

**AGENDA FOR AUGUST 23, 2022 – 9:30 A.M.
WOOD COUNTY BOARD OF SUPERVISORS
WOOD COUNTY BOARD ROOM**

CALL TO ORDER

ROLL CALL

INVOCATION: Supervisor Fischer

READING OF THE MINUTES OF THE PREVIOUS MEETING

EXCUSALS:

RESIGNATIONS:

APPOINTMENTS/Re-APPOINTMENTS:

Health & Human Services Committee – Term ending April 2023 – Mary Jo Wheeler-Schueller
ADRC-CW Advisory Board – Jennifer Dolan

COMMENTS FROM THE PUBLIC REGARDING AGENDA ITEMS

ACKNOWLEDGEMENTS AND RECOGNITIONS

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

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

SPECIAL ORDER OF BUSINESS

Parks & Forestry Annual Report – Chad Schooley

SET DATE FOR NEXT COUNTY BOARD MEETING – Wednesday, September 21, 2022 (one day later due to WCA Conference)

ADJOURN

Join by phone

+1-408-418-9388 United States Toll
Meeting number (access code): 2493 578 9835

Join by Webex App or Web

<https://woodcountywi.webex.com/woodcountywi/j.php?MTID=m8871eefb90842ca4339dd8a5374e2308>
Meeting number (access code): 2493 578 9835
Meeting password: 082322

PROCEEDINGS OF WOOD COUNTY BOARD OF SUPERVISORS

July 19, 2022 – 9:30 a.m.

The Wood County Board of Supervisors composed of nineteen members convened in the Wood County Boardroom at the Courthouse in Wisconsin Rapids, Wisconsin on Tuesday, July 19, 2022.

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

Supervisors present were: Breu, Buttke, Clendenning, Fischer, Hahn, Hokamp, Hamilton, LaFontaine, Leichtnam, Penzkover, Pliml, Polach, Rozar, Thao, Valenstein, Voight, Wagner, Winch, and Zurfluh.

County Clerk Miner gave the invocation and led the Pledge of Allegiance.

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

Motion by Leichtnam/LaFontaine to approve the appointments of: Wood County CDBG Housing Committee – Kenneth Curry; North Central Wisconsin Regional Planning Commission – Jason Grueneberg; Wood County Wildlife Area Advisory Committee – Leo Kiedrowski, Scott McAuley, Mike Wipfli. Motion carried by voice vote.

There were no public comments.

Chairman Pliml read a thank you note from Mrs. Libby Rosandick, thanking the board for the resolution honoring her late husband, former Supervisor Louis Rosandick.

Referrals were noted.

Committee minutes presented: Operations

RESOLUTION 22-7-1

Introduced by: Operations Committee

INTENT & SYNOPSIS: To approve the Wood County Core Values and Merit Pay Procedure.

FISCAL NOTE: None. Merit Pay is already budgeted for in the Human Resources budget.

Motion by Breu/Hamilton to adopt Resolution 22-7-1. Motion carried unanimously.

Committee minutes presented: Health & Human Services.

RESOLUTION 22-6-2

Introduced by: Health & Human Services Committee

INTENT & SYNOPSIS: To amend the 2022 budget for Edgewater Haven Maintenance function (54214) for the purpose of funding the capital purchase necessary to replace the compressor on the failed 500 wing air conditioner.

FISCAL NOTE: To transfer \$9,487 from available balance in contingency (51590) to the Edgewater Haven Maintenance function (54214). At the time of this request, the funds available in contingency are 587,500. The

adjustment to the budget is as follows:

<u>Account</u>	<u>Account Name</u>	<u>Debit</u>	<u>Credit</u>
54214	Edgewater Maintenance		\$9,487
51590	Contingency	\$9,487	

Motion by Fischer/Clendenning to adopt Resolution 22-7-2. Motion carried unanimously.

Committee minutes presented: Public Safety.

RESOLUTION 22-7-3

Introduced by: Public Safety Committee

INTENT & SYNOPSIS: To approve the designation of the Wood County Public Safety Access Point (PSAP).

FISCAL NOTE: Possible loss of grant dollars if this resolution is not adopted.

Motion by Hamilton/Leichtnam to adopt Resolution 22-7-3. Motion carried unanimously.

Committee minutes presented: Conservation, Education, & Economic Development, Golden Sands Resource Conservation & Development Council, Central Sands Groundwater County Collaborative.

RESOLUTION 22-7-4

Introduced by: Conservation, Education, & Economic Development Committee

INTENT & SYNOPSIS: Final resolution regarding unconditional county guaranty of its pro rata share, intergovernmental agreement and taxable revenue bond financing for Bug Tussel 1, LLC project.

FISCAL NOTE: None.

Motion by LaFontaine/Wagner to adopt Resolution 22-7-4. Discussion, questions & answers ensued. Motion carried unanimously.

Chairman Pliml declared his intention in taking the next two resolutions with one vote. No objection heard.

RESOLUTION 22-7-5

Introduced by: Conservation, Education, & Economic Development Committee

INTENT & SYNOPSIS: Approve a zoning amendment to the Town of Saratoga Official Zoning Map.

FISCAL NOTE: None.

Motion by Hamilton/Clendenning to adopt Resolution 22-7-5. Motion carried unanimously.

RESOLUTION 22-7-6

Introduced by: Conservation, Education, & Economic Development Committee

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

FISCAL NOTE: None.

Motion by Hamilton/Clendenning to adopt Resolution 22-7-6. Motion carried unanimously.

Committee minutes presented: Judicial & Legislative.

RESOLUTION 22-7-7

Introduced by: Judicial & Legislative and Operations Committees

INTENT & SYNOPSIS: To provide for unanticipated revenue from the Wisconsin Department of Justice, Division of Law Enforcement Services, to finance the development and implementation of a comprehensive plan to reduce the risk of overdose death and enhance treatment and recovery service engagement among the pretrial and post-trial populations leaving the Wood County Jail.

FISCAL NOTE: The costs to be funded in the 2022 budget are in lines 101-3501-51240-000-219 (Professional Services-Other). The adjustment to the budget is as follows:

Account	Account Name	Debit	Credit
51240	Prof Services-Other		\$75,000
43515	State Grants	\$75,000	

Motion by Hamilton/Leichtnam to adopt Resolution 22-7-7. Motion carried unanimously.

Committee minutes presented: Highway Infrastructure & Recreation.

RESOLUTION 22-7-8

Introduced by: Highway Infrastructure & Recreation Committee

INTENT & SYNOPSIS: To advance current Highway Department employees who are required to hold a class A CDL, not serving an introductory period, who are in Grade F additional steps on the Wood County General Pay Structure and move new hires without a Class A CDL more than one step after the Class A CDL is obtained.

FISCAL NOTE:	Wages:	\$36,296.00 Annually
	Fringe:	\$20,844.80 Annually
	Total:	\$57,140.80 Annually

Motion by Breu/LaFontaine to adopt Resolution 22-7-8. Lengthy discussion ensued about the process being used and the whether or not there is an actual need for this move with no current vacancies. Motion carried. Voting no were Rozar, Buttke, Wagner, Winch, Valenstein, Clendenning, Pliml, and Leichtnam.

Committee minutes presented: Property & Information Technology, Ethics Committee.

Motion by Hamilton/Clendenning to overturn the recommendation of the Ethics Committee, as set forth in its June 23, 2022 meeting minutes, and to recommend to the County Board Chair that Supervisor Fischer continue to serve on the Health and Human Services Committee while also serving as a foster parent but that any time a vote arises at the committee that deals with foster care, he must abstain from any participation, discussion and

voting on the matter. Lengthy discussion ensued. Motion carried. Voting no was Rozar. Abstaining was Fischer.

Committee minutes presented: Central Wisconsin State Fair Board of Directors, Jail Construction Adhoc.

Without objection, Chairman Pliml adjourned the meeting at 10:22 a.m. Next scheduled county board meeting is August 23, 2022.

Trent Miner
County Clerk

REFERRALS FOR AUGUST 23, 2022 – COUNTY BOARD

- Resolution from St. Croix County requesting revision to the real estate transfer fee share formula. Referred to Judicial & Legislative Committee & Register of Deeds Ringer.
- Resolution from Taylor County insisting upon the prohibition of the use of private donations from special interest groups, people, or other private entities by government for the purpose of election administration. Referred to Judicial & Legislative Committee.
- Resolution from Brown County placing an advisory referendum question on the November ballot regarding the private funding of election administration. Referred to Judicial & Legislative Committee
- Memorandum from North Central Wisconsin Regional Planning Commission noticing a public hearing for the Town of Seneca Comprehensive Plan adoption. Referred to CEED Committee, Planning & Zoning Director Grueneberg, and County Planner Dekleyn.

**OPERATIONS COMMITTEE
MEETING MINUTES**

DATE: Tuesday, August 2, 2022
TIME: 9:00 a.m.
PLACE: Wood County Courthouse – Room 114

PRESENT: Ed Wagner, Lance Pliml, Adam Fischer, Donna Rozar, Laura Valenstein

OTHERS PRESENT (for part or all of the meeting, in person or via Webex): Bill Clendenning, Dennis Polach, Jeff Penzkover, Joe Zurfluh, Ed Newton, Reuben Van Tassel, Kim McGrath, Kelli Francis, Sue Smith, Heather Gehrt, Adam Fandre, Amy Kaup, Jason DeMarco, Lisa Keller, Nick Flugaur, Trent Miner, Marissa Kornack, Kyle Theiler, PaNya Yang, Mary Schlagenhaft, Ray Bossert

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

There were no public comments.

Motion (Rozar/Pliml) to approve the consent agenda. Motion carried unanimously.

Pliml provided an update on ARPA spending. Brief discussion ensued.

Wellness Coordinator Fandre provided an update on the Wellness Program.

Treasurer Gehrt stated that she included a highlight in her monthly report in regards to the port blocker system that has been implemented by IT. Discussion ensued at length. IT Director Kaup answered questions from the Committee regarding the need to have the port blocker system and only encrypted USB devices.

Gehrt presented eight resolutions for the sale of tax deed properties back to former owners.

Motion (Valenstein/Rozar) to approve all eight resolutions for the sale of tax deed properties back to former owners. Motion carried unanimously.

Gehrt stated that some of the opioid money has now been received.

Gehrt stated that the County now owns some properties in Port Edwards. Ray Bossert, Port Edwards Village Administrator, affirmed that the village is interested in purchasing the properties.

Finance Director Newton provided an update on Finance Department activities.

Newton discussed 2023 CIP requests. There were two projects that were missed on the original CIP request and Newton asked for permission to move those projects to ARPA funds. One is the HVAC system at UWSP-Marshfield and the other is finishing and furniture for the fourth courtroom. The consensus of the Committee was to tentatively move those two projects into the ARPA category of the CIP.

Human Resources Director McGrath presented the resolution for the Sheriff's Deputies Union Contract.

Motion (Rozar/Valenstein) to approve the resolution for the Sheriff's Deputies Union Contract. Motion carried unanimously.

Supervisor Fischer asked Edgewater Haven Administrator Theiler to discuss the request for step increases for casual employees. Theiler stated that there are struggles recruiting for RN's, LPN's, and CNA's and they were trying to develop ways to recruit and retain those positions. Theiler explained that casual employees currently do not get an annual step increase like other County employees do. Adding the step increase for casuals could be a way to enhance recruitment and retention efforts, but it impacts various departments, so HHS wanted this Committee to know what they are evaluating. Fischer stated that this was presented for informational purposes only.

Pliml stated that there was a County Board Chair forum this week where ARPA funds were discussed. He stated that he is glad we are avoiding using ARPA funds for operational costs.

There were no items presented for the next meeting agenda.

The next regular Committee meeting is September 6, 2022 at 9:00 a.m.

Wagner declared the meeting adjourned at 9:45 a.m.

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



Wood County

WISCONSIN

OFFICE OF THE
COUNTY CLERK

Trent Miner

Letter of Comments – August 2022

- As I have mentioned previously, I had the Deputy County Clerk do a cost study on whether or not it paid for us to keep leasing a mail machine for applying postage, or whether or not we could have our courier service do it for us cheaper. A number of counties have moved away from applying postage to their outgoing mail in favor of a third party entity doing it, and charging for it. We do get a discount in rates because we own the meter and pay for the presort fee. After looking at the number, we have determined there is no cost savings for us to have a third party do it. To be fair, the counties that have switched are smaller counties that do not have the volume of outgoing mail we do. Our mail piece count for 2021 was 136,594 pieces which is over 11,000 pieces average per month. Some of the smaller counties only have 3000-5000 per month average outgoing. So, when our lease ends in 2023 for our current mail machine, we will be looking to lease a new machine. One piece of good news is on the UPS front....it appears a new contract has been signed, so our better rate discount and fee allowances are back in place.
- Budget season, as is apportionment season, is upon us and will be worked on between election duties.
- We are losing another one of our more seasoned municipal clerks in Wood County. The Town of Saratoga clerk, Heidi Kawleski, arguably one of my best clerks in the county, has submitted her resignation to that board, effective August 15th. While I understand her reasoning behind resigning, it saddens me she felt she the need to and the fact that we will be losing her experience and knowledge in one of our larger municipalities.
- I have been assisting the Town of Richfield with developing notices and timelines of publication in their pursuit of having an appointed clerk and treasurer. This question will be going to their electorate at the November election. This is a growing trend amongst towns and villages in order to be able to hire better qualified people from what maybe outside their municipality. I see this shift kind of the like how the assessors went in the 80s and 90s. Assessors all used to all be elected and now most all of them are appointed. In fact, there are only 2 elected assessors left in Wood County.
- One of the county clerks in the state came up with a pocket guide of basic election law for law enforcement. There are some common issues that the sheriff's department might get called into on Election Day, so this guide will help them with the statutory language and references (i.e. electioneering, voter/election official intimidation, etc.). I tweaked it to conform to Wood County and, after consulting the Sheriff's Dept., made copies for the deputies to have on them.
- I ended up buying a substantial amount of absentee envelopes just to have them on hand. The supplier has stated that once he runs out of his current batch, it looks to be an 8-10 month lead time in getting more. The batch he just got is from an order he placed back in

January. I tried to order enough to get me through the Spring 2023 elections. We'll see. Fingers crossed. I usually do not have that much on hand but with that large a lead time, I cannot afford to take chances.

- Since the new device security policy was passed by the Operations & PIT Committees back in April, IT has been working to suspend the use of USB drives on county computers. Unfortunately, in the election world, this is not feasible. The policy mandates the usage of a secured USB drive for data transfer and storage. One USB Drive is \$349.09 and I will need two of those just for elections. This will affect the Elections budget, and IT did state they would allow me to hold off until 2023 before implementation, but if this makes our election processes more secure, it does not make sense to wait.
- I have two more election trainings scheduled before the August 9th Partisan Primary. Both are the 3-hour chief election inspector baseline trainings. One is scheduled for Saturday, July 30th at the Hiles Town Hall, outside of Pittsville. The other is scheduled for Wednesday, August 3rd here at the Courthouse.



Wood County WISCONSIN

HUMAN RESOURCES DEPARTMENT

July 29, 2022

To: Wood County Operations Committee

From: Kimberly McGrath, Director- Human Resources

Subject: Human Resources (HR) Monthly Letter of Comments – July 2022

Human Resources Activity

	July 2022	2022 Year-to-Date
Applications Received	55	818
Positions Filled	17	128
Promotions/Transfers	6	38
New Hire Orientations	11	96
Terminations, Voluntary	9*	105
Terminations, Involuntary	1	14
Retirements	3	12
Exit Interviews	4	39

*3 of these are casual positions

Human Resources Narrative

General Highlights

1. Following the County Board approval of Wood County's Core Values and recognition/merit pay procedure, Human Resources communicated the details to all employees. Created a handout for the Mission, Vision, Values, and Principles for Wood County.
2. Created and published the Civil Rights Training video for all Wood County employees. This training is required of current employees every three years. Notified all employees of the training as well as completion deadlines.
3. Provided a memo to the Property & Information Technology Committee and Operations Committee related to the Facilities Manager Temporary Increase in Compensation for their July meetings.
4. Finalized the changes to the Sheriff's Department Union Agreement for years 2023- 2025 and drafted the resolution to accept the new contract.

Meetings & Trainings

1. Attended the Operations Committee Meeting on July 12th.
2. Attended Judicial & Legislative Committee on July 1st.
3. Attended Public Safety Committee on July 11th.
4. Attended and participated in the Health Department's Strategic Planning Meetings on July 18th.
5. Attended the County Board Meeting on June 19th.

6. Held individual staff and team meetings to discuss and provide updates on the department's progress towards our 2022 goals.
7. Held the monthly conference call with The Horton Group on July 26th to discuss various benefit topics.
8. Staff attended various meetings/trainings including:
 - a. Assisted Edgewater with recruitment efforts at Lunch by the River on July 7th
 - b. Harassment Prevention Training Requirements – Best Practices for a Harassment Free Workplace webinar through The Horton Group on July 12th
 - c. Public Sector Town Hall: Conflicts of Interest presented by von Briesen on July 20th
 - d. Employer Healthcare – Best Practice Conference presented by Astia Health on July 20th
 - e. SCOTUS Abortion Ruling: Considerations and Impacts for Employee Benefits Plans webinar presented by Cottingham & Butler on July 21st
 - f. Open Enrollment planning meeting with The Horton Group on July 21st
 - g. SPAHRA Roundtable on July 27th

Benefits

5. 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.
6. Processed and prepared monthly COBRA remittance, EBC admin fees, quarterly EAP fees, stop loss admin fees, and turnover reports.
7. Reconciled monthly invoices for health, dental, vision, life, and disability insurances.
8. Updated the Health Reserve Spreadsheet and Health Fund Balance document.
9. Assisted multiple employees with questions related to FMLA, leaves of absence, retirement, and claims concerns.
10. Processed COBRA notifications for dependents on the health plan reaching age 26.
11. Began developing Open Enrollment materials including 2023 Benefit Guide, PowerPoint presentation, and enrollment forms.
12. Completed the 2022-23 Upper Midwest Salary Planning Survey with Carlson Dettmann.

Recruitment

1. Updated the Status of Open Positions and Headcount Sheet (FTE Control) spreadsheets daily.
2. Reported new hires with the Wisconsin New Hire Reporting Center.
3. Closed multiple positions in Cyber Recruiter upon successful acceptance of an offer and notified all remaining applicants of position status.
4. Communicated with multiple applicants, employees, and supervisors regarding varying positions.
5. Working with Edgewater, Norwood, and Human Services to review and update our subscription with Indeed. Looking into different options to ensure we are reaching out to interested candidates in a timely manner.
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	Dispatch	Dispatcher	Applicant pulled from eligibility list, conducting references as of 7/15/2022. One position filled as of 7/25/2022.

Replacements	Edgewater	CNA, RN, LPN and Dietary Assistant – (Multiple) & Therapy Activity Aide	Ongoing recruitment- positions posted, applications reviewed, interviews, references, backgrounds, onboarding. Deadline 9/6/2022.
Contracted	Health	Contracted Dental Hygienist	Contracted position posted, deadline 8/1/2022.
Replacement	Highway	Truck Operator	Position posted, interviews conducted, references completed. Second position filled as of 7/19/2022, only stayed two days. Will review applicants already interviewed on 7/26/2022.
Replacement	Highway	Highway Engineer	Position posted, deadline 8/12/2022.
Replacement	Highway	Mechanic	Position posted, interviews conducted, references, DL check conducted, offer extended & accepted. Filled 7/18/2022.
Replacement	Human Services	Youth Extended Services Coach	Position posted, interviews scheduled, final candidate selected. Completed references and background. Filled 8/8/2022.
Replacements	Human Services	CCS/CSP Service Facilitator	Position posted, deadline 8/8/2022.
Replacement	Human Services	Support & Service Coordinator (Wisc Rapids)	Position posted, interviews conducted, references & background completed. Offer extended and accepted. Filled 7/25/2022.
New position	Human Services	Support & Service Coordinator (Marshfield)	Position posted, deadline 8/1/2022.
Replacement	Human Services	Case Manager/SW – Youth Justice	Position posted, interviews conducted, references/background completed, offer extended and accepted. Filled 7/25/2022.
Replacements	Human Services	Family Resources Coordinator (2)	Positions posted. Once position filled internally, 2 nd position expires on 7/28/2022.
Replacements	Human Services	Family Interaction Workers (2 Marshfield, 2 Wisc Rapids)	Positions posted, deadline 7/28/2022.
Replacement	Human Services	Crisis Interventionist (7 p.m. to 7 a.m.)	Position posted, interviews conducted, references/background completed, offer extended and accepted. Filled 7/11/2022.
Replacement	Human Services	Case Manager/SW – Initial Assessment	Position posted, deadline 7/25/2022.
Replacement	Human Services	Crisis Interventionist (7 a.m. to 7 p.m.)	Position posted, deadline 8/8/2022.
Replacement	Human Services	Outpatient Clinic Manager	Position posted, deadline 8/22/2022.
Replacements	Norwood	Mental Health Technicians, Dietary Aides, RN, LPN, and Therapy Assistant	Ongoing recruitment by Norwood.
Replacement	Norwood	Psychiatrist	Position posted, deadline 9/12/2022.
Replacement	Norwood	Full-time Cook	Filled 7/24/2022.
Replacement	Parks	Parks Maintenance Worker (All Parks)	Position posted, interviews conducted, references/DL check conducted, offer extended and accepted. Filled 8/8/2022.
Replacements	Parks	LTE I & LTE II (Seasonal)	Ongoing recruitment, deadline 9/12/2022.
Replacement	Parks	Camp Ranger	Position posted, interviews conducted, reference completed. Filled 7/27/2022.

Establish Eligibility List	Sheriff	Corrections Officer – Eligibility List	Position posted, interviews conducted on 7/27/2022. One position filled from last eligibility list on 7/25/2022.
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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. Attended Edgewater and Norwood Safety Committee meetings.
4. Completed departmental charges for Finance to include in the 2023 budget process.
5. Conducted N95 fit testing for Edgewater staff on 7/13/22.

NEW Workers' Compensation Claims (2)

1. 7/14/22 – Highway – Employee contacted poison ivy on roadside while clearing debris; rash on arms/forehead/cheek
2. 7/14/22 – Sheriff's (Corrections) – Employee was exposed to contagious skin disease while performing security duties

OPEN Workers' Compensation Claims (1)

1. 5/24/22 – Norwood – Employee injured L hand/wrist during training exercise

CLOSED Workers' Compensation Claims (2)

1. 6/12/22 – Sheriff's (Corrections) – Employee was bitten on leg by combative inmate
2. 6/12/22 – Norwood – Employee injured lower back/wrist/shoulder assisting resident from floor

First Aid Injuries (4)

1. 7/5/22 – Sheriff's – Employee suffered cuts/abrasions to hand, elbow and knee after falling while pursuing subject on foot
2. 7/13/22 – Highway – Employee jammed finger while securing load on trailer
3. 7/18/22 – Edgewater – Employee strained back/upper body while lowering resident to floor in bathroom
4. 7/22/22 – Norwood – Employee suffered steam burn to L forearm while removing food from steam table

Property/Vehicle Damage Claims (1)

1. 7/14/22 – Sheriff's – Squad struck mailbox while driving, damaged passenger side mirror (actual damage \$396.88)

Liability Claims (1)

1. 7/6/22 – Highway – Driver alleges highway mower discharged rock, broke rear quarter window (claimed damage amount \$528.83) – investigation underway

OPEN EEOC/ERD Claims (3)

1. 6/1/20 - Former Human Services employee submitted a claim alleging violation of the Wisconsin Fair Employment Act. We received an Initial Determination of Probable Cause on July 1, 2021. On January 6, 2022 we responded to the Complainant's first set of interrogatories and requests for production of documents. We are currently waiting on opposing counsel to confirm dates for virtual depositions. No activity since January 2022.
2. 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.

3. 2/24/22- Former Norwood employee submitted a claim alleging violation of the Wisconsin Fair Employment Act. We received a Notice of Complaint on February 28, 2022. Chubb Insurance assigned external counsel to Jackson Lewis. Our position statement was drafted, finalized, and submitted to the WI Department of Workforce Development, Equal Rights Division on April 11, 2022.

Other

1. Scheduled CPR/BLS training for Human Services Staff on July 27th, August 3rd, and 10th.
2. Continuing to work on updating all job descriptions based on completed JDQs.
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 June Unemployment Insurance payment.
5. Completed Workers Compensation account reconciliations and forwarded to Finance.
6. Received and processed multiple invoices for HR, Safety & Risk, and Wellness.
7. Facilitated New Hire Orientation on July 5th, 11th, 18th, and 25th.
8. Conducted exit interviews on July 6th, 19th (2), and 21st.
9. Provided requested employment documents to Human Services for their audit.
10. Responded to multiple verifications of employment.
11. Replied to multiple requests from surrounding counties with varied information.
12. Met with several County employees and managers individually over the month to listen to concerns, provide advice, counsel, resources, and appropriate follow-up.



Wood County

WISCONSIN

OFFICE OF THE
TREASURER

Heather L. Gehrt

LETTER OF COMMENTS—AUGUST 2022

1. Participated in Wisconsin Counties Associations Webinars on Mondays in July.
2. Attended Operations Committee meeting on July 12.
3. Went to the City of Marshfield to test out the tax collections system on July 12. Ever since having the tax program removed from the Citrix servers by IT, quirky things seem to pop up. The system was working slowly during testing but was told it was Wi-Fi with the City of Marshfield. (more to come, see below #7)
4. Attended the Wisconsin Counties Association Personnel, Finance and County Organization Steering Committee virtually on July 13.
5. Met with Associated Bank Representatives on July 18 to broaden the County investment portfolio and opened some new investment opportunities.
6. Went with the Sheriff's Department and Maintenance to lock up tax deed properties on July 19.
7. Went to the City of Marshfield to collect taxes on July 20. The system did not work as it was so slow with full Wi-Fi access. IT had no answers and it was the blame game back and forth between MF and our IT Department. I had to hand write receipts for over 200 parcels which equaled over \$350,000. This is not the first incident that has happened while collecting taxes in MF due to the lack of preparedness from IT even with advanced notice. While it is not required of me to go to MF, I do this for constituents that I serve and has been past practice. If this issue is not figured out then working from home would never be a possibility if our office was to have to close for any reason.
8. The last historical tax rolls to scan went out the door on July 21 with about a 4 week turn around. From there, any books ending in the year 00, 05 will go to the State Historical Society.
9. Met with Corporation Counsel on July 22 to go over eviction proceedings for an individual that did not vacate his tax deed property by July 17th.
10. Met with representatives from IT Department on July 22 to go over the Port Blocker that is being installed on computers for removable storage devices. In order to still provide for the 34 municipalities copies of their tax bills, the cost would be about \$400 as according to the policy, departments are not allowed to buy anything to do with

computers anymore. This would be a yearly cost as they are considered “throwaway” drives. If I were to purchase the secured/encrypted drives, the cost would be over \$7,600. There is also the issue that I am on the Wisconsin County Treasurer’s Association Resolutions Committee and use a USB drive to keep resolutions on. Even though the drive is in my control the whole time plugged into the county computer and I am making changes at the meetings until I give it to the WCTA Secretary and then right back to me, I again would need to purchase the secured/encrypted drive for \$224.

I understand that we need to have security, however, this policy was implemented by the IT Department and I believe if they feel we need specialized equipment, then the funds need to be coming out of their budget.

I have thought of a work around, like e-mailing these files to the municipalities, however, some of the files exceed the county export limit. I had asked if for just those certain cases, if the e-mail export amount could be lifted and was told no.

Again, I was told for a fee, I could get another computer program to put files into and then export them to the municipality. If this program is going to cost the county, then the program is going to cost the municipality to get the files. There has to be some type of resolution that can be agreed upon. With some of these changes, IT is impeding on my statutory duties of my job.



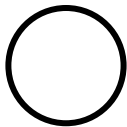
Wood County WISCONSIN

Employee Wellness

Adam Fandre

Letter of Comments – July 2022

- July 25, 2022, marked the start of the registration period for the Quarter 3 Wellness Challenge, *Healthy Bingo*. Healthy Bingo is designed as a fun way to start, maintain, or renew healthy habits and increasing health awareness while enjoying a friendly competition between coworkers. This challenge has been held in the past and is always well received by participants. Areas of focus include exercise, nutrition, stress, and sleep; all areas which were considered “high risk” from the 2021 aggregate report. The official challenge begins on Monday, August 8, 2022.
- I have begun work on analyzing and compiling data from the biometric screenings and health assessments to create the annual aggregate report that summarizes the outcomes of Wood County’s Employee Wellness Program. Although not finalized, there are some very positive results within the data. Once finished, this report will be shared with you.
- Much of my time this month has been spent auditing the various wellness activities. With many of the activities available to participants being in an à la carte fashion, this process serves to hold participants accountable for the points they earn, and in-turn, the incentives they receive. Activities include routine dental exams, eye exams, well check-ups, community physical fitness events, blood donation, etc. So far just over 75 participants have been audited this quarter across these activities and all have been able to provide proof this was completed as intended. This is a process I typically do each quarter of the year.
- I am continuing to work with new hires and/or employees who have previously not enrolled in the Wellness Program to get accounts setup on www.managewell.com so they may begin the process of completing the qualifying activities and become more involved in the Wellness Program.
- I have begun work on the WELCOA Well Workplace Award application. This award is considered the “gold standard” regarding results-orientated workplace wellness programs and the application serves as a way evaluate the effectiveness of current wellness programming practices and offers suggestions and ways the program can be improved in the future. With continuous improvement in mind, it makes sense to pursue and apply for this award and I am planning on spending the time required to make this happen.



RESOLUTION#

Introduced by
Page 1 of 1

Operations Committee

ITEM#
DATE
Effective Date

August 23, 2022

August 23, 2022

CAK

Motion:

1st

2nd

No:

Yes:

Absent:

Adopted:

Lost:

Tabled:

Absent:

Number of votes required:

X

 Majority

Two-thirds

Reviewed by:

, Corp Counsel

Reviewed by:

, Finance Dir.

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

FISCAL NOTE: Paid Amount \$6,711.29

WHEREAS, by Resolution No. 22-6-1, the Wood County Board of Supervisors authorized the taking of a tax deed on parcel number 02-00048, more particularly described as:

Lot 1 of Wood County Certified Survey Map No. 5108 (recorded in Volume 18 of Survey Maps at Page 8 as Document No. 738805) being part of the SW ¼ of the SE ¼ of Section 3, Township 25 North, Range 4 East, Town of Auburndale, Wood County, Wisconsin.
Together with an apparent perpetual easement for ingress and egress as indicated on the Warranty Deed recorded in Volume 668 of Records at Page 405.

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

WHEREAS, it is beneficial for Wood County to sell to the former owner of this property because the funds received on July 14, 2022 will compensate the County in full for the amounts due and owing,

THEREFORE BE IT RESOLVED, that the Wood County Board of Supervisors authorize the County Clerk to sell the above referenced property

back to the former owner by Quit Claim Deed.

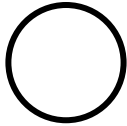
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ED WAGNER, CHAIR
DONNA ROZAR, VICE CHAIR
ADAM G FISCHER
LANCE A PLIML
LAURA VALENSTEIN

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

ITEM#
DATE August 23, 2022
Effective Date August 23, 2022

Motion:

Adopted:

1st

Lost:

2nd

Tabled:

No:

Yes:

Absent:

Number of votes required:

X

 Majority

Two-thirds

Reviewed by:

, Corp Counsel

Reviewed by:

, Finance Dir.

CAK

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

FISCAL NOTE: Paid Amount \$10,756.66

WHEREAS, by Resolution No. 22-6-1, the Wood County Board of Supervisors authorized the taking of a tax deed on parcel number 02-00067A, more particularly described as:

Lot 1 of Wood County Certified Survey Map No. 3757 (recorded in Volume 13 of Survey Maps at Page 157 as Document No. 663930) being part of the NE Fr'l. ¼ of the NE ¼ of Section 5, Township 25 North, Range 4 East, Town of Auburndale, Wood County, Wisconsin.

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

WHEREAS, it is beneficial for Wood County to sell to the former owner of this property because the funds received on July 14, 2022 will compensate the County in full for the amounts due and owing,

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

		NO	YES	A
1	LaFontaine, D			
2	Rozar, D			
3	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			

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ED WAGNER, CHAIR

DONNA ROZAR, VICE CHAIR

ADAM G FISCHER

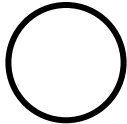
LANCE A PLIML

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

ITEM#
DATE August 23, 2022
Effective Date August 23, 2022

Motion:
1st
2nd
No: Yes: Absent:

Adopted:
Lost:
Tabled:

Number of votes required:
☒ Majority ☐ Two-thirds

Reviewed by: , Corp Counsel
Reviewed by: , Finance Dir.

CAK

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

FISCAL NOTE: Paid Amount \$3,793.68

WHEREAS, by Resolution No. 22-6-1, the Wood County Board of Supervisors authorized the taking of a tax deed on parcel number 07-00799AB, more particularly described as:

Lot 2 of Wood County Certified Survey Map No. 3149 (recorded in Volume 11 of Survey Maps at Page 149 as Document No. 632640) being part of the SE ¼ of the NE ¼ of Section 28, Township 22 North, Range 6 East, Town of Grand Rapids, Wood County, Wisconsin.

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

WHEREAS, it is beneficial for Wood County to sell to the former owner of this property because the funds received on July 15, 2022 will compensate the County in full for the amounts due and owing,

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

		NO	YES	A
1	LaFontaine, D			
2	Rozar, D			
3	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			

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ED WAGNER, CHAIR

DONNA ROZAR, VICE CHAIR

ADAM G FISCHER

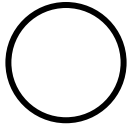
LANCE A PLIML

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
Effective Date

August 23, 2022

August 23, 2022

Motion:

1st

2nd

No:

Yes:

Absent:

Adopted:

Lost:

Tabled:

Absent:

Number of votes required:

X

 Majority

Two-thirds

Reviewed by:

, Corp Counsel

Reviewed by:

, Finance Dir.

CAK

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

FISCAL NOTE: Paid Amount \$983.20

WHEREAS, by Resolution No. 22-6-1, the Wood County Board of Supervisors authorized the taking of a tax deed on parcel number 22-00393, more particularly described as:

That part of the NE ¼ of the SW ¼ of Section 22, Township 23 North, Range 3 East, Town of Wood, Wood County, Wisconsin, described as follows: Commencing at the SE corner of the forty, run thence West 12 rods, thence North 13 rods, thence East 12 rods, thence South 13 rods to the place of beginning. (Lines to run parallel with the lines of the forty-acre tract.) Except lands used or deeded for highway purposes.

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

WHEREAS, it is beneficial for Wood County to sell to the former owner of this property because the funds received on July 13, 2022 will compensate the County in full for the amounts due and owing,

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

		NO	YES	A
1	LaFontaine, D			
2	Rozar, D			
3	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			

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ED WAGNER, CHAIR

DONNA ROZAR, VICE CHAIR

ADAM G FISCHER

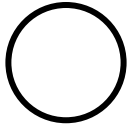
LANCE A PLIML

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

ITEM#
DATE August 23, 2022
Effective Date August 23, 2022

Motion:

Adopted:

1st

Lost:

2nd

Tabled:

No:

Yes:

Absent:

Number of votes required:

X

 Majority

Two-thirds

Reviewed by:

, Corp Counsel

Reviewed by:

, Finance Dir.

CAK

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

FISCAL NOTE: Paid Amount \$15,521.27

WHEREAS, by Resolution No. 22-6-1, the Wood County Board of Supervisors authorized the taking of a tax deed on parcel number 23-00232, more particularly described as:

		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			

Parcel I: Lot 31 of Apache Gardens, Village of Auburndale, Wood County, Wisconsin.

Parcel II: A part of the E ½ of the NW ¼ of the SE ¼ of Section 22, Township 25 North, Range 4 East, Village of Auburndale, Wood County, Wisconsin, described as follows: Commencing at the Northwest corner of Lot 31 of the Apache Gardens subdivision and the point of beginning; thence along the West line of said lot S 0 degrees 46’ 46’’ W, 104.01 feet to the Southwest corner of said lot; thence S 89 degrees 12’ 58’’ W, 6.40 feet to the West line of said E ½ of NW ¼ of SE ¼; thence N 0 degrees 10’ 22’’ W, 140.01 feet along said line; thence N 89 degrees 12’ 58’’ E, 6.73 feet to the point of beginning.

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

WHEREAS, it is beneficial for Wood County to sell to the former owner of this property because the funds received on July 14, 2022 will compensate the

County in full for the amounts due and owing,

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

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ED WAGNER, CHAIR

DONNA ROZAR, VICE CHAIR

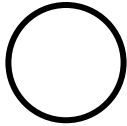
ADAM G FISCHER

LANCE A PLIML

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

ITEM#
DATE August 23, 2022
Effective Date August 23, 2022

Motion:

Adopted:

1st

Lost:

2nd

Tabled:

No:

Yes:

Absent:

Number of votes required:

X

 Majority Two-thirds

Reviewed by:

, Corp Counsel

Reviewed by:

, Finance Dir.

CAK

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

FISCAL NOTE: Paid Amount \$166,333.49

WHEREAS, by Resolution No. 22-6-1, the Wood County Board of Supervisors authorized the taking of a tax deed on parcel number 27-00081, more particularly described as:

		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			

Government Lot 4 in Section 36, Township 22 North, Range 5 East (including all of Wood County Certified Survey Map No. 1486 (recorded in Volume 5 of Certified Survey Maps at Page 286), which is also a part of the East ½ of the SE ¼ of Section 35, Township 22 North, Range 5 East and a part of Government Lot 3 of Section 36, Township 22 North, Range 5 East) AND Government Lot 1 in Section 1, Township 21 North, Range 5 East, Village of Port Edwards, Wood County, Wisconsin, EXCEPTING FROM THE ABOVE PARCELS, THE FOLLOWING EXCEPTIONS:
EXCEPT That part lying North of Edwards Avenue and West of Wisconsin River Drive,
EXCEPT Lot 1 of Wood County Certified Survey Map No. 9508,
EXCEPT all of Block 25B of the Fifth Addition to the Village of Port Edwards,
EXCEPT Wood County Certified Survey Map Nos. 903, 904 and 905,
EXCEPT Wood County Certified Survey Map Nos. 5122, 5183 and 7174,
EXCEPT Wood County Certified Survey Map Nos. 9589, 9828, and 10267,
EXCEPT Railroad right of way,
EXCEPT the Northerly 132 feet of the Easterly 264 feet of that part of Government Lot 4 of Section 36, Township 22 North, Range 5 East, Village of Port Edwards, Wood County, Wisconsin, lying Southerly of Edwards Avenue and Westerly of Wisconsin River Avenue, and the West ½ of vacated Wisconsin River Drive adjacent to said parcel, and EXCEPT that part of Government Lot 1 in Section 1, Township 21 North, Range 5 East, in the Village of Port Edwards, Wood County, Wisconsin, described as follows: Commencing at a point on the Westerly line of the highway 92 feet Southerly of the intersection with the North line, thence Northwesterly at right angles 246 feet, thence Southerly at right angles 130 feet, thence Easterly to said highway, thence Northerly to the point of beginning. Excepting therefrom Lot 1 of WCCSM No. 9828 (recorded in Volume 35 of Survey Maps at Page 128), AND FURTHER EXCEPTING the property described as follows: AREA SOUTH AND EAST OF FERC LINE IN VICINITY OF PORT EDWARDS MILL

All that part of Government Lot 1, Section 1, Township 21 North, Range 5 East, and Government Lot 4, Section 36, Township 22 North, Range 5 East, Village of Port Edwards, Wood County, Wisconsin, lying South and East of the following described line being defined as the FERC line lying within said Government Lots, and being more particularly described as follows:

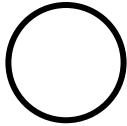
Commencing at the NW corner of said Section 1, Township 21 North, Range 5 East, said corner also being the SW corner of Section 36, Township 22 North, Range 5 East; Thence S 01° 13’ 40” East along the West line of said Section 1, 427.84 feet to a point on FERC line and the Point of Beginning:
Thence with said FERC line the following 28 courses:
1. S 75° 41’36” E, 294.34 feet;

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ED WAGNER, CHAIR
DONNA ROZAR, VICE CHAIR
ADAM G FISCHER
LANCE A PLIML
LAURA VALENSTEIN

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

County Clerk County Board Chairman



RESOLUTION# Error! Reference source not found.

2. Northeasterly on a curve to the left having a radius of 673.70 feet, said curve subtended by a chord which bears N 80° 43’55” E, a chord distance of 538.88 feet, an arc distance of 554.39 feet;

3. N 32° 50’ 33” W, 40.00 feet;

4. N 56° 34’ 23” E, 11.00 feet;

5. N 79° 50’ 21” E, 992.09 feet;

6. N 63° 36’ 43” E, 346.14 feet;

7. N 63° 36’ 43” E, 87.69 feet;

8. N 70° 10’ 35” E, 123.11 feet to a building corner;

9. N 76° 25’ 18” E, along a building line, 23.28 feet to a building corner;

10. N 13° 34’ 42” W, along a building line, 46.55 feet to a building corner;

11. N 76° 00’ 45” E, along a building line, 6.00 feet to a building corner;

12. N 13° 34’ 42” W, along a building line, 85.87 feet to a building corner;

13. N 73° 56’ 28” W, along a building line, 53.95 feet to a building corner;

14. N 13° 56’ 27” W, along a building line, 123.75 feet to a building corner;

15. S 76° 03’ 33” W, along a building line, 1.40 feet to a building corner;

16. N 13° 56’ 27” W, along a building line, 66.70 feet to a building corner;

17. S 76° 03’ 32” W, along a building line, 5.30 feet to a building corner;

18. N 13° 56’ 27” W, along a building line, 51.04 feet;

19. S 76° 04’ 45” W, 11.17 feet;

20. N 76° 14’ 39” W, 56.78 feet;

21. N 70° 04’ 26” W, 202.01 feet;

22. N 49° 04’ 26” W, 150.01 feet;

23. N 31° 04’ 26” W, 373.02 feet;

24. N 04° 59’ 43” W, 135.21 feet;

25. N 44° 18’ 29” E, 84.75 feet;

26. N 19° 15’ 26” E, 200.17 feet;

27. N 66° 56’ 09” W, 47.86 feet;

N 23° 14’ 42” E, 6.62 feet to a point on the North line of said Government Lot 4, Section 36, Township 22 North, Range 5 East.

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

WHEREAS, it is beneficial for Wood County to sell to the former owner of this property because the funds received on July 15, 2022 will compensate the County in full for the amounts due and owing,

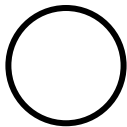
THEREFORE BE IT RESOLVED, that the Wood County Board of Supervisors authorize the County Clerk to sell the above referenced property back to the former owner by Quit Claim Deed.

()

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

ITEM#
DATE August 23, 2022
Effective Date August 23, 2022

Motion:
1st
2nd
No: Yes: Absent:

Adopted:
Lost:
Tabled:

Number of votes required:
☒ Majority ☐ Two-thirds

Reviewed by: , Corp Counsel

Reviewed by: , Finance Dir.

CAK

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

FISCAL NOTE: Paid Amount \$11,263.74

WHEREAS, by Resolution No. 22-6-1, the Wood County Board of Supervisors authorized the taking of a tax deed on parcel number 33-03950, more particularly described as:

Lot 6, Block 4, Maryknoll Subdivision, City of Marshfield, Wood County, Wisconsin.

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

WHEREAS, it is beneficial for Wood County to sell to the former owner of this property because the funds received on July 12, 2022 will compensate the County in full for the amounts due and owing,

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

		NO	YES	A
1	LaFontaine, D			
2	Rozar, D			
3	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			

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ED WAGNER, CHAIR

DONNA ROZAR, VICE CHAIR

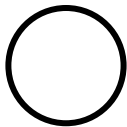
ADAM G FISCHER

LANCE A PLIML

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
Effective Date

August 23, 2022

August 23, 2022

CAK

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

FISCAL NOTE: Paid Amount \$9,567.16

WHEREAS, by Resolution No. 22-6-1, the Wood County Board of Supervisors authorized the taking of a tax deed on parcel number 34-05720, more particularly described as:

Lot 2 of Wood County Certified Survey Map No. 6104 (recorded in Volume 21 of Survey Maps at Page 104 as Document No. 800497) being part of Lot 2 of the Subdivision of the NE ¼ of the SE ¼ of Section 8, Township 22 North, Range 6 East according to Sargent’s Plat of the City of Wisconsin Rapids, Wood County, Wisconsin.

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

WHEREAS, it is beneficial for Wood County to sell to the former owner of this property because the funds received on July 14, 2022 will compensate the County in full for the amounts due and owing,

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

		NO	YES	A
1	LaFontaine, D			
2	Rozar, D			
3	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			

{ }

ED WAGNER, CHAIR

DONNA ROZAR, VICE CHAIR

ADAM G FISCHER

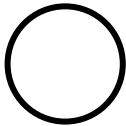
LANCE A PLIML

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

ITEM#
DATE August 23, 2022
Effective Date January 1, 2023

KM

Motion:

Adopted:

1st

Lost:

2nd

Tabled:

No:

Yes:

Absent:

Number of votes required:

X

 Majority

Two-thirds

Reviewed by:

PAK

,

Corp Counsel

Reviewed by:

EN

,

Finance Dir.

INTENT & SYNOPSIS: To ratify a negotiated Agreement by and between Wood County and the Wood County Deputy Sheriffs' Association, WPPA/LEER for the term effective January 1, 2023 through December 31, 2025.

FISCAL NOTE:

	2022 Current	2023 Proposed	Cost Increase
Labor Costs	\$2,611,689	\$2,678,866	\$67,177
Benefit Costs	640,070	657,119	17,049
Total	\$3,251,759	\$3,335,985	\$84,226

	2023 Proposed	2024 Proposed	Cost Increase
Labor Costs	\$2,678,866	\$2,759,232	\$80,366
Benefit Costs	657,119	676,832	19,713
Total	\$3,335,985	\$3,436,064	\$100,079

	2024 Proposed	2025 Proposed	Cost Increase
Labor Costs	\$2,759,232	\$2,842,009	\$82,777
Benefit Costs	676,832	697,137	20,305
Total	\$3,436,064	\$3,539,146	\$103,082

WHEREAS, Wood County has reached a tentative contract Agreement with the Wood County Deputy Sheriffs’ Association, WPPA/LEER, and

WHEREAS, the Wood County Deputy Sheriffs’ Association, WPPA/LEER has voted on ratification regarding said tentative Agreement, and

WHEREAS, the tentative three-year Agreement calls for increased clothing/uniform allowances, elimination of the Retiree Group Health Insurance plan, and provides wage increases of 3% for deputies and 4.38% for Sergeants/Investigators effective January 1, 2023, 3% across the board effective January 1, 2024, and 3% across the board effective January 1, 2025, and

WHEREAS, the complete contract draft is on file in the County Human Resources Department and available for review, and

WHEREAS, the Wood County Sheriff, in conjunction with Wood County Human Resources, respectfully submits that this package is in the best interest of Wood County and the Wood County Deputy Sheriffs’ Association, WPPA/LEER, and recommends said package to be ratified by the Wood County Board of Supervisors.

NOW, THEREFORE BE IT RESOLVED, by the Wood County Board of Supervisors that the contract negotiated between Wood County and the Wood County Deputy Sheriffs’ Association, WPPA/LEER, be accepted as negotiated, effective January 1, 2023, at an estimated increase as shown below:

2023	2024	2025
\$84,226	\$100,079	\$103,082

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Ed Wagner (Chair)

Adam Fischer

Lance Pliml

Donna Rozar

Laura Valenstein

Adopted by the County Board of Wood County, this 23rd day of August 20 22 .

County ClerkCounty Board Chairman

MINUTES
Health and Human Services Committee

DATE: Tuesday, July 19, 2022
TIME: 8:55 AM
LOCATION: Courthouse – Room 114

Members present: Adam Fischer, Lee Thao, John Hokamp, Tom Buttke, Donna Rozar

Members excused: Rebecca Spiros, Lori Nordman, Dr. Kristin Iniguez

Others present: See attached sheet

1. Chairman Fischer called the meeting to order at 8:55 AM and declared a quorum present.
2. A resolution was presented to fund an air conditioner compressor replacement for the 500 wing at Edgewater Haven. Administrator Theiler explained the timeline of events that occurred that necessitated the resolution. Motion by Buttke/Thao to approve the resolution and forward it to the county board for their consideration. Motion carried unanimously.
3. Chairman Fischer declared the meeting adjourned at 8:59 AM.

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

HHS Committee

July 19, 2022

[illegible]

HEALTH AND HUMAN SERVICES COMMITTEE

DATE: July 28, 2022

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

PRESENT: (in-person) Adam Fischer, Tom Buttke, Kristen Iniguez DO, Lori Nordman, Donna Rozar **(via WebEx)** John Hokamp, Rebecca Spiros RN, Lee Thao

ALSO PRESENT (for all or part of the meeting): Brandon Vruwink, Mary Solheim, Kyle Theiler, Mary Schlagenhaft, Steve Budnik (Human Services); Rock Larson (Veterans Service); Sue Smith, Kathy Alft, Ashley Normington, Jacob Wagner, Kristie Egge (Health Department); Peter Kastenholz (Corporate Counsel); Bill Clendenning, Dennis Polach (County Board Supervisors); Eva Scheppa, Mary Jo Wheeler-Schuller

1) Call to Order

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

2) Quorum

Fischer declared a quorum.

3) Public Comments

- Wayne Sorenson spoke on behalf of the Ordinance regulating youth access to marijuana alternatives.

4) Regulating Youth Access to Marijuana Alternatives

Ashley Normington and Jacob Wagner presented information that led to development of the ordinance regulating youth access to marijuana alternatives. Motion (Buttke/Iniguez) to support the Ordinance as presented and forward to the Public Safety Committee for co-sponsorship and County Board for approval. All ayes. Motion carried.

5) Interviews for vacant public member appointment

Eva Scheppa and Mary Jo Wheeler-Schuller were each provided an opportunity to answer committee questions; during this interview portion of the meeting each candidate was excused from the room.

6) Committee discussion and recommendation of public member appointment to HHSC

Committee members shared opinions of what both candidates might bring to the committee. Motion (Buttke/Rozar) to nominate both candidates and cast a vote for the citizen member appointment (Mary Jo Wheeler-Schuller received 6 votes, Eva Scheppa received 2 votes). Recommendation of Mary Jo Wheeler-Schuller will be sent to the County Board Chair.

7) Refugee Presentation by ECDC Multicultural Community Center - Wausau

Eric Yonke, Co-sponsorship Coordinator of the Multicultural Community Center, shared information and an overview of the need for refugee resettlement and support. Eric responded to committee member questions and concerns.

8) Request from Dr. Iniguez for HHSC to draft a Letter of Support for the Child Advocacy Center's Community Impact Grant

Dr. Iniguez introduced Rachel Stankowski and Tony Iniguez. Rachel and Tony described the proposed intervention to expand services to families affected by substance use disorder. The Marshfield Child Advocacy Center is submitting an application for funding through the Wisconsin Partnership Program Community Impact Grant Program to help support the work, and are requesting a letter of support from the Health & Human Services Committee to compliment the application. Motion (Buttke/Nordman) to provide the letter of support as requested. Iniguez abstained. All ayes. Motion carried. Chair Fischer will draft the letter.

9) Consent Agenda

Pages 4 and 11 pulled.

10) Discussion and consideration of items removed from consent agenda

Brandon Vruwink and Sue Smith shared updates regarding access and security in their respective departments. Motion (Buttke/Hokamp) to approve the consent agenda. All ayes. Motion carried

11) Financial Statements – Edgewater Haven, Human Services Community, Norwood Health Center Quarterly Reports – Veterans Services, Health Department

Department staff answered questions regarding information in the financial statements and quarterly reports.

12) Human Services Update on the Family Keys Program

Brandon Vruwink provided an overview of the Family Keys Program.

13) Step Increases for Casual Staff

Kyle Theiler provided a background for the reason of his request. Casual staff do not get annual step increases. There was committee consensus to support a step increase for casual staff as part of department budget requests. A bigger conversation regarding wage placements and casual step increases for all county employees will be referred to the Operations Committee.

[Donna Rozar excused]

14) Overview of Veterans Disability Compensation Claims

Rock Larson described levels of disabilities and how Veterans Services assists veterans with applying for service-connected disability.

15) Legislative Issue Updates

Department heads provided updates regarding issues pertaining to their departments.

16) Future Agenda Items

The Chair noted items for future agendas.

17) Next Meeting(s)

- August 25, 2022, 5:00 pm, River Block Building, Room 206 – Wisconsin Rapids with WebEx option
- A meeting will be scheduled in August or September for Human Services budget presentation

18) Adjourn

Chair Fischer declared the meeting adjourned at 6:50 p.m.

Minutes taken by Kathy Alft and subject to Committee approval.



North Central Community Action Program- Board Meeting Minutes-6/13/22

The annual meeting of the Board of Directors of North Central Community Action Program, Inc. was held on Monday, June 13, 2022 via Zoom as individual Board members and staff logged in from their remote locations. The meeting was called to order at 6:02 pm by Vice-President Holly Kieper.

Pam took roll:

Present	Absent	Staff
Fischer	Yang	Diane
Kieper	Rotter	Pam
Breit	Hebert	Tony
Robinson	Lemmer (ex)	Steve
Valenstein	McGivern (ex)	
West	Ashbeck (ex)	
Nyen		
Sippel		
Blaser		
Osness		
Lang		

Guests: Diane introduced Steve Osness, who is replacing Tim Panfil as a representative of the Lincoln County Board, and Mandy Lang, who is representing Mid State Technical College and has replaced Christina Lorge.

Minutes: Holly Kieper asked if there were any changes or questions. A motion was made by Steve Robinson to accept the minutes as presented. Second was made by Kim West. Motion carried.

Finance Committee: The finance committee did not meet. Pam reviewed the financial statements. Pam reported ytd expenses were on target. Pam reviewed the balance sheet and discussed the weatherization inventory and contractor payments in progress and the issues it causes with cash flow. A motion was made by Laura Valenstein to approve the financial statements. Second was made by Wendy Fischer. Motion carried. Pam reviewed the 2021 990 report and schedules. Annual revenue increased \$700,433 over 2020 and annual expenses increased \$506,297 over 2020. Net assets increased by \$219,637. Pam reported the 990 is reviewed in advance by our Secretary/Treasurer, Wendy Fischer, for approval and followed by Pam's electronic signature required for the electronic filing. A motion was made by Shane Blaser to approve the 2021 990 report and schedules. Second was made by Sue Sippel. Motion carried.

Line of Credit for Agency: Diane is seeking board approval to be able to sign on behalf of the agency for a line of credit for cash flow purposes. The line would be for up to \$100,000.00 to be able to cash flow our grants. This year we've exhausted our full allocation for Emergency Housing Assistance in Marathon County (funded by the United Way of Marathon County) and it isn't even the end of June. Rents, along with everything else have increased. Those with lower incomes are struggling and it is not COVID related

so those funds can't be used. Most of our grants are generally reimbursement grants so we spend the money and then get reimbursement. The State is not always timely in their reimbursements. Diane explained the line of credit would only be used to cash flow grants as needed. June is generally the month that is difficult to cash flow. A big part of this is because of the Weatherization Program and Pam gave details of the payment process, advance funds, and take back of advanced funds. Pam again discussed the weatherization inventory and contractor payments in progress that we cannot invoice the State for until the entire job is completed. Jake Nyen thought it was an excellent idea and asked about the fees. Diane explained the annual fee should be around \$100 and \$250 to close. The interest rate is estimated to be 4 – 7% but we would only be charged as we used the dollars. Sue Sippel recommended the motion include Prevail Bank. Motion was made by Jake Nyen to authorize Diane to obtain a line of credit at Prevail Bank for \$100,000 to be used as needed. Second was made by Wendy Fischer. Lenore Breit abstained. Motion carried.

Youth Housing Demonstration Project (YHDP): - Diane discussed the continuation of the Youth Housing Demonstration Project. The Coordinated Community Plan was completed and we continue to meet with other partners via zoom monthly and weekly with certain partners via e-mail and phone call. As the YHDP committee has met several times, we have decided that NCCAP will not write a grant for more housing dollars at this time. This is because Coordinated Entry must be used to fill the program with youth and young adults aged 18-24 and our lists are not showing very many have been referred. Only three and they are included in family households. Diane reported we do hear all the time from the Schools that there are homeless youth and while there may be some, most are couch surfing. Even though couch surfing isn't the greatest option for some, we find that other youth really get more family support from their friends parents. In addition, the current housing programs we offer can assist those 18-24 years of age. So right now, it doesn't make sense to write a grant for housing dollars. We are in the process of providing some coordinated entry training to CW Solutions and some Social Services folks so that they can refer the young adults they do see to our lists and to further document the need. Milo, our Street Outreach Specialist, has put together our Youth Advisory Board and the youth on the board also state that most of the youth have places to stay. Milo has also said it difficult to find 16-24 year olds to become part of the Youth Advisory Board. He said they just don't show up to meetings regularly and really aren't sure they want to provide any input. Only two coalitions Statewide have Youth Advisory Boards established and we are one of them. Agencies Statewide are having a difficult time recruiting young adults. The youth board is necessary and a requirement to write for funding from HUD for housing programs specifically to house 18-24 year olds. NCCAP will continue to facilitate the Youth Advisory Board meetings to stay eligible for potential funding in the future. NCCAP will be applying for some supportive services dollars through the Balance of State (our HUD arm) because the Balance of State are seeing that it may be more helpful to connect with young adults in helping them apply for food share, counseling services, help them obtain employment, further their education, help them find housing, etc.

Community Needs Assessment: The format is changed a little bit than in prior years. The why, how, and conclusions of the needs assessment are at the front. Diane also wanted to acknowledge and thank the board, staff, and community partners in helping the agency reach our mission. The statistical data is at the very end of the assessment and will be sent out via e-mail so the board can view the data on-line. It is about 100 pages. The statistics are from the US Census Bureau and the American Community Survey and they get their data the same way we collect ours, by survey and census. In 2020 there was a greater push to get people to complete the census data surveys, but it still relies on people accurately completing the surveys and turning them in. That said, our agency does not totally rely on the Community Needs Assessment to offer the appropriate programs or services. We meet with clients daily, our community partners weekly and monthly as well as the many coalitions we are part of. This coupled with the course of our daily business allows us to capture the information we need to tell us

what our communities need. Motion was made by Lenore Breit to approve the Community Needs Assessment. Second was made by Steve Robinson. Motion carried.

Grants Update:

Steve Frodl, AmeriCorps Program Director, gave an update on our AmeriCorps program. Steve recommended reading the essay about our program on our website. Steve discussed the AmeriCorps mission, host sites, living allowance payments, and community capacity building.

Diane reviewed various housing programs. We are still operating the Wisconsin Emergency Rental Assistance program for renters and the Wisconsin Help for Homeowners program for households with mortgages. These are COVID related programs where people self-attest they have COVID related issues to receive assistance. TBRA, Prevention, and Rapid Rehousing programs are still serving the needs in our communities. We will be receiving about \$100,000.00 in Prevention Programming beginning in July, the most ever. We have worked with the Correctional and Justice systems to get folks enrolled right now and we have about 14 households currently searching for housing. Once housing is located, payments will begin. Our PSH program is currently full with 10 participants. Our Mental Health Block Grant is still in full swing as well with Milo currently doing street outreach to connect with people who may or may not have mental health issues in addition to being homeless. Diane recently joined a collaboration with Marathon County government called 'Family Keys'. They wanted NCCAP as a partner to help guide families with needed resources and supports during their time in the program. The program provides housing and case management (paid by a grant from Wisconsin Department of Children and Families. Marathon County wrote this grant to assist in family reunification. We hope once families are able to leave the Family Keys program, NCCAP will be able to assist the families for a few more months to guarantee success in housing and growth in self-sufficiency. In addition, the Department of Health Services reached out to Diane and asked if she would be on a team to score PATH applications (Projects for Assistance in Transition from Homelessness). She's agreed and has committed to be on the team with others around the State.

Weatherization Report: Tony discussed the increased costs of contractors, materials, and fuel. We will spend out our contract but complete less homes because of the increased costs. Tony discussed the number of audits and reported our current deferral rate is 51%. Tony and Diane discussed the Weatherization Contract for 2022-2023. Motion to approve the 2022-2023 contract was made by Steve Robinson. Second was made by Lenore Breit. Motion carried.

Holly Kieper declared the meeting adjourned at 7:06 pm.

Next Meeting Date: Our next meeting will be August 8, 2022, in person, at the Great Dane Pub in Wausau.

MINUTES OF THE VETERANS SERVICE COMMISSION

DATE: June 24, 2022

PLACE: Room 114 Courthouse, Wisconsin Rapids, WI

MEETING CALLED TO ORDER AT: 9:30 A.M.

MEETING ADJOURNED AT: 10:31 A.M.

MEMBERS PRESENT: Beverly Ghiloni, Tom Heiser and Mitchell Waite (via telephone)

MEMBERS ABSENT: none

ALSO PRESENT: Rock Larson, Wood CVSO Secretary to the Veterans Service Commission,

Chairman Tom Heiser called the meeting to order at 9:30 A.M.

1. Public input: None.

2. The April 26, 2022 minutes were reviewed. Beverly Ghiloni moved to approve the minutes and the motion was seconded by Tom Heiser. Motion passed unanimously.

3. Wisconsin's open meeting law requirements were posted with the County Clerk's Office as required.

4. At 09:33 A.M. Mitchell Waite moved and Tom Heiser seconded to enter closed session pursuant to exemption contained in Chapter 19.85(1)(f), to audit grants and loans to needy veterans and address new applications for grants. Motion carried unanimously. Tom Heiser moved and Mitchell Waite seconded to exit closed session at 10:05 A.M. Motion carried unanimously.

5. Beverly Ghiloni moved and Mitchell Waite seconded to approve one new grant totaling \$607.00, one loan in the amount of \$4,000 is still pending processing. Motion carried unanimously. Total outstanding loans equal \$17,575.50. Payments made on outstanding loans were \$20.

7. Review and discussion of the non-lapsing fund. Current balance \$17,802.89.

6. 2023 Veterans Service Commission Budget request. Beverly Ghiloni motioned and Tom Heiser seconded a motion that the total for the veteran's relief fund is \$6,250 and Funds for administrative costs \$1,831.00 (\$300 (3.92%) increase from the 2022 budget) . Motion carried unanimously.

7. The next scheduled meeting will be held on January 10, 2023 at 9:30 A.M. in the Courthouse, in Wisconsin Rapids.

8. Tom Heiser moved and Beverly Ghiloni seconded a motion to adjourn at 10:32 A.M. Motion carried unanimously.

Rock A. Larson, Administrative Secretary, VSC

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

ADMINISTRATIVE REPORT – SUE SMITH, RN, MSN

COVID Updates

We are seeing increased COVID activity in Wood County and are currently at CDC transmission level medium. For updates, please see the WI DHS COVID-19 data page at <https://www.dhs.wisconsin.gov/covid-19/data.htm>.

We continue to offer testing outside our building by appointment. Demand is quite low. For current testing information, visit: <https://www.co.wood.wi.us/Departments/Health/CovidTesting.aspx>. We are also continuing to offer COVID-19 vaccination clinics in various locations throughout Wood County (see <https://www.co.wood.wi.us/Departments/Health/CovidVaccination.aspx>).

River Block Security

Reuben has been doing an incredible job working with department heads on ramping up security and signage at the River Block building. My team and I truly appreciate him! Our suite is fairly secure at this time, though we plan to add a wall with a door just after our reception desk. This will allow our reception staff to greet visitors, clients, and others, but will not allow for access to the rest of our department. Reception staff will be protected with a permanently fixed glass barrier.

COMMUNITY HEALTH IMPROVEMENT PLANNER REPORT – KRISTIE RAUTER EGGE, MPH

Healthy People Wood County

Submitted grant from DHS to conduct qualitative community engagement to learn about the impacts of COVID on the most impacted populations in Wood County. This grant is to conduct qualitative data collection and analysis. Qualitative data is gathered through multiple modalities, though the most common modality is through interviewing an individual or conducting a focus group. Healthy People Wood County's goal of the Qualitative Data grant is gather information on the top health priorities of varying populations and communities throughout Wood County to better understand how their health priorities may have changed due to COVID-19.

Understanding how health priorities may have shifted among these varying communities will allow Healthy People Wood County to better match the work outlined within the CHIP with the identified priorities. Currently, the team plans to hold data sessions with at least five populations within Wood County to gather qualitative data for assessment.

One of the significant bodies of work being done to help in the transition and planning of the work moving forward is the Community Health Improvement Plan (CHIP) strategic planning. The CHIP is currently undergoing an initiative internally to identify tangible action steps that each coalition/priority area can take to kick off the work again including the sequential steps needed to achieve the objectives and goals found within each health priority area. Meetings have been held internally with HPWC staff members to update the CHIP monitoring plan. The CHIP has been updated based on this.

There have been continued communications and opportunities for involvement with the State Health Improvement Plan (SHIP) that some of the Healthy People Wood County staff have been involved in. The goal of collaborating with the state and their SHIP is to better align our local CHIP to their SHIP to allow for synergies and potential support and funding.

Staff serve on WPHA's Policy & Advocacy Committee and Nominations Committee and serve as a mentor for the N2PH residency program.

Narratives were drafted and designed to accompany the goals and objectives in the CHIP to make the document more accessible to community members and stakeholders.

Health in All Policies

Planning a Health Impact Assessment (HIA) for the Wisconsin Rapids Downtown Farmers Market.

Incarceration

Cleaned data and began analysis on booking data from the Wood County Jail.

Two objectives from the CHIP have been completed including the objective, "Wood County Human Services will adopt a sustainability plan to ensure the Jail Discharge Planner is a permanent position." The Jail Discharge Planner position will continue to be a Human Services position and will be funded within the Human Services budget. The second success is the objective, "Implement treatment assisted by medication in Wood County Jail for those with substance use disorders."

The Wood County Jail has opened their new Medicated-Assisted Treatment Program for people incarcerated or on electronic monitoring at the Wood County Jail with an alcohol or opioid use disorder.

A meeting was held with the Electronic Monitoring Program Sargent to discuss how Wood County Health Department can help analyze available EMP data to help evaluate the program. The Jail Administrator pulled all available EMP data since January 1, 2022 to present and data will be analyzed.

Health Equity

Compiled resources for an informational email to health department staff from our internal Health Equity Team on LGBTQ+ topics. Gave a presentation on the LGBTQ+ community at the Hmong American Center for a youth workshop.

Communications/Branding

The Healthy People Wood County website transition to the new 7.1 version of Squarespace is near completion. After review and approval by staff, the website will go live. Feedback from community partners and coalition members will be requested.

Staff completed a series of educational posts for upcoming health awareness events in July. This included posts on World Hepatitis Day and UV Safety Month. This involved researching these topics, writing the posts using appropriate language, and creating graphics to accompany the posts.

Housing

The Wisconsin Rapids Transitional Living project is making progress with branding and communication materials created, floor plans for the building sent for approval and conversations being held with potential donors and strategic partners. The goal is to have the Transitional Living Program open by spring of 2023.

Mental Health Matters

Alongside the strategic planning for the CHIP, additional capacity was identified to help implement the work. Prior to June, an intern, Julia, was helping operationalize the parts of the CHIP that were already laid out with the intention of handing off the work to one of the department's AmeriCorps members, Jordan. During June, Jordan was briefed on the CHIP plan and started to make plans of his own on how to carry out the work for the rest of his service, which will go through August.

RX committee

The IMPACT RX committee met on Thursday, June 2. The committee continued to work on details for a new sharps disposal box in the north and south end of the county. A kiosk design from Custom Fabrication will be sent over to the IMPACT members once completed. A member of Marshfield PD is working on creating a wooden sharps disposal box to be placed in the River Block building in Wisconsin Rapids. The committee is working on educating the community on upcoming prescription drug take back events and permanent disposal sites located in the county. IMPACT members along with representatives of Aspirus are working on creating ways to handout recommendations with patient exit paperwork. Aspirus representatives are also working on setting up presentations with their local prescribers about prescription drug prevention and available resources. The RX Committee will meet again on July 7 and will be joined by a member of Portage County Health Department to discuss their LifePoint program. LifePoint is a program assisted by Vivent Health in Wausau that provides clean needles, disposing of used needles, fentanyl test strips, and other resources for the Portage County Health Department for their community members.

THC Committee

The IMPACT THC committee met on Wednesday, June 15. The committee discussed a draft ordinance around Delta 8 THC. This ordinance would prohibit the sale and possession of Delta 8 THC to individuals under the age of 21. The committee made suggestions on how to modify the ordinance. The ordinance, which originally addressed the advertising, age of sale, location to youth, and possession, was recommended to be limited to just age of possession and age restriction on the sale of the product. The concern from the committee and partners is that if we go too big with the ordinance then it will not get passed. The THC committee is now working with the District Attorney and the County attorney to understand what it will look like to prosecute for Delta 8. Members of IMPACT meet with Craig Lambert in July to discuss the topic more. The THC Committee meets next on Tuesday, July 19 from 10am-11am.

Delta 8 Presentation

On June 23, members of IMPACT presented to the HHSC on Delta 8 THC. Delta 8 is a hemp derived THC alternative with psychoactive effects similar to Delta 9 THC (Illegal Marijuana). The presentation included information on a Wood County Delta 8 community scan. Along with the community scan information was recommended for issues to address around Delta 8 including the sale of Delta 8 in proximity to schools and other youth serving organizations, the placement of the product in retail shops, the advertising of the product, the packaging and labeling of the product, the flavoring of the product, the age restriction of the product, and the sale of the product in unsupervised vending machines.

PATCH

Although Teen Educators meet during the school year for enrichment trainings, the summer is still a very busy time for PATCH. Summer is recruitment time for new teens to become involved in PATCH. Strategies to engage youth in the last

month include summer school outreach at Wisconsin Rapids Public Schools, hosting a job table at the June H2N community event, collaborating with area guidance counselors to inform youth of this opportunity, and using social media to spread of the word of hiring. Currently five teens have applied and all will be offered interviews at the end of July to being working as Teen Educators by August. Applications are still available and can be found at bit.ly/PATCHapp until July 18, 2022.

Narcan Direct Program

On June 1, the Wood County Law Enforcement Executives Committee invited Wood County Health Department to talk about the NARCAN® Direct Program through WI Department of Health Services that is supplying the nasal naloxone to all Wood County officers and the process in which to request more NARCAN and report data on NARCAN deployments.

WI Wins

The WI Wins 2021-22 fiscal year wrapped up on June 30. With tobacco compliance checks resuming in January, only half the number of checks were required to be completed for the program. Wood County had a 27% compliance rate with 7 of 26 checks resulting in a sale to youth volunteers age 16-17. Two rounds of checks were completed: March in the Wisconsin Rapids area with 5/11 failed checks, and June in the Marshfield area with 2/15 failed checks. Products sold in the checks include cigarettes and flavored vape devices. These checks will resume at random throughout the year in the next fiscal year, along with regular public and media outreach activities to support tobacco retailers follow state and federal law. The program offers free online training to retailers, free signage indicating no sales to those under 21, and technical assistance from the health department as needed.

Active Communities/Bike Share

As of July 13, the River Riders Bike Share program has had a total of 271 rentals, traveling over 600 miles! This brings us just 50 rentals away from last year's season total of 321 rentals - we are on track for a bigger and better second season with our new partner, Koloni Inc., and could not be more excited to see how the rest of the season finishes. Our program received wonderful feedback from a new rider over a weekend and asked that we share their experience. This individual works at one of our local healthcare facilities and shared the following message: "The bikes are great at the Henry Demitz Park Location because I was on call and needed to be able to get back to the hospital in a timely manner. It was really fun and I can't wait to go again - I am planning to tell my coworkers too!" Hearing positive experiences like this one where employees are utilizing the bike share program as a way to take a break from their job, get some exercise in as well as fresh air and enjoy our community, is exactly one of the reasons why we chose this location last year. It is encouraging to see the program being used in unique ways!

The Marshfield Community Bike Share program has had a total of 104 rentals so far, also traveling over 600 miles! The reason for the higher miles when compared to the number of rentals is again traced back to the fact that community members are using the bike share program as a main source of transportation for various reasons. The program numbers are on track for being about half way through the season with last year's numbers and we are also eager to see how the second season of this newer program in Marshfield finishes.

A community bike ride with Three Bridges Recovery is in the early planning stages as a fundraising event for Three Bridges. More details will be shared soon as we have them!

Food Systems; Wisconsin Rapids Downtown Farmers' Market

The Wisconsin Rapids Downtown Farmers' Market currently has 81 vendors, artisan and community business. We have low EBT, debit, and credit transactions in June due to an outdated POS machine that did not allow us to run transactions without internet at the market. Our replacement was received during the last week of June.

In the month of June, we processed:

- \$161 in Debit/Credit transactions
- \$178 in Food Share EBT transactions
- \$60 in Aspirus Fruit and Veggies RX redeemed
- We do not track WIC and Senior Farmers Market Vouchers as they are direct deposited by vendors, but are also available to use at the market.
- \$12,754 in total sales reported from our vendors.

USDA Grant Local Food Promotion Program- Regional Farmers Market

Over the last month, the Regional Farmers Market Coordinator has visited all seven farmers markets in the USDA grant study area and had at least one data collection day at each. So far she has collected 158 vendor profiles and conducted over 100 customer surveys between all of the markets. The vendor profiles will help to determine the types of vendors that come to markets, how far they are travelling to get to market, and some information about business ownership. The customer surveys determine how customers get to market, how much they spend at market and the surrounding community, and where they are travelling from to get to market. Data will continue to be collected at all 7 sites for three additional visits per market before the end of the season in October.

Safe Kids Wood & Clark Counties

Completed our quarterly report. Have been scheduling posts on our Safe Kids Wood & Clark Counties Facebook page, especially focusing on heatstroke in vehicles.

The group had a booth with an activity at Farm Tech Days Tuesday, July 12th-Thursday, July 14th on farm safety.

ENVIRONMENTAL HEALTH REPORT – BEN JEFFREY, R.S.

Port Edwards/Armenia Groundwater Issues-MOU

The AGC MOU continues until 12/31/2022. Communications have been made to AGC requesting an extension of the MOU. Unfortunately, AGC has respectfully declined and the MOU will be set to expire at the end of 2022. Environmental health efforts to provide water testing and safe drinking water will continue as needed in the area. A quarterly meeting is scheduled this month (July 19).

2022-2023 License Year

A new license year began July 1, 2022. Staff completed the remaining annual inspections for the DATCP Agent Program during the month of June. All licensed facilities should have a new license posted for valid July 1, 2022 – June 30, 2023. The DATCP site visit is scheduled for later this year. Inspection numbers and quality reviews will take place to continue consistent inspection and licensing practices.

New Businesses and Consultations

Staff completed a pre-licensing inspection for Gordie's Pub and Grille, previously known as Layla's Pub and Grille, due to new ownership. Pre-licensing inspections were completed for Wurk Bar and Switched this last month as well. The Kitchen Table in Marshfield received a pre-licensing inspection due to new ownership. Pour House received a pre-licensing inspection in Marshfield due to new ownership, previously known as After Hours. Two Pre-licensing inspections were completed for short-term rentals in Wisconsin Rapids in June.

Complaint Investigations

Fourteen complaint investigations were received in the month of June.

- A complaint was received regarding living conditions in a residence. Staff have been onsite, but were unable to gain entry into the residence. This investigation is ongoing.
- A complaint was received regarding pests and accumulation of garbage inside a residence. Staff were onsite for an investigation and orders have been issued.
- A complaint was received regarding possible bed bugs. Staff have made efforts to contact the original complainant but have been unable to reach them. The landlord was informed of the concern for bedbugs.
- A caller reported lack of maintenance being completed in a rental unit. Resources were provided to the call for tenant/landlord issues.
- A power outage was reported in an apartment complex. Staff notified management and power was restored as soon as possible.
- A caller reported a lack of running water in their home. Staff were unable to contact the landlord, but authorities did restore the water shortly after the complaint was reported.
- A complaint was received regarding a lack of hot water available in a home. Staff provided tenant/landlord resources and contacted the landlord as well. The issue has since been resolved.
- Poor structural conditions were reported on a rental unit. Staff were onsite but unable to gain entry. This investigation is ongoing.
- Staff followed up on a complaint that has been ongoing involving poor living conditions. Orders have been issued, and this case is still open.
- A caller reported possible mold in an apartment complex. This investigation is ongoing.
- Staff received a complaint on a licensed establishment having mold in some of the sleeping rooms. Staff were onsite and conducted a complaint investigation. The rooms are planning to be remodeled in the future.
- A complaint was received regarding bedbugs in an apartment complex. This investigation is ongoing.
- A caller reported cleanliness issues and dead bugs in a licensed food establishment. Staff were onsite for an investigation. The establishment has hired pest control and is working on controlling the insects.
- A complaint was received regarding a lack of restrooms in a licensed food establishment. Staff completed an investigation and the bathrooms have been reopened.

FAMILY HEALTH AND INJURY PREVENTION TEAM REPORTS

Maternal Child Health – Erica Sherman

Public Health Nurses have resumed home visiting, however, are only accepting highest risk referrals at this time. A grant has been submitted to the UW-Partnership Program to request funding to support implementation of Parents as Teachers, an evidence-based home visiting program.

Cribs for Kids – Erica Sherman

We are currently accepting referrals for our pack-N-play distribution program to promote safe infant sleep. Participants of this program are required to complete safe infant sleep education with a Public Health Nurse or online prior to receiving their portable crib.

Perinatal Depression Screening – Erica Sherman

Efforts are underway to improve perinatal depression screening and referral for services in Wood County. Public Health Nurses are now screening individuals at community events that aim to reach pregnant and newly postpartum individuals. Additionally, nurses will be working with local providers to improve screening during other appointments.

Child Passenger Safety – Erica Sherman

Two new staff members have been trained and passed the Certified Child Passenger Safety course. This improves our ability to answer incoming calls and staff child passenger safety clinics. Our program is currently working to become paperless with the introduction of the national digital seat check form.

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

- WIC continues to complete most appointments over the phone during this time. In person appointments are available, as requested, one day per month. The physical presence waiver to allow appointments over the phone currently goes through mid-October. The waiver is tied to the public health emergency declaration and requires WIC agencies provide remote services 90 days past the expiration of the public health emergency declaration.
- Sarah Krubsack and I attended Aspirus and Marshfield clinic physician and nurse meetings throughout June to give updates on the WIC program and answer any questions.

Caseload for 2022 (Contracted caseload 1408)

	Dec 2021	Jan 2022	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Active (initial)	1362	1375	1365	1379	1369	1325	1375						
Active (final)	1367	1378	1398	1402	1376	1329							
Participating	1366	1377	1372	1402	1376	1327	1373						

WOOD COUNTY HUMAN SERVICES DEPARTMENT REPORT July 2022

Director's Report by Brandon Vruwink

Over the past several months, I have provided updates on a new housing pilot project we are working on with the State of Wisconsin Department of Children and Families and Casey Family Programs. The program has been named "Family Keys," funding will be released over the next couple of weeks. I plan to share more information about the program at this month's meeting.

At last month's Health and Human Services Committee meeting, Reuben provided an update on proposed modifications to the River Block Building. Since that discussion, I have worked with Reuben to address the critical needs of the Human Services Department. I appreciate Reuben's efforts in developing a plan to ensure we continue meeting our customers' needs.

On Friday, July 15, I attended the Wisconsin Counties Associations Health and Human Services Steering Committee. We voted on several resolutions related to Health and Human Service programming, which will now be forwarded to the Wisconsin Counties Association's board of directors for review. The group also began discussing the key priorities for the upcoming state budget. The group voted unanimously to support the priorities. The next step is writing issue papers to explain the budget requests. The priorities address the pressing challenges we face as a Human Services Department within each of our divisions. I will be sure to share updates as the process moves forward.

Wood County Human Services provides Income Maintenance Services regionally through the Northern Income Maintenance Consortium. Through a requirement by the State of Wisconsin, all Income Maintenance Services must be administered through a consortium of counties. The Northern Income Maintenance Consortium is a twelve-county consortium, and Wood County serves as the Fiscal Agent. Recently, the Northern Income Maintenance Consortium went through a state review. The review process is extensive and takes a deep dive into a random sample of cases. Here is the feedback the state shared on the review summary page: "Northern's review had only one corrective action, which is fantastic! Agency staff are consistently friendly, knowledgeable, and professional; agencies are accessible and customer-focused. Re-Certification accuracy, agency observations, active error rates, anonymous calls, overpayment claim establishment, and customer and advocate survey results were all excellent. Northern has continuously provided exemplary customer service and case accuracy throughout the public health emergency". I congratulate the entire consortium, particularly the Wood County Income Maintenance Team, on a job well done!

On July 12, the Operations Committee released the parameters letter, which kicks off the county budget process. Over the next six weeks, I will spend much of my time working with the Administrative Team to develop the Human Services budget. Should you have questions throughout this process, please feel free to reach out.

Administrative Services Update by Mary Schlagenhaft

Administrative Services Team members attended various meetings specific to their job duties during the month. These included, but not limited to: Health & Human Service, Operations, County Board, team building, Human Services Division budget, Division specific management, process and individual progress meetings and any performance evaluations for team members submitted timely. All team members worked together to cover shortages in immediate needs due to absences and vacancies.

Additional accomplishments: Single Audit follow questions. Budget work for 2023. Ongoing EHR SmartCare learning, workflows and processes.

Claims and A/R team:

- Continued to provide onsite training as part of onboarding of Edgewater A/R claims specialist
- Reviewed and worked on PPS needs in SmartCare EHR

Insurance claims created and submitted for current reporting

- Norwood: 245 claims in the amount of \$1,198,820
- Edgewater: 59 Claims submitted in the amount of \$309,872
- Community: 21 claims in the amount of \$2592 out of Legacy System. 85 claims submitted in the amount of \$85,820 in new EHR system
 - Accounts Receivable receipts: \$88,573

Service Admission Intakes - by Location

- NHC Admissions: 31
- Bridgeway: 11
- Edgewater: 10
- Community: 56 intakes, 48 updates and 4 walk-in scheduling
 - 12 Prior Authorization for services
 - 1386 appointments scheduled, 889 attended (64%)

TRIP Monies received YTD:

- Norwood: \$32,218
- Community: \$61,664

Accounting and A/P Team:

- Vouchers, cash receipts, revenues, reporting all completed and submitted timely
- Continued efforts to identify staff duties, timelines and processes to assist in contingency planning (backups)
- Monthly NHC team meeting, bi-weekly EW team meetings, team 1/1 meetings conducted for updates on needs and goals
- NHC & EW budget meeting
- Continued training and rollout of duties to Community accounting clerk
- Responded to Single Audit requests / provided working papers
- Prepared updated 2022-23 FSET budget
- Preparation and roll out of 2023 Budget documents, FTE counts, Expense reports
- Completed cost reports for NHC/EW returned and reviewed for accuracy
- NHC appraisal reviewed for accuracy
- DHS NH informational rate setting & First Amendment Audit meeting attended by team members

Support Services Team:

- 1 staff on intermittent FMLA
- Onboarding of 2 new Team members, training schedules prepared.
- Update on Outpatient Clinic service note: dictation continues to be completed within 3 business days of appointment (there is occasionally an exception due to staff absences)
- Placement of desktop scanners. Laserfische training to be presented by IT department.
- Monitored Administration Budget
- 1 HIPAA/ Confidentially investigations in June;
- Attend monthly Admin Services Managers' meeting
- Progress on RB 231 FS Records restructure and destruction, plan involves reorganizing paper files by destruction date into Vault.
- Meet with 13 support services staff for scheduled one on one progress update; by phone and/or in person; Ensure reception areas and all essential duties have coverage

Behavioral Health Update by Stephanie Gudmunsen

The Comprehensive Community Services Program had its re-certification survey by the Wisconsin Department of Quality Assurance in June. The surveyor was on-site completing reviews of records and documentation that all rule requirements are met. There were two citations given related to documentation for contracted service providers. The program is required to have both reference checks and Criminal Background checks on file for all staff that provide CCS services, including all contract providers. We did not have a hard copy of one required out of state background check and there were several contracted staff that did not have references completed, resulting in the citations. We will be updating our forms and our process for contract providers to ensure that all of the required information is given to us prior to a staff person starting to provide CCS services. The program was awarded another two-year certification.

The new national Suicide & Crisis Lifeline 988 is now available. In Wisconsin, the 988 Suicide & Crisis Lifeline will connect with an in-state service known as the Wisconsin Lifeline, which is operated by Family Services. The person contacting the 988 Suicide & Crisis Lifeline is connected with a trained counselor who takes note of the person's needs, understands how the person's problem is affecting them, provides support, and, if needed, gets the person additional help. We met with the Outreach Coordinator for Family Services to discuss the new 988 number, provide information on how Wood County Crisis Intervention operates and discuss how the services will interact. People can choose to call the 988 Lifeline or continue to call their local Crisis Line as they have been. The Lifeline may transfer calls to us when appropriate. The Lifeline does not provide a mobile crisis response or conduct individual assessments, does not meet with callers in person, does not approve Chapter 51 or emergency detentions and does not have access to county documentation for consumers' who may be enrolled in services. The Lifeline is an additional service and not meant to be a replacement for county crisis phone lines or any DHS 34/35/75 requirements.

Edgewater Haven Update by Kyle Theiler

In the month of June we had 10 admissions and 4 readmissions. Census continued to be heavily impacted by a COVID-19 outbreak. Memory care census was steady at a census of 18.

Census comparison to last year:

June 2021 – 48.83 average census with 6.53 rehab

June 2022 – 45.86 average census with 5.86 rehab

Admissions/Discharges Comparison:

June 2021 – Admissions 12/Discharges 11/Readmissions 5/Deaths 5

June 2022 – Admissions 10/Discharges 4/Readmission 4/Deaths 0

Personnel Updates: Nurses – 2 FT .97 RN, 2 FT .97 LPN, 1 PT .5 LPN. CNAs – 2 FT .97 CNA. The dietary department continues to be fully staffed. We have one casual staff member on leave in dietary due to them having a baby. However, the normal shifts they worked are being filled by students on summer break.

As of writing this, we are in the process of hiring one CNA. The aide is working at a different health care system and would bring some years of experience to our building. We do have one aide transferring to Norwood. This employee lives in Marshfield and wants to work closer to home due to rising gas prices. We are disappointed to lose this employee, but happy to keep them within the county! Therefore, we are still at two full time CNA openings.

There was not much movement with the nurse staff this month. One new RN decided skilled nursing was not for her. I am focusing all Indeed resume contacts on RNs and LPNs to assist in getting these positions filled.

COVID-19 Updates: The large COVID-19 outbreak slowed dramatically in the month of June. We had one resident test positive due to an exposure from a visitor. This resident was placed on quarantine immediately which helped stop the spread of the virus.

There was on other staff member who tested positive in June. This employee tested positive after being exposed by their spouse. No residents or staff tested positive as a result of this employee being sick.

There were no significant regulatory changes related to COVID-19 in June.

Capital Improvement Projects: The 400 wing cabinet project is nearly complete. We are waiting on a few parts and hope to have this project finished by the end of July at the latest.

Our boiler project is no longer slated for the start of July. There was a delay in the shipment of the equipment needed. Our maintenance lead is working with the contractor to get a solidified date for this project as soon as possible.

The parking lot light project is finished.

The 500 wing patio project has begun. The digging and cement pouring is complete. Now we are waiting on materials to build the deck and pergola.

We continue to get closer to completing all of our CIP projects. At this point, the boiler project is the only project that has not begun.

Health Care Services Group: The work from health care service group continued to improve during the month of June. Recruitment and retention have been really strong. The health care service group team is now fully staffed. I am really proud of the team they have put together for our environmental service needs.

Health care service group did provide a refund related to the short staffing for the first five months of this year. This refund will help our laundry and housekeeping budget significantly.

Employment & Training Programs Update by Lacey Piekarski

FSET Program: The FSET Program completed annual monitoring with DHS June 15, 2022. Monitoring included attendance of two FSET appointments with customers and case reviews. Findings include six best practices and two recommendations, which include providing refresher trainings on two specific policies: disenrollment from the program and worker timeframe entry for participation tracking. Trainings have been scheduled for both training topics.

Six best practices were shared:

- DHS applauds Region 6 staff for their dedication to quality assurance and for providing top-notch service delivery. The region's commitment to providing ongoing staff training and staff support to better serve customers demonstrates an investment in quality improvement as a continuous effort.
- DHS admires the nonjudgmental approach staff use to address barriers. This approach reinforces the agency's mission of "opportunity." Having a philosophy and mission that emphasizes hope and empathy can empower customers and strengthen prospects for vocational success.

- Kudos to the Career Services team for their efforts to develop partnerships with employers. DHS was impressed with the approach of creating employer profiles and the impact this has had on job retention.
- DHS commends Region 6 for their efforts to offer on demand enrollment to capture individuals the moment they express interest in the FSET program. We also appreciate the efforts made to provide seamless services that do not result in gaps between time of enrollment and ongoing services.
- DHS applauds the level of detail workers enter in PIN comments. Although the Summary of Findings identify PIN commenting as a best practice, it is noteworthy to mention. Of the cases reviewed, DHS recognized a consistent effort by staff to enter comprehensive comments.
- DHS applauds the continued efforts of Region 6 to partner with the Income Maintenance agency. The ongoing efforts allow FSET and IM to better serve each customer.

As of June 30, 2022, FSET is serving 892 customers, enrolling 60.34% of those referred to the program.

Independent Living Program: The Independent Living (IL) Program continues to serve young people up to age 23 through December 31, 2022, an extension of program eligibility funded through one-time stimulus funds. As of July 2022, DCF has not yet confirmed if serving youth between the ages of 21–23 will continue into 2023. The IL Program is currently serving 28 youth ages 21-23, otherwise ineligible at the age of 21, unless enrolled in post-secondary education.

We are excited to celebrate 16 youth completing their high school or equivalent (GED, HSED) certification in the spring semester of 2022! To celebrate youth in the IL Program completing high school, WI DCF is hosting the 10th Annual Graduation Event at the Governor’s Mansion on July 19th in Madison. Three youth from our region are attending this celebration.

From January 1 to June 30, 2022, the IL Program was actively supporting 117 youth during the report period, or 67.63% active rate for those eligible for IL services. Final data for January 1 – June 30, 2022 will be shared in the August update.

Family Services Update by Jodi Liegl

Plan-Do-Study-Act: Face-to-face interactions between caseworkers and families is a foundational aspect of the job CPS and YJ professionals do every day. Through a collaboration between Wisconsin Department of Children and Families (DCF) and the Wisconsin Child Welfare Professional Development System, 15 child welfare agencies from across the state came together to increase the intentionality of their family contacts utilizing the Plan-Do-Study-Act (PDSA) model of change. These new methods have proved to increase efficiencies, improve documentation, cultivate family engagement, and enhance the critical thinking of workers. The tools developed by the Wood County team have been published statewide for all counties to utilize. Additionally, the group was asked to present their work at the state Public Child Welfare Conference this fall.

Wood County applied and was accepted to participate in the 2022 PDSA Collaborative on identifying and engaging non-custodial parents offered by the Wisconsin Child Welfare Professional Development System (WCWPDS). We look forward to working through this collaboration to enhance our practice.

Family Fun Night: The Family Services division arranged and piloted the first Family Fun Night on June 28th. The goal of Family Fun Nights is to allow families who work with the agency an opportunity to experience a fun, new activity with their families while continuing to be supervised by Department staff, if necessary. Family Fun Nights will continue to be held monthly on the last Tuesday of the month with new themes for each night.

The first Family Fun Night theme was a carnival theme and held at River Block. Families in attendance were offered carnival themed food, game and activities. With a number of agency staff present, families were able to have dinner together, play carnival games, engage in hands-on activities and take pictures at the photo booth. Families and staff shared positive feedback about their experiences at the event. Agency staff noted it was enlightening to be able to interact with families in a different and unique setting, allowing for positive interactions and memories.

The next event is being held at Newman's Miniature Golf Course on July 26th, where families can enjoy a round of mini golf and an ice cream cone.

Foster Care Grant Award: Through DCF, we received a grant award for Foster Care Program in the area of retention. We were one of 20 grants awarded to counties, tribes, and private foster care agencies across the state. Fifty-four agencies applied for the grant funds. Retention of foster parents is vital to the success of our foster care program. As we aim to increase our retention rate, the funds through the grant award will assist in creative opportunities. team. Over

Family First: Through discussions our Youth Justice Supervisor had with a policy initiative advisor with DCF Division of Safety and Permanence, Wood County was featured in the Family First Newsletter, June edition. The newsletter highlights successes to show how creative jurisdictions are being across the state to serve families. The article highlighted Kids at Hope and the new Youth Extended Services (YES) team. The State was inspired by the messaging of Kids at Hope and are considering it as a closing speaker for the Child Welfare and the Courts Conference next year. Below is the write up on Wood County. For a complete viewing of the Newsletter, visit <https://dcf.wisconsin.gov/files/familyfirst/family-first-june-2022.pdf>

Agency Spotlight: Wood County

This month, DCF's Angi Krueger connected with Stephanie Wanserski, Wood County Youth Justice Supervisor & Treasure Hunter, to talk about how they Put Families First.

A few years ago, Wood County Human Services adopted a new agency motto: "We Believe All Kids Are Capable of Success, No Exceptions!"

In fact, when you email a child welfare professional in Wood County, you may notice this motto in their email signature.

Stephanie Wanserski, Youth Justice Supervisor & Treasure Hunter, described this motto as a cultural and belief framework that has shaped how Wood County approaches working with children and families. This strengths-based approach encourages looking at children and families through a lens of hope and a belief in what can change, instead of a lens of risk.

What does it mean to be a Treasure Hunter? "It's looking for all of the treasures in children and families. People are more likely to be successful if people believe in them," reported Stephanie.

This philosophy has translated to exciting ways to support children and families. One way is that the agency identified a major need for youth and families, specifically youth in crisis. Historically, there was a concern that youth were often criminalized for their mental health behaviors, which made the problem worse.

To address this unmet need, and work to support strength-based services, the agency approached the Wood County Board with a proposal to fund a program called Youth Extended Services, also known as YES, which would provide 24/7 in-home support to families in crisis. The proposal included multiple positions to provide skill-building in-home to support families in real time. The agency also partnered

with local mental health and CCS partners. This program model will focus on serving families in home and helping build on the family's treasures, with the goal for families to live and thrive safely together.

The purpose of the program is that "instead of sending children somewhere else to be 'fixed', we really needed our whole community to wrap around youth and families and keep our kids here," Stephanie explained.

By clearly identifying the needs, developing a targeted proposal, and leading with real stories from the community, the agency received funding and has already filled three of the new positions and has made two additional job offers. The agency hopes to roll out the YES team in July.

Special thanks for Wood County for providing this month's inspiration. If your agency would like to share information on how you're Putting Families First, please connect with DCF at FamilyFirst@wisconsin.gov.

Norwood Health Center Update by Marissa Kornack

Staffing in the nursing department continues to be a struggle with the multiple positions vacant for both CNAs and nurses. We continue to utilize two agency CNAs, but otherwise are able to cover the schedule with other staff picking up. The incentive pay continues to work and is appreciated by staff. Through our use of Indeed we have been able to make initial contact with interested candidates, but then receive no response from them after multiple attempts (phone calls, emails) to schedule interviews. On the bright side, we recently hired a full time CNA, a casual RN, and a full time dietary aide. We were not successful in the hiring of an infection control nurse, but will be reposting the position in the coming months for another shot at recruiting.

Our search for a permanent psychiatrist continues with Jackson Physician Search. I continue to have weekly calls with our representative. They have provided feedback on the largest deterrents related to how our opportunity is currently structured, which I will share more about at our meeting.

Norwood Nursing Update by Liz Masanz

COVID-19 community transmission level is still in the red, which requires bi-weekly testing for those not up to date on their COVID-19 vaccinations. CMS updated their "up to date" definition at the end of May, so anyone without the recommended booster shots now also have to participate in bi-weekly routine testing, which doubled our testing need. We had an additional opportunity for staff and resident vaccination in June with six boosters administered. 93.6% of staff are fully vaccinated, with 6.4% not vaccinated with approved exemption requests.

Admissions Unit: Dr. Reimers continues as our acting treatment director via telehealth through contract, with locum psychiatrist coverage on the weekend. We had 31 admissions and 23 discharges in June.

Census has been up over the last few weeks from earlier in the year. Krissy (head nurse) completed most of the in-house annual Vistelar (physical hold and de-escalation) training for staff this month. We have been working on several quality improvement projects for improving paperwork flow and compliance. We purchased some Bluetooth music headsets for patient use by doctor order and that has been therapeutic. The psychologist, social workers, head nurse, and DON met with Nikki, our occupational therapist, to put a plan in place for them to complete groups when she is off on leave, as we are unable to find any casual or agency occupational therapists available to fill that need. Dietary has updated the vegetarian diet offerings due to some recent complaints and that has been well received.

Long Term Care Unit: Census continues to be very strong on the unit. There were three admissions and one discharge in June. We expect our annual state survey at any time in the next few months, as they

were last here in July of 2021. We continue to work on survey preparation by meeting as a group every week to review our sections of the survey process and audits. Liz will be presenting at the annual DHS FOCUS conference in November on care planning regarding mental and behavioral health. Amanda, the LTC head nurse, has been attending several virtual trainings through WI DON Council, Leading Age WI, and DHS on various topics and regulations. Our reimbursement under the new PDPM system of payment for Medicaid seems to be generating more revenue than the previous average CMI system.

Norwood Health Information Department by Jerin Turner

Due to internal promotions, we are recruiting for two casual receptionist to cover evening and weekend hours at the front desk.

Norwood Dietary Department by Larry Burt

Congregate meals for the month of June were 5,435 with revenue of \$29,010.77. Congregate meals year to date are 32,029 with revenue of \$171,136.18. Income year to date is \$13,534.89. Food costs continue to increase, which is limiting the income potential.

Norwood Maintenance Department by Lee Ackerman

Pathways Renovation: There is only one resident room remaining to have new flooring installed. We expected to be finished by this point, however, the installer needed to take some time away to attend to some medical needs and other responsibilities. This does not complicate our schedule and the project should be completed shortly.

HVAC Upgrades: Work continues on replacing old pneumatic controls with digital upgrades. This process involves switching out valves and controls in the crawlspace under the facility, so progress will be slow but steady.

Grant Opportunity: We were informed in mid-July that our application for the Nursing Home and Long-Term Care Facility Infection Prevention and Infrastructure Matching Grant offered by WI DHS was fully approved! We were awarded the maximum allowed amount of \$20,000, which must be used during 2022.

The project we presented met the grant's criteria and focused on improvements to HVAC controls and systems. Part of the criteria required that the applicant supply matching funds for grant awards, which limited our eligibility to projects already approved, and the improvement needed to be listed in the grant's approved project list. The current HVAC improvement project now underway matched those criteria and has been approved.

Boiler Exhaust Fan: Materials have been ordered to make this repair, but have not yet arrived. We expect the installation to be performed soon after we receive those components.

CVSO Report to the Wood County Health and Human Services Committee

Meeting Date: July 28, 2022

June Activity: During the month of June we completed/submitted 335 federal forms to include:

- 24 intent to file a claim (this marks the effective date while we assist the veteran in gathering all the required supporting documentation)
- 6 Appeals – Higher level review, Notice of Disagreement (appeal)
- 12 new claims for disability compensation
- 0 new claims for veterans pension
- 5 new claims for surviving spouse benefits (DIC or surviving spouse pension)
- 19 new applications for VA Healthcare
- 30 appointments of Claimants Representative (POA for American Legion, VFW, DAV etc.)
- 15 burial and marker applications

Activities:

1. Completed as of July 21:
 - a. June 17 – Wisconsin Department of Veterans Affairs virtual training on Higher Level Reviews and the Wisconsin Property Tax Credit.
 - b. June 21 - Federal VA Regional Office Milwaukee Director's conference call with VSO & CVSO leadership.
 - c. June 22 - Governor's Blue Ribbon Commission of Veteran's Opportunity (Virtual)
 - d. June 23 – Central Wisconsin Veterans Small Business ARPA request meeting
 - e. June 23 – Board of Veterans Affairs meeting (WDVA)
 - f. June 24 – Veteran Service Commission meeting.
 - g. July 1 – Guest speaker on WFHR radio.
 - h. July 7 – CVSO Association Executive Committee meeting at Mead Inn
 - i. July 13 – Public Listening Session for Governor's Blue Ribbon Commission of Veteran's Opportunity
 - j. July 19 - Federal VA Regional Office Milwaukee Director's conference call with VSO & CVSO leadership.
 - k. July 20 - Governor's Blue Ribbon Commission of Veteran's Opportunity (Virtual)
2. Near Future:
 - a. July 21 – CVSO fall Conference planning with Hotel Mead
 - b. August 11 - Board of Veterans Affairs meeting (WDVA)
 - c. August 23-27 Central Wisconsin State Fair (outreach booth)

Office updates:

1. Office continues to review and reach out to Blue Water Vietnam Navy and Marine personnel. Many veterans have responded and we have submitted claims for compensation. To date Wood County Veterans under this effort have received \$619,628,080 in retroactive payments. Monthly increases totaling \$59,577 or additional \$714,931 every year.

Since last month's report: three rated:

- a. Veteran's rating increased 20 to 50% \$2,626.80 retroactive payment and monthly increase of \$655.70.
- b. Veteran rating increased from 60 to 80% with \$3,608 in retroactive payment and monthly increase of \$601.40 per month. Additional items were deferred and an error to grant a special monthly compensation was identified and appealed.
- c. Veteran rated 100% disabled permanently \$42,202 in retroactive payment. Current monthly benefit of \$3,517 per month. Spouse granted VA health insurance. Additional items deferred which may grant a special monthly compensation for additional monthly amount.

Note: these are just ratings we initiated by reviewing our records on file and contacting the veteran. It does not include claims brought in to our office by the veteran or the normal benefit maintenance activity we do. To date the retroactive payments and the annual ongoing compensation for this initiative have exceeded the annual budget for the department.

2. SFC Heath Robinson Honoring our Promise to Address Comprehensive Toxics Act of 2022 (PACT Act) H.R. 3967. Has been amended for a procedural issue (Senate put a revenue item in that can only start at the House) and is currently back at the senate. We have started a review of our veteran files similar to what we did for Agent Orange Blue Water Navy and Camp Lejeune review (see item 1 above). We are drafting letters to veterans on the various issues and will start sending them once the President signs the Act into Law.
3. Unplanned claim for veteran's widow. While working with the Wood County Veterans Memorial Committee in preparation for Memorial Day a staff member had further questions about two veterans on their list. Research on them identified one who had died in 2021 from coronary artery disease an Agent Orange Related disease. Veteran had not worked with our office since 1998. We did send him an outreach letter in 2004 with no response. Our staff reached out to the widow and after convincing her that we were not a scam she filed for benefits. An application for a service connected death was submitted. A burial benefit of \$2,000 was granted and Dependence and Indemnity Compensation (DIC) of \$1,437.66 per month with retroactive back pay of \$8,625.96 sent to the widow. Widow is now eligible for CHAMPVA (no premium) health insurance and the Wisconsin Veteran and Surviving Spouse Property Tax Credit.
4. Governor Evers's Blue Ribbon Commission on Veteran's Opportunity has had four meetings and one listening session:
 - a. First meeting Focused on the History of the Veterans Trust Fund and what it is used for
 - b. Second meeting- The State Veterans Nursing Homes and veteran long term care.
 - c. Third Meeting – Veteran Employment and Education
 - d. Fourth meeting – Housing, Homelessness and mental health.

The August 20th meeting will start the work sessions to make recommendations to the Governor. For more information on the Commission please see the following website.

<https://dva.wi.gov/Pages/aboutWdva/BlueRibbonCommission.aspx>

Minutes of the Wood County Public Safety Committee

DATE: July 11, 2022

PRESENT: Joe Zurfluh, William Voight, Bill Winch, Dennis Polach, Brad Hamilton

EXCUSED:

NOT

PRESENT:

OTHERS Sarah Christensen, Jeff Penzkover, Dave Patton, Erik Engel, Shawn Becker,

PRESENT: Quentin Ellis, Kelli Trzinski, Lori Heideman, Kim McGrath, Charlie Hoogesteger,
Ted Ashbeck, Lance Pliml, Alexa Acker, Brooke Baierl, Matt Susa

LOCATION: Wood County Courthouse

1. Call to Order:

Joseph Zurfluh called the meeting to order at 9:00 a.m.

2. Review minutes of June 13, 2022:

Motion by Hamilton, second by Voight to approve the minutes of the June 13, 2022 meeting as presented. Motion carried unanimously.

3. Public Comments:

No public comments.

4. Set date, time and location of next meeting

August 8, 2022

9:00 a.m.

Wood County Courthouse Room 114

5. Communications Department:

a. Communications June 2022 Claims:

The Committee reviewed the Communications June 2022 claims.

b. Communications Report:

The Committee reviewed the Communications report.

6. Emergency Management Department:

a. Emergency Management June 2022 Claims:

The Committee reviewed the Emergency Management June 2022 claims. Clarification was given on the charges to Rent-a-Flash, stated it will come back once billed to municipalities.

b. Emergency Management Activity Report:

The Committee reviewed the Emergency Management report. Stated work has been taking place on multiple grants along with computer hazmat being due. Waiting on word from the state on the Safe Room Grant, have been on hold since May. Clarification was given on the work done for the City of Wisconsin Rapids with the work program.

7. Dispatch Department:

a. Dispatch June 2022 Claims:

The Committee reviewed the Dispatch June 2022 claims.

b. Dispatch Activity Report:

The Committee reviewed the Dispatch report. Stated there is still work being done with staffing.

c. PSAP Grant Funding Resolution

Communication has taken place between the Department of Military Affairs, County Clerk, and County Attorney to come up with resolution. This will allow grant applications to take place for the NextGen911 software.

Motion by Hamilton, second by Polach to approve the PSAP Grant Funding Resolution. Motion carried unanimously.

8. Coroner:

a. Coroner Report:

The Committee reviewed the Coroner reports.

b. June 2022 Claims:

The Committee reviewed the Coroner June 2022 claims.

9. Humane Officer

a. Humane Officer Report:

The Committee reviewed the Humane Officer reports.

b. Discuss Oversight of Humane Officers:

Chairman Pliml supports the decision for the Humane Officer positions to be under the Sheriff's Department.

Motion by Hamilton, second by Voight to move the Human Officer positions under the control of the Sheriff's Department. Motion carried unanimously.

10. Sheriff's Department:

a. Correspondences:

Sheriff Becker discussed the upcoming Lavonne Zenner bridge dedication on August 3, 2022 at 11:00 a.m.

Sheriff Becker discussed the Battle of the Badges at Gold Sands Speedway on July 8, 2022.

b. Wood County Rescue:

The Committee reviewed the Wood County Rescue report.

c. Crime Stoppers:

The Committee reviewed the Crime Stoppers report.

d. K-9 Project:

The Committee reviewed the K-9 report.

e. June 2022 Claims:

The Committee reviewed the Sheriff's Department June 2022 claims.

f. Hiring Process:

Sheriff Becker discussed why employees are leaving the jail for the private sector. He stated a survey was given to the jail employees a few months back with positive and negative feedback.

g. Boat/ATV/UTV/Snowmobile Patrol:

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

h. Overtime:

The Committee reviewed the overtime reports.

i. Courthouse Security:

The Committee reviewed the Courthouse Security report.

j. Part-time Wages:

Sheriff Becker discussed raising the part-time deputy wages to \$20.00 an hour for next year to be more competitive with the Department's wages. He discussed step increases for years of service with a cap on the wages.

k. Jail Items

- i. Inmate Daily Population: Reviewed.
- ii. EMP: Reviewed
- iii. Safekeeper Housing Numbers: Reviewed
- iv. Kitchen Report: Reviewed
- v. Body Scanner: Reviewed
- vi. Maintenance: Nothing to Report
- vii. Inmate Programs: Sheriff Becker discussed the types of programing in the jail.
- viii. Jail Study: Nothing to Report

11. June 2022 Claims: Communications, Emergency Management, Dispatch, Sheriff, Coroner, and Humane Officer:

Motion by Hamilton, second by Polach to approve the June 2022 claims of all Public Safety Committee Departments. Motion carried unanimously.

12. Agenda Items for Next Meeting:

Part-time Wages

13. Adjourn

Meeting adjourned at 9:47 a.m. by Chairman Zurfluh.

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

Minutes of the Wood County Public Safety Committee

DATE: August 8, 2022

PRESENT: Joe Zurfluh, William Voight, Bill Winch, Dennis Polach, Brad Hamilton

EXCUSED:

NOT

PRESENT:

OTHERS

PRESENT: Sarah Christensen, Jeff Penzkover, Dave Patton, Erik Engel, Shawn Becker, Quentin Ellis, Kelli Trzinski, Charlie Hoogesteger, Lori Heideman, Ted Ashbeck, Lance Pliml, Alexa Acker, Brooke Baierl, Ed Newton, Jacob Wagner, Ashley Normington, Craig Broeren, Reuben Van Tassel, Peter Kastenholtz, Wayne Sorenson

LOCATION: Wood County Courthouse

1. Call to Order:

Joseph Zurfluh called the meeting to order at 9:00 a.m.

2. Review minutes of July 11, 2022:

Motion by Hamilton, second by Voight to approve the minutes of the July 11, 2022 meeting as presented. Motion carried unanimously.

3. Public Comments:

No public comments.

4. Set date, time and location of next meeting

September 12, 2022

9:00 a.m.

Wood County Courthouse Room 114

5. Communications Department:

a. Communications July 2022 Claims:

The Committee reviewed the Communications July 2022 claims. Clarified that the vehicle repair charges were for the brakes for all four wheels.

b. Communications Report:

The Committee reviewed the Communications report. States the finishing touches are being completed for moving. Has a storage container that is almost filled and this is where most departmental items will be kept.

6. Emergency Management Department:

a. Emergency Management July 2022 Claims:

The Committee reviewed the Emergency Management July 2022 claims.

b. Emergency Management Activity Report:

The Committee reviewed the Emergency Management report. Stated work has been taking place with townships to submit for reimbursement from the July 2022 rainstorm damages. Also, spoke on how state grants will be moving to follow the calendar year instead of the fiscal year. Will be attending a seminar to gather more information. Checks for grant money may not be received in February 2023 as usual, instead hoping for some time within the first half of 2023.

7. Dispatch Department:

a. Dispatch July 2022 Claims:

The Committee reviewed the Dispatch July 2022 claims. Clarification was given on the CIP purchase for NextGen911 for addressing, have been working with Planning & Zoning on this.

b. Dispatch Activity Report:

The Committee reviewed the Dispatch report. Director stated her retirement date is set for February 3, 2023 and should start thinking about a replacement for that position. No recommendations were given as a replacement. Still one position short on staffing, will be hiring but waiting for current new hires (hired in July 2022) to finish training.

8. Coroner:

a. Coroner Report:

The Committee reviewed the Coroner reports.

b. July 2022 Claims:

The Committee reviewed the Coroner July 2022 claims.

c. Discuss Need for Office and Storage Space:

The Coroner discussed the need for an office and storage space for files and supplies. Supervisor Polach suggested the 12th Street location. Reuben Van Tassel stated the 12th Street location is a possibility. Lance Pliml stated he has some ideas for space in the courthouse. Further discussion will be held regarding this issue.

d. IT Proposals:

The Coroner discussed two options given to him by the IT Department for secure, County-issued work stations.

Motion by Hamilton, second by Voight to allow the Coroner to pursue option number two at the cost of \$2611.20 with a \$700.00 annual fee for iPads and equipment from the IT Department. Motion carried unanimously.

9. Humane Officer

a. Humane Officer Report:

The Committee reviewed the Humane Officer reports.

10. Sheriff's Department:

a. Correspondences:

Sheriff Becker thanked Joseph Zurfluh and Bill Voight for attending the Lavonne Zenner bridge dedication on August 3, 2022.

Sheriff Becker stated skeletal remains were found in the Wisconsin River in the Village of Port Edwards.

Sheriff Becker stated the department is meeting with Marshfield Police Department today, August 8, 2022, to discuss the MOU for a combined tactical team.

b. Wood County Rescue:

The Committee reviewed the Wood County Rescue report.

c. Crime Stoppers:

The Committee reviewed the Crime Stoppers report.

d. K-9 Project:

The Committee reviewed the K-9 report.

e. July 2022 Claims:

The Committee reviewed the Sheriff's Department July 2022 claims.

f. Hiring Process:

Sheriff Becker stated a new eligibility list is being established for Deputy Sheriff and the jail is still in the process of hiring more corrections officers.

g. Boat/ATV/UTV/Snowmobile Patrol:

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

h. Overtime:

The Committee reviewed the overtime reports.

i. Courthouse Security:

The Committee reviewed the Courthouse Security report.

j. Part-time Wages:

Sheriff Becker discussed the need for the part-time wages to be increased. The Committee agreed the Department should move forward with the increased wages.

k. Jail Items

- i. Inmate Daily Population: Reviewed.
- ii. EMP: Reviewed
- iii. Safekeeper Housing Numbers: Reviewed
- iv. Kitchen Report: Reviewed
- v. Body Scanner: Reviewed
- vi. Jail Inspection-Reviewed
- vii. Maintenance: Nothing to Report
- viii. Inmate Programs: Nothing to Report
- ix. Jail Study: Should be breaking ground in October

11. July 2022 Claims: Communications, Emergency Management, Dispatch, Sheriff, Coroner, and Humane Officer:

Motion by Hamilton, second by Polach to approve the July 2022 claims of all Public Safety Committee Departments. Motion carried unanimously.

12. Agenda Items for Next Meeting:

Budgets
Coroner's need for office and storage space

13. Adjourn

Meeting adjourned at 9:55 a.m. by Chairman Zurfluh.

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

Wood County
Department Head / Humane Officer
Nanci Olson
June 12th – June 25th 2022

6-12; (Include the following tasks:)

1. This Summary/Report; a typed hard copy summery of all hand written cases/calls of current pay-period. Please advise if the Committee no longer requests this bi-weekly summery.
2. Entering each case number & time & date & mileage & description of each case typed on to hard-copy Per Diem sheet employer required
3. Reentering information online into TimeStar is required
4. Emailing attached Report/Summery and Per Diem to Kelli; and to current Supervisor as required by Committee. Sub-total 4 hours
5. The above hours worked and tracked per Report/Summery and Per Diem have been 'approved' by Supervisor Feirer ' via his email response prior to each pay period. Report/Summery and Per Diem now sent to Supervisor Zurfluh for review, approval or disapproval.

Weekly hours worked include, contact by Officers and Town Chairs with questions relating to the Animal Laws that are not tied to a Per Diem eligible event per Human Resources. Responding to a letter from a Law Office looking for a report regarding a dog bite from 2020, he didn't have a case number, after searching I found that I did not have a bite in that time frame matching the victims name. I was able, after a few phone calls, learn that the bite took place in the City of Marshfield, I obtained the case number and called the Attorney's office and gave them the information so they could proceed in their case by contacting Marshfield Police Dept. Daily checking of work emails, reading and responding when necessary those not tied to a Per Diem Eligible event. KnowBe4 on-line training, mandatory per Wood County Policy which is not tied to a Per Diem Eligible event. Additional 3 hours.

6-12,13,14; WR9161 I made contact with the owner of a dog that was attacked. She stated a Rottweiler was off-leash in his yard when she was walking her dog on a leash, she walked past the residence @ 500 block of 15th Street North. The Rottweiler went after her dog on the sidewalk. The walker was also concerned as the owner of the Rottweiler kicked his dog, and that this was not the first occasion when she saw him kick his dog. I made contact with the owner of the Rottweiler, he was not happy to see law enforcement and shortly after taking my card gave it back, said it was over, that I should leave, and not to come back. He then choose to talk with me about the incident. He stated that his dog, the Rottweiler went up to her dog, sniffed her dog and then the dogs 'got into it'. We discussed that from a now on he will have his dog on a leash when not in his fenced in back yard.

6-14,15,16; NPD1169 On June 8th, a Nekoosa Officer brought a stray Pitbull type dog to the Humane Society. A month earlier the officer had also picked up this dog as a stray. He recalled having concerns in May for the dog's health and welfare, it was scratching and had a skin condition and appeared malnourished at that time. This time he had more concerns for the dogs well being, it's ribs were showing and hip bones protruding as well as the itchy red skin condition. The case was turned over to me nearly a week after the dog was brought to the Humane Society. I spoke with Madison, from the Humane Society about the dog's condition, and she provided me with photos of the dog. She states the dog is 11 years old, has fleas, the ears are infected, each ear has a strange long white string stitched thru each ear, the dog has swollen red feet, and an advanced skin condition. Madison stated that unlike when the dog came in in May, the owner did not come claim his dog this time. I tried three attempts to make contact with the owner, even talking with neighbor's on what are the best hours to catch him home. I tried calling him besides leaving my card taped to his door. When I walking up to the front

door, you can clearly see into the living room as you pass the window on the way to the steps. Next to the window, inside the living room is a dog crate. The crate has dog feces inside and outside of the crate. The owner has refused to return my phone calls.

At this time I turn the case over to Brooke do to my health related disability issues.

6-15,16,17; WC8649 Violation of Disposal of Animal Carcasses @ 3200 block of Lone Pine Road, Sigel. A month ago a deputy had talked with the owners of a farm that had a couple dead cows in the pasture, the owners were told to bury them. They failed to bury or compost the carcasses. This case was turned over to me to enforce. I went to the property and I could see what was left of the carcasses and saw birds feeding on them. I left my card on the back door as they were not home. The following day I had contact with the owner, he said they are almost decomposed and felt they didn't need to be buried. I told him that they pose a health risk as they are exposed to dogs and wild animals, that the intent of the law is to prevent and control contagious and infectious diseases. Wisconsin law states that no person may leave a carcass exposed to access by dogs or wild animals for more than 24 hours during the months of April to November no for more than 48 hours during the months of December to March. We discussed his option of composting the carcasses and that the DNR have ideas on their web page how to compost, which includes fencing in the composting area to prevent dogs from getting in, and includes not burying near water, etc. On the third day he finally buried the cattle, he said he buried them next to his milk house. I told him he needs to bury them elsewhere if he has a well any where in the area where he buried them.

6-21,23,24,25; Training Humane Officer Brooke as directed by Humane Resources. Training includes answering specific and general law enforcement questions, problem solving, intent of state statutes, safety such as turning your car around facing out of the driveway in case you need to quickly leave the property, knock on the door then step back from the door when they approach the door, etc. Summer brings on new/different types of cases that Brooke hasn't yet had the opportunity to experience and it's natural that she has many questions. 4+ hours

Humane Officer

Brooke Baierl

May 15, 2022 to May 28, 2022

5/16/22 **Case Number 22-7546**

- Cat bite off of 5th St S in WR. Quarantine order delivered. Cat not vaccinated, owner told to take cat to Humane Society tomorrow at 11AM for remainder of quarantine and vet checks.

5/17/22 **Case Number 22-8695**

- Complaint of animal neglect off County Highway S outside of WR. Goats on short, tangled cables with no water. Skinny. Upon arrival, goats were tangled. One had cable wrapped around its leg and foot and couldn't move. Water was very dirty. Peacock had no water. Chickens had no water. Rabbit had no water. Humane officers were told to vacate the property, so a deputy was called. Deputy was told to vacate the property as well. Owner came home from work to give animals water, was told to follow up with girlfriend after 5:30PM.

5/18/22 **Case Number 22-6558**

- Follow up on case from last month where someone called in sick, neglected cattle on property off Stadt Rd in Marshfield. Had contact with husband and wife, toured barn and saw the cattle. Some were sent to Equity that were very skinny and old, they kept the rest. Barn was cleaned up substantially and in good condition. Cattle are out to pasture now and look good. There were two skinnier cows that are currently on antibiotics. Case closed

5/18/22 **Case Number 22-8412**

- Anonymous complaint came in last week that there was a pig in a trailer during hot temps, off STH 80. Humane officer went with two deputies, nobody was home. Upon looking for owner, the pig was seen in the trailer. The pig was in good condition, looked healthy. Due to history at this property and with this person, and pig looking in good condition, no follow up will be done. Case closed.

5/18/22 **Case Number 22-5703**

- Follow up on Abatement order off Sunset Rd in Pittsville area. Owner of property has not provided proof of a veterinarian visit. Owner of property has not fixed fencing or cleaned up debris inside fencing/barn area. When he saw me and the deputies, he walked across the field and avoided contact, again. Due to no proof being given that a vet has seen the animals, a citation will be issued for mistreatment of animals. Initial contact was 3/31/22, warning given on 4/11/22, abatement order issued 4/18/22. Bernard Tritz was given one month to work on everything listed in order and there have been no changes as of 5/18/22.

5/22/22

- Documentation for citation write up/history on Tritz farm, reports, phone calls from previous week write up

5/23/22 Case Number 22-9055

- Dog vs Dog attack follow up off Chak Ha Chee Ln in Nekoosa. Larger mutt killed neighbor chihuahua. Both parties talked to. Tribal police also involved from initial complaint. Tribal police officer removed dog, attacking party surrendering. Dog will be taken to Humane Society for euthanasia due to previous dog attacks reported to tribal police in the past.

Case Number 22-9107

- Officer Phillippe called because there was a complaint of a possible abandoned and/or neglected dog off St Hwy 54 towards Nekoosa in trailer park. No contact with owner has been made. Police could see feces on floor, but dog didn't seem malnourished. Owner contact info has been passed over and I will try to make contact as the week progresses. Business card taped onto door.

5/25/22 Case Number 22-9107

- Follow up on abandonment of dog call from a few days ago. Made contact with owner, she is back in town. She had neighbor's teenager taking care of her dog. I went into trailer and checked every room, no feces was found. Dog was in good shape, lots of food and toys/treats. Cat also present in trailer, good condition with clean litter box and toys/treats. No further complaints at this time, case closed.

Case Number 22-7546

- Follow up on cat bite from last week. Owner did not go pick up cat from humane society, wasn't sure it was an abandonment issue or not. I made contact with owner this morning. He said he had plans to pick up cat tomorrow (Thursday) from Humane Society as they're closed today. I asked if he needed a surrender form and he declined, saying he will pick up cat tomorrow. Madison was notified.

5/27/22 Case Number 22-9342

- Dog bite reported off State Hwy 54 West. Dog bit owner, owner went to Aspirus walk in. Dog is up to date on rabies vaccine. Rabies paperwork dropped off Friday morning.

DEPARTMENT: Wood County Humane Officer

APPROVED BY: Public Safety Committee

Date	Incident #	Per Diem	Mileage	Start Time	End Time	Total Hours
05/16/22	22-7546	\$50.00	15	12:15 PM	1:15 PM	1.00
05/17/22	22-8695	\$50.00	18	11:45AM	2:00 PM	2.25
05/18/22	22-6558	\$50.00	31	10:00 AM	11:30 AM	1.50
05/18/22	22-8412	\$50.00	8	11:30 AM	12:30 PM	1.00
05/18/22	22-5703	\$50.00	31	12:30 PM	2:00 PM	1.50
05/22/22	NA	\$50.00	0	10:30AM	1:30PM	3.00
05/23/22	22-9055	\$50.00	39	12:00 PM	2:15 PM	2.25
05/23/22	22-9107	\$50.00	18	2:15 PM	3:15 PM	1.00
05/25/22	22-9107	\$50.00	9	8:00 AM	9:30 AM	1.50
05/25/22	22-7546	\$50.00	7	9:30 AM	10:30 AM	1.00
05/27/22	22-9342	\$50.00	21	8:00 AM	9:30 AM	1.50
TOTAL		\$550.00	197			17.50

Per Diem:
Mileage:

TIME CARD

COUNTY OF WOOD

Monthly Time Report

5/15/22-5/28/22

[illegible]

\$115.25
(Mileage Check)

HO Time Card-Brooke Bairel

(5/29/22 – 6/11/22)

6/2/22

22-9779

Dog bite off Church Ave. Victim did not seek medical attention. Owner gave immunization number, dog up to date on shots. Owner is leaving town til September because wife works in military. They will do vet checks off base and get paperwork back.

COUNTY OF WOOD

EMPLOYEE NAME: Brooke Baierl

Monthly Time Report

DEPARTMENT: Wood County Humane Officer

5/29/22 - 6/11/22

APPROVED BY: Public Safety Committee

[illegible]

Per Diem:
Mileage:

**WOOD COUNTY HUMANE OFFICER
BROOKE MATSCH
JUNE 11, 2022 TO JUNE 25, 2022**

22-10537

I had multiple contacts today with Madison from the Humane Society. She reported a rabbit that was found as a stray that had it's ears chopped off. Madison is taking custody of the rabbit. If no microchip is found, she will hold for 4 days. If no one reclaims, it will be available for adoption. I created an ongoing report for this because I will be in contact with the owner if he/she reclaims the animal. I have documented pictures from Madison included in this report. This will be ongoing depending on if the owner comes forward. UPDATE no owner came forward 6/17/22- Per Madison at Humane Society case will be closed due to no way to follow up on this rabbits condition. 6/24/22- Rabbit euthanized.

22-1169

Follow up in the 100 block of Fairview Ln in Nekoosa on a pitbull mix, multiple time stray, bad skin and ear conditions. Quality of life concern. Owner did not report the dog missing. Subway called the dog in. When we went to the house, no one was home. Could see a dog cage through the window that was very dirty and in poor condition. Left voicemail with owner trying to make contact in regard to the dogs health records and how it got in the condition it was found in. Waiting back on phone call.

22-9426

Dispatch called and reported that a lady was chasing a stray cat in town and got bit. I called victim and she stated she got bit through her fingernail, puncturing skin. Cat never got caught, so since there is no cat to quarantine victim was advised to start rabies prevention shots at the ER. Victim stated she was going to go to ER to start those shots.

22-9545

Dog bite reported off 2400 block of Irving St in Wisconsin Rapids. Man was walking by a yard with an electric fence and reached into the yard to pet the dog, which then bit him. Man was seen by Marshfield Clinic for 4-5 puncture wounds. Owner of dog provided proof of rabies vaccine and is cooperating with quarantine and vet checks.

22-11027

I called Quinn P at Riverview who had a male patient who wanted to surrender his cats before going into nursing home. He's been in and out of the hospital for months, hasn't been there to take care of them. He stated the younger one hunts and should be ok but the older one might be dead. He left the door open at one point, unsure if cats got out. I emailed over surrender form to Quinn to have man sign. I contacted Madison at humane society, who stated she has had issues with this man in the past and

wanted official surrender form signed before going there plus requests an officer. Quinn will email me form in which I will get to Madison and removal of cats will be done. Form was filled out by patient and I met Madison and two deputies at house. House was in awful condition, we found one cat alive. Madison to set trap for the other one. Patient will not be coming home, going to nursing home.

22-11023

Dog bite off Batterman Road in Babcock. Victim was owner of dog. Dog is up to date on rabies vaccine. Owner is cooperative with quarantine and vet checks.

22-11118

Dog bite that happened outside of Pittsville. Grandmother was watching dog for granddaughter that was out of town. Grandmother bit on hand on accident. I talked to Grandmother and also daughter of Grandmother as the granddaughter is out of town til Monday. Verified with Wildwood that dog is up to date on vaccines. Dropped off paperwork for granddaughter to take care of vet checks next week when she's back.

22-9599

Officer Brockman was transporting a stray cat from a home to humane society. He walked through the dog room which in turn startled the cat and got bit. The cat is currently a stray at the humane society with no known owner. Officer Brockman did seek appropriate medical attention.

22-9735

Dog bite off 23rd ave in Wis Rapids with unknown dog and owner at this time. Followed up with victim who stated dog came up and bit him, was being walked by a woman. This address matches same address of dog bite from last night with almost same description as the previous dog. I talked to apartment manager who resides down by Milwaukee- he had no info for me on who's dog it could do. I called previous bite victim asking for info about tenants and dogs there in which he stated he didn't think there was any present. Following up tomorrow by going to neighbors around the 4 plex and trying to figure out who's dog it was. UPDATE no report of reported gray dog at this address, victim notified to start rabies prevention shots if he wishes as I have no dog to quarantine at this time.

COUNTY OF WOOD

EMPLOYEE NAME: Brooke Baierl

Monthly Time Report

DEPARTMENT: Wood County Humane Officer

6/12/22 - 6/25/22

APPROVED BY: Public Safety Committee

Date	Incident #	Per Diem	Mileage	Start Time	End Time	Total Hours	Description
06/14/22	22-10537	\$50.00	0	9:00 PM	10:30 PM	1.50	Stray rabbit found with ears chopped off, in contact with Humane Society- see word doc for full story
06/16/22	22-1169	\$50.00	21	4:30 PM	6:00 PM	1.50	Follow up on dog that was called in, multiple time stray, bad skin conditions all over it's body
06/17/22	22-7546	\$0.00	0	7:00 AM	9:00 AM	2.00	Invoice and report write up for Claude the cat, owner still owes Humane Society 200\$
06/17/22	22-9426	\$50.00	0	10:00 AM	11:00 AM	1.00	Stray cat bit a lady in town, she didn't catch it, going to ER to start rabies prevention shots
06/20/22	22-9545	\$50.00	34	12:00 PM	1:30 PM	1.50	Dog bite off 2400 block of Irving St in Wisconsin Rapids, both parties notified
06/22/22	22-11027	\$50.00	26	10:30AM	1:30PM	3.00	Surrender of cats by man in hospital, in contact with humane society. See word doc for more details
06/22/22	22-11023	\$50.00	56	4:30 PM	5:30 PM	1.00	Dog bite in Babcock off Batterman Rd, dog up to date on vaccines, owner cooperative, quarantine report delivered
06/23/22	22-11118	\$50.00	86	12:00 PM	2:00 PM	2.00	Dog bite, owner lives in Marshfield but is on vacation. Verified vaccines, dropped off paperwork for vet checks next week
06/23/22	22-9599	\$50.00	0	8:00 PM	9:00 PM	1.00	Officer bit by stray cat, cat at humane society with no known owner
06/23/22	22-9735	\$50.00	0	6:00 PM	8:00 PM	2.00	Dog bite off 23rd ave south, unknowner owner at this time. Following up with neighbors tomorrow
TOTAL		\$450.00	223			16.50	\$130.46

Per Diem:
Mileage:

EMPLOYEE NAME: Nanci Olson

Monthly Time Report

DEPARTMENT: Wood County Humane Officer

6/12/2022 THROUGH 6/25/2022

APPROVED BY: Public Safety Committee

Date	Incident #	Per Diem	Mileage	Start Time	End Time	Total Hours	Description
06/12/22		\$50.00	0	6p	10p	7.00	4 hour reports + 3 hrs
06/12/22	WR9161	\$50.00	16	12p	3p	3.00	Dog Attack
06/13/22	WR9161	\$50.00	16	3p	5p	2.00	Dog Attack
06/14/22	WR9161	\$50.00	16	5p	7p	2.00	Dog Attack
06/14/22	NPD1169	\$50.00	18	1p	4p	3.00	Mistreatment
06/15/22	NPD1169	\$50.00	18	8a	11a	3.00	Mistreatment
06/16/22	NPD1169	\$50.00	18	2p	4p	2.00	Mistreatment
06/15/22	WC8649	\$50.00	26	4p	6p	2.00	Carcasses
06/16/22	WC8649	\$50.00	26	9a	12p	3.00	Carcasses
06/17/22	WC8649	\$50.00	26	2p	5p	3.00	Carcasses
06/21/22		\$0.00				1.00	Training Brooke
06/23/22		\$0.00				1.00	Training Brooke
06/24/22		\$0.00				1.00	Training Brooke
06/25/22		\$0.00				1.00	Training Brooke
TOTAL		\$500.00	180			34.00	\$105.30

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

Mileage: 101-3901-54129-000-331

EMPLOYEE NAME: Nanci Olson

Monthly Time Report

DEPARTMENT: Wood County Humane Officer

5/15/2022 THROUGH 5/28/2022

APPROVED BY: Public Safety Committee

Date	Incident #	Per Diem	Mileage	Start Time	End Time	Total Hours	Description
05/15/22		\$50.00	0	6p	10p	4.00	Summary/report/per diem
05/21/22	WC8879	\$50.00	5	1p	4p	3.00	Dog Bite
05/21/22	GR1497	\$50.00	14	7p	10p	3.00	Cat Bite
05/23/22	WC9055	\$50.00	26	12p	3p	3.00	Dog Bite
05/25/22	GR1525	\$50.00	10	8p	10p	2.00	Cat Bite
05/27/22	GR1525	\$50.00	10	9a	12p	3.00	Cat Bite
05/27/22	WC9311	\$50.00	8	1p	4p	3.00	Dog Bite
05/28/22	WC9426	\$50.00	6	8:30p	10:30p	2.00	Dog Bite
05/28/22	WR8387	\$50.00	0	3p	6p	3.00	Bat Bite
TOTAL		\$450.00	79			26.00	\$46.22

(Mileage Check)

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

Mileage: 101-3901-54129-000-331

Wood County
Department Head / Humane Officer
Nanci Olson
May 15th – May 28th 2022

5-15; (Include the following tasks:)

1. This Report; a typed hard copy summery of all hand written cases/calls of current pay-period. Please advise if the Committee no longer requests this bi-weekly summery.
2. Entering each case number & time & date & mileage & description of each case typed on to hardcopy Per Diem sheet employer required
3. Reentering information online into TimeStar is required
4. Emailing attached Report/Summery and Per Diem to Kelli; and to current Supervisor as required by Committee.
5. The above hours worked and tracked per Report/Summery and Per Diem has been 'approved' by Supervisor Feirer ' via his email response prior to each pay period.

Additional weekly hours worked may include, for example; contacted by Officers, Deputies and/or Town Chairs with questions relating to the Animal Laws that are not tied to a Per Diem eligible event. This week I was contacted by a Veterinarian regarding the 'mandatory reporting laws' with animal bites, again, this question is not tied to a Per Diem eligible event. Daily checking of work emails, reading and responding when necessary when not tied to a Per Diem Eligible event.

5-21; WC8879 Owner bit on her hand by her new Husky mix puppy @ 1200 block of Ranger Road. 5

5-21; GR1497 Owner bit by her 10 year old cat @ 2400 block of Blueberry Lane. 14

5-23; WC9055 A dog, a Shepard mix chased and then killed the neighbor's one year old Chihuahua @ 970 block of Chak ha Chee Lane. 26

5-25,27; GR1525 Owner bit on her finger by her 11 yr old cat @ 1000 block of Lakewood Lane. 10,10

5-27; WC9311 Grandchild bit on his arm by the family's Lab mix @ 5800 block of Broadway Ave. 8

5-28; WC9426 Child bit by the neighbor's Shepherd/Lab mix @ 5800 block of David Drive. 6

5-28; WR8387 Victim was bit by a bat that he picked up off his driveway with a plastic bag thinking it was dead. The bat bit thru the bag. Permission still needed from the Environmental Health Dept. to have a local vet send the bat in to Madison for testing on Tuesday. I did talk to the weekend on-call Health Dept employee on this date, but will need to talk directly to Environmental Health Director on Tuesday when the office is open after this long Holiday weekend. 0

Wood County
Department Head / Humane Officer
Nanci Olson
May 29th - June 11th 2022

5-29; (Include the following tasks:)

1. This Summary/Report; a typed hard copy summary of all hand written cases/calls of current pay-period. Please advise if the Committee no longer requests this bi-weekly summary.
2. Entering each case number & time & date & mileage & description of each case typed on to hard-copy Per Diem sheet employer required
3. Reentering information online into TimeStar is required
4. Emailing attached Report/Summary and Per Diem to Kelli; and to current Supervisor as required by Committee. Sub-total 4 hours
5. The above hours worked and tracked per Report/Summary and Per Diem have been 'approved' by Supervisor Feirer ' via his email response prior to each pay period. Report/Summary and Per Diem now sent to Supervisor Zurfluh for review, approval or disapproval.
6. Additional weekly hours worked include, for example; contact by Law Enforcement with questions relating to the Animal Laws that are not tied to a Per Diem eligible event. This week I was contacted by a Police Sergeant on June 5th, 6th, 7th, and 8th at times late at night; again, his questions are not tied to a *Per Diem eligible event per Human Resources*. Daily checking of work emails, reading and responding when necessary when not tied to a Per Diem Eligible event. Additional 3 hours

5-31; WR8387 Victim was bit by a bat that he picked up off his driveway on May 29th. On May 31st, after the long holiday weekend, I did receive permission from the Environmental Health Dept. to have a local vet send the bat in to Madison. I made arraignments with a Veterinarian to prepare and ship the bat for Rabies this same day.

6-2,3; GR1598 A pit bull attacked a Shih Tzu near 5000 block of Whitrock Avenue.

6-2,4; WR8566 A child was walking home from school when passing a neighbor's house @ 400 block of 13th Street South, a Pit Bull who's leash could reach the sidewalk jumped up on the child. The child had one puncture wound to the abdomen area.

6-3; WC9311 Regarding the child bit on his arm by the family's Lab mix @ 5800 block of Broadway Avenue; the owners agreed on June 3rd to surrender the dog and pay the surrender fee.

6-8.9; WR8928 A victim was bit by her own cat @ 1500 block of Saratoga Street. She was giving her ill cat a pill and a shot when bit.

6-9; WC9779 I received a phone call from the Humane Society that a Travis B. wanted to speak to a Humane Officer. I called him left a message and he returned my call later that night. He stated to me that he owns a beagle/healer mix and that on June 1st his dog got loose and bit a person walking past. And that he spoke to a Humane Officer, which wasn't my case so it would be Brooke's, and that she was going to drive to his house and drop off the Rabies Form in his mailbox. He said that he moved that day to North Dakota with his family and his dog; and didn't think to grab the form out of his mailbox and didn't understand the quarantine required veterinarian checks for his dog but that he had

the first veterinarian check scheduled for tomorrow, June 10th. He ask that I drive to his house, obtain the rabies form, scan it and email it to him tonight as an attachment. I explained that he should be on his 3rd vet check, not his first. I told him that the form says the last vet check should be on June 11th, unless the vet isn't open on Saturday's then take the dog in on June 13th. Also that he should not have been traveling with the dog at all. I did go pick up the form at 11:30pm, and get it scanned to him via email.

6-11; NK1169 Open Case. 22

EMPLOYEE NAME: Nanci Olson

Monthly Time Report

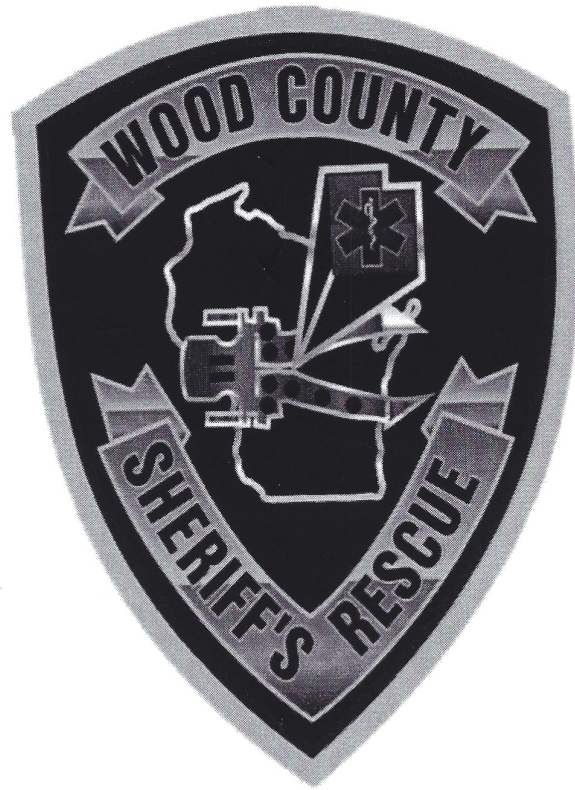
DEPARTMENT: Wood County Humane Officer

5/29/2022 THROUGH 6/11/2022

APPROVED BY: Public Safety Committee

Date	Incident #	Per Diem	Mileage	Start Time	End Time	Total Hours	Description
05/29/22		\$50.00	0	9a	1p	7.00	4 hours reports + 3 hours
05/31/22	WR8387	\$50.00	0	9a	12p	3.00	Bat Bite
06/02/22	GR1598	\$50.00	10	2p	5p	3.00	Dog Attack
06/03/22	GR1598	\$50.00	10	9a	11a	3.00	Dog Attack
06/02/22	WR8566	\$50.00	16	5p	8p	3.00	Dog Bite
06/04/22	WR8566	\$50.00	16	11a	3p	4.00	Dog Bite
06/03/22	WC9311	\$50.00	22	1p	4p	3.00	Dog Bite
06/08/22	WR8928	\$50.00	18	10a	2p	4.00	Cat Bite
06/09/22	WR8928	\$50.00	18	8a	11a	3.00	Cat Bite
06/09/22	WC9779	\$50.00	1	11p	1a	2.00	Dog Bite
06/11/22	NK1169	\$50.00	22	11a	2p	3.00	Open Case
TOTAL		\$550.00	133			38.00	\$77.81

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



June Monthly Report

Wood County Sheriff's Rescue

Submitted by: Ann Burger, WCSR Secretary

June Training Descriptions

Date	Type	Description
7-Jun	Business Meeting	June Business Meeting
14-Jun	Water Rescue	Water training with wave runners at Lake Wazeecha. Practiced with buoy.
21-Jun	Water Rescue	Water training with wave runners at Lake Wazeecha. Practice rolling/towing in the water.
28-Jun	Work Night	Planned to do water training at Lake Wazeecha but weather prohibited this. Vehicle checks and call sheet completed at garage.

Call #	25	26	27	28	29
Date	6/1/2022	6/3/2022	6/3/2022	6/4/2022	6/5/2022
Time	21:16	8:32	13:48	9:01	10:13
Day of Week	Wednesday	Friday	Friday	Saturday	Sunday
Township	Saratoga	Grand Rapids	Grand Rapids	Marshfield	Grand Rapids
Location	13575 DEER RIDGE ROAD	8TH ST S & NEPCO LAKE RD	32ND ST S & GRIFFITH AVE	2ND & CENTRAL	32ND ST S & GRIFFITH AVE
Rescue 3	B. Franz	E. Moreno	E. Moreno	G. Timm	J. Habeck
Rescue 4					
Rescue 5					
10-22ed					
Call Type	10-50 w/ Injuries	10-50 w/ Injuries	10-50 w/ Injuries	Other	10-50 w/ Injuries
Medical/Extrication					
Ambulance	WRFD	WRFD	UEMR		UEMR
EMR	Saratoga	Port Edwards	Grand Rapids		Grand Rapids
Fire	Rome	Port Edwards	Grand Rapids		Grand Rapids
Air					
Tools/Equipment Used		Oil dry			Traffic cones
Notes					
Other members on scene	B. Diggles				G. Timm

Call #	30	31	32	33	34
Date	6/8/2022	6/8/2022	6/11/2022	6/12/2022	
Time	16:30	19:32	13:04	19:27	
Day of Week	Wednesday	Wednesday	Saturday	Sunday	
Township	Port Edwards	Grand Rapids	Saratoga	Port Edwards	
Location	421 STH 73	64TH ST S & WHITROCK AVE	CTH U & STH 73 S	STH 54 & CTH G	
Rescue 3	M. Wiberg	A. Bork	D. Westfall	C. Stoflet	
Rescue 4					
Rescue 5					
10-22ed				Yes	
Call Type	10-50 w/ Unknown Injuries	10-50 w/ Injuries	Other	10-50 w/ Unknown Injuries	
Medical/ Extrication		Extrication			
Ambulance	WRFD	UEMR			
EMR	Port Edwards	Grand Rapids			
Fire	Port Edwards	Grand Rapids			
Air					
Tools/ Equipment Used		Oil Dry, Rse-Q- Jacks			
Notes					DUPLICATE CALL FOR SERVICE (#33)
Other members on scene	A. Bork				

Call #	35	36	37	38	39
Date	6/14/2022	6/19/2022		6/22/2022	6/23/2022
Time	22:09	10:59		22:51	9:28
Day of Week	Tuesday	Sunday		Wednesday	Thursday
Township	Grand Rapids	Wisconsin Rapids		Nekoosa	Saratoga
Location	80TH ST N & STH 54	CRANBERRY BLOSSOM PARADE		1348 POINT BASSE AVE	CTH Z & STH 73 S (Z NORTH)
Rescue 3	B. Franz	J. Habeck		D. Westfall	E. Moreno
Rescue 4		B. Diggles			
Rescue 5		D. Westfall			
10-22ed	Yes				
Call Type	10-50 w/ Unknown Injuries	Other		10-50 w/ Injuries	10-50 w/ Unknown Injuries
Medical/Extrication					
Ambulance	UEMR			WRFD	WRFD
EMR	Grand Rapids			Saratoga	Saratoga
Fire	Grand Rapids			Nekoosa	Nekoosa
Air				LifeLink III	
Tools/Equipment Used		Marine 1, Wave Runners			
Notes			DUPLICATE CALL FOR SERVICE (#38)		
Other members on	M. Wiberg			J. Habeck B. Diggles	J. Habeck C. Pidgeon

Call #	40	41	42		
Date	6/28/2022	6/29/2022	6/29/2022		
Time	0:06	0:07	20:07		
Day of Week	Tuesday	Wednesday	Wednesday		
Township		Port Edwards	Port Edwards		
Location	1150 16TH ST N	STH 54 & STH 73	CTH GG & STH 173		
Rescue 3		E. Moreno	D. Westfall		
Rescue 4					
Rescue 5					
10-22ed					
Call Type		10-50 w/ Unknown Injuries	10-50 w/ Injuries		
Medical/ Extrication					
Ambulance		WRFD	WRFD		
EMR		Port Edwards	Saratoga		
Fire		Port Edwards	Nekoosa		
Air			LifeLink III		
Tools/ Equipment Used			Stop signs		
Notes	NOT WCSR CALL, DISREGARD CALL NUMBER.				
Other members on			B. Franz J. Habeck		

Date	6/4/2022	6/19/2022			
Day of Week	Saturday	Sunday			
Event	Dairyfest Parade	Cranberry Blossom Fest Parade			
Host	Marshfield Chamber of Commerce	Heart of Wisconsin Chamber of Commerce			
Location	Marshfield	Wisconsin Rapids			
Vehicle Used	R3	R3, R4, R5			
Tools/ Equipment Used	n/a	Marine 1, Wave Runners			
Event Description	Participated in Dairyfest Parade	Participated in the Cranberry Blossom Fest Parade.			



WOOD COUNTY SHERIFF'S DEPARTMENT



SHAWN BECKER, SHERIFF

July 2, 2022

MEMORANDUM FOR Sheriff Becker; Public Safety Committee

SUBJECT: Monthly Crime Stoppers Report – June 2022

For the month of June, the Crime Stoppers program received 30 tips that were forwarded to the appropriate agencies for follow-up, as reported by P3. The May report was prepared early due to the Memorial Day holiday. The total tips received for the month of May totaled 28.

The monthly board meeting was held on June 21, 2022. The next regular meeting will be on July 19, 2022 at 6:30 P.M.

Respectfully Submitted

Joseph M. Zurfluh
Investigative Lieutenant
Wood County Sheriff's Department



WOOD COUNTY SHERIFF'S DEPARTMENT



SHAWN BECKER, SHERIFF

June 2022 K9 Report

	TRAINING HOURS	USEAGE/ DEPLOYMENTS	DEMO/ COMMUNITY
K9 Sig	14	2	1
K9 Ace	10	5	2
K9 Timo	14	0	0
K9 Rosco	10	4	0

TRAINING (MONTHLY) –

The Wood County K9s trained with the Wisconsin Rapids Police Department, Stevens Point Police Department, Plover Police Department and the Sentry Insurance K9 team in June. Focus this month was on narcotic work and building search for persons. K9s worked on narcotic detection on several vehicles, open area outside, and inside a building. K9s also worked on building search for persons inside Edgewater Manor. Training venues included the WRPD/WOSO range, Badger Motors, and Edgewater Manor.

TRAINING (INDIVIDUAL) –

K9 Ace and Sgt. Christianson completed two hours of on-duty training in the area of vehicle narcotics.

K9 Sig and Deputy Pidgeon completed two hours of on-duty narcotics training.

K9 Rosco and Deputy Beathard completed two hours of on- duty training on obedience and narcotics.

K9 Ace and Sgt. Arendt completed two hours of on-duty training in the areas of narcotic detection and tracking.

USEAGE –

K9 Ace had five deployments during the month of June. Three deployments were vehicle sniffs. Of those vehicle sniffs marijuana was located inside one of the vehicles. The other two deployments were



WOOD COUNTY SHERIFF'S DEPARTMENT



SHAWN BECKER, SHERIFF

assisting the special response entry team during search warrants. K9 Rosco had four deployments in June. Three deployments were traffic stops and one was an assist at Mary's place in the City of Marshfield. K9 Sig had two deployments both were vehicle sniffs.

DEMO/COMMUNITY –

Sgt. Christianson and K9 Ace conducted a Demo at Washington Elementary for the 4th and 5th Grade classes.

K9 Sig and K9 Ace were present at the Wisconsin Rapids Rafters game for K9 night.

ADDITIONAL INFORMATION –

Respectfully,

Nathan Dean

Nathan Dean
Patrol Lieutenant



WOOD COUNTY SHERIFF'S DEPARTMENT



SHAWN BECKER, SHERIFF

Department of Natural Resources Patrols

June 2022

ATV

- Patrol Hours -28
- Citations- 6
- Warnings- 6
- Complaints- Town of Cary-Johnson Rd
- ATV/Snowmobile Class 25 students

BOAT

- Patrol Hours -32.5
- Citations- 2
- Warnings- 3

SNOWMOBILE

N/A

Submitted by

Sgt. Matt Susa

OVERTIME BREAKDOWN 2022 (HRS.)							2022
MONTH	FUNERAL LEAVE	FILL IN OT	FMLA	SICK LEAVE	TRAINING	TOTAL	COVID Sick Replacement
January	0.00	12.00	72.00	153.00	0.00	237.00	8
February	0.00	60.00	60.00	194.00	192.00	506.00	58
March	0.00	183.50	0.00	122.95	0.00	306.45	36
April	0.00	110.00	0.00	60.00	32.00	202.00	0
May	0.00	24.00	0.00	60.00	24.00	108.00	0
June	0.00	0.00	0.00	0.00	0.00	0.00	
July	0.00	0.00	0.00	0.00	0.00	0.00	
August	0.00	0.00	0.00	0.00	0.00	0.00	
September	0.00	0.00	0.00	0.00	0.00	0.00	
October	0.00	0.00	0.00	0.00	0.00	0.00	
November	0.00	0.00	0.00	0.00	0.00	0.00	
December	0.00	0.00	0.00	0.00	0.00	0.00	
TOTALS	0.00	389.50	132.00	589.95	248.00	1359.45	102



WOOD COUNTY SHERIFF'S DEPARTMENT



SHAWN BECKER, SHERIFF

Operations Overtime/Comp Time Totals

JUNE 2022 (05/29/22 to 06/25/22)

Patrol

Overtime hours: 130.5
Comp time hours: 315.12
Call Out: 0
Holiday Pay hours: 0
Holiday Comp hours: 0

Investigations

Overtime hours: 81.75
Comp time hours: 36
Call Out: 0

Security Services

Overtime hours: 32
Comp time hours: 5.75

TOTAL CALL OUT: 0

Submitted By: Charles Hoogesteger – Operations Captain



Wood County

WISCONSIN

SHERIFF'S
DEPARTMENT

Shawn Becker
SHERIFF

Public Safety Committee Meeting

Security Services June 2022 Report

For the month of June 2022, the total number of prohibited items prevented from entering the Courthouse are:

Guns -	0
Knives -	110
O.C. -	9
Misc. Items -	5

The miscellaneous items that were located were a loaded handgun magazine, a flat pry bar and three screwdrivers.

Security Services screened 9,030 people entering the courthouse for the month. Security Services had 45 security requests from different departments within the Courthouse.

On June 6th, there was a fire alarm in the courthouse. All employees evacuated the building until it was determined that it was a faulty smoke alarm head.

On June 10th and 11th the Sheriff's Department hosted an ATV/Boat safety course at the courthouse where the screening needed to be done for the public coming in for the class.

On June 30th, a female entered the Clerk of Courts Lobby and started causing arguing with staff and causing a scene. Security was called to handle the issue. The female subject finally left without incident a short time later.

I did utilize part-time employees for 76 hours this month. These part-time hours are training hours and hours to cover full time deputies' vacation time off.

Report submitted by: Lieutenant Bryan D. Peterson

WOOD COUNTY JAIL

January - June 2022

DAILY POPULATION / INMATES SHIPPED OUT / EMP

Day	January			February			March			April			May			June		
	Total	SK	EMP	Total	SK	EMP	Total	SK	EMP	Total	SK	EMP	Total	SK	EMP	Total	SK	EMP
1	208	91	40	190	82	44	180	78	43	191	80	44	191	89	43	184	81	43
2	206	91	40	195	81	46	182	82	43	193	83	44	188	89	43	182	79	43
3	210	91	40	197	81	48	180	85	44	193	83	44	186	85	44	181	81	42
4	211	91	41	192	79	48	187	84	44	196	83	44	189	84	45	184	82	43
5	213	91	44	187	75	49	185	82	45	193	83	46	190	91	41	190	82	43
6	213	91	42	187	74	48	186	82	45	196	83	47	189	93	41	190	82	42
7	215	88	44	187	73	47	186	82	46	197	88	46	182	90	42	185	79	42
8	214	88	44	191	73	48	183	82	46	193	91	46	184	90	42	183	80	42
9	211	88	43	191	72	48	182	80	48	193	89	44	181	90	42	184	83	44
10	208	88	41	192	71	49	183	80	47	192	88	44	186	88	42	189	85	47
11	206	88	41	195	71	50	190	89	46	196	88	44	183	85	41	190	83	48
12	204	86	41	196	70	51	186	89	46	194	87	46	180	87	40	192	83	48
13	206	86	41	198	70	50	187	89	44	201	85	47	181	90	41	196	83	48
14	200	93	41	196	69	50	187	89	44	202	90	47	183	88	41	197	83	48
15	194	87	41	194	69	51	184	85	44	206	94	46	185	88	41	195	81	46
16	195	86	41	193	67	50	184	85	46	204	91	46	186	88	41	190	86	44
17	196	86	41	197	74	50	187	88	46	207	91	46	184	86	45	190	83	44
18	198	86	42	188	78	48	183	87	43	206	91	45	187	86	45	192	82	45
19	191	82	46	186	75	46	182	81	43	201	86	48	190	85	45	189	82	43
20	195	82	46	185	75	46	182	81	43	201	86	48	186	86	46	189	82	41
21	192	78	44	186	75	45	177	81	42	199	91	48	186	81	47	186	80	41
22	192	74	48	188	73	46	180	81	42	194	91	47	191	81	47	183	80	42
23	190	73	48	185	73	43	174	80	42	196	90	46	191	81	46	182	85	43
24	192	73	47	188	77	44	177	80	41	195	90	46	185	80	46	185	85	43
25	194	73	46	187	80	44	178	85	41	196	90	45	188	79	45	183	90	44
26	190	76	45	180	78	44	181	81	40	199	89	48	185	84	45	190	89	44
27	189	75	45	181	78	43	185	80	40	197	87	48	184	84	44	189	89	43
28	187	86	46	180	78	42	185	80	40	190	96	47	184	84	44	186	87	44
29	185	82	46				190	79	42	186	91	46	184	84	44	184	85	46
30	192	82	46				189	78	42	189	89	44	186	81	43	184	84	49
31	196	82	45				184	78	43				192	81	43			
WCJail	199.77			189.71			183.42			196.53			186.03			187.47		
Shipped	84.32			74.68			82.68			88.13			85.74			83.20		
EMP	43.42			47.07			43.58			45.90			43.39			44.17		
Avg Length of Stay (Days)	0.00			52.00			28.60			35.10			35.60			31.20		

WOOD COUNTY JAIL

July - December 2022

DAILY POPULATION / INMATES SHIPPED OUT / EMP

Day	July			August			September			October			November			December		
	Total	SK	EMP	Total	SK	EMP	Total	SK	EMP	Total	SK	EMP	Total	SK	EMP	Total	SK	EMP

1	180	86	51	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
2	180	85	50															
3	179	85	50															
4	185	85	50															
5	185	85	48															
6																		
7																		
8																		
9																		
10																		
11																		
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22																		
23																		
24																		
25																		
26																		
27																		
28																		
29																		
30																		
31																		
WCJail	181.80			0.00			0.00			0.00			0.00			0.00		
Shipped	85.20			0.00			0.00			0.00			0.00			0.00		
EMP	49.80			0.00			0.00			0.00			0.00			0.00		
Avg Length of Stay (Days)	0.00			0.00			0.00			0.00			0.00			0.00		

2022 Yearly Averages

Total	189.25
Safekeeper	83.42
EMP	45.33
LENGTH of STAY	36.50

SK Total

WP 75
AD 15
SK 90

Color indicates low population	174	03/23/22
Color indicates high population	215	01/07/22

WOOD COUNTY JAIL & SAFE KEEPER

January - June 2022

DAILY POPULATION BREAK DOWN BY LOCATION

Day	January			February			March			April			May			June		
	Wood	WP	AD	Wood	WP	AD	Wood	WP	AD	Wood	WP	AD	Wood	WP	AD	Wood	WP	AD
1	76	76	15	63	67	15	58	63	15	66	65	15	58	75	14	60	66	15
2	74	76	15	67	66	15	56	67	15	64	68	15	55	75	14	60	64	15
3	78	76	15	67	66	15	50	70	15	64	68	15	56	72	13	58	66	15
4	78	76	15	64	65	14	58	69	15	66	68	15	59	71	13	58	67	15
5	77	76	15	62	61	14	57	67	15	61	68	15	57	76	15	64	67	15
6	79	76	15	64	60	14	58	67	15	64	68	15	54	78	15	65	67	15
7	82	73	15	66	59	14	57	67	15	60	73	15	49	75	15	63	65	14
8	81	73	15	69	59	14	53	67	15	53	76	15	51	75	15	60	65	15
9	79	73	15	70	58	14	52	65	15	56	74	15	48	75	15	56	68	15
10	78	73	15	71	58	13	55	65	15	56	73	15	56	73	15	56	70	15
11	76	73	15	73	58	13	54	74	15	60	73	15	57	70	15	58	68	15
12	76	71	15	74	57	13	50	74	15	57	73	14	53	72	15	60	68	15
13	78	71	15	77	57	13	53	74	15	65	71	14	50	75	15	64	68	15
14	65	78	15	76	56	13	53	74	15	61	75	15	54	73	15	65	68	15
15	65	73	14	73	56	13	54	70	15	62	79	15	56	73	15	67	68	13
16	67	73	13	75	54	13	52	70	15	63	76	15	57	73	15	59	71	15
17	68	73	13	72	59	15	52	74	14	66	76	15	53	71	15	62	68	15
18	69	73	13	61	63	15	52	72	15	66	76	15	56	71	15	64	67	15
19	62	70	12	64	60	15	57	67	14	65	71	15	60	70	15	63	67	15
20	66	70	12	63	60	15	57	67	14	65	71	15	54	71	15	65	67	15
21	69	66	12	65	60	15	53	67	14	58	76	15	58	66	15	62	67	13
22	69	62	12	68	58	15	56	67	14	54	76	15	63	66	15	58	66	14
23	68	61	12	68	58	15	51	65	15	59	75	15	64	66	15	53	71	14
24	71	61	12	66	62	15	55	65	15	58	75	15	59	65	15	56	70	15
25	74	61	12	62	65	15	51	70	15	60	75	15	64	64	15	48	74	16
26	68	61	15	57	63	15	59	67	14	61	74	15	56	69	15	56	74	15
27	68	61	14	59	63	15	64	67	13	60	72	15	56	69	15	56	74	15
28	54	71	15	59	63	15	64	67	13	46	81	15	56	69	15	54	72	15
29	56	67	15				68	67	12	48	77	14	56	69	15	53	70	15
30	63	67	15				68	65	13	55	75	14	62	66	15	51	70	14
31	68	67	15				62	65	13				68	66	15			
WOOD	71.03			66.96			56.10			59.97			56.61			59.13		
WPSO	70.26			60.39			68.23			73.27			70.94			68.43		
ADSO	14.06			14.29			14.45			14.87			14.81			14.77		
TOTAL	199.77			189.71			183.42			196.53			186.03			187.47		

MONTH	High	Low
January	82	54
February	77	59
March	68	50
April	66	48
May	68	48
June	67	48

WOOD COUNTY JAIL & SAFE KEEPER

July - December 2022

DAILY POPULATION BREAK DOWN BY LOCATION

Day	July			August			September			October			November			December		
	Wood	WP	AD	Wood	WP	AD	Wood	WP	AD	Wood	WP	AD	Wood	WP	AD	Wood	WP	AD
1	43	71	15	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
2	44	70	15															
3	43	70	15															
4	49	70	15															
5	51	70	15															
6																		
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27																		
28																		
29																		
30																		
31																		
WOOD	46.00			0.00			0.00			0.00			0.00			0.00		
WPSO	70.20			0.00			0.00			0.00			0.00			0.00		
ADSO	15.00			0.00			0.00			0.00			0.00			0.00		
TOTAL	181.80			0.00			0.00			0.00			0.00			0.00		

2022 Safe Keeper Averages		
WOOD Co Jail	59.40	108
WAUPACA Co	68.82	75
ADAMS Co	14.61	15
Total Population	189.25	198

MONTH	High	Low
July	0	0
August	0	0
September	0	0
October	0	0
November	0	0
December	0	0

SAFE KEEPER DIFFERENCE 2022

MONTH	BED DAYS	WOOD CTY COSTS \$36.36/DAY	OUT OF COUNTY Including Wages/mileage \$44.43/DAY	DIFFERENCE	YTD TOTAL AMOUNT	2021 TOTAL AMOUNT
January	2614	\$95,045.04	\$116,140.02	\$21,094.98	\$21,094.98	\$36,829.80
February	2091	\$76,028.76	\$92,903.13	\$16,874.37	\$37,969.35	\$32,038.30
March	2563	\$93,190.68	\$113,874.09	\$20,683.41	\$58,652.76	\$35,586.60
April	2644	\$96,135.84	\$117,472.92	\$21,337.08	\$79,989.84	\$34,421.10
May	2658	\$96,644.88	\$118,094.94	\$21,450.06	\$101,439.90	\$35,599.55
June	2496	\$90,754.56	\$110,897.28	\$20,142.72	\$121,582.62	\$33,229.70
July	426	\$15,489.36	\$18,927.18	\$3,437.82	\$125,020.44	\$33,061.35
August	0	\$0.00	\$0.00	\$0.00	\$125,020.44	\$34,990.90
September	0	\$0.00	\$0.00	\$0.00	\$125,020.44	\$34,291.60
October	0	\$0.00	\$0.00	\$0.00	\$125,020.44	\$36,842.75
November	0	\$0.00	\$0.00	\$0.00	\$125,020.44	\$31,999.45
December	0	\$0.00	\$0.00	\$0.00	\$125,020.44	\$0.00
TOTAL	15492	\$563,289.12	\$688,309.56	\$125,020.44		\$378,891.10

\$36.36

\$44.43

Electronic Monitoring 2022 Monthly Savings vs. Out of County Housing

Month	Monthly Average	Monthly Savings	YTD 2022 Total Amount	2021 Total Amount
January	43.42	\$39,438.39	\$39,438.39	\$37,031.39
February	47.07	\$38,616.23	\$78,054.61	\$66,245.84
March	43.58	\$39,583.71	\$117,638.33	\$102,668.67
April	45.90	\$40,346.10	\$157,984.43	\$146,530.77
May	43.39	\$39,411.14	\$197,395.57	\$196,805.17
June	44.17	\$38,825.43	\$236,221.00	\$250,186.84
July	0	\$0.00	\$236,221.00	\$307,436.99
August	0	\$0.00	\$236,221.00	\$362,370.97
September	0	\$0.00	\$236,221.00	\$413,818.84
October	0	\$0.00	\$236,221.00	\$470,896.42
November	0	\$0.00	\$236,221.00	\$518,652.49
December	0	\$0.00	\$236,221.00	\$562,895.78
TOTAL	66.88	\$236,221.00	\$236,221.00	\$562,895.78

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

Bed Days x \$29.30 = Monthly Savings



SAFE KEEPER HOUSING

2022

MONTH	Other Facility	Other Facility	ADAMS	WAUPACA	MONTH TOTAL	2022 YTD TOTAL	2021 YTD TOTAL
JANUARY	\$0.00	\$0.00	\$16,275.00	\$82,125.00	\$98,400.00	\$98,400.00	\$98,400.00
FEBRUARY	\$0.00	\$0.00	\$16,275.00	\$82,125.00	\$98,400.00	\$196,800.00	\$196,800.00
MARCH	\$0.00	\$0.00	\$16,275.00	\$82,125.00	\$98,400.00	\$295,200.00	\$295,200.00
APRIL	\$0.00	\$0.00	\$16,275.00	\$82,125.00	\$98,400.00	\$393,600.00	\$393,600.00
MAY	\$0.00	\$0.00	\$16,275.00	\$82,125.00	\$98,400.00	\$492,000.00	\$492,000.00
JUNE	\$0.00	\$0.00	\$16,275.00	\$82,125.00	\$98,400.00	\$590,400.00	\$590,400.00
JULY	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$590,400.00	\$688,800.00
AUGUST	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$590,400.00	\$787,200.00
SEPTEMBER	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$590,400.00	\$885,600.00
OCTOBER	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$590,400.00	\$984,000.00
NOVEMBER	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$590,400.00	\$1,082,400.00
DECEMBER	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$590,400.00	\$1,180,800.00
TOTALS	\$0.00	\$0.00	\$97,650.00	\$492,750.00	\$590,400.00		\$1,180,800.00

2022 is a 90 average

Waupaca \$36.00 per bed day (75)

Adams \$35.00 per bed day (15)

Wood County Sheriff's Department Kitchen Report 2022						
MONTH	Breakfast	Lunch	Dinner	Special	Total meals	Food Cost plus Labor
January	2819	2669	2721	0	8209	\$23,666.61
February	2116	1998	2021	0	6135	\$18,457.96
March	1832	1730	1772	0	5334	\$17,996.91
April	1962	1856	1908	0	5726	\$18,575.18
May	1841	1753	1741	0	5335	\$18,357.74
June	1980	1875	1432	0	5287	\$19,868.36
July	0	0	0	0	0	\$0.00
August	0	0	0	0	0	\$0.00
September	0	0	0	0	0	\$0.00
October	0	0	0	0	0	\$0.00
November	0	0	0	0	0	\$0.00
December	0	0	0	0	0	\$0.00
TOTAL	12550	11881	11595	0	36026	\$116,922.76

Cost per meal **\$3.25**

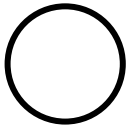
Cost per day **\$9.74**

Wood County Jail Kitchen Expenses					
	2013	2014	2015	2016	2017
Food & Labor	\$335,733.47	\$312,317.25	\$285,692.96	\$275,088.44	\$289,481.66
Number of Meals	103,993	86,637	77,044	88,993	118,016
Cost per Meal	\$3.23	\$3.60	\$3.71	\$3.09	\$2.45
Cost per Day	\$9.69	\$10.81	\$11.12	\$9.27	\$7.36
	2018	2019	2020	2021	2022
Food & Labor	\$262,016.71	\$262,906.02	\$233,270.65	\$251,935.30	\$116,922.76
Number of Meals	122,668	111,439	81,970	86,838	36,026
Cost per Meal	\$2.14	\$2.36	\$2.85	\$2.90	\$3.25
Cost per Day	\$6.41	\$7.08	\$8.54	\$8.70	\$9.74
	2023	2024	2025	2026	2027
Food & Labor	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Number of Meals	0	0	0	0	0
Cost per Meal	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!
Cost per Day	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!

TEK84 INTERCEPT BODY SCANNER

JUNE

TOTALS	Found item	MALES	1	LOCATION	Internal	0	DRUGS	1	M
		FEMALES	0		External	1		0	
HOW MANY	SCANNED	MALES	105	Last day counted					
		FEMALES	38						
					6/28/2022				



ORDINANCE#

Introduced by
Page 1 of 2

Public Safety and Health & Human Services Committees

ITEM# 3-
DATE August 23, 2022
Effective Date Upon passage and publication

Motion:

Adopted:

1st

Lost:

2nd

Tabled:

No: Yes:

Absent:

Number of votes required:

X

 Majority Two-thirds

Reviewed by: , Corp Counsel

Reviewed by: , Finance Dir.

LAD

INTENT & SYNOPSIS: To enact a county ordinance that prohibits the possession of hemp-derived cannabinoids including, but not limited to delta-8 tetrahydrocannabinol (THC) and delta-10 THC type products by anyone under the age of 21 and the sale of such products to them.

FISCAL NOTE: Nothing direct.

WHEREAS, Hemp-derived cannabinoid products (Delta 8 & 10 THC) are similar to Delta 9 THC (marijuana) chemically and produce a similar but reportedly milder effect than marijuana, and

WHEREAS, Delta 8 & 10 THC are active ingredients in products marketed and sold in the form of candies and other edibles that are typically marketed to youth, and

WHEREAS, Electronic smoking devices containing Delta 8 & 10 THC can be sold in flavors that have been shown to be attractive to youth, and

WHEREAS, Wood County Ordinance Ch. 236 currently regulates marijuana, synthetic cannabinoids, and drug paraphernalia but doesn’t restrict in any way the possession or sale of products containing Delta 8 & 10, and

WHEREAS, public health and law enforcement agencies of Wood County have advised that it is in the interest of the public health and safety to regulate Delta 8 & 10 products in Wood County.

NOW, THEREFORE, THE WOOD COUNTY BOARD OF SUPERVISORS HEREBY ORDAINS AS FOLLOWS:

Section 1. Section 236.05 of the Wood County Code of Ordinances is hereby created to read as follows:

236.05 Hemp-derived Cannabinoid Regulations

- (a) In this subsection, hemp-derived cannabinoid constitutes one of the many intoxicating cannabinoids found in the cannabis plant or a synthetic version thereof.
- A cannabinoid other than delta-9 tetrahydrocannabinol (THC), or an isomer derived from such cannabinoid (delta-8 THC, delta-10 THC, hexahydrocannabinol (HHC), HHC-O, THCA, THC-O, THCP, THCV); or
 - A hemp-derived product containing delta-9 tetrahydrocannabinol in a concentration of 0.3 percent or less

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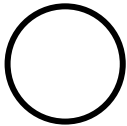
JOSEPH H. ZURFLUH (Chair)
WILLIAM VOIGHT
DENNIS POLACH
BRAD HAMILTON
WILLIAM WINCH

ADAM FISCHER (Chair)
DONNA ROZAR
JOHN HOKAMP
LEE THAO
TOM BUTTKE
REBECCA SPIROS, RN
DR. KRISTIN INIQUEZ
LORI NORDMAN

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

County Clerk

County Board Chairman



- Does not include non-intoxicating cannabinoids, including cannabidiol (CBD), which is an active ingredient in cannabis, but does not cause intoxication by itself, is not addictive, and does not contain other isomers as listed above
- (b) It shall be illegal for a person under the age of twenty-one (21) to possess or use any amount of a hemp-derived cannabinoid including delta-8 THC, delta-10 THC, HHC, HHC-O, THCA, THC-O, THCP, or THCV except as specifically allowed by Wisconsin law.
- (c) It shall be illegal to sell or deliver any hemp-derived cannabinoid product containing delta-8 THC, delta-10 THC, HHC, HHC-O, THCA, THC-O, THCP, or THCV to a person under the age of twenty-one years, except as specifically allowed by Wisconsin law.
- (d) It shall be illegal to sell or deliver any hemp-derived cannabinoid product containing delta-8 THC, delta-10 THC, HHC, HHC-O, THCA, THC-O, THCP, or THCV to a person without having first verified their age by having the purchaser present a valid photo identification.
- (e) Hemp-derived cannabinoids shall not be sold within 750 feet of a hospital, church, or youth-serving organization such as, but not limited to: childcare centers, pre-schools, public or parochial schools, tribal schools, playgrounds, city or county parks, sporting arenas, or organizations with specific interest to serve children (Boys & Girls Club, YMCA, Head Start, etc.) The distance shall be measured by the shortest route along a designated roadway or walking path from the main entrance of the youth-serving business/organization to the premises selling hemp-derived cannabinoid products. The prohibition in this section does not apply to businesses selling hemp-derived cannabinoids prior to July 31, 2022.
- (f) The penalty provision under s. 236.04 shall apply to any violation of this subsection.

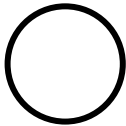
Section 2. This ordinance shall take effect upon passage and publication.

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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 Committee

ITEM# 3-
DATE August 23, 2022
Effective Date Upon passage & publication

Motion:

Adopted:

1st

Lost:

2nd

Tabled:

No: Yes: Absent:

Number of votes required:

Majority

XTwo-thirds

Reviewed by: PAK, Corp Counsel

Reviewed by: EN, Finance Dir.

INTENT & SYNOPSIS: To provide for unanticipated revenue from the Bureau of Traffic Safety, housed with the Wisconsin Department of Transportation’s Division of State Patrol, and the National Highway Traffic Safety Administration to finance additional patrol for failure to stop, failure to yield, and distracted driving to help reduce the number of crashes in identified areas throughout Wood County through December 2022.

FISCAL NOTE: The costs to be funded in the 2022 budget are in lines 101-2504-52140-000-115 (Traffic Police Overtime). The adjustment to the budget is as follows:

Account	Account Name	Debit	Credit
52140	Sheriff Traffic		\$15,000.00
43521	State Traffic Aids	\$15,000.00	

The costs to be funded in the 2022 budget are in lines 101-2501-52110-000-342 (Sheriff Administration). The adjustment to the budget is as follows:

Account	Account Name	Debit	Credit
52110	Sheriff Admin		\$13,295.00
43521	State Traffic Aids	\$13,295.00	

WHEREAS, it is a benefit to the citizens of Wood County to provide additional traffic patrol within the boundaries of Wood County over the 2022 operational year, and

WHEREAS, the Wood County Sheriff’s Department overtime budget is restricted in nature and would be compensated \$15,000.00 for additional patrol for failure to stop, failure to yield, and distracted driving to

help reduce the number of crashes in identified areas throughout Wood County through December 2022. In addition, the National Highway Traffic Safety Administration will award Wood County an equipment grant in the amount of \$13,295.00 which will be distributed immediately upon receipt to the Wood County Highway Department for said equipment, and

WHEREAS, Wood County will be the fiduciary of the Bureau of Traffic Safety (BOTS) Grant and the Sheriff’s Department will be responsible for all programmatic reporting requirements outlined in the grant award and seeing that grant funds are administered according to the approved application materials and certifications, and

WHEREAS, Wood County Sheriff’s Department will allocate a portion of the \$15,000.00 awarded grant funds to Wisconsin Rapids Police Department, Marshfield Police Department, and Grand Rapids Police Department to assist with the additional traffic patrol within the boundaries of Wood County.

THEREFORE BE IT RESOLVED, to amend the Wood County Sheriff Traffic (52140) Budget for 2022 to add \$15,000.00 and the Wood County Administration (52110) Budget for 2022 to add \$13,295.00 as set forth in the fiscal note above and to add a total of \$28,295.00 of unanticipated revenue from the Bureau of Traffic Safety into the traffic revenue account (43521) known as State Traffic Aids.

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

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Joseph 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

MINUTES
CONSERVATION, EDUCATION AND ECONOMIC DEVELOPMENT COMMITTEE

DATE: Tuesday July 19, 2022

TIME: 9:05 a.m.

LOCATION: Wood County Courthouse – Room 114

Members present: Bill Leichtnam, Laura Valenstein, Dave LaFontaine, Tom Buttke

Members excused: Jake Hahn

Other present: See attached sign in sheet

1. Chairman Leichtnam called the meeting to order at 9:12 AM and declared a quorum present.
2. The final resolution regarding unconditional county guaranty of its pro rata share, intergovernmental agreement and taxable revenue bond financing for Bug Tussel 1, LLC Project was presented. Motion by Valenstein/LaFontaine to approve the resolution and forward it to the county board for their consideration. Motion carried unanimously.
3. A special meeting date was discussed for review of the economic development grants. After deliberation, that meeting will be held on Monday, August 1st at 1:00 PM in Room 114.
4. Motion by Buttke/Valenstein to adjourn. Motion carried unanimously at 9:16 AM.

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

July 19, 2022

106

MINUTES
CONSERVATION, EDUCATION & ECONOMIC DEVELOPMENT COMMITTEE
MONDAY, AUGUST 1, 2022
WOOD COUNTY COURTHOUSE, ROOM #114, WISCONSIN RAPIDS WI

Members Present: Bill Leichtnam, Jake Hahn, Dave LaFontaine, Laura Valenstein and Tom Buttke

Members Excused: Carmen Good

Staff Present:

Planning & Zoning Staff: Jason Grueneberg and Victoria Wilson, Adam DeKleyn via Webex.

Others Present: See attached sign-in sheet.

1. **Call to Order.** Chairperson Leichtnam called the CEED Meeting to order at 1:05 p.m.
2. **Declaration of Quorum.** Chairperson Leichtnam declared a quorum.
3. **Review 2023 Economic Development grant requests**

Economic Development grant applications: (See chart of applications with corresponding numbers)

#1-Village of Rudolph-Park Initiative: Overview of request given by Rich Larsen, Village of Rudolph Trustee.

Committee approved \$4,250 of the \$7,000 grant request.
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#2-Town of Saratoga-Nepco Lake Rest Area: Overview of request given by Gail Kretschmer, Town Supervisor.

Committee approved \$15,000 of the \$30,000 grant request.
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#3 South Wood County Airport-General Funding: Overview of request given by Jeremy Sickler, Airport Manager.

Committee approved \$15,000 of the \$15,000 grant request.
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#4-Marshfield Municipal Airport-General Funding: Overview of request given by Jeff Gaier, Airport Manager.

Committee approved \$15,000 of the \$15,000 grant request.
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#5-City of Pittsville-Building Incentive Program: Overview of request given by Tami Hahn, City Clerk/Treasurer.

Committee approved \$20,000 of the \$25,000 grant request.
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#6-City of Pittsville-Resurface basketball/tennis courts: Overview of request given by Tami Hahn-City Clerk/Treasurer.

Committee approved \$35,000 of the \$35,000 grant request.
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#7-Town of Milladore-Mayflower/Yellowstone/County H blacktop: Overview of request given by Christine Hollar, Town Clerk and Ron Koziczowski.

Committee denied the grant request of \$7,000.

#8-Town of Milladore-Mayflower/Trestik/Yellowstone Rd blacktop: Overview of request given by Christine Hollar, Town Clerk and Ron Koziczowski.

Committee denied the grant request of \$7,000.

#9-Village of Port Edwards-Murals: Overview of request given by Ray Bossert, Village Administrator.

Committee denied the grant request of \$75,000.

#10-Village of Port Edwards-Dog Park: Overview of request given by Ray Bossert, Village Administrator.

Committee denied the grant request of \$10,000.

#11-Village of Port Edwards-Bike Trail: Overview of request given by Ray Bossert, Village Administrator.

Committee approved \$20,000 of the \$80,000 grant request.

#12-Village of Port Edwards-Downtown Improvements: Overview of request given by Ray Bossert, Village Administrator.

Committee denied the grant request of \$100,000.

#13-Village of Port Edwards-Land Acquisition: Overview of request given by Ray Bossert, Village Administrator.

Committee approved \$75,000 of the \$150,000 grant request.

#14-Heart of Wisconsin Chamber of Commerce-General Funding: Overview of request given by Angel Whitehead, President.

Committee approved \$25,000 of the \$19,500 grant request. The grant amount has been the same since at least 2003. The chamber contributes a great deal to economic development in Wood County.

#15-Marshfield Area Chamber of Commerce and Industry-General Funding: Overview of request given by Scott Larson, President.

Committee approved \$25,000 of the \$19,500 grant request. The grant amount has been the same since at least 2003. The chamber contributes a great deal to economic development in Wood County.

#16-Wisconsin Rapids Area Convention and Visitor's Bureau-State Fair Booth: Overview of request given by Meredith Kleker, President.

Committee approved \$3,000 of the \$3,000 grant request.

#17-Historic Point Basse-Outdoor Shelter: Overview of request given by Paula Klevene, Treasurer and Helen Legare, Member.

Committee approved \$32,500 of the \$32,500 grant request.

#18-City of Wisconsin Rapids-Sculpture: Overview of request given by Carrie Edmondson, Associate Planner.

Committee denied the \$9,020 grant request.

#19-C2 Makerspace-Robotics Team: Overview of request was given by Karen Olson, MACCI and Mark Bowie, Makerspace.

Committee approved \$10,000 of the \$30,000 grant request.

4. **Schedule any additional meetings if necessary.** None
5. **Adjourn.** Chairman Leichtnam declared the meeting adjourned at 4:15 pm

Minutes by Victoria Wilson, Planning & Zoning

CEED GRANT REQUESTS '23

8-1-22

	NAME	REPRESENTING
1.	Chris Hollar	Town of Milladore
2.	Ron Kozickowski	Town of MILLADORE
3.	Jeffrey Gaiser	Marshfield Municipal Airport
4.	Rica LARSEN	Village of Rudolph
5.	Geonda Carrell	Town of Saratoga
6.	Angel Whitehead	Heart of Wisconsin
7.	Karen Olson	MACCI + C2 makerspace
8.	Gail Kretschmer	Town of Saratoga
9.	Scott Larsson	MACCI / MACCI
10.	MARK BOWIE	C2 MAKERSPACE
11.	Bossett	Village of Port Edwards
12.	M. H. K. K.	Wis Rapids Area CVB
13.	Jami Hahn	City of Fittsville
14.	Paula Klevene	Historic Point Barre
15.	Helen Legare	"
16.	Jeremy Sickler	South Wood Co. Airport
17.		Via webex
18.	Joseph Zurfluh	District 17 Supervisor
19.	Ed Newton	Finance Director
20.	Bill Clendenning	District 15 Supervisor
21.		
22.		
23.		
24.		
25.		

#	Pages	Wood County Proposed Economic Development Grant Requests for 2023	Description of project	2023 Total Grants Requested	2023 CEED Approved
		<i>North Central WI RPC</i>			<i>\$41,500.00</i>
1		<i>Village of Rudolph</i>	Park Initiative	<i>\$7,000.00</i>	<i>\$4,250.00</i>
2		<i>Town of Saratoga</i>	Nepco Lake rest area	<i>\$30,000.00</i>	<i>\$15,000.00</i>
3		<i>South Wood County Airport Commission</i>	General Funding for Economic Dev	<i>\$15,000.00</i>	<i>\$15,000.00</i>
4		<i>Marshfield Municipal Airport (Roy Shwery)</i>	General Funding for Economic Dev	<i>\$15,000.00</i>	<i>\$15,000.00</i>
5		<i>City of Pittsville</i>	Building Incentive Program	<i>\$25,000.00</i>	<i>\$20,000.00</i>
6		<i>City of Pittsville</i>	Resurface basketball/tennis courts	<i>\$35,000.00</i>	<i>\$35,000.00</i>
7		<i>Town of Milladore</i>	Mayflower/Yellowstone/ County H-blacktop	<i>\$7,000.00</i>	<i>Denied</i>
8		<i>Town of Milladore</i>	Mayflower/Trestik/Yellowstone Rd-blacktop	<i>\$7,000.00</i>	<i>Denied</i>
9		<i>Village of Port Edwards</i>	Murals	<i>\$75,000.00</i>	<i>Denied</i>
10		<i>Village of Port Edwards</i>	Dog park	<i>\$10,000.00</i>	<i>Denied</i>
11		<i>Village of Port Edwards</i>	Bike Trail	<i>\$80,000.00</i>	<i>\$20,000.00</i>
12		<i>Village of Port Edwards</i>	Downtown Improvements	<i>\$100,000.00</i>	<i>Denied</i>
13		<i>Village of Port Edwards</i>	Land acquisition	<i>\$150,000.00</i>	<i>\$75,000.00</i>
14		<i>Heart of Wisconsin Chamber of Commerce</i>	General Funding for Economic Dev	<i>\$19,500.00</i>	<i>\$25,000.00</i>
15		<i>Marshfield Chamber Foundation</i>	General Funding for Economic Dev	<i>\$19,500.00</i>	<i>\$25,000.00</i>
16		<i>Wisc Rapids Area Convention & Visitors Bureau</i>	State Fair Booth	<i>\$3,000.00</i>	<i>\$3,000.00</i>
17		<i>Historic Point Basse</i>	Outdoor Shelter	<i>\$32,500.00</i>	<i>\$32,500.00</i>
18		<i>City of Wisconsin Rapids</i>	Sculpture	<i>\$9,020.00</i>	<i>Denied</i>
19		<i>C2 Makerspace</i>	Robotics Team	<i>\$30,000.00</i>	<i>\$10,000.00</i>
20					
21					
		Total		\$669,520.00	\$336,250.00

MINUTES
 CONSERVATION, EDUCATION & ECONOMIC DEVELOPMENT COMMITTEE
 WEDNESDAY, AUGUST 3, 2022
 WOOD COUNTY COURTHOUSE, ROOM #105, WISCONSIN RAPIDS WI

Members Present: Bill Leichtnam, Tom Buttke, Jake Hahn, Dave LaFontaine, Laura Valenstein

Members Excused: Carmen Good

Staff Present:

Planning & Zoning Staff: Jason Grueneberg, Adam DeKleyn – (WebEx)

Land & Water Conservation Staff: Shane Wucherpfennig, Kyle Andreae, Lori Ruess

UW Extension Staff: Jason Hausler – (WebEx), Kayla Rombalski

Others Present: Dist. #11 Supervisor Jeff Penzkover, Dist. #14 Supervisor Dennis Polach, Dist. #15 Supervisor Bill Clendenning, Dist. #16 Supervisor Lance Pliml – (WebEx) Angel Whitehead, Heart of Wisconsin, Jeremy Sickler, Alexander Field Airport, Roland Hawk, Wood County Highway Dept. Ben Jeffrey, Environmental Health Supervisor – (WebEx).

1. **Call to Order.** Chairperson Leichtnam called the CEED meeting to order at 9:00 a.m.
2. **Declaration of Quorum.** Chair Leichtnam declared a quorum.
3. **Public Comment.** Kayla Rombalski, UWEX Community Development Coordinator, introduced herself. She was previously employed at the Portage County Chamber and she is excited to be working in Wood County.

Bill Clendenning asked about the Sustainable and Renewable Committee. Chair Leichtnam explained this is number 15c on the agenda and briefly added he thinks this will be handled in the CEED Committee.

4. **Review Correspondence.** Shane Wucherpfennig mentioned the North Central Area Land & Water Conservation Tour, which will be held in Florence County on August 12th. In the past, Bob Ashbeck was the NCLWCA representative from CEED and would attend the meetings with Shane. Shane asked Chair Leichtnam if a new representative should be appointed? Chair Leichtnam stated a representative could be appointed or committee members could share the representation. Shane added all are welcome to attend the August 12th tour and meeting.
5. **Consent Agenda.** The Consent Agenda included the following Items: 1) minutes of the July 6, 2022 and July 19, 2022 CEED meetings, 2) bills from Planning & Zoning, Land & Water Conservation and UW Extension and 3) staff activity reports from Laura Huber, Matt Lippert, Allison Jonjak, Hannah Wendels, Janell Wehr, Jacki Carattini, Shane Wucherpfennig, Kyle Andreae, Caleb Armstrong, Molly Kolano, Rodney Mayer, Lori Ruess, Emily Salvinski, Jason Grueneberg, Adam DeKleyn, Paul Bernard, Jeff Brewbaker, Scott Custer, Victoria Wilson, Karoline Whitman.
 - A. Minutes of July 6, 2022. No additions or corrections needed.
 - B. Minutes of July 19, 2022. No additions or corrections needed.
 - C. Department Bills. No additions or corrections needed.
 - C. Staff Activity Reports. No additions or corrections needed.

Motion by Dave LaFontaine to approve and accept the July 6, 2022 and July 19, 2022 CEED minutes, bills from Planning & Zoning, Land & Water Conservation and UW Extension, and staff activity reports as presented. Second by Laura Valenstein. Motion carried unanimously.

6. **Review items, if any, pulled from Consent Agenda.** – None,

7. Risk and Injury Report. None.

- 8. Initial Discussion of ARPA Spending Priorities.** Chair Leichtnam commented that “initial” should have been removed from this agenda item as this item has been discussed at past meetings. He attended two meetings on ARPA spending and the discussion focused mostly on childcare and other countywide priorities.

At this time with consensus from the Committee, items 14c – 14g were moved up on the agenda. See 14c and 14g.

9. Land & Water Conservation Dept.

- a. Open/approve low bid for Todd Karl's (3) grassed waterway projects..
Kyle Andreae presented the bids he received. Bids were sent to at least six contractors. Only one bid was received for this project.
- Jeff Ertl Trucking & Excavating - \$60,133.25.
- b. Open/approve low bid for Marso Farms LLC waste storage facility closure.
Received two bids for the Marso Farms LLC waste storage facility closure.
- Becker Trucking & Excavating - \$6,234.29
 - Jeff Ertl Trucking & Excavating - \$6,157.54.
- c. Open/approve low bid for Barry Richardson's waste transfer pad & T-wall project.
Only one bid was received for this project.
- Jeff Ertl Trucking & Excavating – \$42,990

All bids came in higher than what Kyle projected. However, these were the first projects that were bid out in 2022, so there were no price comparisons to work off for his estimates. Shane Wucherpennig explained that bids could also be higher due to the time of year, increase in fuel costs, and all contractors are obviously very busy because we did not receive many bids.

Motion by Dave LaFontaine to approve and accept the low bids from Jeff Ertl Trucking and Excavating in the amount of 60,133.25 for Todd Karl's (3) grassed waterways, \$6,157.54 for Marso Farms LLC waste storage facility closure and \$42,990 for Barry Richardson's waste transfer and T-wall project for the purpose of basing cost-share dollars. This approval is based on recommendations from Land & Water Conservation staff and agreement of each landowner to move forward with the projects at the increased price or the option to reject bids and renegotiate bids with bidders. Contractors are to provide proof of Insurance. Second by Tom Buttke. Motion carried unanimously.

Following bid opening it was suggested that the Committee revisit the bid opening procedure at the September CEED meeting. This will be an item on the September CEED agenda.

Supervisor Hahn requested a break at 9:52 a.m. Chair Leichtnam called the meeting back in session at 9:57 a.m.

- d. Presentation to CEED on LWCD programs and functions.
Shane Wucherpennig gave a PowerPoint presentation on programs and functions of the Land & Water Conservation Department. The presentation included:
- Land & Water Conservation's mission
 - Low disturbance manure injection, cover crops and cover crop interseeding, no-tilling, roller crimping, well closures, nutrient management plans, Animal Waste and Groundwater Protection Ordinance, Central Wisconsin Profitability Expo, Soil and Water Resource Management Grant, Non-metallic Mining Reclamation Program, Wildlife Damage Abatement and Claims, Multi-Discharger Variance (MDV), and Mill Creek TRM Grant.

- e. Discuss department proposal for ARPA funds. Shane presented a proposal of the Land & Water Conservation Department's ARPA funds request. The proposal includes:
- Cost-share reverse osmosis systems for landowners with high nitrates in their well water.
 - Water quality improvement.
 - Field test plot training and field days.
 - Purchase of a drone to use for non-metallic mine inspections, wildlife damage fence inspections, and documentation of conservation practices.

The Committee will review and discuss at the September CEED meeting.

- f. Discuss Non-metallic Mining fees and financial assurance. Shane Wucherpennig mentioned the Non-metallic Mining Reclamation program is a self-funded program and permit fees and financial assurance have not been reviewed or increased in six years. Taking into consideration inflation, cost of fuel, and salary increases he feels there is a need to review and possibly increase financial assurance and permit fees. He will present a proposal to the CEED in September.

g. Committee Reports

- Citizens Groundwater Group meeting. Chair Leichtnam reported on the Citizens Groundwater Group meeting. He referred to pages 26, 29, 32, and 36 of the CEED packet. High nitrates in Nelsonville. He added high nitrates are not just in private wells but also in municipal systems.

The Citizens Groundwater Group meets the third Monday of each month. The next meeting will be August 15th.

- Health Committee report. Ben Jeffrey reported the AGC had a meeting. The MOU is set to expire the end of this year. The next meeting is October 25, 2022.
- Central Sands Groundwater County Collaborative (CSGWCC) committee report. CSGWCC did not meet in July.
- Golden Sands RC&D report. Chair Leichtnam reported briefly on the July 21st Golden Sand RC&D meeting. 10 or 11 counties attended the meeting.
 - Talked about invasive species and lakes affected.
 - Groundwater lessons to fifth Grade students will now be offered in Wood and Marquette counties.
 - Large number of Zebra Mussels in NEPCO Lake.
 - Forestry and Ag Meeting – Japanese knotweed spreading. This plant has a vigorous, rapid growing root system that damages property foundations, pavement and drainage systems.

10. Private Sewage. No updates.

11. Land Records. No updates.

12. County Surveyor. No updates.

13. Planning. No updates.

14. Economic Development.

- a. North Central Wisconsin Regional Plan Commission Update. Jason Grueneberg gave a brief update. Last month he was appointed to the NCWRPC Commission. He replaced Gerald Nelson who resigned after serving many years on the Commission. He thanked Gerald for his service to the Commission. The following was discussed/covered at the meeting:

- Carbon Credits
- DNR Presentation – Central Sands Plan - in progress.

Jason handed out an amendment to the Comprehensive Economic Development Strategy for the CEED to review.

Dave LaFontaine commented on the five items outlined in the handout. All five items are very important to Wood County, but could be challenging, as there appears to be no solutions.

Jason Grueneberg mentioned Victoria Wilson has taken the lead in setting up the CEED Tour. She will be sending out a doodle poll in the near future for available dates. This tour is open to all County Board members as well as other agencies that the departments work with.

- b. Broadband grant and speed test update. Jason Grueneberg reported; the testing app for broadband speed is still out there. Approximately 800 test came in; the goal is to receive three to four thousand. Bug Tussel bonding documents are being signed and moving forward. Considering applying for a federal grant; but it is a very competitive grant.
- c. Update from Wood County Highway Department and consider release of 2022 Economic Development Grant Funds. Rowland Hawk, Wood County Highway Commissioner, gave a brief update on Phase III of the ATV Route and Trail System. He referred to page 45 of the CEED packet. Phase III ATV signing of County highways began in January of 2022 with ordering of new signs. Crews started marking the County Highways that are designated closed to ATV/UTV traffic in March. This portion of the signing was completed in May. Crews finished the ATV signing project at the end of June by placing signs at the borders of the County informing those entering that all County roads are open to ATV traffic unless posted. The average ATV/UTV user spends about \$200/trip. With the increased access to local businesses, an increase in riders in Wood County will be seen. Discussion followed. Tom Buttke shared his only concern is that a driver's license is not required to operate an ATV/UTV on roads.

Motion by Jake Hahn to release \$20,000 in 2022 Economic Development Funds to the Wood County Highway Department for the Phase III ATV Route/Trail System. Second by Dave LaFontaine. Motion carried unanimously.

- d. Update from Heart of Wisconsin Chamber of Commerce and consider release of 2022 Economic Development Grant Funds. Angel Whitehead gave a brief update on marketing and advertising.
- Worked with 82 different entrepreneurs.
 - Hosted surge event for entrepreneurs.
 - Hosted several trainings for the business community
 - Collaborated with five area chambers for work force solutions.
 - Community tour for potential employees.
 - Business series "Dive into the Rapids"

Motion by Dave LaFontaine to release \$19,500 in 2022 Economic Development Funds to the Heart of Wisconsin Incubator (Foundation) and the Heart of Wisconsin Chamber of Commerce. Second by Tom Buttke. Motion carried unanimously.

- e. Update from HOW, MACCI, Visit WR & Visit MFLD marketing video and consider release of 2022 Economic Development Grant Funds. Angel Whitehead gave a brief update on the progress of the video and photograph production for Wood County Marketing. She referred to CentralWisconsin.com a website that highlights things to do and places to stay in Central Wisconsin, specifically Marshfield, Wisconsin Rapids and Stevens Point. In addition, recreation video snips have been developed for use on County's website etc.

Motion by Tom Buttke to release \$4,000 in 2022 Economic Development Funds to the Heart of Wisconsin Chamber of Commerce, Marshfield Area Chamber of Commerce & Industry, Visit Wisconsin Rapids and Visit Marshfield. Second by Dave LaFontaine. Motion carried unanimously.

- f. Update from Marshfield Municipal Airport and consider release of 2022 Economic Development Grant Funds. No one attended to give a report on the Marshfield Municipal Airport. However, the Marshfield Municipal Airport Management Year End Report is in the CEED packet starting on page 60.

Motion by Tom Buttke to release \$10,000 in 2022 Economic Development Funds to the Marshfield Municipal Airport. Second by Dave LaFontaine. Motion carried unanimously.

- g. Update from South Wood County Airport and consider release of 2022 Economic Development Grant Funds. Jeremy Sickler reported briefly on the South Wood County (Alexander Field) Airport projects and events. The fuel system replacement is underway; employment and supply issues have delayed the project. The majority of the Airport's paved surfaces will be crack filled and resurfaced this fall; this is routine maintenance. Discussion followed.
- Supervisor Buttke suggested that a list of all businesses that use the airport be included in future reports, as it really shows the community the usage and need of the airport.
 - Bill Clendening suggested the airport reach out to Sand Valley and Town of Rome.

Motion by Tom Buttke to release \$5,000 in 2022 Economic Development Funds to the South Wood County Airport. Second by Laura Valenstein. Motion carried unanimously.

15. Extension.

- a. General Office Update. Wrapping up budgets with Karli, as she will be going on maternity leave this month.

Tami Swenson, UW Stevens Point Professor will be based out of the Wood County Extension Office part-time. She will be working with the Health Department on public health.

Jason shared there is a buyer for the Meadowbrook 4-H property. Working with Corporation Counsel on a resolution for use of money from sale of the property.

- b. Staffing Update.

- Community Development - Kayla Rombalski introduced herself at the beginning of the meeting. Jason commented that he is very happy to have her joining the Wood County Extension team.

- Natural Resources – moving forward with the Natural Resources position, this will be a 1.0 FTE partnership position.

c. Renewable & Sustainable Committee. - No further discussion on this agenda item.

16. Request for per diem for meeting attendants. Chair Leichtnam requested per diem for attending the “Celebrate the passing of Act 223” in Plover on July 25th. Included in this act is one full-time hydrogeologist project position, Commercial Nitrogen Optimization Pilot Program, and crop insurance premium rebates for planting cover crops at \$5/acre.

Motion by Tom Buttke to approve Chair Leichtnam’s request for per diem for attending the “Celebrate the Passing of Act 223” on July 25th. Second by Laura Valenstein. Motion carried unanimously.

17. Schedule Next regular committee meeting. Wednesday, September 7, 2022 at 9:00 a.m.

18. Agenda items for next meeting.

- Discuss streamlining bid opening procedure for Land & Water Conservation Department bids.
- Discuss ARPA funding proposal from Land & Water Conservation Department.
- Review/approve revisions to Nonmetallic Mine permit fees and financial assurance.
- REDI implementation.
- Review/approve resolution for Meadowbrook 4-H property.
- Review/approve 2023 Department budgets.

19. Schedule any additional meetings if necessary.

20. Adjourn.

Motion by Dave LaFontaine to adjourn at 11:13 a.m. Second by Jake Hahn. Motion carried unanimously.

Minutes by Lori Ruess, Land & Water Conservation Department

WOOD COUNTY LAND INFORMATION COUNCIL
MINUTES

Date: Tuesday August 2, 2022

Location: Via Webex Teleconference and in person room 114

Attendees: Bill Leichtnam, District 19 Supervisor; Paul Bernard, Land Information Officer; Al Breu, District 6 Supervisor (via webex); Nancy Marti, Real Property Lister; Heather Gehrt, Treasurer; Victoria Wilson, Planning & Zoning; Kevin Boyer-Wood County Surveyor; Tiffany Ringer, Register of Deeds; Lori Heideman, Dispatch Manager; Jason Grueneberg, Planning & Zoning Director; Lance Pliml, District 16 Supervisor/County Board Chair; Brian Spranger, First Weber

1. Chairperson Leichtnam called the meeting to order at 1:00 p.m.
2. Introductions.
3. Chairperson Leichtnam declared a quorum.
4. Public Comment. None
5. Approval of previous meeting minutes (11/16/2021).

Chairperson Leichtnam asked for any additions or corrections to the previous meeting minutes. Hearing none, Al Breu made a motion to approve the minutes. Second by Paul Bernard. Motion carried unanimously.

6. Round Table Discussion on Land Information
 - Paul shared that he was able to obtain gas tax maps dating back to 1937 for each municipality. These have been useful when there is a dispute over how far a town road goes. Paul has also acquired Lange maps from the 1970's that show addresses from when municipalities re-addressed people from "Route 1, Route 2, Route 3" to what the addresses are now. There was a cold case solved in 2020 where the Sheriff's department was able to reference old addressing in Saratoga to help with the case. The plan is to scan these maps in and have them digitally available online.
7. Land Information Project Updates
 - 2022 PLSS Monumentation
This project is nearing completion. James Erickson from 90 West Surveying won the bid with a low bid of \$159 per corner. This is much lower than previous year's bids of \$240 in 2021 and \$204 in 2020.
 - 2022 LiDAR Project
Through a federal grant opportunity, 3D Elevation Program (3DEP), we were able to get high quality LiDAR for a fraction of the cost. The flight has been flown and the data is with the US Geological Survey for quality checks. We are hoping to get the base deliverables by the fall of this year and have the data integrated then share with the public by the end of the year. \$30,000 of this project is funded by cost sharing with Land & Water Conservation, City of Marshfield, City of Wisconsin Rapids, and Highway Department.
 - Next Generation 911

Paul talked about the increased collaboration between GIS and Lori from dispatch in their efforts to improve data for emergency services. Paul has been able to create detailed maps for fire departments that are not only online but that they can print and have available in the fire trucks.

Paul discussed a group called "Critical Response Group" and the benefits of their services for mapping schools, businesses, hospitals and other critical infrastructure to provide detailed information of buildings to emergency services. Some of the school districts have shown interest, however some are reluctant. Discussion followed on garnering the interest of all districts in our area. With grant funding available, it would not cost the school districts anything.

- Land Information Collaboration with other Departments

Paul discussed how important collaboration with other departments is. Paul's goal is to assess other department needs such as ESRI licenses and find better solutions for them. Paul stated collaboration with departments regarding ATV/UTV routes is slowly improving so he can keep the data up to date online.

8. Budget Update

- Paul gave an overview of the 2023 budget.

Motion by Bill Leichtnam, second by Kevin Boyer to recommend the budget to the CEED Committee for approval. Motion carried. Voting No: Gehrt

9. Agenda Items for Next Meeting. None

10. Adjourn

Motion by Paul Bernard to adjourn, second by Kevin Boyer. Motion carried unanimously. Meeting adjourned at 1:51 p.m.

Minutes taken by Victoria Wilson of Planning and Zoning and in draft form until next meeting.



We teach, learn, lead and serve, connecting people with the University of Wisconsin, and engaging with them in transforming lives and communities.

4-H – Positive Youth Development

Laura Huber, 4-H Program Educator

Jasmine Carbajal, 4-H Associate Educator (Marathon & Wood Counties)

- A booth at the Downtown Wisconsin Rapids Farmers Market where those not familiar with the 4-H program learned more about the program through hands-on activities. This effort was designed to introduce families to 4-H and build connections with community members in Wood County.
- Planning for a workshop series (Juntos Middle School) for youth and adults, where they learn about the successful transition to high school, higher education options, and making education a family goal. The goal of this effort is to give families knowledge, skills, and resources to successfully graduate from high school and pursue higher education. Laura Huber and Jackie Carattini built a partnership with First Presbyterian, Marshfield's Immigration Action Team to offer the Juntos Middle School Family Workshop series. We reached out to all of our local school districts, extending into Clark and Marathon counties, the 5-week series will be held in the fall of 2022, starting in September.

Agriculture

Matt Lippert, Agriculture Educator

- Planning for the Agriculture Education area at 2022 Wisconsin Farm Technology Days, an outdoor trade show for farmers and rural communities to increase knowledge of Extension Agriculture programs in crops and soils, dairy, farm management, livestock and horticulture.
- Live radio interviews on local radio stations where the listeners learned about current agriculture programs and issues. The purpose of this effort is to increase understanding of food production systems.

Cranberry Outreach

Allison Jonjak, Cranberry Outreach Specialist

- A study to better understand which species of mycorrhizal fungi that grow in association with cranberry and other ericoid species can improve cranberry plants' efficient uptake of nutrients from the soil, resulting in more environmentally friendly and economic cranberry yields. A mycorrhizal census was designed allowing the sampling, cultivation, and identification of fungi that grow in association with cranberry and other ericoid species. This census will allow the identification of which species can improve cranberry plants' efficient uptake of nutrients from the soil, resulting in more environmentally friendly and economic cranberry yields.





- Planning for a Growing Degree Day Task Force where researchers and growers will exchange information about how to use GDDs to understand plant growth and insect emergence. The purpose of this program is to develop a common system usable for research and grower weather stations.

FoodWise

Hannah Wendels, FoodWise Nutrition Educator

- A virtual and in-person weekly educational series (Extension Wellness) for Central WI residents where participants learn a variety of topics to improve overall well-being and health. The purpose of this series is to increase overall well-being and health of residents through programs on financial, nutrition, horticulture, and behavioral health education.
- Two shopping tours for teens (ages 14-17) in the Youth Justice program in collaboration with Wood County Health and Human Services, where at the local grocery store, they learned about label reading, unit pricing, comparison of fresh-frozen-canned fruits and veggies, and how to identify a whole grain. The goal of this program is to increase healthy habits/behaviors/life skills in youth that they can begin to use in the areas of eating and shopping as they prepare for life on their own.
- A series of nutrition lessons (Kids in the Kitchen) for youth in grades 4th-8th in collaboration with the South Wood County YMCA, where participants engaged in interactive activities around nutrition and cooked a healthy snack together to gain knowledge and skills in preparing healthy, inexpensive snacks for themselves and learn how to make healthy choices at home during the summer months and beyond.
- Interactive Grocery Store Tours offered twice monthly at Walmart in Plover and Wisconsin Rapids to low-income families. The goal of this educational program is for participants learn about shopping healthy on a budget, increase fruit and vegetable consumption and improve overall health.
- Interactive research at 7 Central Wisconsin Farmers Markets. Results from this study will help farmers markets to improve access to low-income communities through expanded EBT/FoodShare access.

Horticulture

Janell Wehr, Horticulture Educator

- A virtual and in-person weekly educational series (Extension Wellness) for Central WI residents where participants learn a variety of topics to improve overall well-being and health. The purpose of this series is to increase overall well-being and health of residents through programs on financial, nutrition, horticulture, and behavioral health education.
- Planning and revising an online course for consumer audiences (home gardeners) where participants learned fundamental knowledge of Wisconsin horticulture with an emphasis in Integrated Pest Management. The goal is to increase decision-making and problem-solving skills, improve the productivity / health of gardens and landscapes, and to implement gardening practices that have a positive impact on the environment.
- A social media outreach campaign for consumer gardeners in Wisconsin, where Facebook and Instagram users engaged with Extension resources, including the UW-Madison Extension Horticulture Topic Hub publications and YouTube videos. This effort is designed to increase awareness and knowledge of resources to address environmental contamination and pollution (due to overuse of horticulture chemicals in urban and suburban environments).



- Planning for a multi county educational program series for community gardeners. The goal of this effort is to increase gardeners' knowledge, promote best gardening practices and provide university based resources to community gardeners, which improves the health and productivity of their garden plots.

Human Development and Relationships

Jackie Carattini, Human Development and Relationships Educator

- A 7-session course that helps adults of all ages to make end-of-life financial, healthcare, and final wishes decisions in order to reduce the stress experienced by survivors and to ensure that their wishes are honored.
- A 6-hour mental health awareness program (Mental Health First Aid) for CW Solutions staff and county human services professionals, where participants learned skills and strategies to identify and respond to signs of a mental health or substance use challenge in order to connect individuals to appropriate professional help, provide support, reduce stigma, improve mental wellness and reduce the risk of suicide.
- A virtual and in-person weekly educational series (Extension Wellness) for Central WI residents where participants learn a variety of topics to improve overall well-being and health. The purpose of this series is to increase overall well-being and health of residents through programs on financial, nutrition, horticulture, and behavioral health education.
- Train-the-trainer support for helping professionals where they learned to effectively teach rental housing skills (Rent Smart curriculum) to their clients. Having learned these skills, the clients are able to find and keep safe and affordable rental housing.
- A three day presence at Clark County Farm Tech Days where educators from different institutes participated in educational activities to promote stress reduction in farmers. The goal of this effort was to provide hands-on-materials and practice of techniques to reduce stress that the farming community experiences.

Upcoming Programs

- [Extension Wellness Series | August 2, 9, 16, 23 - 10am-11am](#)
- [FoodWise Grocery Store Tours | Wisconsin Rapids Walmart – August 18](#)
- [Romaine Calm and Garden On | 12-session Gardening Series – March-September](#)
- [Wood County Clean Sweep | September 10 – 8am-12pm](#)

Staff Report for July 2022

Caleb Armstrong

- Worked on controlling and mapping of the invasive species wild parsnip in Wood and parts of Portage County.
 - This year the plant came up late and seed out fast due to the hot weather.
 - We were able to spray 9 different locations
 - 1 being a complaint site from a landowner.
 - Along with shoveling 5 locations as well.
 - Mapping of the wild parsnip will continue as plants are still able to identify.
 - Maps will then be used for the highway department next year once they acquire a boom sprayer.
- Worked on getting farmers interested in no-tilling/cover cropping their ground for the fall of 2022.
 - Have almost all funds available for Mill Creek spoken for.
 - Got a large farm into nutrient management as well as more soft and hard practices in the future. Farm is just over 800 acres of farm land.
- No-Till Drill has slowed a bit as most planting seasons are well past, still have some farmers using it for interseeding pastures or put down pollinator plots.
 - Drill has been used by 5 different landowners.
 - About 70 acres where planted with it implementing no-till.
- Attended a grazing tour field day in Stratford.
 - Farm is run by a small family where they rotational graze dairy cows.
- Helping present a grazing tour for UW-Stevens Point students at Treehaven about the impacts of rotational grazing on the land and surrounding water systems.
 - Also presenting the nutrient management aspects of rotational grazing and the impacts it has on soil and profitability to the farmers themselves.
- Working on trying to figure out the impact on the soybeans in Wood and the surrounding counties.
 - Soybeans seem to be behind more than normal this year.
 - Have contacted farmers/operators about their thoughts as well as other professionals in the field.
 - Seems to be the weather temperatures in the early spring are the biggest factor behind the reasoning.
- Proceeded with the monthly Mill Creek water sample testing.
- Proceeded with the monthly streamflow monitoring of the 6 different locations in South East Wood County.

Activities Report for Emily Salvinski

-July 2022-

- **Tuesday, July 5.** Gathered list for all Mill Creek grant fields as a starting point to enter info into DNR's BITS.
- **Wednesday, July 6.** Grabbed water samples from 4 locations within the Mill Creek Watershed.
- **Thursday, July 7.** Added parsnip location/treatment info to gis.
- **Thursday, July 14.** Worked on multiple contracts to cost-share no-till, added to gis.
- **Friday, July 15.** Worked on mailing for upcoming water testing program.
- **Wednesday, July 20.** Finished up mailing for upcoming water testing program.
- **Thursday, July 21.** Worked on multiple contracts to cost-share no-till, added to gis, calculated P reductions.
- **Friday, July 22.** Worked on multiple contracts to cost-share no-till, added to gis, calculated P reductions.
- **Wednesday, July 27.** Attended staff meeting. Worked on 2 MDV contracts.

Activities Report for Kyle Andreae – July, 2022

- July 1 – Karl waterway survey and design
- July 4 – Holiday
- July 5 – Karl waterway design, Richardson site visit and redesign
- July 6 – Richardson redesign and bid package assembled
- July 7 – Richardson out for bid, Karl waterway design
- July 8 – Karl waterway preliminary design completion, Gust design
- July 11 – Gust riprap design
- July 12 – Gust riprap design, Marso communication and design
- July 13 – Karl design finalization, Gust survey check, Marso design and communication
- July 14 – Nauman design, Marso design and estimates
- July 15 – Karl bid package assembled
- July 18 – Nauman design, Gust design
- July 19 – Nauman design
- July 20 – Gust site visit/ design revisions
- July 21 – Richardson contractor search
- July 22 – Richardson contractor search
- July 25 – Marso site visit/ design revisions, Richardson bid re-send
- July 26 – Marso bid package assembled, Cashen site visit, Karl bid package assembled
- July 27 – Nauman design
- July 28 – Nauman design
- July 29 – Nauman design

***Activities Report for Lori Ruess
July 2022***

- Answered phones and replied to emails.
- Reviewed payroll reports and payroll registers.
- Completed June sales tax report and forwarded to Finance.
- Approved staff time cards when Department Head was on vacation.
- Attended the July 27 staff meetings.
- Prepared bid letters for Barry Richardson's, Marso Farms LLC and Todd Karl's projects; and assisted with compiling bid packets and mailing.
- Completed LWCD payroll percentages and forwarded to Finance prior to the July 14 and July 28 payrolls.
- Worked on the LWCD office procedure manual.
- Completed required Civil Rights training.
- Verified wildlife damage general ledger and assemble all invoices and attachments for second quarter reimbursement request.
- Working on 2023 budgets.
- Electronically submitted staff reports and packet materials to the County Clerk's office for CEED packet.
- Organized County Board packet and electronically submitted to the County Clerk's office.
- Vacation days – July 18 – July 22

July Staff Report

Molly Kolano- Summer Intern

- Learned how to ID and spray Parsnip
- Helped collect Mill Creek water samples
- Went several times to pick up and drop off the no-till drill
- Learned how to use SnapPlus and enter data in
- Helped with Alfalfa appraisals
- Did stream flow measurements
- Went on a grazing tour with Tree Haven students
- Helped analyze well water data in Excel
- Did some surveying with the Environmental Engineer

Activities Report for Rod Mayer – July 2022

- Final review of Kolo/Haas Non-metallic mine site expansion reclamation plan for permitting. Discussions with DNR Storm Water, endangered resources, etc. Public Notice letters sent to all landowners within 300' with deadline for public hearing. Public Notice sent to Wis. Rapids Daily Tribune for publishing. Put file together with all updated documents. Bind reclamation plan.
- Correspondence with pond build exemption for wetland issues (Reno).
- Landowner correspondence for failed fence deadline and needed fixes – went over inspection report (Fazio).
- Worked with cranberry grower with current wildlife deer fence with bear issues. (Wilhorn – B&R Cranberry)
- Processed Act 82 shooting permits paperwork with DNR for Urban.
- Discussed reclamation needs with mine site operator (Altmann).
- GPS updates and set ups for use – test functions.
- Act 82 shooting permit questions to new enrollee – questions about licensing researched (Wagner).
- Completed closed enrollment paperwork and signatures with Glacial Lake Cranberry – Wilderness Unit for fence build. Processed to DNR database.
- Glacial Lake Cranberries LLC – Wilderness Unit – field visit, site GPS, design on GIS mapping, estimate materials and costs, multiple discussions with landowner, pics sorted and filed, etc.
- Worked with cranberry grower for fence fix issues and bear issues (Russ Rifleman – Ken Rezin).
- Reviewed Earth financial assurance renewal for site – updated file, spreadsheets, and software.
- Knuth wildlife damage appraisal on alfalfa – second crop – two fields. Processed paperwork, loss calculations, mapped damaged acres, updated DNR database.
- Reviewed and approved NMM exemption application for Meyer pond build, approval letter sent, deadline set, spreadsheet updates, file created.
- Site visit to Pies Non-metallic mine site to go over what needed for reclamation completion. Discussion with landowner and operator.
- Field visit to Altmann Non-metallic mine site – made detailed GIS map of areas needing work and extent of work for reclamation – sent to operator. Met with landowner. Multiple phone discussions with operator.
- Completed Marti wildlife damage alfalfa appraisals – third crop – six fields. Processed paperwork, loss calculations, mapped damaged acres, updated DNR database.
- Mine site land sale discussions with attorney. (Crist)
- Issued extension on NMM exemption for pond build – due to no work being completed. (Schuh). Updated spreadsheet.
- Discussions with Earth Inc. on mine site in violation – what would be needed to move material off site – not permitted at this time. (letter was sent 4/21/21)
- Reviewed Dupee financial assurance for mine site. Updated file, spreadsheets, and software.



Activities Report for Shane Wucherpfennig – July, 2022

- **July 1** – Landowner visits, contracts and inspection
- **July 4** – Holiday
- **July 3** – Cashen/Lang Rip-rap project installation
- **July 6-19** – Vacation
- **July 20** – Worked with new Engineering tech on projects. Pankratz enforcement conference with DNR
- **July 21** – RC & D meetings – General/Waters and Budget finance
- **July 22** – Tracking and Database management
- **July 25** – Removable storage device request meeting with IT, ACT 223 Presentation at Feltz farm in Plover
- **July 26** – Drone flight of Cashen/Lang Stream Restoration Site, Todd Karl plan review and cost-share for grassed Waterways..
- **July 26**– Attended Health and Human Services meeting, Cashen Lang Rip-Rap site.
- **July 27**– Staff Meeting, contract signatures, site visits.
- **July 28** – Meeting with Paul Bernard from Planning and Zoning on well data.
- **July 29** – Project contacts and updates with contractors and engineering tech.

CITIZENS (WOOD COUNTY) GROUNDWATER GROUP MEETING

DATE: Monday, July 18, 2022
TIME: 2:00 p.m.
LOCATION: Conference Room 114-Wood County Courthouse & Teleconference via WebEx

Present (In person or via WebEx): Bruce Dimick, Rhonda Carrell, Tamas Houlihan, Gordon Gottbeheit, Keith Iverson, Cecile Stelzer Johnson, Ken Winters, Paul Field, Victoria Wilson, Karoline Whitman, Adam DeKleyn, Dan Baumann, Gregg Wavrunek (Sen. Baldwin), John Endrizzi, Mark Kaczorowski, Terence Kafka, Tim Wuebben, Scott Provost

1. **Call Meeting to Order:** Vice-Chair Bruce Dimick called the meeting to order at 2:00 p.m.
2. **Public Comment:** None.
3. **Speaker – George Kraft, Professor Emeritus, UWSP**
High nitrate in Nelsonville
-Groundwater nitrate has increased and may be continuing to increase.
-Current strategies won't work in many ag systems and landscapes.
-DNR and County have both been involved with Nelsonville citizens' well monitoring request.
-Monitoring wells have been proposed for the village, as well as Gordondale property.
4. **Correspondence/Updates/Handouts/Reports on Meetings Attended:** None
5. **"Action Items" proposed to CEED Committee by Wood County CGG:** None
6. **Roundtable:** None
7. **Announcements by members / visitors (upcoming related events / meetings):** None
8. **Future Speakers:** Please contact Bill Leichtnam or Bruce Dimick with any suggestions for future speakers.
August-Maddie Loeffler, Wisconsin Conservation Voters.
9. **Agenda Items for next meeting:**
Agenda items should be submitted to Bill Leichtnam by the second Monday of the month.
10. **Next Meeting:** Meetings will be the third Monday of each month @ 2:00 p.m.

The next regular Citizens (Wood County) Groundwater Group meeting is scheduled for Monday, August 15th at 2:00 p.m. This will be an in person and virtual WebEx meeting.
11. **Adjourn Groundwater Group Meeting:**

Bruce Dimick declared the meeting adjourned at 3:27 p.m.
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Notes by Karoline Whitman, Planning & Zoning Office

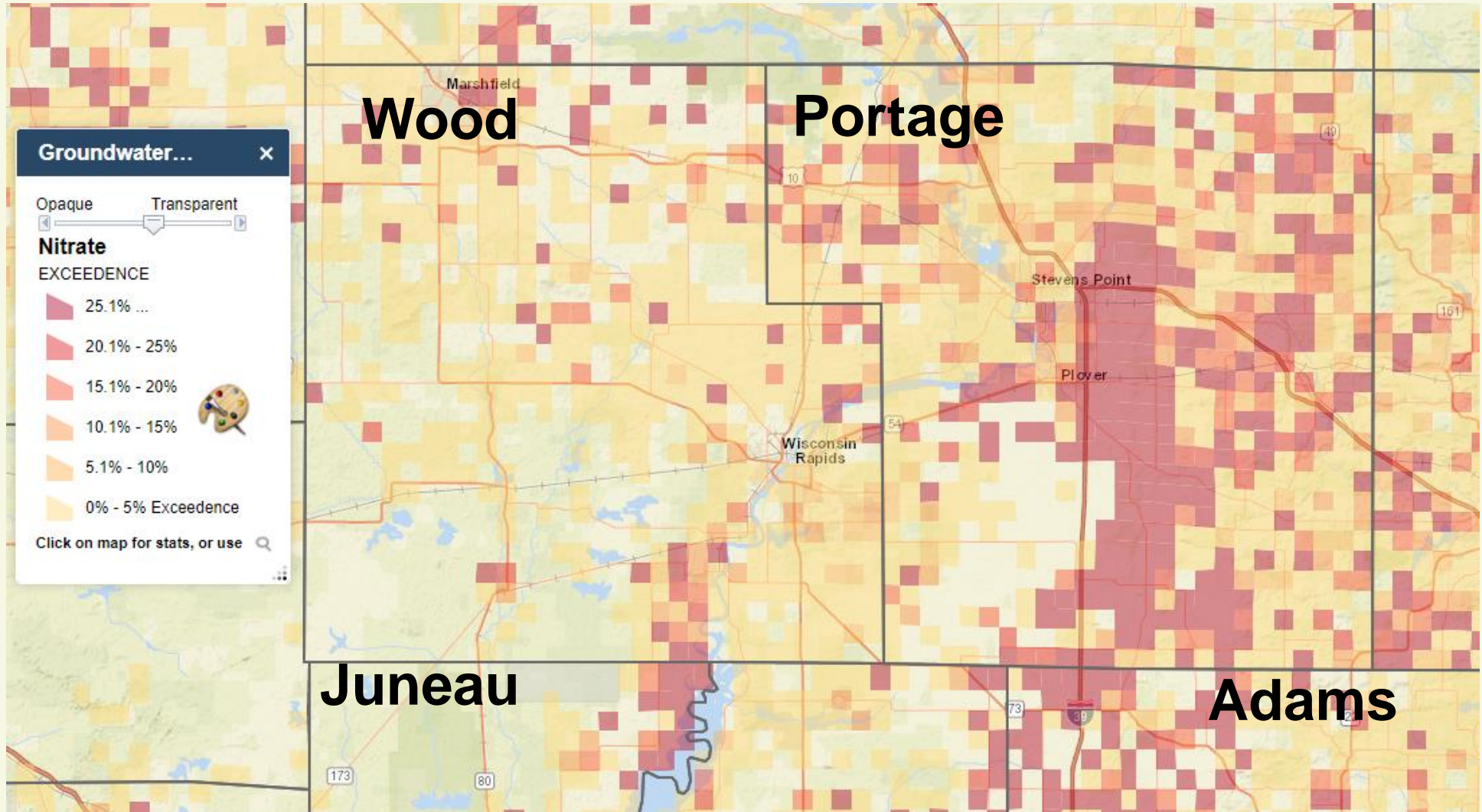
High nitrate in Nelsonville

Where to start ... ?

Maybe where we left off last year.



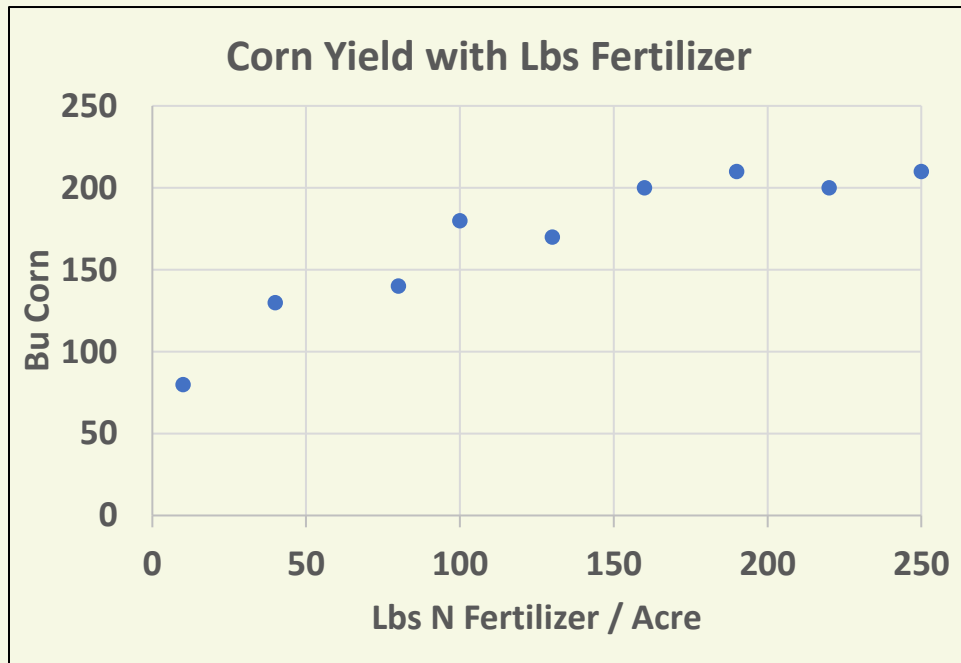
We have plenty of data and science.
We lack resolve and disregard the science.



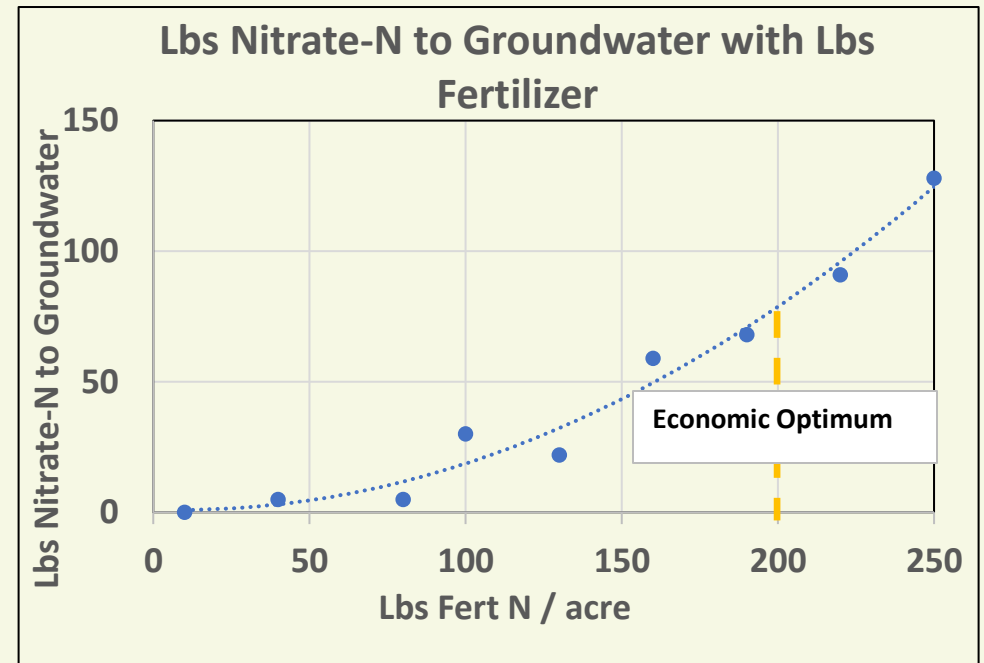
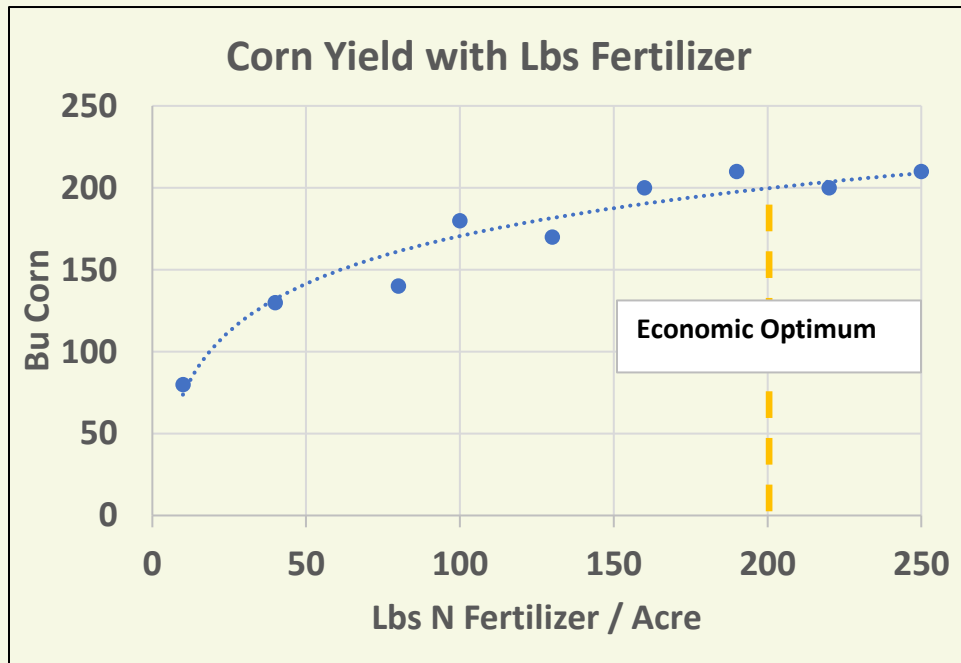
Take homes from last time

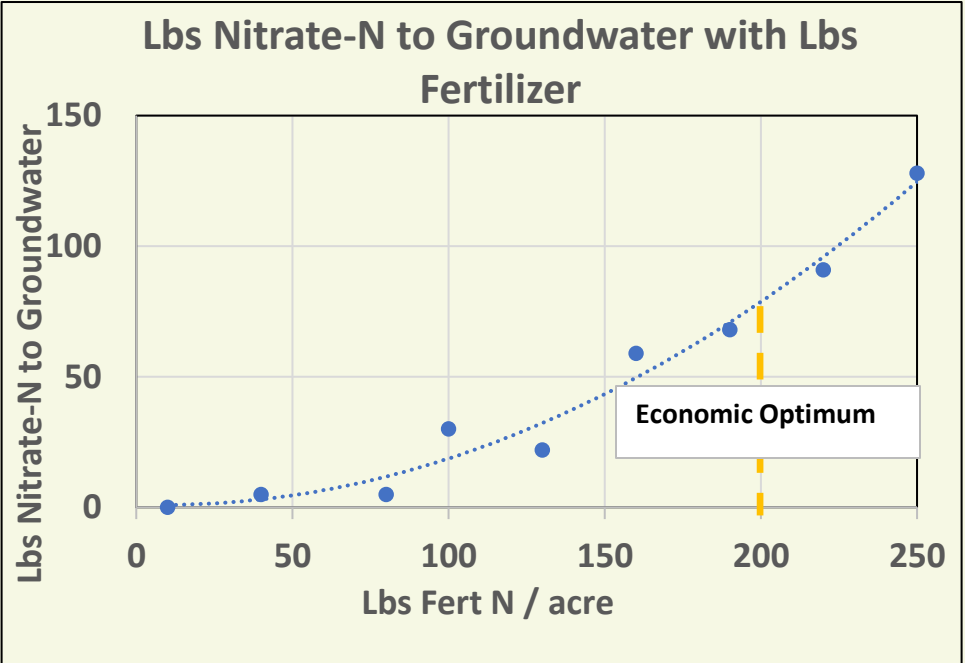
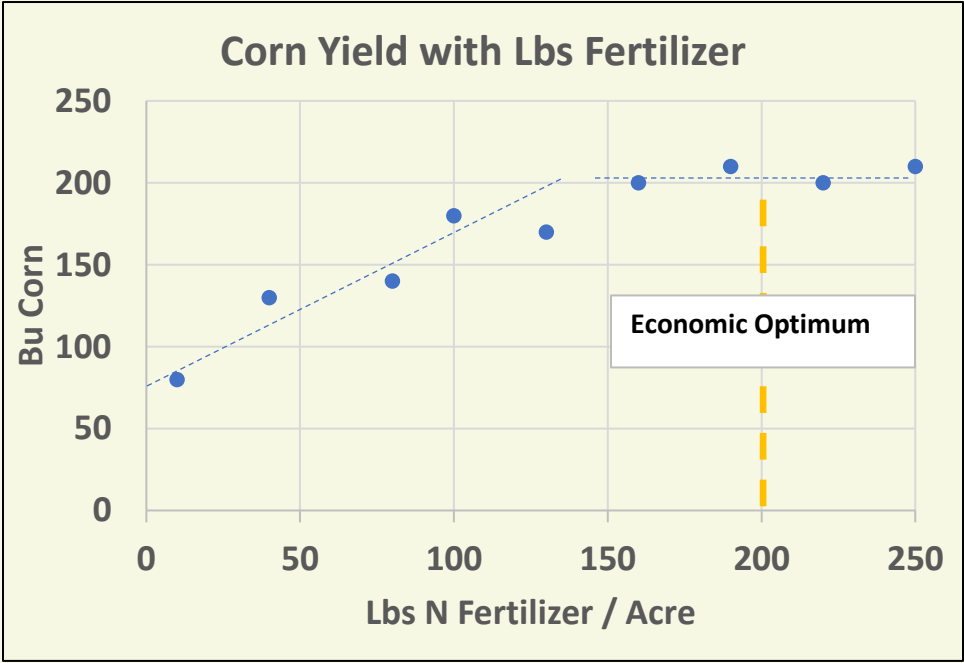
- ▶ **Groundwater nitrate in agricultural landscapes is often high; other landscapes usually low (dense unsewered subdivisions can be high as well.)**
- ▶ **Groundwater nitrate has increased over the last decades; increase may be continuing.**
- ▶ **Groundwater nitrate increase is due to increasing ag N inputs.**
- ▶ **Current strategies (nutrient management plans, University recommendations, cover crops, etc.) won't work in many ag systems and landscapes.**
- ▶ **Progress is hindered when we keep reusing faulty approaches rather than rational ones.**

Nitrate leaching on a sandy soil



Nitrate leaching on a sandy soil

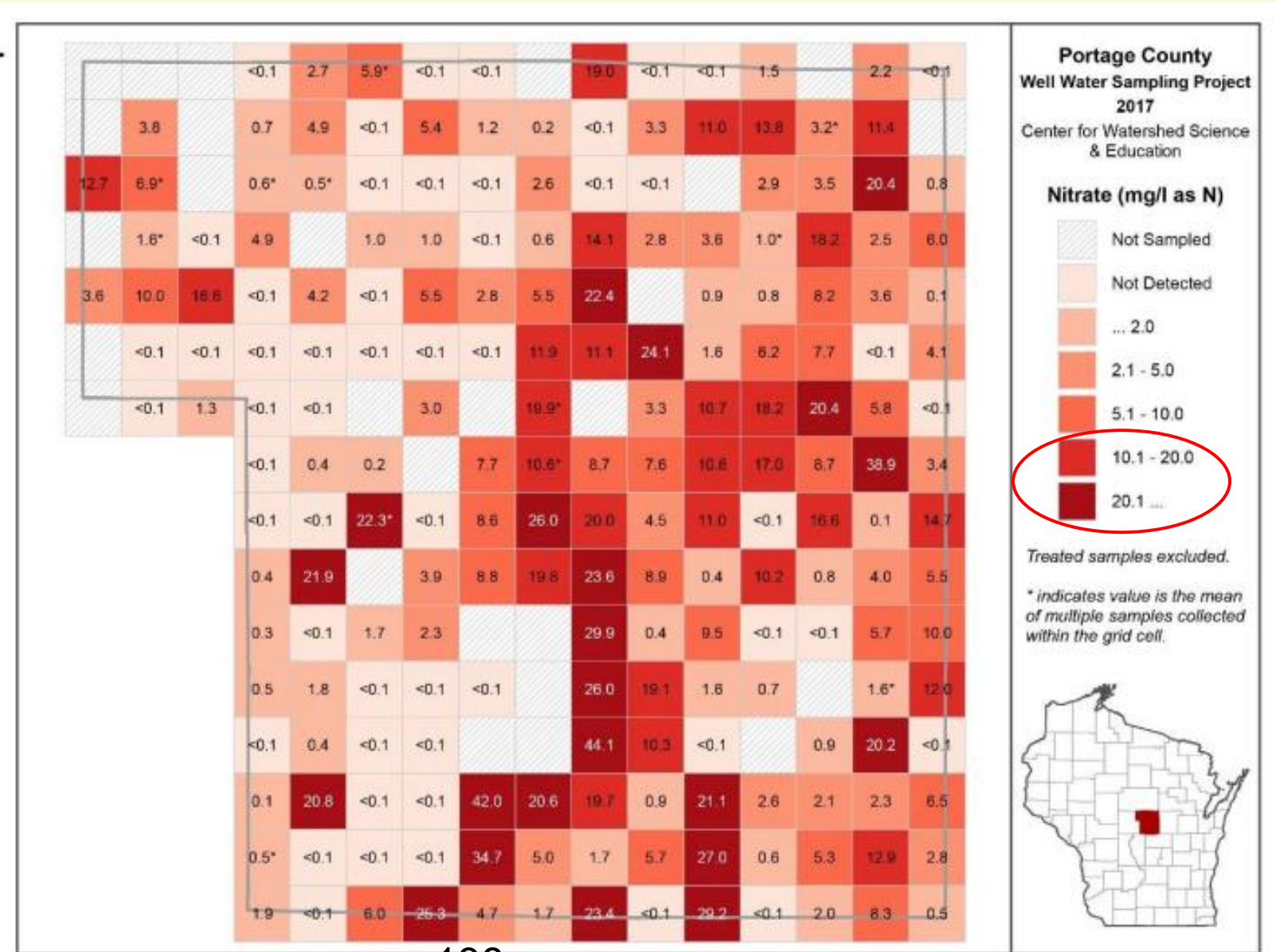




Portage County Nitrate Dimensions

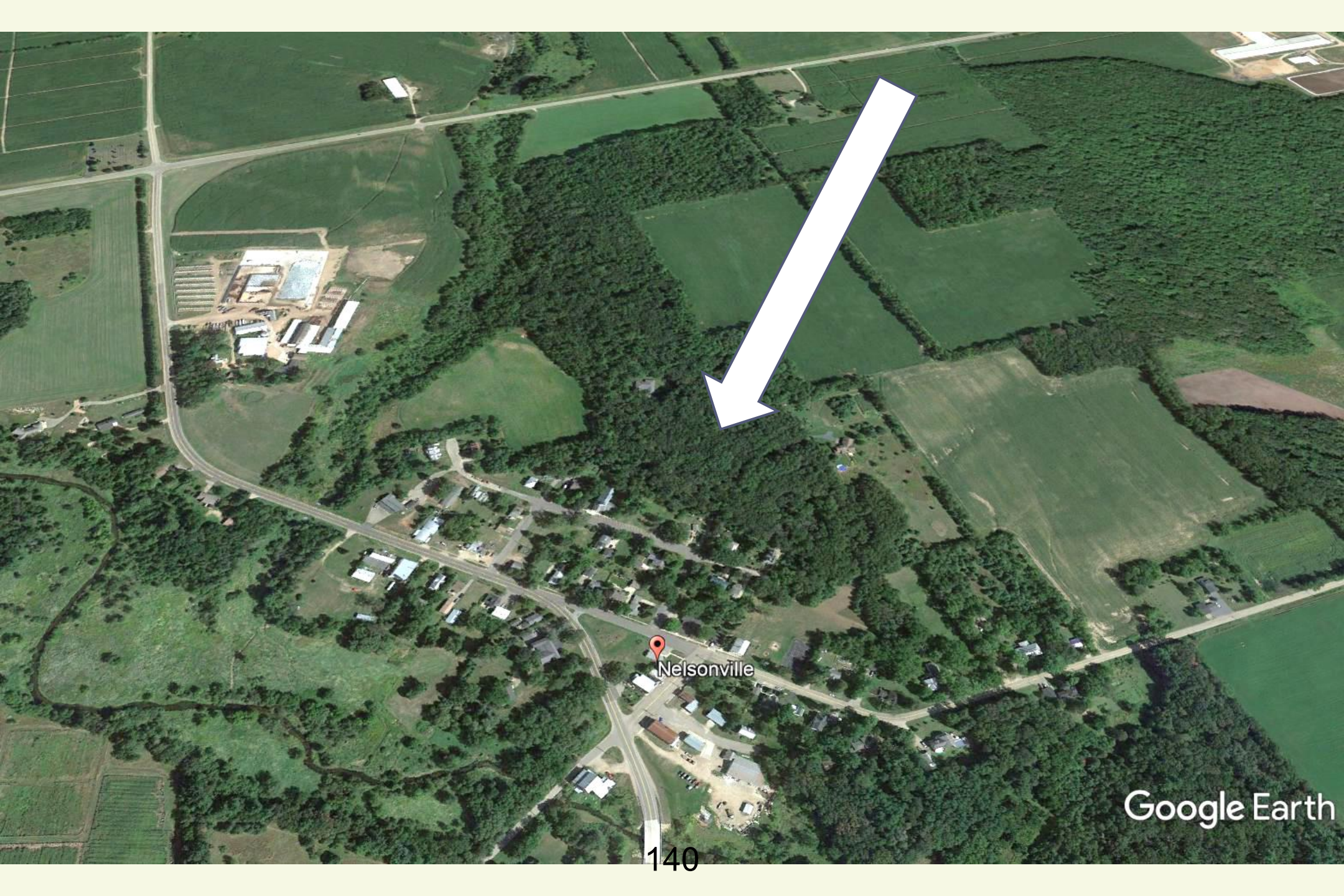
- ~ 15 million pounds of nitrate-N to groundwater/yr
- ~ 97% from agriculture
- > 20 % home wells over nitrate standard
- 4 - municipal systems treating or replaced wells (>\$5 million in capital expense + operations)
- 12 - Bars, restaurants, gas station etc have to treat their water

How high is nitrate?



Nelsonville





Nelsonville

Google Earth

140

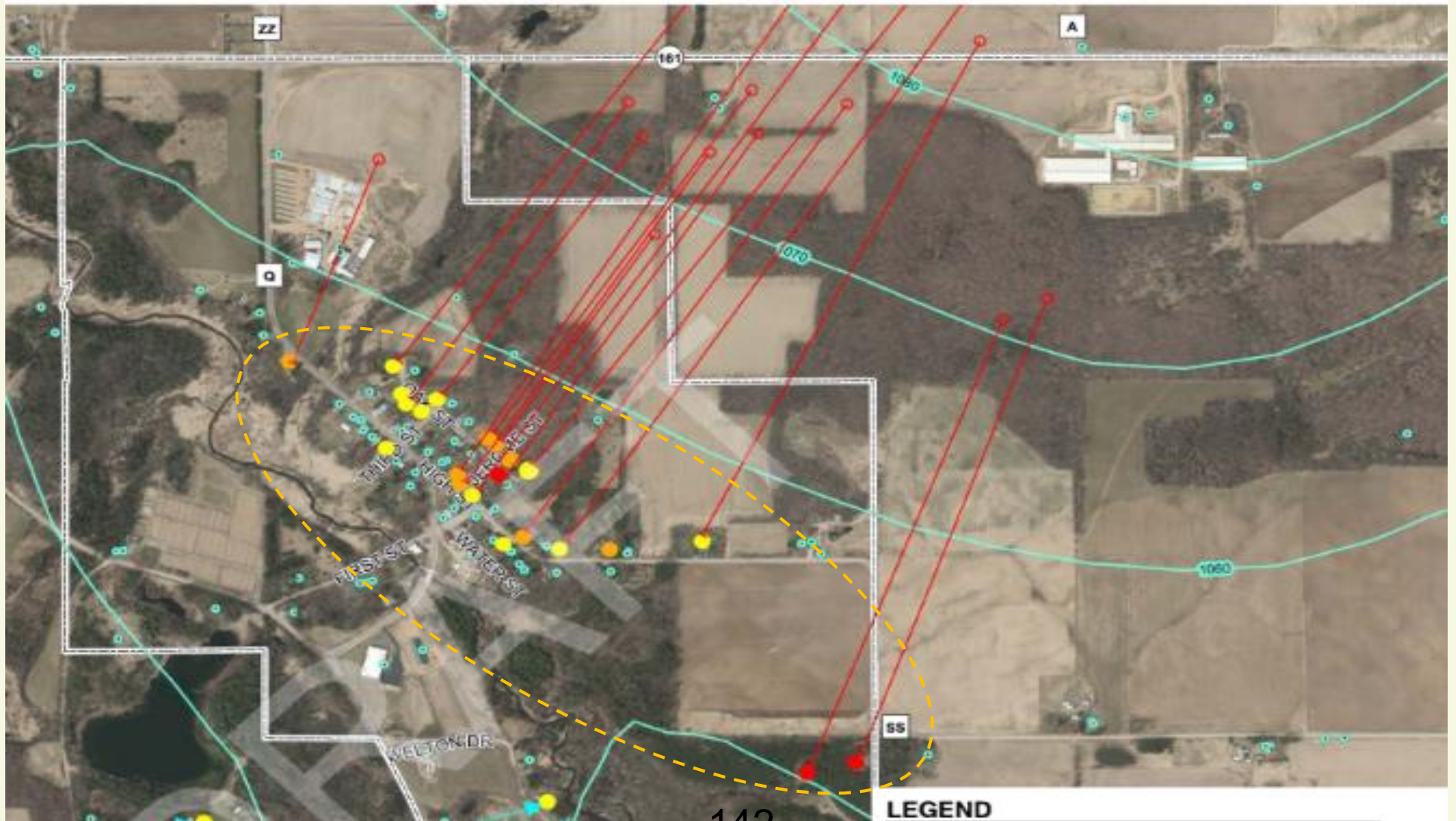
“In **March of 2018**, Tarion O'Carroll took ... water samples from his neighbors and brought them [for] free nitrate screening. He was alarmed because ... he saw his nitrate levels increasing.”

Nelsonville Private Wells Unofficial Nitrate Test
March 5, 2018
Jensen Center, Amherst, WI

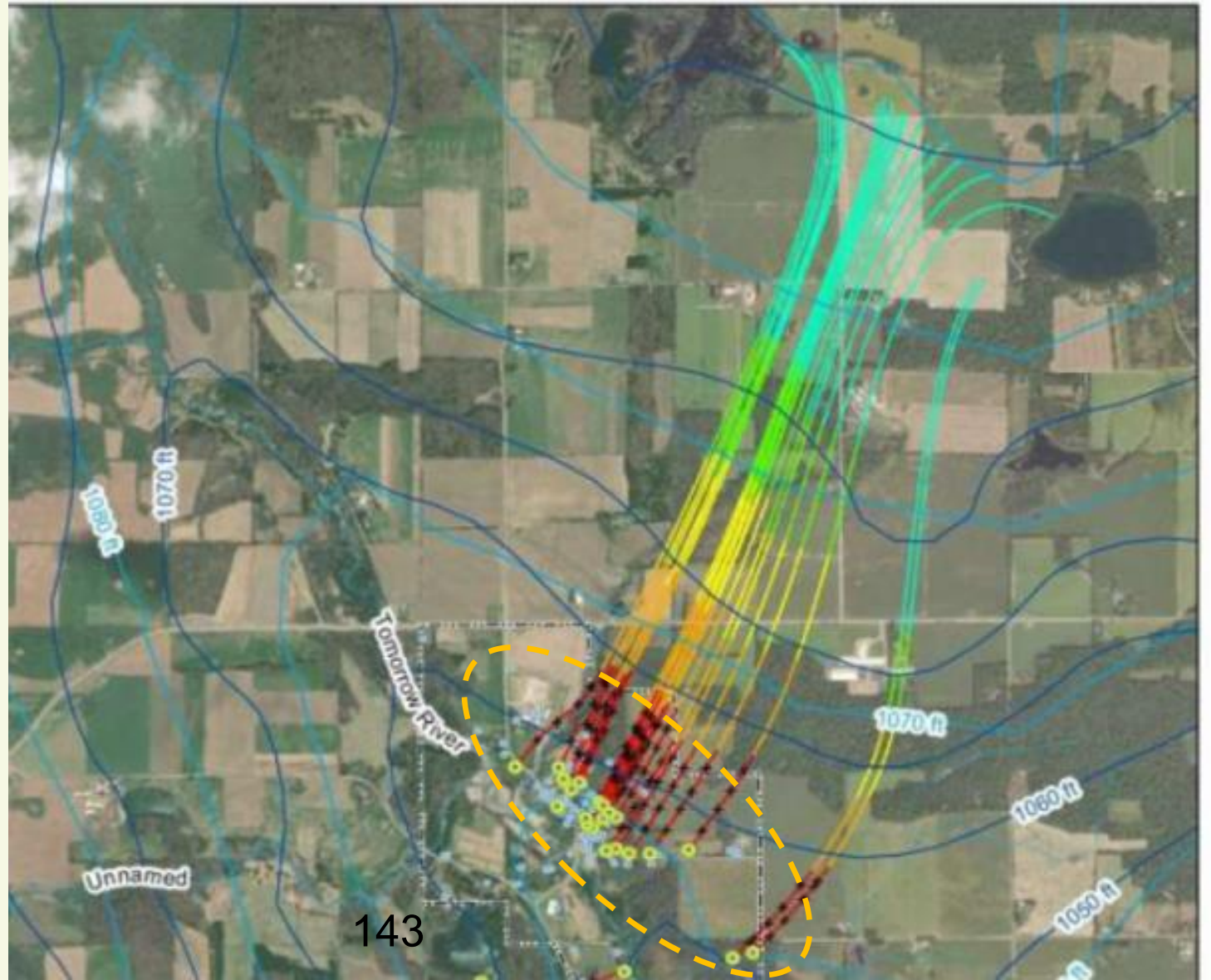
	Address	Nitrate Level
1)	3141 Oak Street	21 mg/l
2)	3111 Oak Street	17.2 mg/l
3)	9522 Cty Rd SS	15.4 mg/l
4)	9804 Cty Rd SS	13.4 mg/l
5)	9548 Cty Rd SS	13.1 mg/l
6)	9515 Jerome St	12.3 mg/l
7)	3101 Oak Street	11.7 mg/l
8)	9514 Jerome St	10.2 mg/l
9)	9568 Cty Rd SS	10 mg/l
10)	2961 Oak Street	7.4 mg/l
11)	2980 Oak Street	7.2 mg/l
12)	3151 Oak Street	6.9 mg/l
13)	3089 High Street	6.8 mg/l
14)	9539 Cty Rd SS	3.5 mg/l
15)	9418 First Street	3.4 mg/l
16)	9439 First Street	2.7 mg/l
17)	3090 Cty Rd Q	0.7 mg/l
18)	9402 First Street	0.5 mg/l

**Many
samplings
since 2018
confirm
pattern**

Sand County Consultants – Groundwater Trace Analysis

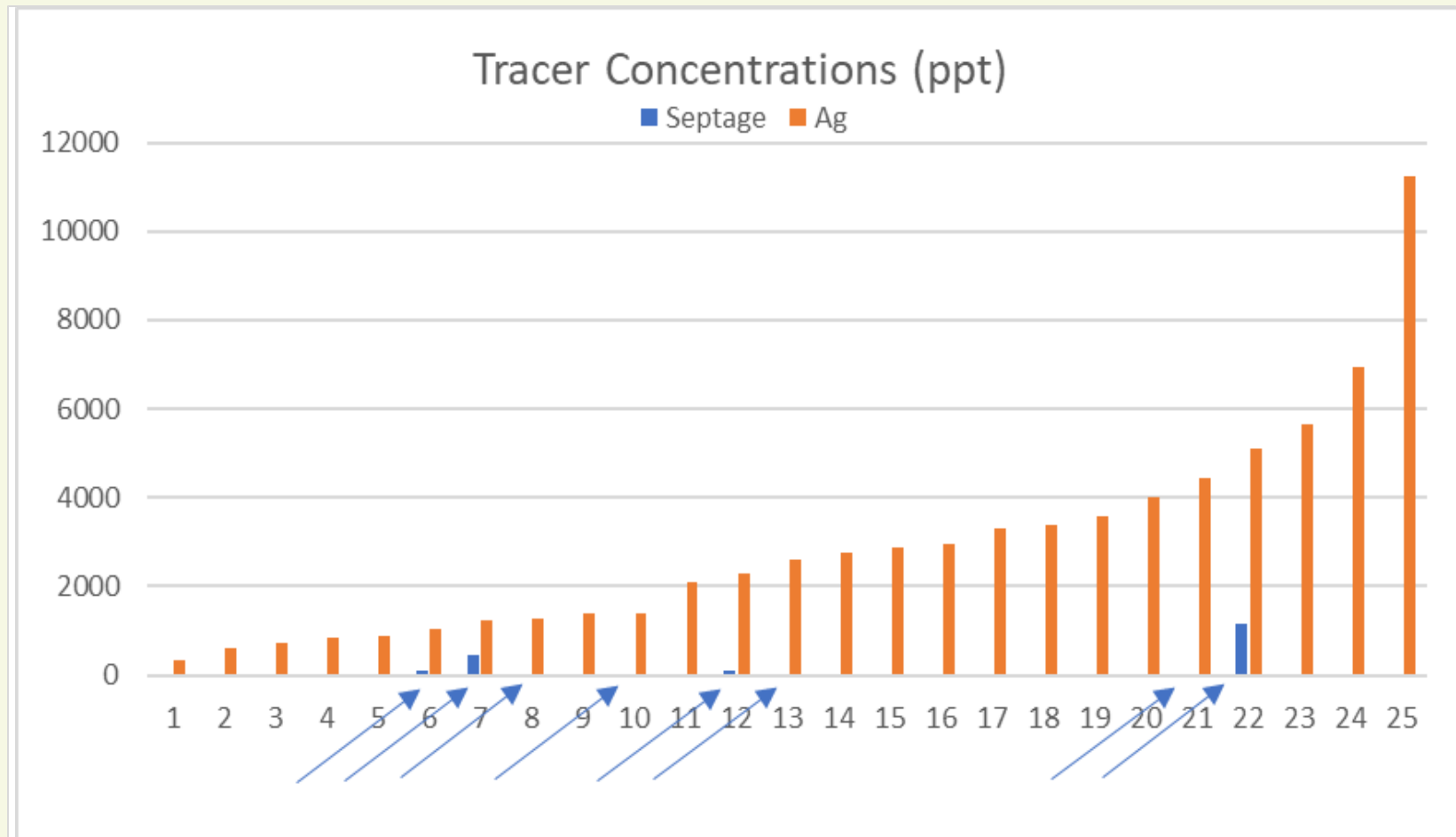


Wisconsin Rural Water Association Model Traces



Septics vs Ag Tracer Study – 2019

All tested wells contained ag pesticide residues; a few also contained septage indicators at low levels



DNR Activity

2018 - Permit renewal. Citizens ask for monitoring wells.

2020 – “Final Determination” Deeply flawed memorandum misunderstands Nelsonville, denies monitoring request.

2020-I – Nelsonville with help of MEA files “contested case” asking for monitoring wells. Agreement made contingent on *Kinnard* case. (Supreme Court affirms DNR authority to require monitoring.)

April 2022 – DNR issues draft Permit Modification requiring Gordondale to submit groundwater monitoring plan (decision anticipated this fall). DNR corrects flawed memorandum.

County Activity

Excellent and brave work by certain staff. Jen McNelly, Chris Holman.

County Conservationist undermines science, without evidence

County Conservation Committee is openly hostile to polluted water concerns.

(Ethics complaints made – they sit in limbo.)

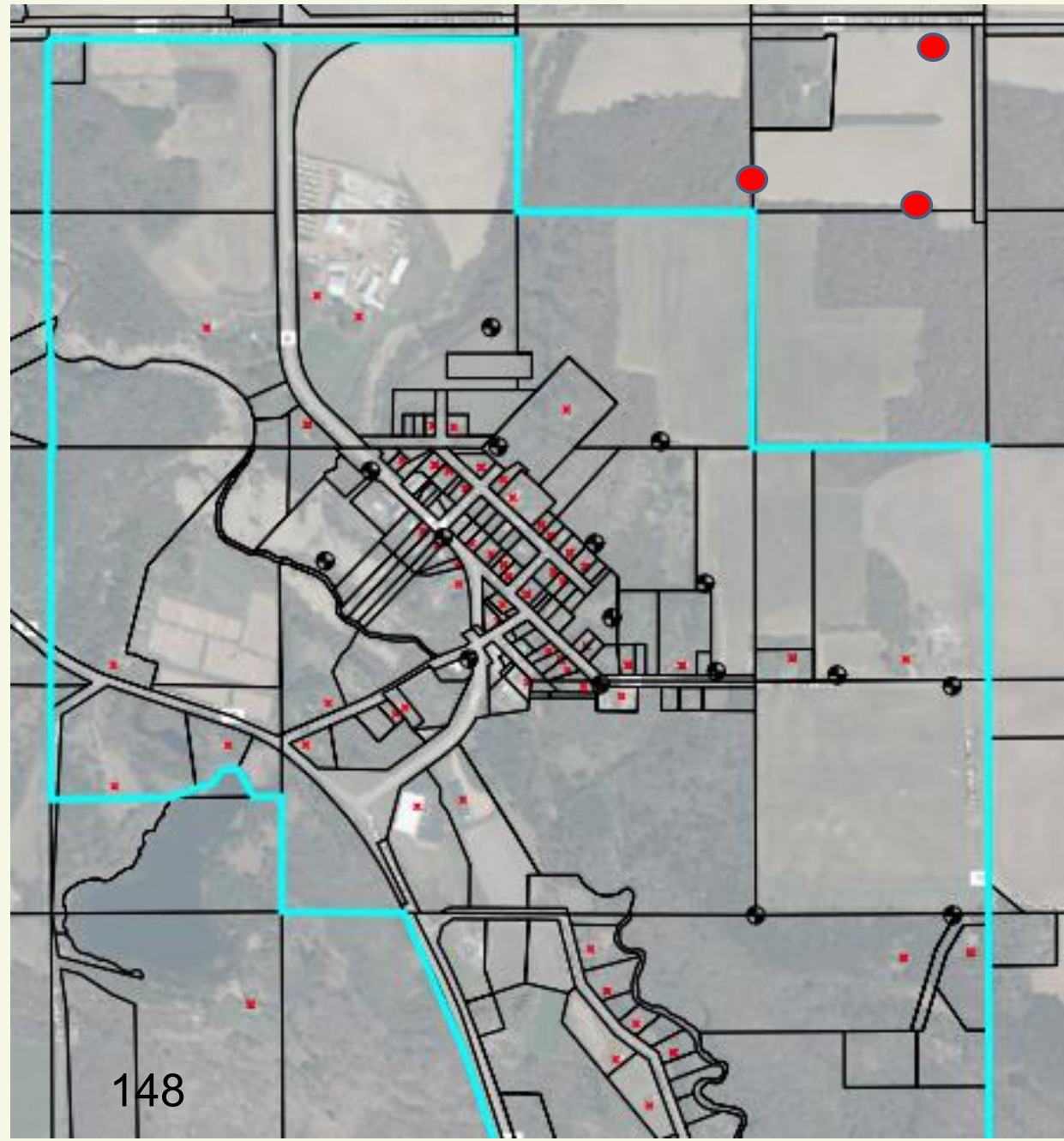
Farm and allies narrative

- ▶ The groundwater comes from Lake Superior
- ▶ Nitrate is from septic systems, “the Devil’s Hole,” old practices...
- ▶ University Lab gives bad results
- ▶ Citizen samplers are “fixing” data
- ▶ “Gordondale are good farmers.”
- ▶ Gordondale does “stuff”
- ▶ Clean water advocates are mean, “they keyed my car,” they smoke cigarettes, they lie, they hate farmers, they pushed Gale Gordon’s death
- ▶ “There seems to be one woman ... She is behaving differently... There seems to be a sort of vicious hatred...”
- ▶ We’re farmers. We feed you. We’re sick and tired of this.
(County Conservation Committee Chair)

Now in play ...

In-Village monitoring wells

DNR required wells



Now in play ...

- New County Exec drafts resolution asking county to oppose DNR actions, wanted DNR to pay for any wells at Gordondale.
- Resolution falsely or without evidence asserts: county is using best science, Gordondale is doing lots of stuff that prevent nitrate pollution, monitoring will put the farm out of business.
- Conservation Committee, County Exec want to tie Gordondale wells and County wells into a single package. Use ARPA funds for Gordondale.



Wood County WISCONSIN

OFFICE OF PLANNING AND ZONING

TO: Conservation, Education & Economic Development Committee

FR: Jason Grueneberg, Planning & Zoning Director
Adam DeKleyn, County Planner
Paul Bernard, Land Records Coordinator
Jeff Brewbaker, Code Administrator
Scott Custer, Code Technician
Victoria Wilson, Program Assistant
Karoline Whitman, Program Assistant

RE: Staff Report for August 3, 2022

1. Economic Development (Jason Grueneberg)

- a. **Bug Tussel Broadband Infrastructure Bonding** – In the past month I have had numerous meetings pertaining to Bug Tussel's broadband expansion in the County. The County's focus has been on providing the \$11 million of conduit bonding for mid-mile fiber infrastructure.
- b. **Jail Permitting** – The permitting process for the jail has successfully been completed. The final steps took place in July with an update of the City of Wisconsin Rapids Official Street map that was amended to allow Jackson Street to remain at a right-of-way width of 80'.
- c. **North Central Wisconsin Regional Planning Commission (NCWRPC)** – On July 27th I attended the quarterly NCWRPC meeting. Some of the items discussed included carbon credit markets, and the DNR Central Sand Plains Master Plan update.
- d. **Wisconsin Rapids Forest Industries of the Future Symposium** – On July 21st I attended the Wisconsin Rapids Forest Industries of the Future Symposium. The symposium was facilitated to learn more about emerging innovations in wood based products, and was held as part of the redevelopment planning of the Wisconsin Rapids paper mill.

2. Planning & Zoning (Adam DeKleyn)

July was another productive month for P&Z. I provided land use planning and zoning assistance to several municipalities and community officials. Some highlights include: Completing updates to the Town of [Grand Rapids](#), [Saratoga](#) and [Rudolph](#) Official Zoning Maps; starting an existing land use inventory for the City of Nekoosa; preparing wayfinding signage maps for Grand Rapids; and inventorying existing bike and pedestrian trails in the WI Rapids area. [County Plat Review](#) has slowed down for CSM submittals. I do have a proposed 19 unit condo addition along Lake Nepco under review. I'm working with a developer on a preliminary plat for a large lot residential subdivision in the Town of Marshfield. This plat will require CEED review and conditional approval in the near future. Another large-scale solar facility (825 acres - 150MW) is proposed in the Town of Saratoga. The [PSC](#) is now accepting public comment. I issued a SSA/WQM Review – 208 Compliance for sanitary sewer extensions to a [proposed six duplex residential development](#) located in the City of Marshfield. It was good to see community

officials from many of the communities I regularly assist at the July P&Z Training. The Center for Land Use Education will be hosting another workshop/training on August 31, 2022, 4:00-6:30 pm at the Nekoosa Community Center. [HERE](#) is the link to register if you are interested. I also attended the WI Planning Directors and CDBG meetings this month. Reach out with any questions.

3. **Land Records** (Paul Bernard)

- a. Parcel Mapping – very busy with lots of splits and combines to map out
- b. Custom Map Requests
- c. Address Mapping
- d. Creating Locator for the Health Department so that they can input a list of addresses and plot them on a map
- e. Hydrology Digitizing
- f. Trying to get support for two potential ARPA/Land Records/NG911 funded projects:
 - i. Additional LiDAR deliverables focused on Water Quality
 - ii. Floorplan Mapping for Certain Buildings in the County – focus on public safety business needs.

4. **Code Administrator** (Jeff Brewbaker)

06-29-2022- Compliance for composting toilet TN:16, Soils eval, hydrograph, plan review, new conventional TN:18

06-30-2022- Reviewed wetland verification, Plan review, issued permit for holding tank reconnect TN:16, Inspected treatment unit and dose tank at Unified School TN:10

07-01-2022- Reviewed soils eval, replacement, holding tank TN:11, Unified School Dist insp blower units, effluent line, and force main

07-05-2022- Proposed subdivision soils on-site A+0 soils TN:11, Insp absorption cell replacement mound TN:17, Insp mound plow, tank, and absorption cell replacement mound TN:22

07-06-2022- Soils eval, hydrograph, plan review, and issued permit for (3) conventional. TN: 18, 07, 13; Insp absorption cell for replacement mound TN: 22, Soils onsite repositioned mound TN:10

07-07-2022- Mound plan review, issued permit TN:21, Mound plan review issued permit TN:12

07-08-2022- out of the office

07-11-2022- (2) inspection reports both for TN:01, Soils onsite A+0 mound TN:12

07-12-2022- (3) Shoreland zoning permits issued all in TN:07 Shed, shed, and new deck

07-13-2022- Well location permit new house TN:15, (2) complaint investigations for

people living in campers, both TN:18, Mound Insp plow, tank, absorption cell TN:08, Soils on-sites TN:8 & 16

07-14-2022- Insp plow replacement mound TN:15

07-15-2022 – Insp tank, absorption cell replacement mound

07-18-2022- Soil eval, plan review, mound permit issued TN:08

07-19-2022- (2) Soils eval, hydrograph, plan review, conventional permit issued TN:18 & 13, Soils eval, plan review, permit issued for holding tank TN:02

07-20-2022-Inspected two conventional systems TN:18 & 07

07-21-2022- Privy compliance for cabin with composting toilet T:16

07-22-2022- Issued shoreland zoning permit for new house TN:01, Issued shoreland zoning permit for public access TN:18, Issued re-connect permit for a mound TN:01

07-25-2022- (2) failing system orders TN:21 & 20, (2) inspection reports both in TN:17

5. Code Technician (Scott Custer)

7-4-2022– Holiday

7-5-2022 – Returned e-mails and phone calls from last week. Reviewed and printed new component manuals.

7-6-2022 – Reviewed and issued shoreland permit TN-06. Floodplain project discussion with landowner.

7-7-2022 – Mound plan review and approval TN-10. Wetland/shoreland project meeting with potential buyer TN-14.

7-8-2022 – Mound tank inspection TN-04. Review and approved conventional system TN-07.

7-11-2022 – Mound plow inspection TN-12. Tank replacement application approval and review TN-02.

7-12-2022 – Mound re-inspection TN-12. Conventional inspection TN-18. Well permit review and approval TN-20, TN-10, and TN-16.

7-13-2022 – Mound plan review and approval TN-21. Mound inspection TN-12. Holding tank approval and review TN-17.

7-14-2022 – Mound plow inspection X 2 TN-13 and TN-12. Mound re-inspection TN-13.

Board of adjustment training in Nekoosa. Kimbell well reading.

7-15-2022 – Soil test review and discussion with land owner TN-11. Well permit review and approval TN-07. Conventional permit review and approval TN-18.

7-18-2022 – Mound re-inspection TN-12. Conventional inspection V-27. Mound revision review TN-4. TN-02 and TN-13 shoreland project research. Well permit review and approval TN-10.

7-19-2022 – WI fund follow up with State. BOA member outreach. Well permit review and approval TN-21. Geo-Mat mound re-core inspection TN-06.

7-20-2022 – Well permit review and approval TN-21. Holding tank inspection TN-21. Camper complaint onsite TN-18.

7-21-2022 – Well permit approval TN-07. Conv. Inspection TN-07. Holding tank permit review and approval TN-12.

7-22-2022 – Conventional inspection TN-14. Soil test onsite TN-14. Mound permit review and approval TN-14.

7-25-2022 – Reconnect permit approval TN-18. Holding tank review and approval TN-16. Well permit review and approval X 5.

7-26-2022 – Wetland verification onsite TN-07*. Well permit review X 2. Mound plow inspection TN-15.

7-27-2022 – Reviewed and approved soil reports X 5. Reviewed and approved conventional permit applications TN-13 and TN-07. Mound re-inspection TN-15.

6. Office Activity (Victoria Wilson & Karoline Whitman)

Did you know there is a “Wood County” in Ohio, Texas and West Virginia? Our office receives calls on a regular basis from people looking for zoning information in these other states. Make sure when you google Wood County, you add Wisconsin after it!

Permits issued for the month of July:

Sanitary: 20

Well: 18

Floodplain: 0

Shoreland: 6

Meetings Attended:

- i. CEED Committee Meeting July 6, 2022 (VW & KW)
- ii. Citizens Groundwater Group July 18, 2022 (KW)

MINUTES OF THE JUDICIAL AND LEGISLATIVE COMMITTEE

DATE: August 5, 2022
 TIME: 8:30 a.m.
 PLACE: Room 114, Wood County Courthouse
 TIME ADJOURNED: 9:55 a.m.
 MEMBERS PRESENT: Chairman Bill Clendenning, Bill Leichtnam, Ed Wagner, Joseph Zurfluh, William Voight
 OTHERS PRESENT: Trent Miner, Peter Kastenholz. See attached list.

1. At 8:30 a.m., the meeting was called to order.
2. Public comments.
 Chairman Clendenning stated that there would be a three-minute time limit on public comments and that there were two individuals that signed up to speak during public comments.

 Mike Derrie spoke in favor of a resolution to forbid private funding of elections and encouraged the committee to support it.

 Jesse McKeever spoke in favor of statewide ballot initiatives, has been before the committee previously, and hopes they support the advisory ballot question allowing for state level ballot initiatives.
3. The minutes for the July 1, 2022, meeting were reviewed. **Moved by Zurfluh, seconded by Leichtnam, to approve the minutes. All ayes.**
4. State ballot initiatives.
 The committee discussed the pros and cons of the state ballot initiative proposal and how the current process works for getting statewide initiatives on the ballot. **Moved by Clendenning, seconded by Leichtnam, to direct the Corporation Counsel to develop a resolution to effectuate a question being placed on the November ballot regarding state ballot initiatives.** Discussion ensued. **Motion carried 4-1.** Wagner voted no.
5. Resolutions on private funding of elections were discussed. **Moved by Clendenning, seconded by Zurfluh, to present a resolution to the county board prohibiting the private funding of the county's elections.** County Clerk Trent Miner reminded the committee that the Resolutions have nothing to do with campaign financing, rather they only deal with financing the county clerk's election expenses. **Motion lost 3 to 2** - ayes were Zurfluh and Clendenning.

6. The Committee reviewed the claims of Stacy Reimer, Paul Hahn, and Shoshannah Gomm. These claims will be provided to the county board.
7. There were no new animal claims against the County.
8. The Committee reviewed monthly voucher and department reports of the departments it oversees. **Moved by Voight, seconded by Wagner, to approve the reports and payment of department vouchers. All ayes.**
9. Criminal Justice Coordinator schedule change.
The Committee discussed the request of the Criminal Justice Coordinator to participate in an internship. The Committee members spoke in favor of Caitlin pursuing her proposal as it serves the best interests of the county. A consensus was expressed to approve the proposal.
10. The Committee reviewed correspondence and legislative issues.
 - a. Report of Citizens Groundwater Group.
Supervisor Leichtnam gave a summary of the presentation made at the Citizens Groundwater Group's last meeting.
 - b. St. Croix County resolution on real estate transfer fee revenue sharing. No action taken. This is already a part of the WCA's platform, Chairman Pliml noted.
11. County Board rules.
 - a. Rule 16 - supervisors allowed at WCA convention.
The current rule limits to nine the number of supervisors who can attend the annual WCA convention.
Moved by Wagner, seconded by Voight, to delete the paragraph limiting attendance to nine members. All ayes.
 - b. Ethics Committee Ordinance. Supervisor Wagner disseminated a copy of a draft revised Ethics Code/Ordinance. The Committee will further discuss the topic at its October meeting.
12. Attendance at meetings. No requests made.
13. Agenda items for the September 2022 meeting:
 - Budgets
14. The next committee meeting will be September 2, 2022, at 9 a.m.

15. Meeting adjourned without objection by the Chairperson at 9:55 a.m.

Minutes taken by Trent Miner and Peter Kastenholz and are in draft format until approved at the next meeting.

Judicial & Legislative Committee Meeting

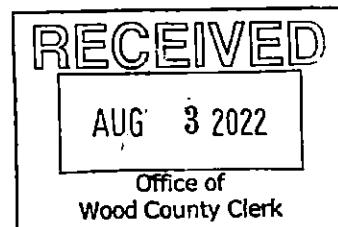
Date:[illegible]

August 5, 2022

158

NOTICE OF INJURY AND CLAIM

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



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

THE INCIDENT

Date: 06/20/2022

Time: 0800

Place: County Rd A + Court Rd

The circumstances giving rise to my claim are as follows:

Driving behing a dump truck that didn't have his bed gate up, nor did he sweep out his truck after dropping
off his load, so rocks were flying out the back and one decent sized one hit my windshield and now I
have a chunk of window missing and cracks in my windshield.

The names of county personnel involved are: Gate was down so I couldn't get a license plate #

The names of other witnesses are: Kyle Gomm

THE CLAIM

I request the following monetary or other relief: The cost of a replacement windshield for a 2006
Freestyle SEL, was quoted \$434.79 from Safelite.

07/20/2022
Date

Shoshannah Gomm
Signature
Print Name: Shoshannah Gomm
Address: 9190 Stadt Rd Marshfield, WI 54449

Phone: 715-451-4095

RECEIVED

JUL 25 2022

Office of
Wood County Clerk

NOTICE OF INJURY AND CLAIM

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

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

CC: Corp Counsel

HR

thy

THE INCIDENT

Date: July 6, 2022

Time: 1:20 p.m.

Place: County Road C (heading west near Polish Rd)

The circumstances giving rise to my claim are as follows:

We were heading west on County Road C. While approaching the mower, we slowed down & moved into the opposite lane (the mower was also heading west). As we were passing the mower, I noticed that the wing towards the center line was elevated, allowing me to see directly under the mower. Before I could react, we heard a loud crack. As I turned back to look, the rear quarter window was spider webbed. We pulled over & allowed the mower to catch up. When the driver opened the door, I asked if they had insurance because our window broke due to the wing being up. He said "Sorry about that" & explained to file a claim through the county website.

The names of county personnel involved are: Benjamin

The names of other witnesses are: Stacey Hahn

THE CLAIM

I request the following monetary or other relief: \$528.83 (see Safe lite receipt)

7-20-22

Date

Signature

Print Name:

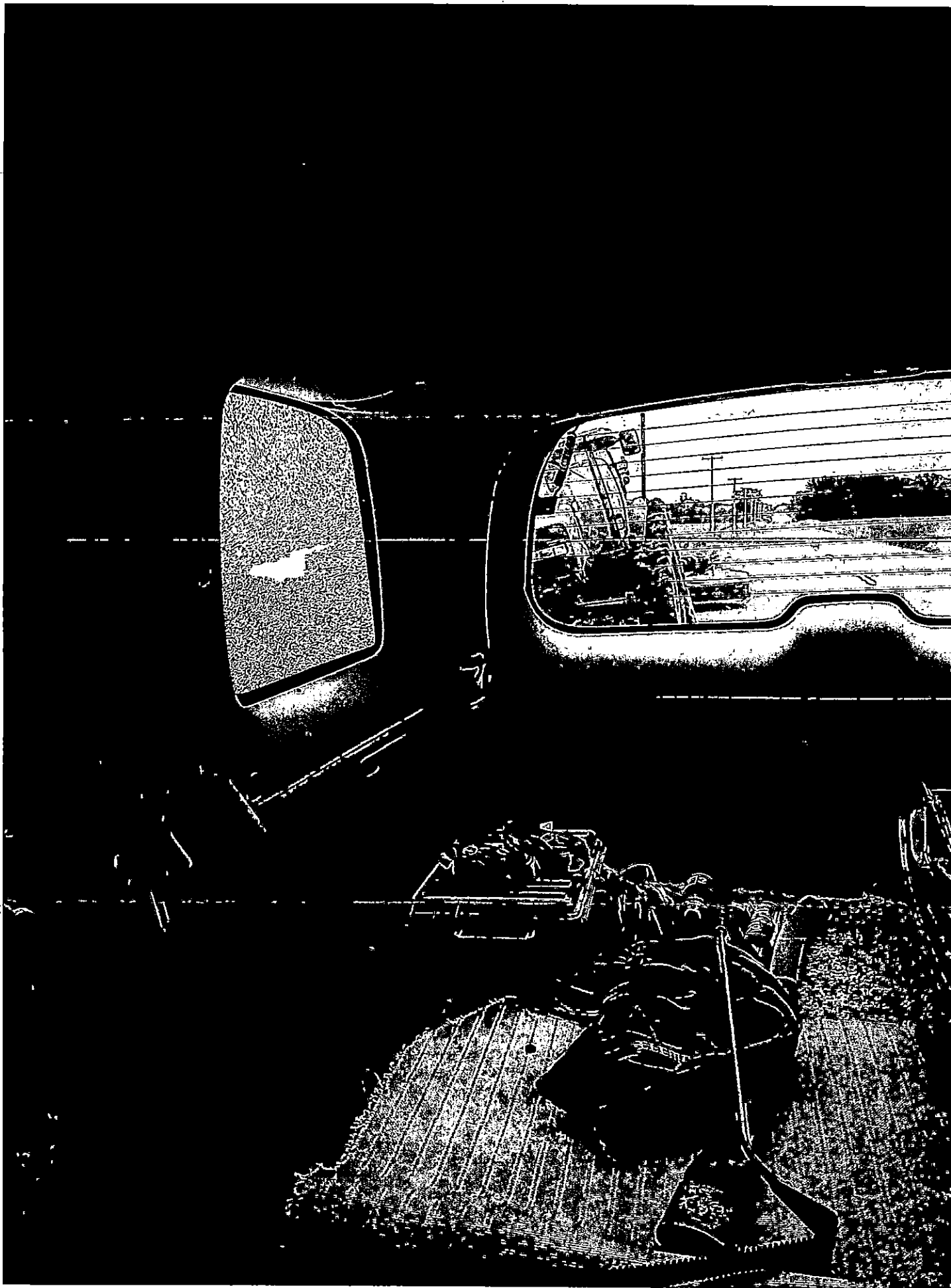
Address:

Phone:

Paul Hahn

6318 Cty Rd E North
Pittsville, WI 54466

(715) 897-7261



We'll need your keys. If you'd like, just leave them on the dash.

If inclement weather is expected, be prepared to supply proper cover for your tech.

Most mobile replacements can take between 60-90 minutes to complete.

Order details

Parts and labor	\$476.28
Promo code: ADDS50	-\$50.00
Disposal	\$24.99
Mobile fee	\$49.99
<hr/>	
Subtotal	\$501.26
Sales tax	\$27.57
Total	\$528.83
Amount paid	\$528.83
Amount due	\$0.00

Payment due at the time of service



Just a few important things to know:

- ✓ Your technician will need at least five feet of space on all sides of your vehicle to complete your service. If your vehicle is parked in a covered location, your technician will need seven feet of clearance.
- ✓ In the case of severe weather conditions, your appointment may be rescheduled. We'll contact you if rescheduling is necessary.
- ✓ Your technician will keep you updated with timely notifications regarding your service before and during your appointment.

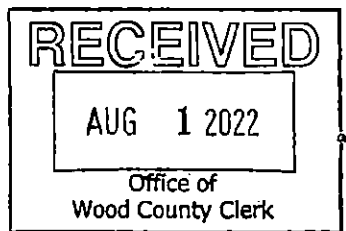
[My appointment](#)

[Help center](#)

[Reviews](#)

NOTICE OF INJURY AND CLAIM

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



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

cc:
Corp Counsel
He
Hwy

THE INCIDENT

Date: June 8, 2022

Time: 6:14pm

Place: Knowlton, WI

The circumstances giving rise to my claim are as follows:

I was driving south on hwy. 34 between Lake Du Bay and Hwy C. The Wood Co truck pulled out of the Quarry onto Hwy 34 South, right in front of me. I slowed down, (using my brakes - no cars behind me) and backed off. However, the truck still threw a rock off my up/off and ~~it~~ instantly cracked (spiderwebbed) my windshield, on the upper portion/passenger side.

The names of county personnel involved are: Wood Co Dump Truck #D959
Lic# 96510?

The names of other witnesses are: _____

I have pics of the truck, windshield & receipt for full window replacement, from Al's Auto Glass.

THE CLAIM

I request the following monetary or other relief: \$348¹⁵ for the replacement cost of a new windshield.

July 5, 2022
Date

Stacy C. Reimer
Signature
Print Name: Stacy C. Reimer
Address: 1831 Metcalf Place
Wis. Rapids, WI 54494



Wood County

WISCONSIN

CHILD SUPPORT
AGENCY

AUGUST 2022

MONTHLY REPORT TO THE JUDICIAL AND LEGISLATIVE COMMITTEE

Prepared by Child Support Director Brent Vruwink

- The focus for the month of August will be the agency budget. I have the preliminary funding numbers from DCF so the budget process should go smoothly.
- Governor Evers has issued a proclamation declaring August "Child Support Awareness Month".
- I attended the WCSEA Board meeting on July 14th. The Department of Children and Families is having discussions on the feasibility of implementing a Child Support Call Center. The idea is child support customers from every county would call a call center to get questions answered about their cases. They believe this would reduce call volume to the County Child Support Offices. I have concerns with the quality of service our customers would receive from a call center. In my experience call centers are always difficult to navigate as a customer and the service tends to be poor. I feel we can much better serve our customers at the local level.
- I attended the WCA Health and Human Services Steering Committee Meeting on July 15th in Stevens Point. Increased funding for the Child Support Program will again be one of WCA's legislative priorities.
- Agency performance increased from May to June. The current support collection rate jumped up to 79.90%. We certainly hope we can move the current support collection rate to 80% over the next several months.
- The current IV-D case count is 3,543.



Wood County WISCONSIN

CORPORATION
COUNSEL OFFICE

Peter A. Kastenholtz
CORPORATION COUNSEL

MONTHLY REPORT TO THE JUDICIAL AND LEGISLATIVE COMMITTEE
July 2022

Opioid Litigation. Our outside counsel has notified us that they will not be looking to recover from us the 25% legal fees on the first tranche of settlements inasmuch as they will be able to obtain those fees from funds set aside for legal fees in the global settlement. Meanwhile, a special account has been set up by the Treasurer into which direct payments are to be made to Wood County. The first payment is to be made yet this month.

Donations to the County. The committee is being asked to make a recommendation on a resolution that would authorize a county-wide referendum barring private donations to the county that are intended to fund matters pertaining to the administration of elections. It is an unusual request so I thought that it would be appropriate to share aspects of the law and county board rules that relate to the resolution. First, Wis. Stat. s. 59.52(19) provides that: "The board may accept donations, gifts or grants for any public governmental purpose within the powers of the county." The county board routinely does this by means of setting annual budgets that include funding from third parties as well as by passing resolutions amending those budgets, which resolutions approve the acceptance of various types of donations and then authorize the modification to the budget to allow for the expenditure of the funds. What this means in application here, is that what the proposed resolution is seeking is legal and should the county board ultimately pass a resolution prohibiting such donations and then down the road a private entity makes grant funds available to the county for voting related matters, the county board at that time could nonetheless adopt a resolution approving the acceptance of those funds. The county board at this time cannot bind a future county board from acting to accept such a donation, even if the future action contravenes this resolution being sought now. The acceptance of donations is an action that is within the purview of the county board itself, meaning that county departments cannot simply accept gifts. Therefore, a resolution would be necessary in the future to accept the type of donation being barred at this time. The future resolution would control over one enacted at this time. This is true whether we are talking about resolutions or ordinances. Consequently, one might wonder, what real effect does the resolution have that is being sought via the referendum process at this time. It is simply a statement of the Board's sentiments at this time. There is no real legal impact to the resolution being sought.

Along these lines, it should be noted that County Board Rule #32 prohibits anyone from soliciting on behalf of Wood County without the approval of an oversight committee.



Wood County WISCONSIN

CRIMINAL JUSTICE DEPARTMENT

July 27, 2022

To the Members of the Judicial and Legislative Committee:

I have been honored to be selected as the Criminal Justice Coordinator for Wood County and to have worked in this position since December 2021. I am writing this letter/proposal today to detail my commitment to my current position, educational plans and how this will benefit Wood County.

I am currently a part-time graduate student with the University of Wisconsin – Green Bay, in the first Wausau campus cohort for the Masters of Social Work (MSW) Program. I am pursuing the clinical/mental health track, with the goal of clinical licensure at the end of the program. During the fall of 2021 and spring of 2022, I completed my generalist classroom coursework. I would like to note the educational/experience requirements of my current position. They include:

- A Bachelor's Degree in Social Work, Sociology, Criminal Justice or related field is required.
- Five to seven years' experience, or a combination of experience, in related fields of criminal justice, social work, counseling, sociology or psychology.
- Possession of a Clinical Substance Abuse Counselor license and/or a Masters in Community Counseling is preferred but not required.

I currently possess a Bachelor's of Science in Sociology and came with seven years of criminal justice experience through my time with the Department of Corrections, with six of those years being in Wood County's probation and parole offices. I would like to fulfill the final, preferred requirement of the position through completing my MSW program – clinical concentration. This is an equivalent a Masters in Community Counseling. I do not have aspirations to be a counselor, but possessing my clinical license and master's degree will allow me to have the educational background that benefits Drug Court and Mental Health Court. It will also allow me to pursue departmental expansion, such as supervising social work interns and social workers to work in treatment courts or with the Sheriff's Department in the future.

To continue in my program, during the fall of 2022 and spring of 2023, I am scheduled to participate in a field placement internship which requires me to complete 400 hours over the two semesters. This is approximately 13-14 hours per week. Due to my current position, I specifically sought out an internship placement within the criminal justice field. After researching other criminal justice departments, I found that Brown and Outagamie County both had established treatment court programs which were brought forth to me by the Judicial and Legislative Committee, other departments and community stakeholders, as programs that were needed by Wood County. I was able to secure an internship placement with Outagamie County's Criminal Justice Treatment Services Department. Their current treatment court and programs include:

- Mental Health Court
- High Risk/High Needs Drug Court
- Low Risk/High Needs Drug Court

- Veteran's Court
- OWI Court
- Safe Streets Options Program (SSTOP)
- Pretrial/Diversion Services
- Drug Victim Impact Panel
- Safe Exchange Program
- Criminal Justice Coordinating Council
- Equity in the Legal System Committee
- Electronic Monitoring

I have attached Outagamie County's annual departmental report, which provides greater detail about their programs. Additionally, more information about their programs can be found at: <https://www.outagamie.org/government/departments-a-e/criminal-justice-treatment-services>

Outagamie County is aware of my current position with Wood County and is willing to provide me with the various exposure and training in their criminal justice programs, so I am able to implement these in Wood County and improve our current programs. In discussing the internship activities, I will be able to work on learning and practicing the following items/skills, including but not limited to:

- Case Management Supervision with clients
- Wisconsin DOJ – CORE Data Entry
- Staffing Observation/Facilitation
- Treatment Court Observation
- Jail Programming Observation
- Grant Writing
- SAFE Exchange Facilitation
- Policy and Procedure Development

I am respectfully requesting that the committee consider my field placement work with Outagamie County as beneficial to my current position with Wood County and part of my job duties and responsibilities, and allow me to complete these internship hours as working hours. I will be afforded the unique opportunity to be trained in the programs that the Judicial and Legislative Committee has asked me to create. This fiscally benefits Wood County, because there is no additional training fee for these programs, and I am funding this myself through my college tuition.

I would also like to assure the committee that my job responsibilities will remain at the forefront of my priorities and at minimum, will be working in the office 25-32 hours per week on top of the 13-14 hours of internship work. Due to my upcoming workload, I do predict that I will still be doing close to 40 hours a week of work that consists of work that is specifically for Wood County. I am also currently working on weekends for staff coverage with drug testing and will continue to do so. Outagamie County has also stated they are willing to be flexible with my work schedule and there are several virtual, evening, and weekend opportunities for me to do my internship hours. This will allow me to have more time in the office during regular business hours. Should this request not be approved, I respectfully request additional time to create a proposal with Finance and HR for unpaid educational leave time.

Finally, I would like to outline my commitment to my current position and to Wood County. Outside of my undergraduate education and time spent abroad, I have been a lifelong Wood County resident, growing up in Port Edwards, and most of my family remains in the area. I have been a single parent for the entirety of my daughter's life, and rely on assistance from my parents who live in the area to maintain my educational and career schedule. I also purchased a home in Wisconsin Rapids in December of 2021, and plan to remain in the area. Outside of my personal commitment to the community, I have a professional commitment as well. Due to growing up in the area and having family and personal connections here, I recognize that each individual in our criminal justice system is not just

another offender, inmate or statistic. They are all someone's family member, friend, co-worker, etc., and all of us are connected in some way, shape or form. It is my life goal to make sure the residents of Wood County, who are also my own peers, have the treatment programs they need to improve their health and their lives.

Thank you for your time and consideration.

Sincerely,

Caitlin Saylor
Criminal Justice Coordinator



Wood County

WISCONSIN

REGISTER OF DEEDS OFFICE

Tiffany R. Ringer
Register of Deeds

AUGUST 2022

MONTHLY REPORT TO THE JUDICIAL AND LEGISLATIVE COMMITTEE

1. I attended the Judicial and Legislative committee meeting on July 1st.
2. I completed the countywide cyber incident tabletop exercise and submitted to Sarah Christensen, Emergency Management Director.
3. On July 8th, Scott Moore, from Fidler, and I created a video via Zoom discussing the benefits of Laredo Connect. Wood County was in the first handful of counties to implement the new software in WI. The video was shared nationwide with Fidler users.
4. I was appointed to serve on the 2022-2024 WCA Personal, Finance and County Organization Steering Committee. On July 13th, I attended the first meeting in Wisconsin Dells.
5. On July 15th, I presented at the Wood County Unit of the Wisconsin Towns Association at the Town of Wood Hall in Pittsville. I invited Fidler Vice President, Scott Moore, to join me and we discussed Property Fraud Alert. A few of my deputies attended to assist interested attendees with enrollment for this free service. A few of the towns indicated they'd like to send PFA flyers out with their tax bills again this year.
6. We began sending out birth letters to new parents with information on obtaining their child's birth record. The two online options available, Official Records Online (ORO) and VitalChek provide an easy and safe transaction without them ever having to leave their home.
7. I attended the County Board meeting on July 19th.
8. I am continuing software contract renewal discussions with Fidler after receiving the preliminary budget parameters from Operations Committee Chair Wagner.
9. I plan to attend the Land Information Council meeting on August 2nd.

VICTIM WITNESS SERVICES REPORT

Michele Newman, Coordinator

June 22nd to July 26th 2022

Victims/Witnesses Served:

215 Victims or Witnesses made contact with via phone

30 Victims or Witnesses met with in person

0 Victims assisted with preparation of Crime Victim Compensation Application

73 Initial contact packet information sent

4 No contact order information

8 No prosecutions notification

49 Victims or Witnesses were notified of all hearings

13 Victims or Witnesses were notified of plea agreement/sentencing

11 Victims or Witnesses notified of disposition on closed cases

1 Victims or Witnesses notified of sentencing after revocation

11 Victims with restitution requested

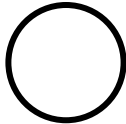
13 Victim Impact Statements

13- Victims registered Vine service.

0 Victims notified of appeals court proceedings

Total services/events // Total unique parties = **430 // 244**

Trainings/Meetings/Other: none



RESOLUTION#

Introduced by Judicial & Legislative Committee
Page 1 of 1

ITEM# 5-
DATE August 23, 2022
Effective Date August 23, 2022

Motion:

Adopted:

1st

Lost:

2nd

Tabled:

No:

Yes:

Absent:

Number of votes required:

X

 Majority

Two-thirds

Reviewed by:

, Corp Counsel

Reviewed by:

, Finance Dir.

LAD

INTENT & SYNOPSIS: To modify County Board Rule #16 so as to not limit the number of county board supervisors who can attend annual WCA conventions.

FISCAL NOTE: Nothing direct; there is the possibility of a slight increase in per diems and mileage for conference attendance.

		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			

WHEREAS, current Wood County Board Rule #16 provides that: “Attendance at the annual WCA conventions shall consist of no more than nine members of the County Board, to include the County Board Chairperson,” and

WHEREAS, the Judicial and Legislative Committee has studied the matter and believes that attendance at educational conventions by county board supervisors benefits the county and the nominal costs of per diems and mileage are vastly outweighed by the benefits the attendees bring back to the county.

NOW, THEREFORE, THE WOOD COUNTY BOARD OF SUPERVISORS HEREBY RESOLVES to delete the above referenced paragraph in the Wood County Board Rules thereby eliminating the cap on the number of supervisors who can attend Wisconsin Counties Association conventions.

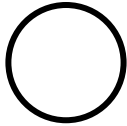
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BILL CLENDENNING (Chair)
BILL LEICHTNAM
WILLIAM VOIGHT
ED WAGNER
JOSEPH H. ZURFLUH

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

County Clerk

County Board Chairman



RESOLUTION#

Introduced by
Page 1 of 1

Judicial & Legislative Committee

ITEM# 5-
DATE August 23, 2022
Effective Date August 23, 2022

Motion:
1st
2nd
No: Yes: Absent:

Adopted:
Lost:
Tabled:
Absent:

☒ Majority ☐ Two-thirds

Reviewed by: , Corp Counsel
Reviewed by: , Finance Dir.

LAD

INTENT & SYNOPSIS: To conduct a countywide advisory referendum on whether the state should allow direct ballot initiatives for statewide legislation.

FISCAL NOTE: Minimal layout and coding charges.

		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			

WHEREAS, many states allow their citizens to participate directly in the legislative process through direct ballot initiatives whereby citizens can have legislative matters placed before the voters by means of getting enough signatures on proposals for legislative action, and

WHEREAS, direct legislation through ballot initiatives provides some direct control over legislative action by the citizens, and

WHEREAS, direct legislation allows the citizens to introduce legislative measures that might be frowned upon by the legislators, including governance reform policies, like term limits and finance campaign controls, and

WHEREAS, direct legislation makes legislators more responsive to the desires of the people and less to the political parties they are members of.

NOW, THEREFORE, THE WOOD COUNTY BOARD OF SUPERVISORS HEREBY RESOLVES to direct the Wood County Clerk to place the following question on the November 8, 2022 ballot as an advisory referendum.

Question: Should the Wisconsin Legislature create a law allowing for direct ballot initiatives for statewide legislation?

Yes No

{ }

BILL CLENNING (Chair)
BILL LEICHTNAM
WILLIAM VOIGHT
ED WAGNER
JOSEPH H. ZURFLUH

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

County Clerk

County Board Chairman

MINUTES

HIGHWAY, INFRASTRUCTURE & RECREATION COMMITTEE

DATE: Tuesday, July 19, 2022
TIME: 9:00 a.m.
PLACE: Courthouse – Room 114

Members present: Jake Hahn, Dave LaFontaine, Al Breu, Lee Thao, John Hokamp

Other present: See attached sign in sheet

1. Chairman Hahn called the meeting to order at 9:00 AM and declared a quorum present.
2. There were no public comments
3. A resolution was presented to adjust current truck driver wages. Motion by LaFontaine/Breu to approve the resolution and forward it to county board for their consideration. Motion carried unanimously.
4. Highway Commissioner Hawk stated that the LTEs were not included in the resolution on purpose, so that any adjustment to those wages could be done at committee level and not via resolution. He proposed moving current CDL licensed LTE truck drivers to step 3 in their respective grade. Motion by Hahn/Breu to approve this pay increase. Motion carried unanimously.
5. Chairman Hahn declared the meeting adjourned at 9:03 AM.

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

HIRC Committee
July 19, 2022

[illegible]

MINUTES OF THE HIGHWAY, INFRASTRUCTURE & RECREATION COMMITTEE

DAY AND DATE: Thursday, August 4, 2022
PLACE: Highway Department, 555 17th Ave N, Wisconsin Rapids, WI 54495
MEETING TIME: 9:00 a.m.
ADJOURNMENT TIME: 11:09 a.m.
MEMBERS PRESENT: Chairperson Jake Hahn, Supervisor Dave LaFontaine, Supervisor Lee Thao, Supervisor John Hokamp

MEMBERS PRESENT VIA WEBEX: Supervisor Al Breu

OTHERS PRESENT: Roland Hawk, Highway Commissioner; Chad Schooley, Parks & Forestry Director; Fritz Schubert, Forest Administrator; Supervisor Bill Clendenning, Supervisor Dennis Polach, Supervisor Jeff Penzkover, Ruben Vantassel, Maintenance; Rachel Krause, Highway Program Assistant; Laura Delaney, Delaney Forest Products.

OTHERS PRESENT VIA WEBEX: County Board Chair Lance Pliml; Ed Newton, Finance Director; Kim McGrath, Human Resources Director

1. Call meeting to order
2. Declaration of quorum. Quorum declared.
3. Public comments. B. Clendenning suggests a resolution for ARPA funding for Powers Bluff development project.
4. Correspondence. R. Hawk received a complaint about a vision issue on CTH C and 5th Ave in the Town of Rudolph. R. Hawk went and looked at the intersection and presented a photo that shows that vision is clear for 500 feet or more. This is provided as information as this person indicated he was going to call a supervisor. R. Vantassel asked R. Hawk to see if space would be available to move Eric from Communications to Highway to work on setup for squads. R. Hawk has made a space in a storage area available and will charge Communication \$600/month rent. A. Breu indicated that the PIT committee has been discussing the 17th Ave property and was wondering if it may be needed for future use by the Highway department. R. Hawk indicated that the department is in the beginning stages of a space needs study and future needs of the department are being looked at.
5. Approve minutes from previous committee meetings. **Motion to approve by D. LaFontaine, second by L. Thao. Motion carried.**
6. ATV Trail/Route system update
 - a. Route Updates. R. Hawk presented a final report to the CEED committee on August 3rd. \$20,000 in grant funds will be received. C. Schooley indicated that signs have been placed at South Park indicating areas that are restricted to ATV use and the park has been opened to their use in authorized areas. C. Schooley has received phone calls requesting that North Park be opened as well. C. Schooley would recommend that everything but the campground be open to their use and signing be placed similar to South Park. F. Schubert wanted to inform the committee that Hazelnut Tr. will need to be closed for a ditch cleaning project and notification will go out through the department normal avenues of communicating for these types of closure. Signing will also be placed in the closure area.
7. **HIGHWAY**
 - a. Highway staff reports. R. Hawk has been talking with the owners of Nasonville Dairy about realigning CTH BB with USH 10. Historically this area has been problematic because of the truck traffic to the dairy. The project was originally going to take place in 2023 but was pushed back to 2024 because it looked like the R/W needed for the project was not going to be acquired by the Dairy in time. R. Hawk was recently contacted by the Dairy and notified that the parcel of land will be acquired by end of August 2022. While all the stake holders are in agreement and DOT has approve the realignment with USH 10 R. Hawk would like modify his project list and budget and move the project back into 2023. CTH Z at 48th Street roundabout would most likely be swapped out for this project.
 - b. Highway revenue report.
 - c. Highway vouchers. **Motion to approve by D. LaFontaine, second by L. Thao. Motion carried.**

- d. Polymer Overlay Bids. **Motion to approve by D. LaFontaine, second by A. Breu. Motion Carried.**
- e. 2023 Draft Budget. Special meeting will be scheduled for August 11, 2022 at 9:00 at the highway shop.
- f. Class A CDL Certification Program. R. Hawk has found out that the department can train their own employees as a private training facility. The Highway Shop Superintendent has been approved as a trainer and the shop has been approved as a training facility. We can purchase an online training course through JJ Keller to train up to 6 employees a year for \$1600. This course would need to be completed within 90 days of starting. After completion of the course behind the wheel training would take place and when all is complete a test can be scheduled. R. Hawk would like to develop a promissory note with HR for internal training costs similar to the promissory note created for sending a new employee to outside training that would require the new employee to stay employed at the Highway Department for 36 months or pay back the cost of training. This will be a future agenda item for approval.
- g. Shop Facility Use Cost. R. Hawk would like to institute a 1.75% shop facility use fee to aid in recovering some of the disposal fees associated with tires, oil, batteries etc. and other incidentals not covered in the repair costs. **Motion by A. Breu, second by J. Hokamp. Motion carried.**
- h. Grand Rapids Salt Shed. R. Hawk presented a proposed purchase agreement for the Grand Rapids salt shed previously approved by the HIRC.
- i. WCHA NC Region Board of Director Vacancy. A highway committee member from the North Central Region is being sought for WCHA if any committee members are interested please let Roland know.

8. PARKS AND FORESTRY

- a. Parks & Forestry staff reports. F. Schubert investigated a beaver dam on Amundson Rd. that could potentially come before the committee as it is adjacent to Wood County Wildlife Area.
- b. Special Use permits. Three for approval: 1. Multi-Metro Deer Hunting Association request to once again be allowed to bow hunt in specified areas of South Park for the purpose of managing the deer herd in urban areas. 2. Bluegrass in the Park for June of 2023, also an annual event. 3. In-service training for DNR at the ATV Intensive Use Area October 4, 2022. **Motion to approve by D. LaFontaine, second by L. Thao. Motion carried.**
- c. Powers Bluff Project Update. C. Schooley presented a map with areas of completion noted. Water crossings still need to be constructed. Things are going well. State approved archeologist will be monitoring on site during parts of the project. Friends of Powers Bluff and the Marshfield Bike club will be meeting to possibly establish new bylaws to include development and maintenance of the new trails at the park.
- d. Timber Sale Performance Bond Discussion (expired contracts #741, #744). F. Schubert indicates that these are two contracts that were not extended and put out for rebid. Contract #741 received a bid and contract was awarded to a new contractor. Contract #744 did not receive any bids but has since been awarded to a new contractor, as a direct sale contract for the minimum advertised bid. Losses to the County were presented and the committee was informed that there are 7 future contracts set to expire that may have similar issues. Laura Delaney from Delaney Forest Products expressed that the wood couldn't be cut because of poor winter access problems, as well as lack of markets since the Verso mill closure. Local aspen and mixed hardwood pulpwood markets have become very difficult for many producers. Volumes allowed for shipment to mills have shrunk and prices received have plummeted. **J. Hahn moved to call in performance bond by both contracts. Second by J. Hokamp.** Discussion. D. LaFontaine opposed because of the unusual hardship imposed on loggers due to mill closure and also the precedence we would be setting. Laura Delaney suggests that if performance bonds are called in that some bidders may not bid on Wood County timber bids anymore. Passes with the following amendment. **D. LaFontaine made a motion to amend to reduce the performance bond collection amount to 20% of the rebid value of the contracts #741 and #744, and to apply similar policy to any future contracts that may not get cut, that were established prior to Verso Mill closure. second by A. Breu. Motion carried.**
- e. P&F CDL Required Employees Wage Classification. C. Schooley shared his concerns with where his employees sit in comparison to Highway after the passage of the resolution relating to Highway employees in Grade F.
- f. 2023 LTE Maintenance Wages. C. Schooley indicated they were unable to recruit for the LTE I position this year at the \$11-\$12 range and have not been able to fill all of the LTE II positions. C. Schooley would like to increase the range to \$12-\$18 for both positions. **D. LaFontaine made a motion to increase the wage range for both LTE I and LTE II to \$14-\$18, second by A. Breu. Motion carried.**

- g. 2023 Park Fees. C. Schooley recommending to not increase fees at this time. D. LaFontaine would like to consider a 2% increase across the board. This will be an agenda item for the August 11, 2022 meeting.
 - h. Draft 2023 Budget. A separate meeting will be held on August 11, 2022 at 9:00 at the Highway Shop.
 - i. Parks and Forestry revenue reports
 - j. Parks & Forestry vouchers. **Motion to approve by D. LaFontaine, second by J. Hokamp. Motion carried.**
- 9. Future Agenda Items. Highway and Parks Budgets and Parks Fee Schedule.
 - 10. Special Budget Meeting Scheduled for August 11, 2022 at 9:00 a.m. at Wood County Highway Department, 555 17th Ave North, Wisconsin Rapids, WI 54495
 - 11. Set next regular meeting date: September 1, 2022 at 9:00 am at Wood County Highway Department, 555 17th Ave North, Wisconsin Rapids, WI 54495
 - 12. Adjournment L. Thao was excused at 11:00. Chairperson Hahn adjourned the meeting at 11:09

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

DAY AND DATE: Thursday, August 8, 2022
PLACE: Highway Department, 555 17th Ave N, Wisconsin Rapids, WI 54495
MEETING TIME: 9:00 a.m.
ADJOURNMENT TIME: 10:07 a.m.
MEMBERS PRESENT: Chairperson Jake Hahn, Supervisor Dave LaFontaine, Supervisor Lee Thao, Supervisor John Hokamp

OTHERS PRESENT: Roland Hawk, Highway Commissioner; Chad Schooley, Parks & Forestry Director; John Peckham, Highway Accounting Supervisor; Ed Newton, Finance Director; Rachel Krause, Highway Program Assistant.

OTHERS PRESENT VIA WEBEX: Sandra Green, Parks & Forestry Office Supervisor

1. Call meeting to order
2. Declaration of quorum. Quorum declared.
3. Public comments
4. Review 2023 Highway Dept. budget. J. Peckham states that the \$3.18 M indicated on the budget for construction will actually be adjusted because he was notified by finance that two million would be coming from ARPA funds instead of debt services. The remaining \$1.18M would be coming from debt services. J. Hahn is concerned that future ARPA funds for Highway may be affected by highway receiving these ARPA funds. R. Hawk indicates that moving forward about three million a year will be needed for road construction. The committee discussed future projects and potential ARPA requests for Highway. There is a 10.75% increase in wages and fringe, small increases in supplies. Of the \$1.3M requested from the levy, \$907,000 of this is for winter maintenance, this is a 7.34% increase. E. Newton indicates that the levy should be at about a 2% increase. J. Hahn inquires that if the operations committee requests that this area be cut could the department do that. R. Hawk states that he would have to look for outside projects more aggressively or level of service may be adjusted. **Motion to approve by D. LaFontaine, second by L. Thao. Motion carried.**
5. Review 2023 Parks & Forestry Budget. Levy that is showing up is for Account 55210- Parks Administration. All other departmental budget accounts show no tax levy due to utilizing fund balances or offset by other revenue sources. ARPA funds that the department would receive is not reflected in the budget, but rather in a separate account through Finance. Overall, tax levy request is an increase of 2.76% of the 2022 budget. Budgeted Forestry revenue remains the same as 2022. The CIP debt service request may now be funded by ARPA funds. **Motion to approve by D. LaFontaine, second by J. Hokamp.** Discussion D. LaFontaine inquired if this budget reflects the increase in LTE wages discussed at the last meeting. C. Schooley indicated it reflects LTE wage changes that was implemented because of last meeting. **Motion carried.**
6. Evaluate Parks fee structure for 2023. Last meeting C. Schooley was not recommending any increases. Historically fees have only been raised approximately every 5 years. C. Schooley would like to adjust the trail fees with the addition of the bike trails at Powers Bluff. An example was shared and the committee would like the entire fee structure with the addition of the trail fee options presented for approval at the next meeting. J. Hokamp and D. LaFontaine like the example from Clark County and would like those fees incorporated. D. LaFontaine would like to see the fee for non-campers to use the dump stations in campgrounds to \$20. **D. LaFontaine made a motion to raise the non-camper dump fee to \$20, second by J. Hokamp. Motion carried.**
7. Adjournment. 10:07am



Wood County

WISCONSIN

OFFICE OF
HIGHWAY COMMISSION

Roland Hawk
COMMISSIONER

July 27, 2022

To: Highway, Infrastructure & Recreation Committee

From: Roland Hawk, Highway Commissioner

Subject: Commissioner Report for August 4, 2022 HIRC meeting

Department Activities

Personnel/Administration

One of the two recent truck operators hired in July, resigned after working one day. A screed operator resigned effective August 5. The diesel mechanic interviewed in early July accepted and began work July 18.

There has not be any candidates apply for the engineering position in the past 90 days. The Commissioner has revised the qualifications to include engineers without a PE license, but could obtain their certification within 2 years.

Shop supervisor has obtained certification to be a CDL training provider and the Wisconsin Rapids Highway Facility has been approved as a certified training center for public-nonprofit CDL training. This will provide the Highway Department a second option for training new employees who do not have a Class A CDL license when hired. Commissioner is working with HR Director to develop a retention clause similar to the Promissory Note if a new hire would need to attend a certified training center such as Fox Valley Technical School.

Commissioner and shop supervisor are recommending a Shop Facility Recovery Fee be to added to all invoiced work performed by our mechanics. Work performed by highway mechanics is billed at Time & Material with no overhead charges or disposal fees. Often disposal fees are not incurred until months after repairs have been completed and invoiced. The recommended Shop Facility Recovery Fee is 1.75% which equates to \$17.50 per \$1000.

Commissioner attended the following meetings in July:

- July 11 met with Mike Koles from Wisc. Towns Association to discuss STP/LRIP programs.
- July 11 met with WCHA Exec Committee
- July 13 met with Kriete Truck Center and Stainless & Repair to discuss surcharges on patrol truck
- July 14 met with WCHA NE Region
- July 18 met with Barrientos Design to initiate the Highway Space Needs Study for Wisc. Rapids shop
- July 19 attended Special HIRC & County Board meeting
- July 20 attended WCHA NE Region meeting
- July 26 attended WCHA Board of Directors meeting
- July 27 met with Wisc. Towns Association to follow up on STP/LRIP programs
- July 28 attended WisDOT STH 73 Local Officials Meeting

Highway/Facility Projects

2022 Construction Projects:

- CTH X from STH 54 to STH 73
Work began the week of June 15. Contractor has completed approximately 1.25 miles to date, and is anticipated to complete the southern 2 miles by August 5. Highway Department anticipates placing 1st layer of asphalt the week of August 8. Approximately \$500K of the \$2.1M budget has been spent.
- CTH O & CTH PP
 - Work began in June when culverts were replaced. Pavement was pulverized the week of July 18. Highway anticipates paving surface the week of August 1. Approximately \$50K of the \$995K budget has been spent.
- Local projects
 - Highway completed the pavement replacement projects for Village of Port Edwards
 - 4th Street
 - Seneca Road
 - Highway will have completed the pavement replacement for Town of Wood & City of Pittsville
 - Lincoln Road

Projects approved in the 2022 – 2027 STP-Rural program submitted in December include:

CTH N Bridge replacement (located 0.1 miles east of STH 186) FY 2024

CTH HH & CTH F Intersection (recommended improvement is a roundabout) FY 2026

County is waiting on State Municipal Agreements for these projects before beginning work. Anticipate starting design in September 2022.

Highway Maintenance

Work in July included:

- Sweeping and clean up after chip seal projects
- Mowing roadside ditches and slopes
- installing/replacing culverts and restoring drainage in ditches
- repairing bridge rail and beam guard
- performing bridge maintenance and deck sealing on various state bridges
- paving numerous patches, culvert trenches, and utility repairs

Production of chips for chip seal projects through the Pro Sizer Crusher resulted in a cost of \$16.72 per ton of chips. This cost is slightly higher than anticipated, however it includes costs for maintenance, parts and screens that is necessary for tooling the crusher for chips that will diminish over a few seasons. What's more notable is the by-product of the crushing is a fine AC material that can be recycled into asphalt and replace virgin AC ultimately reducing costs of asphalt production.

ATV Plan/Development

Crews have completed installing signs throughout the county pertaining to the adopted ATV ordinance. Commissioner will present final costs and project return on investment to CEED committee August 3, 2022.

Equipment/Machinery

Vendors delivering the next tandem axel patrol truck informed the Commissioner the cost has increased \$35K since signing a contract for the next truck in January. Vendors have been hit with extremely high surcharges due to increased costs for materials. The truck is still scheduled to be delivered in January 2023.

WCHA

There is a current opening for a BOD position in the NC Region. A vote will be held on Wednesday, August 21. The next NCR Commissioner meeting is tentatively scheduled to be at the Waupaca County Highway Department.

Accounting Supervisor Report

By John Peckham, Wood County Highway Department Accounting Supervisor

HIRC Meeting

Revenues

Revenues are as anticipated. We received the second of three General Transportation Aids payments in early July. We have started up the asphalt plant so asphalt revenues have started to come in. Also, the increased trucking due to construction projects has resulted in higher machinery fund revenues, shown as an offset to expenses in Fund 53240. Local municipal revenues are traditionally low at this time of year while we focus on state and county work.

Expenses

Expenses are as anticipated.

Other

I have begun work on the budget. I worked with Finance on the Position Allocation spreadsheet as a preliminary document utilized for budget preparation.

County of Wood
 DETAILED INCOME STATEMENT W/SUBTOTALS
 Highway Departmentwide
 Sunday, July 31, 2022

	Actual	2022 Budget	Variance	Variance %
REVENUES				
Intergovernmental Revenues				
43531 State Aid-Transportation	\$1,873,321.53	\$2,497,341.00	(\$624,019.47)	(24.99%)
43534 State Aid-LRIP	218,258.31	995,000.00	(776,741.69)	(78.06%)
Total Intergovernmental	2,091,579.84	3,492,341.00	(1,400,761.16)	(40.11%)
Licenses and Permits				
44101 Utility Permits	19,585.00	16,000.00	3,585.00	22.41%
Total Licenses and Permits	19,585.00	16,000.00	3,585.00	22.41%
Intergovernmental Charges for Services				
47230 State Charges	708,463.50	982,087.00	(273,623.50)	(27.86%)
47231 State Charges-Highway	155,229.52	579,812.00	(424,582.48)	(73.23%)
47232 State Charges-Machinery	13,226.70		13,226.70	0.00%
47300 Local Gov Chgs	288,902.64	510,567.00	(221,664.36)	(43.42%)
47330 Local Gov Chgs-Transp	493,418.52	1,102,945.00	(609,526.48)	(55.26%)
47332 Local Gov Chgs-Roads		416,344.00	(416,344.00)	(100.00%)
47333 Local Gov Chgs-Bridges		80,996.00	(80,996.00)	(100.00%)
Total Charges to Other Governments	1,659,240.88	3,672,751.00	(2,013,510.12)	(54.82%)
Interdepartmental Charges for Services				
47470 Dept Charges-Highway	194,496.88	2,231,470.00	(2,036,973.12)	(91.28%)
Total Interdepartmental Charges	194,496.88	2,231,470.00	(2,036,973.12)	(91.28%)
Total Intergovernmental Charges for Services	1,853,737.76	5,904,221.00	(4,050,483.24)	(68.60%)
Miscellaneous				
48340 Gain/Loss-Sale of Salvage and Waste	2,966.72	6,700.00	(3,733.28)	(55.72%)
48500 Donations	1.15		1.15	0.00%
48520 Grants/Contribution-ATV Route Signage		20,000.00	(20,000.00)	(100.00%)
Total Miscellaneous	2,967.87	26,700.00	(23,732.13)	(88.88%)
Other Financing Sources				
49110 Proceeds from Long-Term Debt		2,500,000.00	(2,500,000.00)	(100.00%)
Total Other Financing Sources		2,500,000.00	(2,500,000.00)	(100.00%)
TOTAL REVENUES	3,967,870.47	11,939,262.00	(7,971,391.53)	(66.77%)
EXPENDITURES				
Public Works-Highway				
53110 Hwy-Administration	186,545.04	370,297.59	183,752.55	49.62%
53120 Hwy-Engineer	96,820.00	262,643.14	165,823.14	63.14%
53191 Hwy-Other Administration	195,381.07	333,997.09	138,616.02	41.50%
53210 Hwy-Employee Taxes & Benefits	(598,358.31)		598,358.31	0.00%
53220 Hwy-Field Tools	5,448.77		(5,448.77)	0.00%
53230 Hwy-Shop Operations	146,149.87	309,473.49	163,323.62	52.77%
53232 Hwy-Fuel Handling	(11,919.24)	(23,105.00)	(11,185.76)	48.41%
53240 Hwy-Machinery Operations	(536,513.65)	(152,968.72)	383,544.93	(250.73%)
53260 Hwy-Bituminous Ops	93,677.71	228,435.29	134,757.58	58.99%
53262 Hwy-Bituminous Ops	47,232.07		(47,232.07)	0.00%
53266 Hwy-Bituminous Ops	226,207.20	1,983,034.65	1,756,827.45	88.59%
53270 Hwy-Buildings & Grounds	107,058.62	273,351.67	166,293.05	60.83%
53290 Hwy-Salt Brine Operations	(3,431.23)		3,431.23	0.00%
53291 Hwy-Salt Brine Operations	(32,112.20)		32,112.20	0.00%
53281 Hwy-Acquisition of Capital Assets	274,377.78		(274,377.78)	0.00%
53310 Hwy-Maintenance CTHS		22,193.52	22,193.52	100.00%
53311 Hwy-Maint CTHS Patrol Sectn	1,292,603.37	2,861,610.77	1,569,007.40	54.83%
53312 Hwy-Snow Remov	593,119.11	907,384.83	314,265.72	34.63%
53313 Hwy-Maintenance Gang	116,123.01	106,422.57	(9,700.44)	(9.12%)
53314 Hwy-Maint Gang-Materials	19,942.16	2,900.00	(17,042.16)	(587.66%)
53320 Hwy-Maint STHS	758,832.91	982,087.43	223,254.52	22.73%
53323 Hwy-Maint STHS PBM	54,339.69		(54,339.69)	0.00%
53330 Hwy-Local Roads	537,701.81	1,102,944.74	565,242.93	51.25%
53340 Hwy-County-Aid Road Construction	17,191.61	469,914.74	452,723.13	96.34%
53341 Hwy-County-Aid Bridge Construction	28,804.61	130,995.91	102,191.30	78.01%
53490 Hwy-State & Local Other Services	297,701.94	550,567.08	252,865.14	45.93%
53491 Hwy-ATV Route Signage	49,179.87		(49,179.87)	0.00%
Total Public Works-Highway	3,962,103.59	10,722,180.79	6,760,077.20	63.05%
Capital Outlay				

County of Wood
 DETAILED INCOME STATEMENT W/SUBTOTALS
 Highway Departmentwide
 Sunday, July 31, 2022

		2022		
		Actual	Budget	Variance
				Variance %
57310	Highway Capital Projects	240,719.78	2,472,164.57	2,231,444.79
	Total Capital Outlay	240,719.78	2,472,164.57	2,231,444.79
				90.26%
				90.26%
	TOTAL EXPENDITURES	4,202,823.37	13,194,345.36	8,991,521.99
	NET INCOME (LOSS) *	(234,952.90)	(1,255,083.36)	1,020,130.46
				(81.28%)



Parks & Forestry Department Reports

August 4, 2022

Director Report, by Chad Schooley

- Beginning 2022 budget process as Finance completes data entry/conversion. We will send out draft budget documents via email prior to the HIRC meeting for your review. HIRC approval can be done at the August or September meeting.
- Continue overseeing Powers Bluff bike trail construction project. A heavy rainfall event (5" of rain) pushed back the project a while as trail repair had to be done, but new construction is again being done. Also corresponding with Ho-Chunk, Potawatomi, and State Historical Office throughout project. Onsite monitoring will occur on trail segments near the base of the tubing/skiing hill.
- Completed annual work evaluations for Supervisory staff.
- Continue researching options for CDL training for new maintenance staff. Will be seeing how HWY Dpt. moves forward with driver training. Would also like to discuss recent wage step resolution passed for HWY truck drivers, and how that relates to P&F employees with the same job requirement.
- Review/Update of 2023 LTE wages and P&F Fees
- **Special Use Permits**
 - Multi-Metro Deer Harvest group requesting to once again allow bow hunting in portions of South Wood County Park (pine plantation areas outside of developed park locations).

Maintenance Program Supervisor Report, by Dan Vollert

Construction Projects

- Nepco Shelter Septic Tank replacement was completed by Advantage Plumbing.

Maintenance Operations

- Upgraded dam operation system installed at Lake Wazeecha and to be installed soon for Dexter Dam. Some technical difficulties, but working through them.
- Culvert and bridge repair at North Park and Powers Bluff after 5+ inch rain event. Washouts to trails and road repairs in progress.
- General Park upkeep: lawn mowing, litter pickup, bathroom and shelter cleaning in full swing at all park locations.
- South Park cleanup after State Waterski show.
- Memorial Benches placed at South Park at White Beach and dike toilet areas.
- Dexter walkpath cleanup and upgrade after pulping operations.

Employee Matters

- Numerous LTE/summer help on board. Training in progress. Still looking for a couple LTE's especially at our South Park location.
- Troy Holford has accepted our offer for our Floating Park Maintenance Worker Position and will be starting August 8.

Snowmobile/ATV

- ATV/UTV access to County Roads effective June 30, 2022.
- Moving along with DQ Farms snowmobile bridge replacement project. Culverts being constructed and should be delivered soon. Highway bridge crew is doing the installation.
- Auburndale, and Rudolph-Plum Road snowmobile bridge projects-grant applications, permits, etc. All three grant applications were in before April 15 deadline. Waiting on Grant Approval.
- Processed snowmobile club entries into SNARS snowmobile system and club's Grant reimbursements were sent out.
- DNR Permit Process in progress for Hay Creek ATV trail project, waiting on a H & H Study from Jewell Engineering.

Office Supervisor Report, by Sandra Green / June 2022

Office:

- The Dexter Ranger resigned. Due to not having a camp ranger on board, I filled in as Dexter Camp Ranger on Thursday, Friday, Saturday and Sunday of the week of July 25th.
- I interviewed three applicants for Dexter Camp Ranger. I extended an offer and she accepted. Her start date is July 27, 2022.
- Completed PAF and hire forms for the Dexter Camp Ranger.
- Completed termination forms for the former Dexter Camp Ranger.
- Printed and sent out Wellness materials to the field staff.
- Issued several violations. Received several violation revenue monies as well.
- Constructed a newly updated duty calendar for the Dexter Camp Ranger and Host.
- I began work on the 2023 budget.
- I posted news releases and announcements on Facebook, website and Instagram.
- Continue to work on the new camping/shelter reservation system w/updates, revisions, etc.
- Continuing to assist training for Dan Vollert, introducing him to the Snowmobile/ATV reimbursement process for the clubs and processing entries in SNARS.
- Continue work on "HOW TO" for cross training between myself and the Administrative Assistant in case one of us is out on extended leave.
- Completed work on Annual Report & Power Point for County Board presentation.
- Continuing to work on grant program reimbursement paperwork for the State.
- Completed Snowmobile Annual Maintenance 2nd half payment.
- Assisted Paul Bernard and Dan Vollert in putting together updated ATV Municipality Ordinance updates and links to websites.
- Completed Civil Rights training via HR.

Forestry:

- Weekly timber sale billing and processing of woodcutting permit revenues.
- Put together contract 801, Wilson Forestry for a sale that was recently awarded.

Forest Administrator Report, by Fritz Schubert

- Timber Sales: Currently three active timber sales: scaled wood, job site inspections, routine timber sale administration.
- Timber sale establishment, compartments 45, 47.
- Timber sale contracts: Recieved contracts and performance bonds for timber sale contracts awarded at June HIRC.
- Met logger and negotiated direct sale contract for timber sale that didn't receive any bids from June timber bid opening. Drafted contract and mailed.
- Completed Forestry Technician performance evaluation.
- Participated/assisted in interviews for Parks Maintenance Worker.
- Met logger and Highway Dept. personnel at county gravel pit property to plan access route and improvements for upcoming timber harvest.
- Met site prep contractor and continued site prep and tree planting planning for 2022-2023.
- Investigated beaver problem on Wood County Wildlife Area, impacting Amundson Road and Town of Remington.
- Attended Wood County Wildlife Area Advisory Committee meeting.
- Forestry Technician: Shooting range clean up, mowed shooting range, moved machinery and worked on Powers Bluff multi-use trail. Also mowed forestry roads, fecon/brush mowed timbersale access road, dozer grading on portions of East Hazelnut Trail and Red Pine Trail.

**WOOD COUNTY PARKS & FORESTRY DEPARTMENT
REVENUE SUMMARY 2022**

JULY REVENUE - AUGUST HIRC

BUDGETED REVENUES	46721 SOURCE	FEEs	YTD REVENUE 2022	YTD REVENUE 2021	JULY REV 2022	JULY REV 2021	ACTUAL REV 2021
\$ 522,250.00	Camping Reservations (PAYPAL & In Office Cash/Check) All site types.	\$10 Resv. Fee+/\$20/\$25/\$28/\$35	\$377,797.89	\$ 295,800.56	\$120,931.14	\$ 72,895.47	\$ 411,461.82
	OLD PAYPAL ACCOUNT TRANSACTIONS		(\$6,268.70)	\$ -	\$0.00	\$ -	\$ -
\$ —	Camping Self Registration, NO SELF REG/2022		\$527.01	\$ 45,526.46	\$47.39	\$ 17,428.83	\$ 99,576.32
\$ 45,000.00	Campground Firewood Sales	\$7 per rack	\$22,987.68	\$ 23,036.02	\$8,655.93	\$ 9,036.97	\$ 39,666.35
\$ 9,000.00	Ice	\$4 (7 lbs.) /\$7 (20 lbs.)	\$4,618.95	\$ 6,669.20	\$2,234.12	\$ 3,480.57	\$ 9,666.36
\$ 3,000.00	Non-Camper Dump Fee	\$12	\$1,582.00	\$ 1,596.22	\$762.09	\$ 841.71	\$ 4,012.33
\$ 500.00	Camper Storage Fee	\$15/wk - \$60/mo	\$0.00	\$ 184.84	\$0.00	\$ 99.53	\$ 497.63
\$ 800.00	Washer/Dryer	\$2 wash / \$2 dry/\$1 Laundry Pods	\$222.04	\$ 346.92	\$37.91	\$ 250.24	\$ 919.43
\$ 56,000.00	Shelters Enclosed (SP, NP, DX, PB, Nepco, ATV)	Various Fees based on 4 or 8 hrs or all day.	\$30,800.95	\$ 32,345.98	\$5,995.26	\$ 5,218.01	\$ 55,724.78
\$ 14,000.00	Shelters - Open (DX, SP, RSBP, WSBP)	Various Fees based on location of shelter.	\$8,080.56	\$ 10,355.45	\$1,469.19	\$ 1,800.94	\$ 14,118.49
\$ 650.00	General Park User Fees (Use of open areas within parks)	\$50 / \$10 per picnic table	\$2,285.30	\$ 50.00	\$1,437.92	\$ -	\$ 618.72
\$ 22,000.00	Powers Bluff Winter Recreation Tickets, Parties, Rentals & Concessions	\$12/\$20/\$300/\$400/\$500/\$550/\$600	\$26,669.28	\$ 12,884.84	\$0.00	\$ -	\$ 12,884.84
\$ 2,500.00	Trail Passes (Ski/Snowshoe/Multi-Use)	\$5/daily; \$20/annual; \$50/family	\$2,077.97	\$ 1,854.50	\$0.00	\$ -	\$ 1,975.83
\$ 6,000.00	Disc Golf	\$2 / \$4 / \$20 / \$40	\$2,826.55	\$ 4,320.64	\$611.38	\$ 785.40	\$ 5,611.40
\$ 500.00	Parks Pulpwood	Market Price	\$0.00	\$ -	\$0.00	\$ -	\$ -
\$ 25,000.00	Boat Launch	\$25/annual; \$7/daily	\$19,183.70	\$ 18,913.78	\$4,480.10	\$ 4,692.78	\$ 21,740.32
\$ 500.00	45123 - Violations (non-tax)	\$50.00	\$697.00	\$ 200.00	\$547.00	\$ 150.00	\$ 300.00
\$ 20,000.00	Miscellaneous*	Miscellaneous	\$6,024.07	\$ 8,428.61	\$29.00	\$ 3.00	\$ 28,150.34
\$ 2,300.00	Gift Certificates	Gift Certificates	\$100.00	\$ 183.45	\$0.00	\$ 28.44	\$ 2,528.45
\$ 730,000.00			\$500,212.25	\$462,697.47	\$147,238.43	\$116,711.89	\$709,453.41
Misc. *PB Land Rental, General Donations, Hay Cutting, Scrap Metal, Cost of replacement of damaged materials in campgrounds (firepits), etc.							
\$ 500.00	Powers Bluff Project Donations Non-Lapsing	Informational purposes only. CASH/CHECK/PAYPAL	\$0.00	\$ 140.00	\$0.00	\$ -	\$ 1,014.00
\$ 350,000.00	46813 - Timber Sales & Wood Cutting (90%/County & 10%/Townships) Monthly totals = NET Revenue	CONTRACTED	\$240,587.58	\$ 235,426.33	\$11,002.05	\$ 18.00	\$ 496,932.29
\$ 6,500.00	Auctions - Non-Lapsing	WI Surplus	\$0.00	\$ 5,730.50	\$0.00	\$ -	\$ 6,876.90
TOTAL REVENUE:			\$740,799.83	\$703,994.30	\$158,240.48	\$116,729.89	\$1,214,276.60

**WOOD COUNTY, PARKS & FORESTRY - FOREST ADMINISTRATOR
REVENUE REPORT & TIMBER SALE BALANCES**

AUGUST (July 2022 Revenue)

CONTRACT	TRACT	CONTRACTOR	CONTRACT AWARD AMOUNT	CONTRACT AWARD DATE	CONTRACT EXPIRATION DATE	\$ RECEIVED CURRENT MONTH	AMOUNT BILLED TO DATE	AMOUNT RCVD TO DATE	BALANCE
748	5-16	FUTUREWOOD	*18,522.1	10/06/16	12/31/22		\$0.00	\$0.00	\$0.00
749	6-16	FUTUREWOOD	33,638.00	10/06/16	12/31/22		\$0.00	\$0.00	\$0.00
758	13-16	FUTUREWOOD	37,074.50	11/14/17	12/31/22		\$0.00	\$0.00	\$0.00
775	9-18	COUNTRY F.P.	37,260.00	03/29/19	04/01/23		\$31,003.52	\$31,003.52	\$0.00
779	8-19	LAMBERT	15,255.00	06/10/20	06/01/23	\$10,745.22	\$12,202.05	\$12,202.05	\$0.00
780	2-16	YODER	42,886.00	07/10/20	06/01/23		\$0.00	\$0.00	\$0.00
781	5-19	YODER	9,720.00	07/10/20	06/01/23		\$0.00	\$0.00	\$0.00
784	2-20	LAMBERT	12,900.00	06/01/21	12/01/23		\$14,887.86	\$14,580.24	-\$307.62
785	4-20	KOERNER	136,058.00	06/01/21	12/01/23	\$833.25	\$146,076.45	\$146,076.45	\$0.00
787	1-21	KOERNER	111,269.60	06/01/21	12/01/23		\$153,428.74	\$153,428.74	\$0.00
788	2-21	YODER	35,900.00	11/24/21	12/03/23		\$0.00	\$0.00	\$0.00
789	3-21	KOERNER	10,570.00	11/24/21	12/03/23		\$0.00	\$0.00	\$0.00
790	4-21	SCHREINER	15,600.00	11/24/21	12/03/23		\$0.00	\$0.00	\$0.00
791	5-21	LAMBERT FP	9,919.00	11/24/21	12/03/23		\$10,297.27	\$10,297.27	\$0.00
792	6-21	YODER	27,870.00	11/24/21	12/03/23	\$646.03	\$24,037.58	\$24,037.58	\$0.00
793	7-21	NW HARDWOODS	163,302.00	11/24/21	12/03/23		\$0.00	\$0.00	\$0.00
794	8-21	SCHREINER	28,965.00	11/24/21	12/03/23		\$0.00	\$0.00	\$0.00
795	1-22	LAMBERT	46,070.00	05/27/22	06/30/24		\$0.00	\$0.00	\$0.00
796	2-22	KOERNER	110,780.80	05/27/22	06/30/24		\$0.00	\$0.00	\$0.00
797	3-22	SCHREINER	30,770.00	05/27/22	06/30/25		\$0.00	\$0.00	\$0.00
798	4-22	KOERNER	194,468.10	05/27/22	06/30/24		\$0.00	\$0.00	\$0.00
799	5-22	SCHREINER	20,200.00	05/27/22	06/30/24		\$0.00	\$0.00	\$0.00
800	6-22	SCHREINER	16440	05/27/22	06/30/24		\$0.00	\$0.00	\$0.00
							\$0.00	\$0.00	\$0.00
755		FIREWOOD					\$0.00	\$0.00	

Payments Received This Month:

\$12,224.50

AMOUNT BILLED TO DATE

AMOUNT RCVD TO DATE

(307.62)

		\$ RECEIVED CURRENT MONTH	
2022 Budgeted Total Revenues		\$350,000	Jobs Finished
2022 Total County Forestry Revenues this month (90%)		\$11,002.05	Jobs Started
2022 Total Township Revenues this month (10%):		\$1,222.45	Jobs Continuing/Reactivated
			Jobs Gone Inactive
2022 TOTAL NET FORESTRY REVENUE TO DATE:		\$240,587.58	

**PROPERTY AND INFORMATION TECHNOLOGY COMMITTEE
MEETING MINUTES**

DATE: Monday, August 1, 2022
TIME: 9:00 a.m.
PLACE: Wood County Courthouse – Room 114

PRESENT: Al Breu, Dennis Polach, Brad Hamilton, Bill Winch, Jeff Penzkover

OTHERS PRESENT (for part or all of the meeting): **See attached list**

1. The meeting was called to order at 9:00 a.m. by Chair Breu.
2. Public Comments: None
3. Approve minutes from the previous meetings.

Motion (Hamilton/Polach) to approve the minutes from the previous meetings. Motion carried unanimously.

4. (a) Supervisor Winch, asked for clarification on items within the Information Technology vouchers. Amy Kaup answered general questions pertaining to her department's vouchers.

Motion (Hamilton/Penzkover) to approve the vouchers for the Information Technology Department. Motion carried unanimously.

(b) IT Director Kaup highlighted her monthly report and answered questions.

5. (a) Supervisors Winch, and Polach asked for clarification on items within the Maintenance vouchers. Van Tassel answered general questions pertaining to his department's vouchers.

Motion (Hamilton/Polach) to approve the vouchers for the Maintenance Department. Motion carried. Voting No: Winch

(b) Facilities Manager Van Tassel highlighted his monthly report and answered questions. Lengthy discussion ensued regarding River Block updates and security. Corporation Counsel, Kastenholtz shared information pertaining to conceal/carry laws.

6. Brian Spranger from First Weber Realty, shared an update on the Twelfth Street property indicating due to financing the interested party was no longer interested. The current listing is expiring this week. Discussion ensued.

Motion (Hamilton/Polach) to renew the Twelfth Street listing for sale for twelve months with First Weber Realty at the current price of \$399,000.00. Motion carried unanimously.

7. Jason Grueneberg from Planning and Zoning presented background information regarding the vacant Seventeenth Street property the County owns. Lengthy discussion ensued. Chair, Pliml will arrange a free market analysis. Grueneberg will bring various options for the property at the next meeting.

8. Agenda items for the next meeting:

- Kaup indicated the need for a special meeting before County Board on 8/23/22 at 9:00 a.m. to discuss the District Attorney printer/copier needs. Due to room availability, this will be in the Safety Training room-105.
 - Twelfth Street Property
 - Seventeenth Avenue Property
 - Maintenance and Information Technology budgets
9. The next Committee meeting will be Tuesday, September 6, 2022 at 1:00 p.m. in meeting room 114.
10. Chair Breu declared the meeting adjourned at 10:41 a.m.

Minutes recorded and prepared by Nicole Gessert. Minutes in draft form until approved at the next PIT meeting.

Property & Information Technology Committee Meeting August 1, 2022

NAME (PLEASE PRINT)	REPRESENTING
Jeff Pearlman	District 11
DENNIS POCHAK	WCB-14
Bill Clevenger	WCB 15
R VARTASSEL	WC MAINT
ALBREU	WC #6
AMY KAUP	IT
JASON DEMARCO	IT
Peter Kastenholz	Corp. Counsel
Jason Greenberg	Pt 2
NICOLE GESSERT	WC MAINT
BRAD HAMILTON	WCB #18
BILL WINCH	WCB #9
* VIA WEBEX *	
Lance PLIML	WCB #16
Brian SPRANGER	FIRST WEBER



Wood County WISCONSIN

INFORMATION TECHNOLOGY

July 2022

1. Wood County internet and intranet website updates, especially those concerning COVID-19, are being posted continually as we work to keep employees and citizens informed.
2. Upgraded and tested Questica budgeting software for the upcoming 2023 budget preparation. Worked with Finance department staff to test out a new major upgrade and resolve any technical issues that came up.
3. Dealt with issues created by Toll- Fraud. Toll-Fraud is the act of accessing a company's phone system for the purpose of making long distance and international phone calls. Staff were able to determine video conferencing units were the source of the compromise. Staff successfully implemented a solution to eliminate the risk and monitored logs to ensure the access was being denied.
4. Updated our Secure Sockets Layer, SSL, Certificate used to secure external websites and internal systems. This certificate helps to ensure that all data sent to systems using this certificate is encrypted. This certificated needed to be updated on approximately 50 devices.
5. A network outage occurred on July 23rd & 24th, which required staff to be onsite several times throughout the weekend. This impacted the Dispatch and Jail operations. Staff identified the issue and took corrective action to bring systems back online in the areas IT staff could access. The hardware that could not be accessed was fixed immediately on Monday morning.
6. Continued work with the Parks and Forestry department to update the remote gate control and monitoring systems for Dexter and Wazeecha dams. Cleared up several programming issues with the Wazeecha dam, resulting in some long-standing problems being resolved. New controller hardware at the Dexter dam gate control building is on back order until later this year.
7. Continued setup and testing of Laserfiche document management in the Human Services department. Fiscal units are in the process of training and conversion.
8. Continued work with the Treasurer's office on historical tax roll scanning. Documents continue to be added as our scanning partner picks up tax roll books and imports the digital version into Laserfiche.



Wood County WISCONSIN

INFORMATION TECHNOLOGY

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9. Continued work on developing an updated internal employee web portal with a new, easier to update and easier to navigate design.
 10. Support for Norwood Healthcare Center and Edgewater Haven Matrix software is ongoing. Norwood and Edgewater staff turnover, especially C.N.A., Mental Health tech and nursing, has had an impact increasing IT support time.
 11. IT Programmers Analyst team attended an IT training conference.
 12. Discovery phase is scheduled for a system to provide an online property tax lottery credit search for property owners. The search utility will help reduce tax payer expense and increase county revenues.
 13. Support for GCS property tax systems is ongoing. IT and the Treasurer worked together to devise a secure method to receipt property taxes remotely in the new environment. Network and Treasurer will be testing connections issues soon. A second demo to further discuss the replacement property tax software is scheduled for IT and Treasurer. The current property tax software version end-of-life is set for Fall of 2023.
 14. Development for adding new well water permits into the Planning & Zoning Department system continues.
 15. Developed a new feature that allows Planning & Zoning staff to generate a single Sanitary System triennial invoice for payments received before due for service.
 16. Substantial time continues to be spent transitioning to the new Human Services Electronic Health Record System, SmartCare. Go Live to the new system began on March 1. This software replaces their previous Electronic Health Record software, TCM. Work continues to finalize the State Reporting system. IT Staff work to resolve various issues with go live and to create custom reports for SmartCare. The new SmartCare system validates addresses so IT staff has been correcting addresses that were entered incorrectly into TCM. Work continues to finalize the GL integration and financial processes. Once this is complete IT will verify compatibility with the County's financial software, Dynamics. Access to TCM and IMS have been restricted to read only.



Wood County WISCONSIN

INFORMATION TECHNOLOGY

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17. Support and upgrades for multiple departmental use of Quicken software is ongoing.
 18. The network staff member that recently joined the Wisconsin Cyber-Response team, has now also taken on the responsibility of assigning the quarterly cyber-security training and simulated phishing attacks. This will involve a plan to implement more intense simulations such as USB attacks and spear phishing campaigns. He is also working with an IT intern that has a cyber-security emphasis in his schooling to help further his knowledge and experience.
 19. Network staff have finished the migration of DHCP from a server that is end of life onto current software. This allowed us to decommission the old server.
 20. Staff continue to work on implementing PortBlocker, a software that will stop unapproved storage devices from being used on County hardware. Portable storage drives, like USB Drives, are a very easy and common method for viruses and other malicious software to infect our network. Implementation includes meeting with managers to understand why USB drives are used and look for alternative ways to securely transport data. A virus solution for all phones enrolled in MDM (Mobile Device Management) is also being researched so that all phones that need to be plugged into the network can be scanned for viruses.
 21. Staff have been researching different options for Text (SMS) messaging archiving to ensure compliance with Open Records laws. The final solution will also allow staff to text from devices.
 22. The IT Security Team continues the Security Awareness Program. To remain in compliance with the KnowBe4 guarantee simulated Phishing tests need to be completed regularly, at minimum once a month.
 23. The TimeStar, electronic time card and time tracking software system configuration changes is ongoing. Staff works to adjust settings as change requests occur. PBJ reports are submitted to CMS (Centers for Medicare & Medicaid) using TimeStar data for both the Edgewater and Norwood Facilities. Developed a new application for Norwood PBJ administrator to automatically combine the 2 submission data files.
 24. Legacy data migration from TCM to SmartCare continues. Test migration data was provided.



Wood County WISCONSIN

INFORMATION TECHNOLOGY

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25. Providing continual support of Webex Meetings and Webex Room Kit. The County has been using Cisco Webex Meetings, Teams, and Room kits for video conferencing and Cisco Jabber for phone access.
 26. For the month of June, 547 helpdesk requests were created, with staff completing 567 tickets and leaving 137 open requests. These numbers represent service requests from departments throughout the County. There are currently 391 project requests from departments.
 27. Staff continued to implement a new user management solution, ManagerPlus. ManagerPlus will allow IT to create templates and workflows to assist with managing turnover and user accounts.
 28. PC replacement hardware orders continue to arrive and staff has been setting up and replacing devices as time allows.
 29. Continue to apply numerous security patches to servers. These updates include fixes for functionality and security patches that keep servers as secure as possible.
 30. In preparation for the Printer Management Contract expiring in 2023, began reviewing current contract and printer and copier needs for Departments.
 31. IT Programmers Analyst team works to train the new Programmer Analyst.
 32. Training of the three IT interns continues. They are now answering phones, helping with user administration, and troubleshooting issues.
 33. Planning begins to update wireless LAN controllers and install new access points. Once the upgrade to the controller is complete, new access points can be installed. Since this upgrade will impact the parks' reservation system, steps are being taken to minimize downtime.
 34. Worked on budget related items to provide information to Departments for budgets. Due to increased cost of hardware, there will be an increase to the PC Replacement charges.



Wood County

WISCONSIN

Reuben Van Tassel
Facilities Manager

Letter of Comments July 2022

Ongoing Projects and Planning

Jail – Construction Documents will be released to bidders the first week of August. Due to the immense amount of detail that has been compiled, it is likely that additional documents will be sent out to bidders in the coming weeks to clarify project information.

We are scheduled to review bids during the first two weeks of September and should have a complete list of project bids to present at the County Board meeting on Wednesday, September 21.

Courthouse – Materials and equipment for the utility relocation are on order and some are scheduled to arrive the first week of August. I am hopeful that we receive the items in a timely fashion so the work can begin on time.

River Block – Some of the materials necessary to update access and security at River Block have been ordered; we are waiting on estimates and availability for the electronic lock components and will finalize orders as we are able.

Miscellaneous

Attended PIT, County Board, ARPA AdHoc, WR Planning Commission & Council, and numerous project meetings.

Beginning to review 2023 operating budget documents.



**AGING & DISABILITY RESOURCE CENTER OF CENTRAL WISCONSIN BOARD MEETING
ADRC-CW, 2600 Stewart Avenue, Suite 25, Wausau, WI.**

**Thursday, June 9th, 2022
MINUTES DRAFT**

Mission: The Aging and Disability Resource of Central Wisconsin promotes choice and independence through personalized education, advocacy, and access to services that prevent, delay, and lessen the impacts of aging and disabilities in the lives of adults.

1. Call to Order: Call to order by Interim Board Chair, Jim Hampton at 9:31am
2. Roll Call Attendance: Roll taken by Angela Hansen
 - a. Board attendance: Norbert Ashbeck, Robert Benishek, Bill Clendenning, Chris Dickinson, Adam Fischer, Jim Hampton, Will Hascall, Ann Lemmer, John Medo, Kathleen Meyer, Tony Omernik, Greta Rusch, Dona Schwichtenberg, Danielle Yuska
 - b. Staff members in attendance: Mike Rhea, Jennifer Cummings, Traci Zernicke, Steve Prell, Ronda James, Erin Wells, Angela Hansen
 - c. Others in attendance: Doug Curler, Jason Hilger
3. Public Comments
 - a. Daniell Yuska asked about the Senior Farmers' Market Nutrition Program
 - i. Ronda James responded with how the community can connect with the ADRC-CW regarding the program.
 - b. John Medo asked to have the Langlade County Board recommend the next members for the ADRC-CW Advisory Committee.
 - i. Jennifer Cummings responded with the need for two members from Langlade County. Those interested in becoming members of the Advisory Committee need to complete an application which the ADRC-CW Board will need to approve.
 - ii. Dona Schwichtenberg asked if there is a representative from the disabled community for Langlade on the Advisory Committee. Not as of yet according to Jennifer Cummings.
4. Approval of Minutes – 5/12/2022
 - a. Motion to approve minutes by Norbert Ashbeck, seconded by Danielle Yuska.
 - b. Motion passed, minutes approved.
5. Discussion: Financial information

- a. The Finance Committee will meet after the Board meeting to allow for new members elected today to participate. Without new members on the committee, there would not be a quorum.
- 6. Discussion/possible action: Election of ADRC-CW board officers
 - a. Board Chairman: Motion to nominate Ann Lemmer by Dona Schwichtenberg, seconded by Norbert Ashbeck.
 - i. No further nominees after three calls.
 - ii. Motion to close nominations and cast unanimous vote by Bill Clendenning, seconded by Norbert Ashbeck.
 - 1. Motion passed, Ann Lemmer elected as ADRC-CW Board Chairman by unanimous agreement.
 - b. Board Vice-Chairman: Motion to nominate Dona Schwichtenberg by Norbert Ashbeck, seconded by Danielle Yuska.
 - i. No further nominees after three calls.
 - ii. Motion to close nominations and cast unanimous vote by Danielle Yuska, seconded by Ann Lemmer.
 - 1. Motion passed Dona Schwichtenberg elected as ADRC-CW Vice-Chairman by unanimous agreement.
 - c. Board Secretary/Treasurer: Motion to nominate Will Hascall by Danielle Yuska, seconded by Kathy Meyer. Motion to nominate Norbert Ashbeck by Dona Schwichtenberg, seconded by Adam Fischer.
 - i. No further nominees after three calls.
 - ii. Motion to close nominations and cast roll call vote by Dona Schwichtenberg, seconded by Adam Fischer.
 - 1. Roll call by Angela Hansen, tallied by Mike Rhea
 - 2. Votes cast: Norbert Ashbeck 10, Will Hascall 3
 - 3. Norbert Ashbeck elected as ADRC-CW Secretary/Treasurer
- 7. Discussion/possible action: Election of executive committee
 - a. Motion to nominate Danielle Yuska by Norbert Ashbeck, seconded by Jim Hampton. Motion to nominate Will Hascall by Danielle Yuska, seconded by Norbert Ashbeck. Motion to nominate Bill Clendenning by Adam Fischer, seconded by Norbert Ashbeck.
 - i. No further nominees after three calls.
 - ii. Motion to close nominations and cast roll call vote by Adam Fischer, seconded by Ann Lemmer.
 - 1. Roll call by Angela Hansen, tallied by Mike Rhea
 - 2. Votes cast: Danielle Yuska 13, Will Hascall 5, Bill Clendenning 10
 - 3. Danielle Yuska and Bill Clendenning elected to the ADRC-CW Executive Committee
- 8. Discussion/possible action: Election of Finance committee



- a. Motion to nominate Bill Clendenning by Norbert Ashbeck, seconded by Jim Hampton.
Motion to nominate Will Hascall by Dona Schwichtenberg, seconded by Danielle Yuska.
Motion to nominate John Medo by Danielle Yuska. John Medo declines the nomination.
 - i. No further nominees after three calls.
 - ii. Motion to close nominations by Norbert Ashbeck, seconded by Dona Schwichtenberg.
 - iii. Motion to accept nominations by Danielle Yuska, seconded by Ann Lemmer.
 - 1. Motion passed Bill Clendenning and Will Hascall elected to the ADRC-CW Finance Committee.

9. Educational item: Overview of ADRC services

- a. Mike Rhea presents and ADRC-CW overview presentation.

10. Director's Report

- a. Mike Rhea presents highlights. Full report in the packet.
- b. Ronda James addresses questions about the Hmong dining site.

11. Future Agenda Items

- a. Clarification from corporation council regarding executive committee and closed sessions.
- b. ADRC-CW educational presentation
- c. Caterer cost increase
- d. Advisory committee nominees
- e. Dona Schwichtenberg requests a representative from Ghidorzi to be present

12. Adjournment

- a. Motion to adjourn by Danielle Yuska, seconded by Norbert Ashbeck
- b. Meeting adjourned at 10:51am.



**AGING & DISABILITY RESOURCE CENTER OF CENTRAL WISCONSIN BOARD MEETING
ADRC-CW, 2600 Stewart Avenue, Suite 25, Wausau, WI.**

**Minutes
July 14th, 2022**

1. Call to Order: Call to order by Board Chair, Ann Lemmer at 9:30 am
2. Roll Call Attendance: Roll taken by Angela Hansen
 - a. Board attendance: Norbert Ashbeck, Robert Benishek, Chris Dickinson, Adam Fischer, Jim Hampton, Will Hascall, Ann Lemmer, John Medo, Kathleen Meyer, Tony Omernik, Greta Rusch, Dona Schwichtenberg, Danielle Yuska
 - b. Board members excused: Bill Clendenning
 - c. Staff members in attendance: Mike Rhea, Jennifer Cummings, Traci Zernicke, Steve Prell, Barb Hartwig, Kit Ruesch, Angela Hansen
 - d. Others in attendance: Doug Curler, Jason Hilger, Penny Hurlbert, Kenneth Kubacki, Jason Hilger
3. Public Comments:
 - a. Jennifer Cummings Advocacy Alert
4. Approval of Minutes – 6/09/2022
 - a. Motion to approve minutes by Greta Rusch, seconded by Chris Dickinson.
 - b. Motion passed, minutes approved.
5. Discussion/possible action: Finance committee report
 - a. Report highlights by Steve Prell
 - i. Policy review
 - ii. Audit field work complete
 - iii. Grant transfer dollars explained
 - b. Motion to accept the financial report by Chris Dickinson, seconded by Jim Hampton.
 - c. Motion passed, report approved.
6. Discussion/possible action: Senior Nutrition Program Caterer request for contract amendment
 - a. Mike Rhea presents the request for an increase of .50 per meal by the caterer, Lynn's Catering.
 - i. Caterer request is broken down and provided in the board report.

- b. Motion to approve adding a surcharge of .50 per meal for Lynn's Catering for July 1 through December 31, 2022, seconded by Norbert Ashbeck
 - c. Motion passed, surcharge approved.
- 7. Discussion/possible action: Advisory Committee applications for Langlade County representation
 - a. Applications for Advisory Committee read by Mike Rhea.
 - i. Doug Curler
 - ii. Penny Hurlbert
 - iii. Kenneth Kubacki
 - b. Roll call vote for two available positions on the Advisory Committee.
 - c. Angela Hansen took roll, Mike Rhea tallied the votes.
 - i. Votes cast: Doug Curler 7, Penny Hurlbert 8, Kenneth Kubacki 11
 - ii. Penny Hurlbert and Kenneth Kubacki appointed to the Advisory Committee.
- 8. Discussion/possible action: Bill Clendenning rescinds his nomination to the Executive Committee
 - a. Motion to accept Bill Clendenning's resignation as a member of the Executive Committee, seconded by Dona Schwichtenberg.
 - b. Motion passes with one opposed, Adam Fischer.
- 9. Discussion/possible action: Election of Executive Committee
 - a. Motion to nominate Jim Hampton by Danielle Yuska, seconded by Norbert Ashbeck.
 - b. No additional nominations after three calls
 - c. Motion to close nominations and accept Jim Hampton as a member of the Executive Committee by Will Hascall, seconded by Great Rusch.
 - d. Motion passes, Jim Hampton appointed to the Executive Committee.
- 10. Discussion/possible action: Wausau Office
 - a. Mike Rhea explains he has been approached by Marathon County to consider moving to the North Central Health Care (NCHC) campus.
 - b. A motion to allow Mike Rhea to explore the opportunity to move the ADRC-CW Wausau office to the NCHC campus by John Medo, seconded by Will Hascall.
 - c. Motion passes, Mike Rhea will explore the available space on the NCHC campus and its suitability for the ADRC-CW.
- 11. Educational item: Overview of Resource Center Services-Traci Zernicke
 - a. No action taken
- 12. Director's Report
 - a. Mike Rhea provides some highlights in the report.
 - i. Jim Hampton asks about the new nutrition supervisor hired in Wood County.
 - ii. Chris Dickinson asks about the books selected by the staff book club.
 - b. Full report in packet.
 - c. No action taken



13. Future Agenda Items

- a. Clarification from Corp Council regarding executive committee and closed sessions

14. Adjournment: 11:21

AGING AND DISABILITY RESOURCE CENTER OF CENTRAL WISCONSIN
ADRC-CW

Finance Committee Minutes
Location: 2600 Stewart Ave, Suite 25, Wausau WI
Video and Teleconference
June 9th, 2022

Finance Committee Members Present: Norbert Ashbeck, Jim Hampton, Bill Clendening

Excused: Will Haskal

Others Present: Steve Prell, Mike Rhea

1. Call to Order:

- a. Meeting was called to order at 11:15 am AM by Norbert Ashbeck

2. Public Comments:

- a. None

3. Approval of Minutes 4/14/2022:

- a. Motion to approve by Jim Hampton; second by Norb Ashbeck. Motion approved.

4. Discussion/Possible Action – Review Financial Report March/April 2022:

- a. The committee reviewed the reports. Steve explained the budget adjustments are now included on the report. There were no questions. Motion to accept by Jim Hampton; second by Norb Ashbeck. Report accepted and placed on file.

5. Discussion/Possible Action – Review Monthly Disbursements:

- a. The committee reviewed the May 2021 reports handed out at the meeting. There were no questions. Motion to accept by Norb Ashbeck; second by Jim Hampton. Report accepted and placed on file.

6. Discussion/Possible Action - Major Contracts and Facility Lease Tent Agreements

- a. With the turnover of finance committee members it was decided to table this discussion to the July meeting to allow the new members to review the current draft.

7. Future Agenda Items -

- a. Contract policy review
- b. Update on 2021 Audit

8. Adjournment-

- a. Motion to adjourn by Jim Hampton; second by Norb Ashbeck. Motion approved. Meeting adjourned at 11:40 am.

AGING AND DISABILITY RESOURCE CENTER OF CENTRAL WISCONSIN
ADRC-CW

Finance Committee Minutes
Location: 2600 Stewart Ave, Suite 25, Wausau WI
Video and Teleconference
July 11th, 2022

Finance Committee Members Present: Norbert Ashbeck, Jim Hampton, Will Haskal

Excused: Bill Clendening

Others Present: Steve Prell, Mike Rhea

1. Call to Order:

- a. Meeting was called to order at 8:45 am AM by Norbert Ashbeck

2. Public Comments:

- a. None

3. Approval of Minutes 6/09/2022:

- a. Motion to approve by Jim Hampton; second by Norb Ashbeck. Motion approved.

4. Discussion/Possible Action – Review Financial Report May 2022:

- a. The committee reviewed the reports. Steve explained there will be budget adjustments brought to the board in August. There were no questions. Motion to accept by Jim Hampton; second by Norb Ashbeck. Report accepted and placed on file.

5. Discussion/Possible Action – Review Monthly Disbursements:

- a. The committee reviewed the June 2021 reports. Mike explained that we have had a request from one of our vendors that provides food for the nutrition program to increase the amount paid for food, this request will be addressed at the board meeting. Motion to accept by Norb Ashbeck; second by Jim Hampton. Report accepted and placed on file.

b.

6. Discussion – Update on 2021 Audit

- a. Steve reported that fieldwork on the 2021 audit was completed on June 29th and 30th. The process went smoothly and the auditors had no findings or adjustments. The draft for the audit will be ready for the August board meeting. The auditors will once again attend the ADRC CW Board meeting in August to review the report with the ADRC CW Board.

7. Discussion/Possible Action - Major Contracts and Facility Lease Tent Agreements

- a. Committee decided to hold a special session after the August board meeting to complete the work needed on this policy. Steve will review the draft with the

ADRC Leadership Team prior to the next meeting to answer questions and receive feedback from the team.

8. Future Agenda Items -

- a. Contract policy review
- b. Levy

9. Adjournment-

- a. Motion to adjourn by Jim Hampton; second by Norb Ashbeck. Motion approved. Meeting adjourned at 9:20 am.

MINUTES
McMillan Memorial Library
Board of Trustees
May 18, 2022

Approved
July 20, 2022

President Galvan called the regular monthly meeting of the McMillan Memorial Library Board of Trustees to order at 5:00 p.m.

Galvan established that this was a public meeting and appropriate public notice was given.

ROLL CALL ATTENDANCE:

Present:

- | | |
|--|---|
| <input checked="" type="checkbox"/> Andrea Galvan, President | <input checked="" type="checkbox"/> Scott Kellogg |
| <input checked="" type="checkbox"/> Kim Heniadis, Vice Pres | <input checked="" type="checkbox"/> William Clendenning |
| <input checked="" type="checkbox"/> Susan Feith, Treasurer | <input checked="" type="checkbox"/> Ryan Austin |
| <input type="checkbox"/> Craig Broeren | <input checked="" type="checkbox"/> Karen Schill |
| <input checked="" type="checkbox"/> Eric Montag | <input checked="" type="checkbox"/> Elizabeth St. Myers |
| <input checked="" type="checkbox"/> Doug Machon | |

Absent:

Administration:

- ☒ Andrew Barnett
- ☐ Vicki Steiner
- ☐ JoAnn

Others in attendance:

CORRESPONDENCE: None

MINUTES: A motion to approve the Minutes of the April 20, 2022 Library Board meeting was made by Feith, second by Machon. Motion carried.

TREASURER'S REPORT: Ms. Feith reviewed the bills and all are in order. The financial reports for April were presented. A motion to pay the Operating Fund bills and file the financial reports was made by Machon, second by Austin. Motion carried.

Motion: An up-to-date list of places with accounts, lines of credit or credit cards and the names of people authorized to use them will be compiled for the Finance Committee. Motion by Kellogg, seconded by Feith. Motion carried.

A motion to pay the Endowment Fund bills and file the financial reports was made by Machon, second by Austin. Motion carried. This included a payment to Findorff of \$48,000.

DIRECTOR'S REPORT:

We have restarted our volunteer program. Traffic in April was 9,142, which is up 70% from last year. This included at least 1,880 unique individuals, since that many connected to our wireless. Four on the Floor played on May 12th. The Cowboy Union Band will be back in June. Both plan to play here monthly as they did before March 2020.

We have added three public laptops for in-library use. We think these will be useful additions to the meeting / study rooms. We are restoring some of the educational toys to the YS room. They will be disinfected nightly.

As part of the Cranberry Blossom Festival, we have scheduled a concert with Art Stevenson and the Foragers on June 16 at 7:00 pm. We are also co-sponsoring (with Grand Avenue Artists) Chalk It Up! on our grounds that day from 3:00 - 5:30 pm. We will offer tours during that time to take advantage of the traffic.

Our two vacant Lead Associate positions have been filled by internal candidates - Kay Van Natta and Kristen Orheim.

COMMITTEE REPORTS:

1. Services and Finance Committee meeting of May 10, 2022

- a. **Recommendation to the Board to have the Board examine discarded books on the day of the Board meeting. Discarded books will be offered to the public outside the building. Motion by Montag, seconded by Heniadis. Motion carried.**
- b. **Motion to send list of surplus property with prices to full Board. Add to the process "List will be submitted to the Board for approval" Motion by Austin, seconded by Kellogg. Motion carried. Motion to approve submitted list. Motion by Machon, second by Feith. Motion carried.**
- c. **Review of programming report.** Discussion ensued.
- d. **Discussion of coffeehouse operations.** Discussion ensued.

2. **Library Director Search Ad Hoc Committee Meetings Held on May 6, 9 and 11, 2022.**

- a. In open session the Board will consider a motion to adjourn into closed session pursuant to Section 19.85 (1) (c), Wisconsin Statutes, for the purpose of considering "employment, promotion, compensation or evaluation of any public employee over which the governmental body has jurisdiction or exercises responsibility."

In closed session, the Board will consider candidates for Library Director.

Board voted to go into closed session at 6:09 pm. Board returned to open session at 7:34 pm. They took no action.

OLD BUSINESS:

- a. **Consideration of Donor Recognition Signage. Motion to approve the Solurus Wifi signs. Motion Montag, seconded Kellogg. Motion carried.**
- b. **Discuss and consider for approval / referral a 2022 general wage increase Motion to table: Motion Feith, second St. Myers. Motion carried. Montag abstained.**
- c. **RFP for hiring an accounting firm for the Endowment .**
- d. **Learning Futures project update.**

NEW BUSINESS:

INFORMATION REQUESTS:

Can the calendar be finished by mid-month for distribution to the City Council and County Board?

ITEMS FOR NEXT AGENDA:

Workplace expectations, appeal for appointed employees, Endowment accounting.

A motion to adjourn was made by Kellogg, second by Austin. Motion carried and the meeting adjourned at 7:54 p.m.

The next regular monthly meeting of the McMillan Memorial Library Board of Trustees will be held on June 15 at 5:00 p.m.

Respectfully submitted,
Andy Barnett, Library Director

MINUTES
McMillan Memorial Library
Board of Trustees
May 20, 2022

Approved

July 20, 2022

President Galvan called the meeting of the McMillan Memorial Library Board of Trustees to order at 5:00 p.m.

Ms. Galvan established that this was an open meeting and appropriate public notice was given.

ROLL CALL ATTENDANCE:

Present: Andrea Galvan, Kim Heniadis, Eric Montag, Doug Machon, William Clendenning, Ryan Austin, Karen Schill, Susan Feith, Craig Broeren, and Elizabeth St. Myers

Others in attendance: None.

CORRESPONDENCE: There were no items of correspondence.

New Business:

A motion to go into closed session "pursuant to Section 19.85(1)(c) of the Wisconsin Statutes, which reads: "Considering employment, promotion, compensation, or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility," was made by Mr. Clendenning, Second by Ms. Feith. Carried by roll call vote.

a. In closed session the Board discussed employment and compensation for a public employee.

The Board adjourned in closed session.

Respectfully submitted,
Eric Montag, Board Member

MINUTES
McMillan Memorial Library
Board of Trustees
June 3, 2022

Approved

July 20, 2022

President Galvan called the meeting of the McMillan Memorial Library Board of Trustees to order at 2:00 p.m.

Ms. Galvan established that this was an open meeting and appropriate public notice was given.

ROLL CALL ATTENDANCE:

Present: Andrea Galvan, Kim Heniadis, Eric Montag, Doug Machon, William Clendenning, Susan Feith, Craig Broeren, and Elizabeth St. Myers

Absent: Ryan Austin, Karen Schill

Others in attendance: None.

CORRESPONDENCE: There were no items of correspondence.

New Business:

President Galvan asked for volunteers to serve on the ad hoc nominations committee. After discussion, Susan Feith, Bill Clendenning and Kim Heniadis were appointed to serve on the committee and compile responses from all Board members for further action at the June meeting.

A motion to go into closed session “pursuant to Section 19.85(1)(c) of the Wisconsin Statutes, which reads: “Considering employment, promotion, compensation, or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility,” was made by Mr. Clendenning, Second by Mr. Broeren Carried by roll call vote.

a. In closed session the Board discussed employment and compensation for individual public employees, as well as negotiation with a prospective candidate for Library Director.

The Board returned to open session and affirmed the following:

1. The board would send an offer of employment to the chosen candidate for Director.
2. The board would send an offer of employment to the chosen candidate for interim Director.

Respectfully submitted,
Eric Montag, Board Member

MINUTES
McMillan Memorial Library
Board of Trustees
June 15, 2022

Approved

July 20, 2022

President Galvan called the meeting of the McMillan Memorial Library Board of Trustees to order at 5:00 p.m.

Ms. Galvan established that this was an open meeting and appropriate public notice was given.

MEETING MINUTES:

Due to inclement weather, a significant portion of the Board attended via Zoom and did not have access to previous copies of minutes. None approved.

ROLL CALL ATTENDANCE:

Present: Andrea Galvan, Kim Heniadis, Eric Montag, Doug Machon, Susan Feith, Craig Broeren, Ryan Austin, Karen Schill.

Absent: William Clendenning, Elizabeth St. Myers.

Others in attendance: JoAnn Ogreenc, Interim Director.

CORRESPONDENCE: There were no items of correspondence.

TREASURER'S REPORT:

Motion to pay the bills and place necessary copies on file made by Mr. Broeren, second by Mr. Austin. Motion carried by unanimous vote.

DIRECTOR'S REPORT:

Art Stevenson concert planned, Cranberry Blossom Festival events planned. 139 people in attendance for recent magician program. There will be a new Library Associate starting in two weeks to backfill for recent promotion. Interim Director confirmed that new hires will now meet with City Human Resources for onboarding.

Committee Reports:

None held in May.

OLD BUSINESS:

10a. Donor Recognition Signage: No action taken.

10b. General Wage Increase: Update from Mr. Austin.

Motion to approve a 3% wage increase for library employees excluding outgoing Director and current Interim Director retroactive to January 1, 2022 made by Mr. Broeren, second by Mr. Kellogg. Aye: Andrea Galvan, Kim Heniadis, Doug Machon,

Susan Feith, Craig Broeren, Ryan Austin, Karen Schill. Nay: None. Abstain: Eric Montag. Motion carried.

10c. Library Director Search Update: Ms. Katherine Elchert has agreed to assume the position of Library Director. Ms. Galvan stated that announcement will be made to staff and then local media.

Motion to approve a leave of absence of no more than 16 hours of unpaid leave per week for Interim Director, JoAnn Ogreenc, made by Ms. Heniadis, second by Mr. Kellogg. Discussion followed to establish that the agreed upon salary for Ms. Ogreenc is based on a full work week. **Aye: Andrea Galvan, Kim Heniadis, Doug Machon, Susan Feith, Craig Broeren, Ryan Austin, Karen Schill. Nay: None. Abstain: Eric Montag. Motion carried.**

10d. RFP for Endowment: Only one quote currently available. Ms. Feith shared details of expenses for this service, and projected scope of work. Work necessary to provide reports to grantors for the Learning Futures project.

Motion to engage accounting firm to reconstruct books at a rate of \$75/month made by Mr. Machon, second by Ms. Heniadis. Motion carried by unanimous vote.

10e. Learning Futures Project:

Motion to refer outstanding Learning Futures Project items as well as balcony waterproofing proposal to Buildings and Grounds Committee, made by Ms. Feith, second by Mr. Machon. Motion carried by unanimous vote.

NEW BUSINESS:

11a. Hillside Damproofing: Sent to Buildings and Grounds Committee in item 10e, above.

11b. Liberty Mutual Surety Bond: Consensus of the Board is that Ms. Galvan may complete necessary paperwork.

11c. Job Description of Interim Director: Consensus of the Board is that Ms. Ogreenc complete the following in addition to necessary day-to-day duties: make known and available to the Board all current Library policies and the location(s) of past meeting minutes for Board and Committee meetings. Ensure that there is at least one person other than herself who can code bills for payment.

11d. Report of Ad Hoc Nominating Committee: Ms. Heniadis shared the following as the recommended slate of officers. President: Andrea Galvan. Vice-President: Elizabeth St. Myers. Treasurer: Susan Feith. Discussion followed regarding a Board Secretary, and it was determined that the Board bylaws state that the Board will appoint a Library employee as Secretary. Voting for officers will occur at the July Board meeting.

11e. Roadmap Document: **Motion made to table review of “Roadmap” document provided by Mr. Barnett. Motion made by Mr. Machon, second by Mr. Kellogg and carried by unanimous vote.**

11f. Review of HVAC: Review of document provided by Mr. Barnett. Discussion followed regarding the invoice received.

11g. Updates on City I.T./ Security Procedures: Ms. Ogreenc shared some items that have been addressed. Ms. Galvan will discuss with City I.T. regarding other suggested improvements.

11h. Workplace Expectations: **Motion to table discussion until July board meeting made by Mr. Machon, second by Mr. Austin.** Ms. Ogreenc to provide existing policies for July meeting, so the Board can compare current policies against possible revisions. **Motion carried by unanimous vote.**

11i. Appeal for Appointed Employees: Board determined that the Library has no employees that would be considered “appointed.”

11j. Endowment Accounting: This item was addressed in 10d, above.

INFORMATION REQUESTS:

Ms. Ogreenc inquired on the proper procedure for issuing “thank you” letters to donors. Through consensus of the Board, it was determined that the Board President would sign such letters at a minimum of once per month. Ms. Feith also requested that the Treasurer be notified of donations to the Library.

ITEMS FOR NEXT AGENDA:

None.

ADJOURNMENT:

Motion to adjourn made by Ms. Schill, second by Mr. Kellogg. Motion carried by unanimous vote. Board adjourned at 7:09 p.m.

Respectfully submitted,
Eric Montag, Board Member

South Central Library System Board of Trustees Minutes
6/23/2022, 12:15 p.m.
Chester Room
4610 S. Biltmore Lane, Suite 101, Madison, WI 53718
Meeting held via BlueJeans & in person

Action Items:

Accepted the approval of 2022 Mid-Year Budget & Notes from Personnel and Finance Committees
Approved the 2023 Statutory Resource Services Agreement (no changes)
Approved the 2023 Supplementary Services Agreement (no changes)
Approved the 2023 Cataloging Services Agreement (no changes)
Approved the Agreement to Participate in SCLS Technology Services (no changes)
Approved the 2023 Technology Services Cost Formula (no changes from 2019)
Accepted the BNAW recommendation to reject all bids from the May 12, 2022 bid opening.
Approved the board resolution for offers and counteroffers.

Present: B. Clendenning, P. Cox, S. Elwell, S. Feith, N. Foth, M. Furgal, J. Healy-Plotkin, J. Honl, M. Nelson, G. Poulson, T. Tremble, T. Walske

Excused: N. Brien, J. Chrisler, K. Williams

Recorder: H. Moe

SCLS Staff Present: M. Van Pelt, K. Goeden

Guests: Devin Flanigan, Keller, Inc.; David Haug, Lighthouse Reality

Call to Order: 12:15 p.m. G. Poulson, President

- a. Introduction of guests/visitors: Devin Flanigan, Keller; David Haug, Lighthouse Realty; Tim Tremble, newly appointed Sauk County board representative.
- b. Requests to address the Board: None

Approval of previous meeting minutes: 5/26/2022

- a. Motion: N. Foth moved approval of the 5/26/2022 minutes. M. Furgal seconded.
- b. Changes or corrections: None
- c. Vote: Motion carried.

Financial Statements: K. Goeden provided an overview of the financial statements.

Bills for Payments: The payment amount is \$169,306.52

- a. Motion: G. Poulson moved approval of the bills for payment. M. Nelson seconded.
- b. Discussion: None.
- c. Vote: Motion carried.

Presentation: 2022 Mid-Year Budget – M. Nelson noted the Personnel and Finance Committees met and reviewed the 2022 Mid-year budget. It is balanced and all of the exceptions were explained. The committees recommend approval of the 2022 Mid-Year budget. The preliminary 2023 budget projections were reviewed as well. Wages and compensations to maintain employees was discussed. The committee will meet again in August for a full review of the 2023 budget.

Committee Reports

- a. Advocacy: No report.

- b. Budget & Finance/Personnel: 2022 Mid-year Budget
- c. Personnel: J. Honl noted the committee met to perform the System Directors six month evaluation.

Action Items

- a. Accept the approval of 2022 Mid-Year Budget & Notes from committees
 - i. Motion: M. Nelson moved approval to accept the 2022 mid-year budget and notes as recommended by the budget/finance/personnel committees. N. Foth seconded.
 - ii. Discussion: None
 - iii. Vote: Motion carried.
- b. Approval of 2023 Statutory Resource Services Agreement (no changes)
 - i. Motion: M. Furgal moved approval of the 2023 Statutory Resources Services Agreement. J. Healy-Plotkin seconded.
 - ii. Discussion: None
 - iii. Vote: Motion carried
- c. Approval of 2023 Supplementary Services Agreement (no changes)
 - i. Motion: M. Furgal moved approval of the 2023 Supplementary Services Agreement. J. Healy-Plotkin seconded.
 - ii. Discussion: None
 - iii. Vote: Motion carried.
- d. Approval of 2023 Cataloging Services Agreement (no changes)
 - i. Motion: J. Healy-Plotkin moved approval of the 2023 Cataloging Services Agreement. S. Elwell seconded.
 - ii. Discussion: None
 - iii. Vote: Motion carried.
- e. Approval of Agreement to Participate in SCLS Technology Services (no changes)
 - i. Motion: M. Nelson moved approval of the Agreement to Participate in SCLS Technology Services. S. Elwell seconded.
 - ii. Discussion: None
 - iii. Vote: Motion carried.
- f. Approval of 2023 Technology Services Cost Formula (no changes from 2019)
 - i. Motion: M. Nelson move approval of the 2023 Technology Services Cost Formula. S. Elwell seconded.
 - ii. Discussion: None
 - iii. Vote: Motion carried.
- g. Accept BNAW recommendation to reject all bids from the May 12, 2022 bid opening.
 - i. Motion: T. Walske moved approval to accept the BNAW recommendation to reject all bids from the May 12, 2022 bid opening. M. Nelson seconded.
 - ii. Discussion: D. Flanigan noted we did not receive enough bids to complete the physical construction of the project. The bids that were received plus estimates of those not received put the project approximately \$2 million over budget. K. Goeden clarified that due to the bid results, SCLS is no longer building this project as designed. The board therefore needs to reject these bids officially, so we are not under any contractual obligation for these bids. There is a separate contract with Keller for architectural plans.
 - iii. Vote: Motion carried.
- h. Convene in closed session pursuant to Wisconsin Statutes Section 19.85(1)(e) for the purpose of deliberating or negotiating the purchasing of public properties and the investing of public funds.

- i. i. Motion: J. Healy-Plotkin moved to convene into closed session pursuant to Wisconsin Statutes Section 19.85(1)(e) for the purpose of deliberating or negotiating the purchasing of public properties and the investing of public funds. S. Elwell seconded. Roll Call vote indicated all in favor of entering closed session at 12:46 p.m.
- j. Reconvened in open session to take action on negotiating property at 2:40 p.m.
- k. Approve Board Resolution for Offers and Counteroffers.
 - i. Motion: T. Walske moved approval of the Board Resolution for Offers and Counteroffers. Gary Poulson will be the authorized representative to sign and negotiate the terms with the attorney and realtor on behalf of the system and make an offer to purchase the property that provides 90 days to continue researching what is best for SCLS. At the end of 90 days, the BNAW will give a recommendation to the board for a vote. J. Honl seconded.
 - ii Discussion: Below
 - iii. Vote: Motion carried unanimously.

Discussion:

a. Future housing of SCLS Administration and Delivery

i. Timeline: M. Van Pelt noted that the project started about 3-4 years ago with 3 goals: to save money, to build synergy by combining headquarters and delivery, and to design a building that meets our needs better than what we currently have. We started early, to allow time for a thorough evaluation process, knowing leases are expiring in May 2023. With the results of the bid opening, BNAW will now have to adjust the overall timeline, to accommodate the exploration of alternative options.

ii. Options that BNAW is pursuing: K. Goeden noted we are \$2 million over budget with the bids that were rejected. Options are being reassessed by looking at redesigning the building to fit within the budget and also looking at commercial properties for sale since the cost has changed comparative to building new. Other options include just moving headquarters or delivery. Time is of the essence and we would like to keep the process moving forward until one option is deemed no longer viable. The square footage of the building we designed has been reduced from 32,000 square feet to 26,000 square feet. This is a significant reduction, however, the need to have offices for everyone has decreased due to the pandemic. Staff who are full-time need office space, others can share offices and there will be a space for those to drop in as needed. If after this reduction, this design is still over budget, then we pursue an alternate plan. This is the final attempt to bring this new building construction project back within budget.

iii. Offer to purchase: BNAW is simultaneously exploring the option to purchase a commercial building to renovate and add on Delivery. A location has been selected and the goal at this point is to secure an offer on the property, so it's not available to other interested parties, and allows SCLS and BNAW 90 days to research whether this property meets our needs and is a viable option. Contingencies, to include SCLS Board approval, will be built into the offer allowing SCLS to withdraw the offer within 90 days if the property does not meet the needs of SCLS. The attorney has drafted a Board Resolution for Offers and Counteroffers for the SCLS Board of Trustees to review and if approved, allows an appointed representative to enter into offers on behalf of SCLS. M. Nelson noted that the goal at this time is to secure the property for the 90 days to allow for research on the property to be completed and questions to be answered.

iv. Walton Commons: N. Foth inquired what is the commitment to Walton Commons? D. Haug noted the attorney has inserted language into the contract that will allow us to withdraw from the contract. D. Haug contacted Matt Mikolejewski at the City of Madison to update them on our bid results and the status of our project. They understand the situation and said they'd be patient as we work through attempting to redesign the building. October 4th is the deadline to use the contingency clauses to get out of the land contract. What is the dollar offer for Walton? \$348,000 for 4.12 acres. Earnest funds of \$15,000 were paid for Walton commons and are held by the title company. Our intent as a work group is to continue to explore both

options with the board until we get to a point where one is no longer viable or one is the preference between the two.

SCLS Foundation Report:

The 2022 Cornerstone will be held at the Lone Girl Brewing Company in Waunakee on September 15. Money raised from the event will be used to support the professional collection in the new building.

System Director's Report: You may view the System Director report online.

Administrative Council (AC) Report: Met 6/16/2022. You may view the minutes online.

Other Business: None

Information sharing:

Adjournment: 2:49 p.m.

For more information about the Board of Trustees, contact Martha Van Pelt

BOT/Minutes/6/23/2022

The University COMMISSION



Marshfield
UW-Stevens Point



City of Marshfield



Commissioners

Voting Members

Al Breu, Vice-Chair

Mike Feier

Jake Hahn

Nick Poeschel,
Secretary

Donna Rozar, Chair

Rebecca Spiros

Non-Voting

Lance Pliml, Wood
County Chair

Lois TeStrake, City of
Marshfield Mayor

2000 West 5th Street
Marshfield, WI 54449
715-389-6536
FAX 715-389-6517

(UNAPPROVED)

MINUTES OF THE UNIVERSITY COMMISSION (UWSP at MARSHFIELD) MEETING OF MAY 12, 2022.

Stepping in for Chair Rozar, Michelle called the meeting to order at 5:00 p.m.

Present: Rozar, Hahn (by Zoom), Breu , and Feirer

Absent: Spiros, Poeschel

Also present: Michelle Boernke, Campus Executive; Brian Panzer, Facilities Manager; Lance Pliml (by Zoom), Wood County Board Chair; Ralph Nussbaum, UW Commission Bookkeeper

Boernke declared a quorum.

There were no public comments.

Election of Officers: Election of Officers: Feirer nominated Rozar for Chair. There were no further nominations. Motion (Feier/Breu) to close nominations and cast a unanimous vote for Rozar for Chair. Motion carried.

Feier nominated Breu for Vice-Chair. There were no further nominations. Motion (Feier/Hahn) to close nominations and cast a unanimous vote for Breu for Vice-Chair. Motion carried.

Rozar nominated Poeschel for Secretary. There were no further nominations. Motion (Breu/Rozar) to close nominations and cast a unanimous vote for Poeschel for Secretary. Motion carried.

Rozar, as chair, took over the meeting and proceeded with the remaining agenda.

Motion (Breu/Hahn) to approve the minutes from February 10, 2022, and place on file. Motion carried.

Motion (Breu/Feier) to approve and place on file the Register Report and Comparing Budget to Actual Expenses for 2022. Motion carried.

Motion (Feier/Breu) to approve and place on file the Financial Activity since 1/31/22 Report. Motion Carried.

Panzer gave an overview of his report, which included an update on the current CIP for the 200-ton chiller, sidewalk repairs, and other items as noted in his written report. No other comments. Motion (Breu/Feier) to receive and place on file the Facilities Manager Report. Motion carried.

Quotes were received and Panzer presented the bid of \$7,771.88 to the commission for replacing the concrete slab in front of the Helen Connor Laird Theatre. Motion (Feier/Breu) to approve the replacement of the concrete slab in front of the Helen Connor Laird Theater entrance.

Panzer gave an update on the current CIP projects, specifically the 2-ton chiller replacement. After closer review, his recommendation is to order the replacement now verses repairing the one side at \$30,000 and having to replace it later. It would be cost effective if we ordered now and replaced the unit with a 150-ton chiller which would be more efficient and cover the cooling needs of the Helen Connor Laird building and adjacent areas. The financial situation is that the current replacement price will be approximately \$25,000 more than the current budget of \$180,000. In the end, this recommendation will save the county and city \$35,000 if completed now, as we will avoid the cost of the noted repair and higher replacement costs later. The greater concern is the 1970 chiller is operating on one side (100 ton) and if it goes out we do not have any options, and with supply issues, we may not find the parts to repair it. The recommendation is to replace this fall, as this was the original plan and is in the current fiscal year budget. It is anticipated the price will be greatly higher if we push off into a different fiscal year. Donna and Lance will present to the county for the additional request of \$12,500. Donna, Michelle, and Brian have met with Steve Barg and Jenny Selenske at the city to request the city \$12,500 portion. Motion (Breu/Feier) to proceed with the 150 ton-chiller as planned this fiscal year and to request the additional funding as presented. Motion carried.

Boernke provided University updates, which included her plans to retire in December 2022. Plans have started for her replacement and updates will be given regarding that process as it gets closer to the date. No further

questions or comments from the members. (Campus Executive Report on file.)

There was no formal Chair's report.

Next regular meeting date is 5:00 p.m. on August 11.

No further business.

Meeting adjourned at 5:58 p.m.

Minutes taken for Poeschel, Secretary by Michelle Boemke

**ARPA FUNDING ADHOC COMMITTEE
MEETING MINUTES**

DATE: Tuesday, July 19, 2022
TIME: 10:00 a.m., or immediately following the County Board meeting
PLACE: Wood County Courthouse – Room 114

PRESENT: Lance Pliml, Laura Valenstein, Bill Clendenning, Adam Fischer, Jake Hahn, Bill Leichtnam, Ed Wagner

OTHERS PRESENT (for part or all of the meeting, in person or via Webex): Dennis Polach, Jeff Penzkover, Bill Voight, Donna Rozar, Kelli Francis, Ed Newton, Sue Smith, Reuben Van Tassel, Amy Kaup, Kyle Theiler, PaNyia Yang, Jason Grueneberg, Kurt Berner (The Samuels Group)

County Board Chair Pliml called the meeting to order at 10:35 a.m.

There were no public comments.

Pliml explained that the purpose of the meeting was to touch base on the spending of ARPA funds.

Pliml stated that childcare has been identified as a critical item to address from a workforce development standpoint. Health Director Smith stated that she has had initial conversations with Planning & Zoning Director Grueneberg and Kelly Borchardt of Childcaring related to the childcare crisis in Wood County. Smith explained that they are discussing a RFP process that Childcaring would facilitate to identify the most viable options and then bring them back to this Committee. Discussion ensued at length.

Pliml stated that there is a housing shortage as well in not only single family homes, but also rentals. Discussion on the housing shortage ensued.

Finance Director Newton presented the CIP list that was discussed by the Operations Committee. Newton stated that the CIP requests exceed the \$3.5 million threshold and the Operations Committee determined a number of projects from the CIP that could be moved to ARPA funds. Brief discussion ensued.

Pliml declared the meeting adjourned at 11:27 a.m.

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