintenance Technician II	
Part Time 80%	1	0.80	2505-Program Assistant	Traditional hours. No call-in pay.
<b>TOTAL:</b>	<b>6</b>	<b>5.80</b>		

**Norwood**

Shift differential: CNA/Med Tech: \$0.75/hr (PM) and \$0.50 (NOC), RN/LPN: \$1.25 (PM) and \$1 (NOC). Incentive pay= \$50/shift (Dietary), \$10/hr (Nursing)

Full Time 2080	1	1.00	2601-Administrator	On-call 24/7. Not scheduled for weekends/holidays, however is subject to coming in off hours due to any potential regulatory issue/investigation per code. Depending on situation, may work earlier than regular business hours and beyond regular business hours. No additional compensation for non-traditional hours.
Full Time 2080	1	1.00	2602A-Director of Nursing	On-call 24/7. Not scheduled for weekends/holidays, however is subject to coming in off hours due to any potential regulatory issue/investigation per code. Depending on situation, may work earlier than regular business hours and beyond regular business hours. No additional compensation for non-traditional hours.
Full Time 2080	1	1.00	2617-Building Operations Manager	On-call 24/7. Not scheduled for weekends/holidays, however is subject to coming in off hours due to any facility/building issues. Depending on situation, may work earlier than regular business hours and beyond regular business hours. No additional compensation for non-traditional hours
Full Time 2080	1	1.00	2610-Food Services Supervisor	On-call for Dietary department. Not scheduled weekends/evenings/holidays, but depending on the needs in the kitchen, may work during those times to fill open shifts that may arise due to a call-in or open shift. May work beyond regular business hours. No additional compensation for non-traditional hours.
Full Time 2080	2	2.00	2621/2622-Head Nurse	On-call 24/7. Not scheduled for weekends holidays, however is subject to coming in off hours due to any potential regulatory issue/investigation per code. Depending on situation, may work earlier than regular business hours and beyond regular business hours. Required to cover open floor nurse shifts. No additional compensation for non-traditional hours.
Full Time 2080	5	5.00	2648-Cook	Subject to be called in to fill a shift. Scheduled to work weekends, evening, and holidays. Will receive holiday pay for working a holiday. Can receive incentive pay if called in to cover shift that was not scheduled.
Various	8	5.90	2649-Dietary Aide	Subject to be called in to fill a shift. Scheduled to work weekends, evening, and holidays. Will receive holiday pay for working a holiday. Can receive incentive pay if called in to cover shift that was not scheduled. Receive overtime
Various	12	9.50	2613A/2619A-Registered Nurse	Subject to be called in to fill a shift, mandated over with little notice, can be held over, i.e. work 12 or 16 hour shift per staffing needs, are scheduled on the weekends, evening, and holidays. Are paid differentials for evening and night shift. If called in, will receive incentive pay. Do receive holiday pay for working on a holiday. Receive overtime
Full Time 2080	5	3.60	2615A-LPN	Traditional hours.
Various	38	24.80	2674-Mental Hlth Tech	
Full Time 2080	1	1.00	2647-Client Services Asst	
Full Time 2080	3	3.00	2614/2689-Social Worker	Inpatient social worker: Scheduled for every third weekend and holidays, rotating with the two inpatient social workers. Receive holiday pay. LTC social services coordinator: Is on-call 24/7. Not scheduled for weekends/holidays, however is subject to coming in off hours due to any potential regulatory issue/investigation per code. Depending on situation, may work earlier than regular business hours and beyond regular business hours. No additional compensation for non-traditional hours.
Full Time 2080	2	1.20	2675-Occupational Therapist	Traditional hours.

Full Time 2080	1	1.00	2697-Patient Billing Specialist	Traditional hours.
Full Time 2080	1	1.00	2696-Intake Coordinator - Inpatient	Traditional hours.
Casual/Temporary	2	0.40	2637-Receptionist	Works evening, weekend, and holiday hours as scheduled. Receive time and half on holiday worked.
Full Time 2080/PT 50%	2	1.50	2636-Administrative Assistant	Traditional hours.
Full Time 2080	1	1.00	2639-Scheduler/Payroll Coordinator	Traditional business hours. May work on floor as CNA to fill shifts. Dependent on situation, may work earlier than regular business hours and beyond regular business hours. Receive overtime
Full Time 2080	1	1.00	2643-Medical Assistant	Traditional business hours. Depending on situation, may work earlier than regular business hours and beyond regular business hours. Receive overtime
Full Time 2080	1	1.00	2658-Activities Coord	Traditional business hours. May work on floor as CNA to fill shifts. Depending on situation, may work earlier than regular business hours and beyond regular business hours. Receive overtime
Part Time 90%	1	0.90	2642-Editor	Traditional hours.
Full Time 2015	1	0.97	2638A-AR/AP Specialist	Traditional hours.
Full Time 2080	1	1.00	2692-Maintenance Specialist	Traditional hours.
Casual/Temporary	1	0.20	2693-Therapy Assistant	Works on weekends.
Full Time 2080	1	1.00	2620A-Program Assistant	Traditional hours.
Full Time 2080	1	1.00	2694-Inpatient Social Services Coordinator	On-call 24/7. Scheduled for every third weekend and holidays, rotating with the two inpatient social workers. Receive holiday pay. Also subject to coming in off hours due to any potential regulatory issue/investigation per code. Depending on situation, may work earlier than regular business hours and beyond regular business hours. No additional compensation for non-traditional hours.
Part Time 80%	1	0.80	2652-Maintenance Tech	Traditional hours.
Full Time 2080	1	1.00	2606-Health Information Supervisor	Traditional business hours. Depending on situation, may work earlier than regular business hours and beyond regular business hours. No additional compensation for non-traditional hours.
Full Time 2080	1	1.00	2668-Accountant	Traditional hours.
Full Time 2080	1	1.00	2687-Psychologist	Traditional hours.
<b>TOTAL:</b>	<b>99</b>	<b>75.77</b>		

<b>Parks</b>				
Full Time 2080	1	1.00	2801-Director	Works non-traditional hours dependent on business needs. On-call 24/7. Earns comp time; no additional compensation.
Full Time 2080	1	1.00	2803-Maintenance Program Supervisor	Typically works non-traditional hours due to forestry operations. Earns comp time for hours over 40/week. No additional compensation.
Full Time 2080	1	1.00	2815-Forest Administrator	Primarily works traditional hours.
Full Time 2080	1	1.00	2818-Office Supervisor	Primarily works traditional hours.
Part Time 60%	1	0.60	2813-Program Assistant	Frequently works non-traditional hours dependent on assigned park & seasonal needs. Paid for all hours worked at appropriate rate (or comp time). Call-in and holiday pay is paid at 1.5x regular rate for all hours worked.
Full Time 2080	7	7.00	2807-Parks Maintenance Worker	Typically works within a 40 hour/week schedule. Occasionally works longer hours to complete projects, which results in OT or comp.
Full Time 2080	1	1.00	2819-Forestry Technician	

Casual/Temporary	12	2.40	2817-Seasonal LT II	Seasonally works 40 hours/week- typical schedule includes combination of days, evenings, and weekends. Paid for hours worked, no additional compensation.
Casual/Temporary	2	4.00	2812-First Responder	Only work when Powers Bluff ski/tube hill is operating; mainly weekends. Typically would never exceed 40 hours per week.
Casual/Temporary	3	0.60	2809-Camp Keeper	Scheduled 40 hours per week before Memorial Day Holiday and after Labor Day Holiday. Summer hours are scheduled for 60 hours per week. Paid OT after 40 hours worked.
<b>TOTAL:</b>	<b>30</b>	<b>19.60</b>		Work evenings, weekends, and Holidays.

### Planning & Zoning

Full Time 2080	1	1.00	2901-Director	Yes. Occasional evening meetings and conferences. No additional compensation awarded.
Full Time 2080	1	1.00	2903-County Planner	
Full Time 2080	1	1.00	2904-Land Record Coordinator/GIS	Traditional hours. No on-call/call in responsibilities.
Full Time 2080	1	1.00	2902-Code Administrator	Traditional hours. No on-call/call in responsibilities.
Full Time 2015	1	0.97	2905-Code Technician	Traditional hours. No on-call/call in responsibilities.
Full Time 2015	2	1.94	2912/2913-Program Assistant	Traditional hours. No on-call/call in responsibilities.
<b>TOTAL:</b>	<b>7</b>	<b>6.91</b>		

### Register of Deeds

Full Time 2015	1	0.97	3001-Register of Deeds	Works non-traditional hours occasionally, without additional compensation.
Full Time 2015	1	0.97	3002-Chief Dep Reg of Deeds	
Full Time 2015	3	2.91	3007-Deputy Reg of Deeds	Traditional hours. May occasionally work longer hours for trainings/conferences; encouraged to flex time on those weeks to stay within budgeted hours.
<b>TOTAL:</b>	<b>5</b>	<b>4.85</b>		

### Sheriff

Full Time 2080	1	1.00	3101-Sheriff	Works non-traditional hours occasionally (subject to call-in), without additional compensation.
Full Time 2080	1	1.00	3134-Chief Deputy	
Full Time 2080	1	1.00	3142-Captain - Operations	Works non-traditional hours occasionally (subject to call-in); earns comp time for extra hours worked. No call-in pay or additional incentive pay.
Full Time 2080	1	1.00	3139-Jail Captain	Works non-traditional hours occasionally (subject to call-in and assigned to nights). Able to receive straight pay for hours over 40 if supervising. No call-in compensation. Holidays only paid at 8 hours (shifts are 12 hours).
Full Time 2080	4	4.00	3137-Patrol Lieutenant	
Full Time 2080	1	1.00	3104-Investigative Lieutenant	
Full Time 2080	2	2.00	3105-Lieutenant (Jail)	
Full Time 2080	1	1.00	3143-Lieutenant - Security	Works non-traditional hours occasionally (subject to call-in). Able to receive straight pay for hours over 40 if supervising. No call-in compensation.
Full Time 2080	1	1.00	3141-Admin Lead Officer	
Full Time 2080	3	3.00	3108-Patrol Sergeant	Works non-traditional hours consistently- scheduled for evenings, weekends, holidays. 12-hr shifts. Receives shift differential for nights (55 cents/hr), 3-hr call-out pay, double time on holidays. <b>These positions are covered by union contract.</b>
Full Time 2080	6	6.00	3109-Jail Sergeant	Works non-traditional hours consistently- scheduled for evenings, weekends, holidays. 12-

Full Time 2080/Casual	28	26.40	3130-Corrections Officer	Works non-traditional hours consistently- scheduled for evenings, weekends, holidays. 12-hr shifts. Receives shift differential for nights (55 cents/hr), 1.5x rate on holidays.
Full Time 2080	6	6.00	3107-Investigator-Sgt	Works non-traditional hours occasionally (subject to call-in). Receives shift differential for nights (55 cents/hr), 3-hr call-out pay, double time on holidays worked. <b>These positions are covered by union contract.</b>
Full Time 2080	1	1.00	3110-Process Server	
Full Time 2080	26	26.00	3106-Deputy Sheriff	Works non-traditional hours consistently- scheduled for evenings, weekends, holidays. 12-hr shifts. Receives shift differential for nights (55 cents/hr), 3-hr call-out pay, double time on holidays. <b>These positions are covered by union contract.</b>
Full Time 2015	2	1.94	3128-Administrative Services	Traditional hours. No on-call/call in responsibilities.
Full Time 2080	1	1.00	3135-Office Supervisor	Traditional hours. No on-call/call in responsibilities.
Casual/Temporary	42	8.40	3120-Part Time Deputy	Works non-traditional hours consistently- scheduled for evenings, weekends, and holidays. Frequently on-call/subject to call-in. No call-in pay or additional compensation for working non-traditional hours.
Casual/Temporary	1	0.20	3126-Humane Officer	
<b>TOTAL:</b>	<b>129</b>	<b>92.94</b>		

#### Treasurer

Full Time 2015	1	1.00	3401-Treasurer	Works non-traditional hours occasionally (during tax bill/collection times and for training), without additional compensation.
Full Time 2080	1	1.00	3402-Deputy Treasurer	Traditional hours. No on-call/call in responsibilities.
Full Time 2080	1	1.00	3404-Real Property Lister	Traditional hours. No on-call/call in responsibilities.
<b>TOTAL:</b>	<b>3</b>	<b>3.00</b>		

#### UW Extension

Part Time 80%	1	0.80	3808-Program Assistant	These positions infrequently will be required to work non-traditional hours (mainly during Central WI State Fair and evening programs). Employees flex hours during those weeks.
Part Time 80%	1	0.80	3806-Administrative Services	No additional compensation.
<b>TOTAL:</b>	<b>1</b>	<b>1.60</b>		

#### Veterans

Full Time 2080	1	1.00	3601-Veterans Service Officer	Occasionally the staff will be asked to attend outreach events on evenings, weekends, and holidays (Memorial Day). During those weeks, they are encouraged to flex time to stay within budgeted hours. Otherwise they earn comp time.
Full Time 2015	1	0.97	3606-Asst Vet Service Officer	
Full Time 2015	2	1.94	3604/3505-Veterans Representative	
<b>TOTAL:</b>	<b>4</b>	<b>3.91</b>		

#### Victim Witness

Full Time 2015	1	0.97	1702-Victim Witness Coordinator	No response.
Full Time 2015	1	0.97	1704-Program Assistant	No response.
<b>TOTAL:</b>	<b>1</b>	<b>1.94</b>		

**SUMMARY**

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28% of employees work traditional hours (238 employees)

24% of employees occasionally work non-traditional hours (208 employees)

48% of employees frequently/consistently work non-traditional hours (412 employees)

# HOLIDAY HOUR OPTIONS

1

## Option #1: Current Holiday Policy (10 Holidays per year at 8 hours)

- 1.0 FTE = 80 annual hours (8 hours per holiday)
- 0.97 FTE = 77.5 annual hours (7.75 hours per holiday)
- 0.90 FTE = 72 annual hours (7.2 hours per holiday)
- 0.80 FTE = 64 annual hours (6.4 hours per holiday)
- 0.70 FTE = 56 annual hours (5.6 hours per holiday)
- 0.60 FTE = 48 annual hours (4.8 hours per holiday)
- 0.50 FTE = 40 annual hours (4 hours per holiday)
- Casual= 0 hours

2

## Option #2: Increase Holiday Hours to allow 84 hours (10.5 Holidays per year)

Provide the same holiday schedule as current with the addition of an extra floating half-day holiday.

- Hours for FT employees would be an additional 4 hours. Pro-rated for part-time (additional hours range from 3.6 to 2 hours).
- Fiscal impact would be minimal for most departments however there would be a loss of 4 hours of productivity.
- 24/7 departments may have a cost impact to provide staffing for the additional 4 hours holiday

3

## Option #3: Provide 10 Holidays equivalent to the employee's regular work hours as assigned

Employee holiday hours would be commensurate with their scheduled hours. Most full-time employees will range from 7.75 to 12 hours. Part time may range from 4 to 12 hours. If this model was adopted, there are many to details to work out such as:

- How this would impact our 24/7 departments?
- What is the impact on those with flexible schedules?
- What is maximum number of holiday hours provided (80 hours vs 120 hours)?
- What is the cost to edit all of the pay codes in TimeStar?





# Wood County WISCONSIN

## HUMAN RESOURCES DEPARTMENT

January 31, 2024

To: Wood County Operations Committee

From: Kimberly McGrath, Director of Human Resources

Subject: Wage Data for the County Clerk, Register of Deeds, and Treasurer positions

Below please find the applicable and comparable wage information as it related to the salaries of the elected positions of County Clerk, Register of Deeds, and Treasurer. The salaries of these positions for the years 2025-2028 must be set by resolution prior to April 15, 2024.

### Comparable Data

One of the ways that we ensure our wages are fair and competitive is to benchmark our positions externally against other comparable counties. We have historically selected 17 Wisconsin counties to compare our positions to who are similar in size, complexity, and/or geographical location. These are largely the same counties we compared to in the 2017 County-wide market review and the 2020 Classification and Compensation Study.

- County Clerk- The current salary (2024) for this position in Wood County is **\$82,494**. When compared to our comparable counties, the average salary is \$81,250 and the median is \$83,283.

Brown	\$83,144
Calumet	\$75,791
Chippewa	\$77,426
Columbia	\$85,592
Dodge	\$78,836
Dunn	\$72,442
Eau Claire	\$85,273
Jefferson	\$84,341
Manitowoc	\$69,239

Marathon	\$83,422
Outagamie	\$
Ozaukee	\$85,134
Portage	\$89,798
St. Croix	\$82,254
Sauk	\$83,654
Waupaca	\$78,037
Winnebago	\$85,621

- Register of Deeds- The current salary (2024) for this position in Wood County is **\$82,494**. When compared to our comparable counties, the average salary is \$80,134 and the median is \$82,699.

Brown	\$83,144
Calumet	\$75,791
Chippewa	\$77,426
Columbia	\$83,682
Dodge	\$78,536
Dunn	\$72,442
Eau Claire	\$85,273
Jefferson	\$84,341
Manitowoc	\$68,239

Marathon	\$68,772
Outagamie	\$
Ozaukee	\$85,134
Portage	\$89,798
St. Croix	\$82,254
Sauk	\$83,654
Waupaca	\$78,037
Winnebago	\$85,621

- Treasurer- The current salary (2024) for this position in Wood County is **\$82,494**. When compared to our comparable counties, the average salary is \$80,419 and the median is \$82,699.

Brown	\$83,144
Calumet	\$75,791
Chippewa	\$77,426
Columbia	\$83,682
Dodge	\$78,536
Dunn	\$72,442
Eau Claire	\$85,273
Jefferson	\$84,341
Manitowoc	\$68,239

Marathon	\$73,351
Outagamie	\$
Ozaukee	\$85,134
Portage	\$89,789
St. Croix	\$82,254
Sauk	\$83,654
Waupaca	\$78,037
Winnebago	\$85,621

Internal Equity

During the County’s last Classification and Compensation Study, the recommended placement of the elected officials in the current General County Wage Plan (should the County decide to place in the current structure at the next opportunity) was as follows:

Position	Grade	Step	2024 Annual
County Clerk	L	6	\$79,773 (2015 hours)
Register of Deeds	L	6	\$79,773 (2015 hours)
Treasurer	L	6	\$79,773 (2015 hours)

The grade placement was based upon the statutory duties of each position and was not based on any internal job documentation or unique factors of each position.

Options for the Committee to consider

1. Set a finite wage for each year 2025, 2026, 2027, 2028 for each of the positions; would require a resolution
2. Place the positions in the current General County Wage Scale at a specified Grade and Step (the positions would receive the COLA each year, 2025- 2028); would require a resolution
3. Keep the positions in their current wage scale (Elected Officials Wage Scale); would not require any additional action by the Committee or Board
4. Keep the positions in their current wage scale (Elected Officials Wage Scale) but adjust the hours from 2015 to 2080; would require a resolution

Thank you for the opportunity to present this information to the Committee for review.

**Wood County Elected Officials Pay Structure 2024**

Grade	JOB TITLE	Job Code	DEPARTMENT	Control Point										
				Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10	Step 11
18	Sheriff	1901	25-Sheriff & Corrections	\$48.18	\$49.55	\$50.92	\$52.29	\$53.66	\$55.06	\$56.43	\$57.82	\$59.16	\$60.54	\$61.92
				\$100,214.40	\$103,064.00	\$105,913.60	\$108,763.20	\$111,612.80	\$114,524.80	\$117,374.40	\$120,265.60	\$123,052.80	\$125,923.20	\$128,793.60
12	Clerk of Court	3142	07-Clerk of Courts	\$34.01	\$34.99	\$35.99	\$36.95	\$37.91	\$38.89	\$39.85	\$40.85	\$41.81	\$42.78	\$43.75
				\$68,530.15	\$70,504.85	\$72,519.85	\$74,454.25	\$76,388.65	\$78,363.35	\$80,297.75	\$82,312.75	\$84,247.15	\$86,201.70	\$88,156.25
11	County Clerk	1301	06-Clerk	\$31.84	\$32.75	\$33.67	\$34.59	\$35.49	\$36.39	\$37.32	\$38.22	\$39.13	\$40.04	\$40.94
	Register of Deeds	3001	24-Register Of Deeds	\$64,157.60	\$65,991.25	\$67,845.05	\$69,698.85	\$71,512.35	\$73,325.85	\$75,199.80	\$77,013.30	\$78,846.95	\$80,680.60	\$82,494.10
	Treasurer	3401	28-Treasurer											

- \* All elected officials are placed at Step 11 of their respective Grade
- \* Sheriff is budgeted at 2080 annual hours
- \* Clerk of Courts, County Clerk, ROD, and Treasurer are budgeted at 2015 annual hours

Per resolution #18-3-10 (dated 3/20/2018 and effective 1/7/2019), the compensation for the elected Coroner is set at:  
 \$15,000 salary per year  
 \$85 per diem for calls (regardless of duration)