

**AGENDA WOOD COUNTY BOARD OF SUPERVISORS**  
**October 20, 2015 – 9:30 A.M.**  
**WOOD COUNTY BOARD ROOM**

CALL TO ORDER

ROLL CALL

INVOCATION: Supervisor Hamilton

READING OF THE MINUTES OF THE PREVIOUS MEETING

EXCUSALS: none

RESIGNATIONS: none

APPOINTMENTS: ADRC-CW Advisory Committee – Jim Scott (Three year term)

Re-APPOINTMENTS: Veterans Service Commission – Beverly Ghiloni (three year term)

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.

**SPECIAL ORDERS OF BUSINESS:**

None

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

SET DATE FOR NEXT COUNTY BOARD MEETING – November 10, 2015

ADJOURN

## **REFERRALS FOR OCTOBER 20, 2015 – COUNTY BOARD**

- Resolution from Jefferson & Price Counties supporting the funding of pay progression for Assistant District Attorneys and creation and funding of additional Assistant District Attorney positions – Referred to Judicial & Legislative Committee
- Resolution from St. Croix County supporting new social security supplemental security income (SSI) asset limits and implementation of the Achieving a Better Life Experience Act –Referred to Judicial & Legislative Committee, Supervisor Rozar and Health & Human Services Director Roetter
- Resolution from Oconto County to support 2015 Senate Bill 204 (2015 Assembly Bill 284) relating to causing or threatening bodily harm to certain child welfare and juvenile justice workers and providing a penalty – Referred to Supervisors Feirer and Rozar, Human Services Director Roetter, Sheriff Reichert and District Attorney Lambert

PROCEEDINGS OF WOOD COUNTY BOARD OF SUPERVISORS

September 15, 2015 - 9:30 a.m.

The Wood County Board of Supervisors composed of nineteen members convened at the Wood County Boardroom in Wisconsin Rapids, Wisconsin on September 15, 2015.

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

Supervisors present were: Ashbeck, Breu, Clendenning, Curry, Feirer, Hamilton, Hendler, Henkel, Hokamp, Leichtnam, Machon, Miner, Nelson, Pliml, Polach, Rozar, Wagner, Winch and Zurfluh.

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

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

There were no public comments.

Chairman Pliml noted that the plaque presentation to Bev Ghiloni will be done at the Crime Stoppers Board of Directors meeting that he will be attending.

Committee minutes presented: Executive, Health and Human Services.

**RESOLUTION 15-9-1**

Introduced by: Public Safety

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

FISCAL NOTE: \$31,701.00

Motion by Nelson/Zurfluh to adopt Resolution 15-9-1. Motion carried. Voting no was Winch who explained that he was voting against the overtime involved.

Committee minutes presented: Conservation, Education & Economic Development

**ORDINANCE 15-9-2**

Introduced by: Conservation, Education & Economic Development Committee

INTENT & SYNOPSIS: To seek County Board approval to amend the Wood County Nonmetallic Mining Reclamation Ordinance # 802.

FISCAL NOTE: No cost to Wood County

Motion by Hamilton/Breu to adopt Ordinance 15-9-2. Motion to adopt Ordinance 15-9-2 carried unanimously.

**RESOLUTION 15-9-3**

Introduced by: Conservation, Education, and Economic Development Committee

**INTENT & SYNOPSIS:** Allow Kyli Brown, Wood County 4-H Program Advisor the opportunity to attend the National Association of Extension 4-H Agents in Portland, Oregon October 26-29. The intended audience of this conference is for national, state, regional, and county professional 4-H Extension staff from interested in building the capacity of 4-H programming efforts and creating an effective 4-H delivery system within program areas. Kyli will not only be teaching two sessions at this conference but will also be receiving the National Distinguished Service Award.

**FISCAL NOTE:** (101-3001-55620-000-333)

Expenses:

Flight \$400 Apx

Registration: \$100 (3/4 of my registration was paid because of winning a DSA award)

Lodging: \$500

Meals and travel, other: \$200

Total: \$1200

Motion by Rozar/Zurfluh to adopt Resolution 15-9-3. Motion carried unanimously.

#### **RESOLUTION 15-9-4**

Introduced by: Conservation, Education, and Economic Development Committee

**INTENT & SYNOPSIS:** To approve zoning amendments to the Town of Marshfield Zoning Ordinance.

**FISCAL NOTE:** No county expenditure.

Motion by Hamilton/Henkel to adopt Resolution 15-9-4. Motion carried unanimously.

Committee minutes presented: Judicial and Legislative, Highway Infrastructure & Recreation

#### **RESOLUTION 15-9-5**

Introduced by: Highway Infrastructure & Recreation Committee

**INTENT & SYNOPSIS:** To give the Park and Forestry Director and/or Forest Administrator, and the Highway Infrastructure and Recreation Committee authorization to apply for reimbursement for Fish and Game and Wildlife Habitat Projects through the County Conservation Fund.

**FISCAL NOTE:** This is a 50/50 matching fund grant for projects totaling approximately \$5,000 per year.

Motion by Feirer/Hokamp to adopt Resolution 15-9-5. Motion carried unanimously.

Committee minutes presented: Aging & Disability Resource Center of Central Wisconsin, McMillan Memorial Library, South Central Library Board of Trustees, University Commission

#### **RESOLUTION 15-9-6**

Introduced by: Supervisor Henkel

**INTENT & SYNOPSIS:** To add Rule 43 to clarify Wood County's committee oversight process and retain the effectiveness of Wood County planning and budgeting by ensuring authorized oversight committees provide informed recommendations for county decisions.

**FISCAL NOTE:** Nothing direct



Motion by Henkel/Feirer to adopt Resolution 15-9-6. Discussion ensued regarding merits of the resolution. Motion by Clendenning/Machon to indefinitely postpone Resolution 15-9-6. Motion to indefinitely postpone failed. Voting no were Nelson, Rozar, Feirer, Wagner, Hendler, Ashbeck, Miner, Henkel, Pliml, Zurfluh. Further discussion on the resolution and the functionality of the committee system. Motion to adopt Resolution 15-9-6 failed. Voting no were Hendler, Breu, Winch, Curry, Machon, Hokamp, Polach, Clendenning, Zurfluh, Hamilton, Leichtnam.

## **RESOLUTION 15-9-7**

Introduced by: County Board Chairman Pliml

**INTENT & SYNOPSIS:** To join the North Central Wisconsin Workforce Development Chief Elected Officials Consortium

**FISCAL NOTE:** none

Motion by Hamilton/Wagner to adopt Resolution 15-9-7. Chairman Pliml explained that it was due to a time perspective that he was introducing this resolution. Supervisor Wagner explained the background of the Workforce Development Board and the reason for this resolution is to reaffirm that Wood County wishes to belong to the consortium. Motion carried. Voting no was Polach.

Chairman Pliml thanked the board, elected officials, staff and employees for their cooperation as he enters into his term as President of the Wisconsin Counties Association. Supervisor Ashbeck gave an overview of the outcome of the Marshfield Fair. Supervisor Henkel invited people to attend the CEED tour this Friday. Sign up with the Land Conservation Department.

Motion by Hamilton/Curry to adjourn. Motion carried by voice vote. Next scheduled county board meeting is October 20, 2015.

Respectfully Submitted  
Cynthia Cepress  
Wood County Clerk

## EXECUTIVE COMMITTEE MEETING MINUTES

**DATE:** Tuesday, October 6, 2015

**TIME:** 8:00 a.m.

**PLACE:** Room 115, Wood County Courthouse

**PRESENT:** Hilde Henkel, Trent Miner, Lance Pliml, Donna Rozar

**EXCUSED:** Peter Hendler

**OTHERS PRESENT** (for part or all of meeting): Michael Martin, Dennis Polach, William Clendenning, Paula Tracy, Bonnie Nuber, Terry Stelzer, Marla Cummings, Kathy Roetter, Brent Vruwink, Sue Kunferman, Jo Timmerman, William Van Meter, Robert Van Dyke, Amy Kaup, Peter Kastenholz

The meeting was called to order at 8:00 a.m. by Chairman Miner.

**Public Comment** – No public comments

### **Consent Agenda**

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

William Van Meter representing Maintenance Coordinator Rickaby reviewed the Maintenance Department's letter of comments.

**Motion (Rozar/Pliml) to approve the purchase of a granite sign with lettering reading "Wood County Courthouse" at a cost of \$20,500 from Lifetime Memorials. Motion carried unanimously.**

Risk Management Director Stelzer reviewed his letter of comments.

Information Technology Director Kaup noted she had recently returned from leave. She provided updates on priority projects in her Department including CIS mobile, laser fiche, HIRS conversion, upgrade to Dynamics, and IT Department remodel.

Sue Kunferman, Chair of the Wellness Board, offered to answer questions on Wellness updates. No questions were asked.

Treasurer Kubisiak provided information on a resolution to tax deed property via the Committee packet.

**Motion (Henkel/Pliml) to approve the resolution to tax deed properties. The resolution will be forwarded to the County Board for consideration. Motion carried unanimously.**

Finance Director Martin presented three resolutions to amend the 2015 budgets of the Sheriff's Department and Land Conservation. The resolutions recognize and expense unanticipated revenues. Two of the three are for the Sheriff's Department.

**Motion (Rozar/Henkel) to approve the three resolutions to amend the 2015 budgets of the Sheriff's Department (2) and Land Conservation (1) to recognize and expense unanticipated revenues. The resolutions will be forwarded to the County Board for consideration. Motion carried unanimously.**

Martin presented changes to the 2016 budgets of Human Services, Sheriff's Department, and Child Support. He also presented the budget using the premium on the 2015 debt issue to reduce the debt service tax levy as discussed by the Committee.

**Motion (Pliml/Henkel) to approve the use of \$193,390 of premium on the 2015 debt issue to reduce the debt service tax levy. Motion carried unanimously.**

**Motion (Rozar/Henkel) to cap the capital expenditures in the Norwood Health Center budget at \$310,000. Motion carried unanimously.**

**Motion (Rozar/Pliml) to approve the 2016 proposed budget as amended, and to authorize the Finance Director to publish the 2016 proposed budget. Motion carried unanimously.**

Break at 8:20 a.m. Meeting reconvened at 8:35 a.m.

### **Human Resources**

Paula Tracy, Interim HR Director, reported that every June 1, employees are able to request an external grade review. The external review was done by Carlson Dettmann Consulting. 3 requests were submitted this year and the following recommendations were submitted: 1) Deputy Finance Director—position currently Grade 9, recommended movement to Grade 12 on the county pay plan; 2) Accounting Supervisor (Child Support)—position currently Grade 8, recommended movement to Grade 9 on the county pay plan; and 3) Administrative Services 3 (Child Support)—position currently Grade 3, recommended movement to Grade 4 on the county pay plan.

**Motion (Pliml/Henkel) to approve the recommendations as presented beginning January 1, 2016. All ayes. Motion carried.**

The Judicial and Legislative Committee passed a motion in a recent meeting that requests that internal, rather than external, reviews are performed when requested regarding the Pay Plan Policy. The consensus of the Committee was to revisit this issue when an HR Director is hired and can be part of the discussion.

The first round of interviews for an HR Director is being held October 7<sup>th</sup> with second round interviews tentatively scheduled for October 13<sup>th</sup> from 10:00- 11:00 a.m. Further information will be forthcoming.

The HRMS is up and running.

The HR Department is working with WPS regarding the health insurance open enrollment. Payroll staffers will be provided letting employees know about this window of opportunity which will close the end of October.

**Motion (Henkel/Rozar) to go into closed session at 9:00 a.m. pursuant to §19.85(1)(e), Wis. Stats, to discuss collective bargaining negotiations with WPPA, Deputy Sheriffs Association. Roll call vote. All ayes. Motion carried.**

**Motion (Henkel/Pliml) to return to open session at 9:17 a.m. Motion carried.**

**Motion (Pliml/Henkel) to adjourn the meeting at 9:18 a.m.**

Respectfully submitted and signed electronically by Donna Rozar, secretary

***Donna Rozar***

Human Resources agenda items minutes taken and prepared by Donna Rozar. Other minutes taken and prepared by Bonnie Nuber. All minutes reviewed by the Executive Committee secretary.

## **EXECUTIVE COMMITTEE MEETING MINUTES**

**DATE:** Tuesday, October 13, 2015  
**TIME:** 10:00 a.m.  
**PLACE:** Room 115, Wood County Courthouse  
**PRESENT:** Trent Miner, Hilde Henkel, Donna Rozar, Lance Pliml  
**ABSENT:** Peter Hendler  
**OTHERS PRESENT:** Paula Tracy, Dawn Henderson, Ken Curry, Dennis Polach

The meeting was called to order at 10:00 a.m. by Chairman Miner.

**Public Comments** – None

**Motion (Pliml/Henkel) to go into closed session at 10:03 a.m. pursuant to §19.85 (1)(c), Wis. Stats., to interview final candidate for the Director, Human Resources position. Roll call vote: Henkel, yes; Rozar, yes; Miner, yes; and Pliml, yes. Motion carried.**

**Motion (Rozar/Henkel) to return to open session at 10:49 a.m. Motion carried unanimously.**

**Motion (Henkel/Rozar) to extend an employment offer to the final candidate for the Director, Human Resources position within parameters discussed. Motion carried unanimously.**

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

Respectfully submitted and signed electronically,

***Donna Rozar***

Donna Rozar, secretary

Minutes taken and prepared by Paula Tracy, Interim Human Resources Director and reviewed by Committee secretary

## **Wood County Employee Wellness Board Meeting Minutes**

Tuesday, June 30, 2015

Wood County Courthouse, Room 115, WI Rapids

**Committee members present:** Stephanie Bender, Amy Kaup, Sue Kunferman, Donna Rozar, Lindsey O'Neil

**Also present:** Sammi Joanis (Wellness Coordinator), Amanda Handraham (Aspirus), Melissa Kovacevich (Horton Group), Paula Tracy (Human Resources Interim Director)

Chair Kunferman called the meeting to order at 2:02 pm.

Introductions took place around the table with the addition of the new Board member, Lindsey O'Neil, from the Wood County Annex and Health Center in Marshfield.

A comment from the public was shared by Amy Kaup which related to do "ear scope checks" for employees. The comment was as to whether those checks could be done as part of the wellness program.

**Motion (Bender/Tracy) to approve the minutes of the April 30, 2015 meeting. All ayes.**  
**Motion carried.**

The Chair reported on the status of the 2015 budget. The Wellness budget is on track to be under budget at this time. Sue, Sammi, and Mike Martin will work on the 2016 budget and present it to the Board prior to it going to the Executive Committee.

Ms. Kovacevich from the Horton Group led a discussion on the use of the generic pharmaceutical services by employees. The discussion focused on disseminating information about generic drug use. Possible options include a Lunch N Learn presentation with web access as well as posting information on the workplace Wellness website. The use of a Wellness Score Card was also discussed. It was learned that a similar scoring card was used in 2014 prior to applying for the WI Workplace Wellness certificate, so duplication of this scoring appears unnecessary at this time.

The Wellness Coordinator led a discussion about the WPS "wellness campaigns and offerings. These offerings include weight management, nutrition, stress management, and physical activity campaigns. There are also a 'Fitness reimbursement program' and a Wellness Library online. The consensus was that more information is needed about these programs.

additional information will be gathered and an update on this agenda item will be given at next meeting.

The progress of the 2015 goals for the Wellness Program were presented (Goals update on file with third quarter challenge update). All three goals for 2015 have been achieved.

Kaup presented feedback from the Department Head meeting regarding the proposed Tobacco Free Campus Policy. The feedback concerned the residents living at both Norwood Health Center and Edgewater Haven. Discussion of the Board centered around designated a smoking area away from the doors of county buildings. Amy and Sue will work to tweak the presented policy and bring it back to the next meeting of this Board for approval before it goes to the Executive Committee.

Sammi presented an update on the third quarter Wellness challenges (update on file). 'New Hire Wellness participation is going well, with 12 out of 39 eligible new hire employees having completed the Health Assessment and Biometric Screening.

There is an effort to recruit Wellness Champs at the Wood County Annex and Health Center in Marshfield. Incentives and standards of this position were discussed. Discussion included CNA communication and the lack of a county email address for CNAs at both Norwood Health Center and Edgewater Haven. There will be follow-up about this lack.

Future agenda items were discussed as presented above.

The next meeting will be held October 1, 2015 from 2-4 p.m.

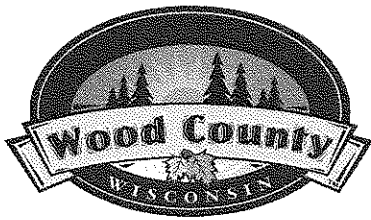
**Motion (Rozar/Kaup) to adjourn the meeting at 3:35 p.m.**

Respectfully submitted,

*Donna M. Rozar*

Donna Rozar, Secretary (electronically signed)

Minutes in draft form until approved at the next Wood County Wellness Board meeting.



# Wood County

## WISCONSIN

### HUMAN RESOURCES DEPARTMENT

#### Interdepartmental Memo

September 1, 2015

To: Trent Miner, Peter Hendler, Donna Rozar, Hilde Henkel and Lance Pliml

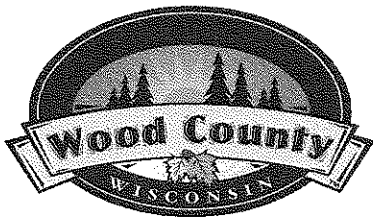
From: Paula Tracy

Subject: Human Resources (HR) Monthly Letter of Comments – September 2015

#### General Highlights:

- Mary Bremmer started employment as Payroll and Benefits Coordinator on August 24, 2015. We look forward to working with Mary and wish her well in her new role with Wood County. Angel Butler-Meddaugh is Mary's peer mentor and will be training her.
- Interviews for the HR Director were completed. The final candidate withdrew his candidacy. We are evaluating our recruitment process before moving forward.
- HR budgets are finished and have been forwarded to Finance for review.
- Online Cyber Recruiter system: 36 open positions in the system and 167 applicants, as of August 25, 2015. 1067 applicants have applied through Cyber Recruiter since the launch on April 17, 2015.

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



# Wood County WISCONSIN

## HUMAN RESOURCES DEPARTMENT

---

### **Interdepartmental Memo**

September 30, 2015

To: Trent Miner, Peter Hendler, Donna Rozar, Hilde Henkel and Lance Pliml

From: Paula Tracy

Subject: Human Resources (HR) Monthly Letter of Comments – October 2015

---

#### **General Highlights:**

- Interviews for the HR Director position are scheduled for October 7, 2015.
- The Affordable Care Act (ACA) has created new reporting requirements under Internal Revenue Codes. All self-insured and fully-insured applicable large employers are required to report information to the IRS about the health coverage they provide. HR is working with a consultant to assist us in the reporting requirements and filing the necessary year-end report with the IRS.
- HR is updating data for the HRIS conversion.
- Online Cyber Recruiter system: 24 open positions in the system and 219 applicants, as of September 29, 2015. 904 applicants have applied through Cyber Recruiter since the launch on April 17, 2015.

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





## Wood County WISCONSIN

## SAFETY & RISK MANAGEMENT

### Safety & Risk Management Letter of Comments – September 2015

---

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

- North Park chemical survey and SDS binder updates completed. All Parks Shops now completed.
- Attended WCMIC Annual Representative Assembly in Stevens Point.
- Working on 2016 insurance renewals.

#### **Lost Time/ Restricted Duty/Medical Injuries: 3**

- 08/26/2015 – Norwood Health – Employee sustained a strain to the right wrist. Medical only injury. EOH 9/22/2015
- 09/02/2015 – Highway – Employee sustained rust contamination to left eye. Medical only injury.
- 09/14/2015 – Human Services – Employee sustained an aggravation to a lower back strain. Lost Time Injury.

#### **First Aid Injuries: 1**

- 09/10/2015 – Norwood Health – Employee sustained a contusion to the left jaw from a CI.

#### **Property/Vehicle Damage Claims: 0**

#### **Liability – Wood County - Notice of Injury and Claim: 1 from August**

- 08/13/2015 – Highway – Resident claim from backing incident. Loss of \$6,809.39

#### **Liability – Active Lawyer Notice of Injury and Claim / Lawsuits/ Court Cases: No new suits filed.**

- Engen notice of claim from Highway C incident. Civil Summons filed. Our Lawyers filed petition for leave to appeal from a non-final order.
- Austin Nelson vs Wood County Human Services. Suicide/Wrongful death claim. Claim dropped from Federal court. Court Branch1 reviewing briefs with a decision forthcoming.
- Janis Waite retaliation claim. No updates.
- Matthew Haupt – Norwood Employee. EEOC claim to federal court. Update: EEOC claim dismissed. Haupt has 300 days to file a claimed discrimination with EEOC or ERD or until December 30th of 2015.

#### **2015 Goals Progress:**

All Wood County written programs updated within the last year. (Completed)

Parks Department shops chemical survey, SDS search and binder updating is completed. Updated the chemical lists and added over 90 chemical SDS's to the Parks lists and SDS binders. (Completed)

Executive Committee  
Monthly Comments on Agenda Items  
Finance Department – Mike Martin  
Tuesday, October 6, 2015

**Comment on Agenda Items**

9a. 2015 Budget Resolutions

There are 3 resolutions to amend the 2015 budget with 2 from Sheriff and 1 from Land Conservation. All three resolutions are increasing revenue and expenditures for grant money. There is no impact on contingency, tax levy or other reserves.

9b. Discussion and possible approval of proposed 2016 budget

There have been four changes to the requested budget since the September meeting:

- a) The Sheriff department added \$27,972 to revenues and expenditures for state grants for traffic. The only impact on the budget is that the amount of the expenditures increased the targeted working capital by 15% or \$4,196
- b) The indirect cost study was completed with the amount allocated to Child Support decreasing by approximately \$30,000. This increased their State Aid and decreased their tax levy by \$19,822
- c) The premium of \$193,390 on the 2015 debt issue was used to reduce the debt service tax levy. This decreased the debt service tax rate by 4.1 cents from \$0.3208 to \$0.2795
- d) Human Services revised their budget requests with the following:

2015 Norwood revenue	(decreased)	(\$46,065)
2015 Norwood expense	decreased	104,248
2015 Community revenue	increased	126,902
2016 Norwood revenue	increased	150,000
2016 Community revenue	increased	200,000
2016 Community expense	(increased)	(50,000)

The effect on the balancing of the budget was to take us from a (\$374,511) shortfall to a \$118,700 surplus.

Previous shortfall			(\$374,511)
2016 revenues	increased	\$397,794	
2016 expenditures	(increased)	( 77,972)	
Targeted working capital	(increased)	( 11,696)	
2015 Norwood deficit	decreased	58,183	
2015 Community deficit	decreased	<u>126,902</u>	<u>493,211</u>
Current surplus			\$118,700

The tax rates for 2015 and 2016 would be as follows:

	<u>2015</u>	<u>2016</u>	<u>Increase (Decrease)</u>
Operating	\$4.5914	\$4.5286	(\$0.0628)
Debt Service	<u>0.2120</u>	<u>0.2795</u>	<u>0.0675</u>
Tax rate for municipalities with library	\$4.8034	\$4.8081	\$0.0047
Library aid rate	<u>0.3717</u>	<u>0.3833</u>	<u>0.0116</u>
Tax rate for municipalities w/o library	\$5.1751	\$5.1914	\$0.0163

9c. Correspondence

I've attached the budget and actual reports for the 9 months ending September 30, 2015. I have marked those functions that should be watched as we get further into the year.

Finance Department Activities

The Finance, Highway, Edgewater and Human Services accountants had our initial meeting to draft a county-wide accounting policy statement on Wednesday September 16<sup>th</sup>. The initial meeting defined the overall structure of the policy, the allocation of responsibilities in drafting the policy and the projected timeline.



# Wood County

## WISCONSIN

Office of  
Finance Director

**Michael Martin**  
Finance Director

### WOOD COUNTY 2016 PROPOSED BUDGET SUMMARY

October 24, 2015

To the Members of the Wood County Board of Supervisors, the Executive Committee and the citizens of Wood County

#### Overview

	2016 Proposed	2015 Revised	2015 Adopted
<u>Sources</u>			
General property tax	\$ 23,382,057	\$ 22,795,568	\$ 22,795,568
Revenues	76,006,196	71,440,492	71,390,762
Funds applied	7,566,804	6,525,655	6,501,155
Total Sources	<u>\$ 106,955,057</u>	<u>\$ 100,761,715</u>	<u>\$ 100,687,485</u>
<u>Uses</u>			
Operating costs	\$ 96,288,711	\$ 90,855,700	\$ 90,822,470
Debt service	1,503,132	1,278,098	1,278,098
Capital outlay (debt)	5,785,000	4,786,499	4,786,499
Capital outlay (non-debt)	3,378,214	3,841,418	3,800,418
Total Uses	<u>\$ 106,955,057</u>	<u>\$ 100,761,715</u>	<u>\$ 100,687,485</u>

The proposed budgeted expenditures for 2016 of \$106.95 million are \$6.19 million more than the 2015 budget (as currently amended) of \$100.76 million and \$6.27 million more than the 2015 budget (as adopted) of \$100.69 million. The increase is concentrated in six areas:

- Human Services expenditures are increasing \$2.1 million
- Health benefit expenses increase of \$712 thousand
- New budgeted area for post-employment benefits of \$500 thousand
- Highway maintenance increase of \$1.6 million
- Capital outlay increase of \$535 thousand with \$1 million due to the County share of the UW STEM building project
- Debt Service increase of \$225 thousand which is related to principal and interest payments on the new highway construction debt and the UW STEM building project

The proposed budgeted program revenues for 2016 of \$76.01 million are \$4.6 million more than the 2015 budget (as amended and adopted) of \$71.4 million.

The proposed property tax levy for 2016 of \$23.38 million is \$586 thousand higher than the 2015 property tax levy of \$22.8 million. Wood County's property taxes and rates consist of three elements:

- Operating
- Debt Service
- Library Aid

The operating taxes increased \$200 thousand because of a 0.95% increase in net new construction but because the equalized valuation increased by 2.36%, this led to a decrease in the tax rate from \$4.5914 to \$4.5286. The debt service portion of the levy increased by \$339 thousand due to higher principal and interest on the new 2015 highway construction debt and the UW STEM building project debt. The debt service tax rate is increasing from \$0.2120 to \$0.2795. The library taxes increased \$48 thousand from \$805,042 to \$852,801. The property tax rate for municipalities with a library increased from \$4.8034 to \$4.8081 while the property tax for municipalities without a library increased from \$5.1751 to \$5.1914.

Wood County is using cash reserves of \$7.6 million to balance the 2016 budget. The breakdown is as follows:

General Fund Designated	\$ 473,747
General Fund Undesignated	583,263
Special Revenue Funds	308,351
Debt Service Funds	193,390
Capital Projects (debt proceeds)	5,785,000
Internal Service Funds	262,198
Enterprise & Trust (increase)	<u>(39,145)</u>
Total funds used	\$7,566,804

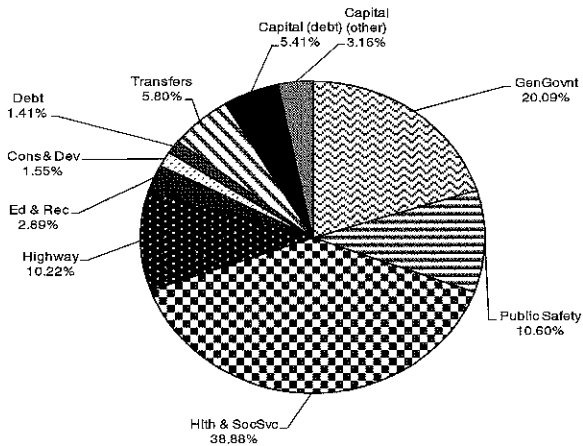
Wood County is anticipating that cash reserves for working capital will be at the targeted 15% of governmental fund budgeted expenditures plus proprietary fund (Edgewater and Highway) levies.

## Analysis of Expenditures

Governments usually show their allocation of expenditures in one of two ways:  
By function/purpose, or type

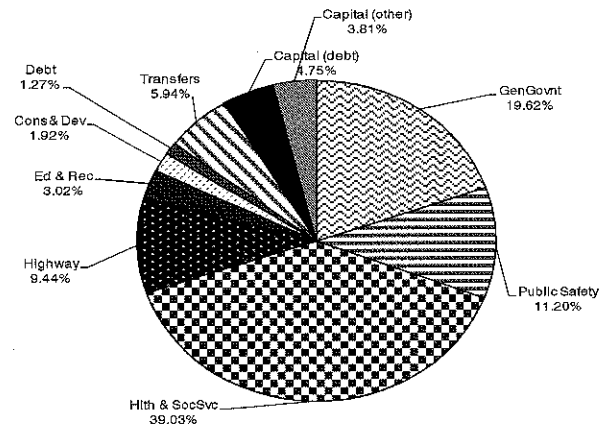
# Analysis of Expenditures by Function/Purpose

**WOOD COUNTY 2016 PROPOSED BUDGET  
EXPENDITURES BY FUNCTION**



Uses			
GenGovnt	\$	21,485,254	20.09%
Public Safety		11,333,432	10.60%
Hlth & SocSvc		41,588,452	38.88%
Highway		10,934,622	10.22%
Ed & Rec		3,088,587	2.89%
Cons& Dev		1,658,944	1.55%
Debt		1,503,132	1.41%
Transfers		6,199,420	5.80%
Capital (debt)		5,785,000	5.41%
Capital (other)		3,378,214	3.16%
	\$	106,955,057	100.00%

**WOOD COUNTY 2015 REVISED BUDGET  
EXPENDITURES BY FUNCTION**



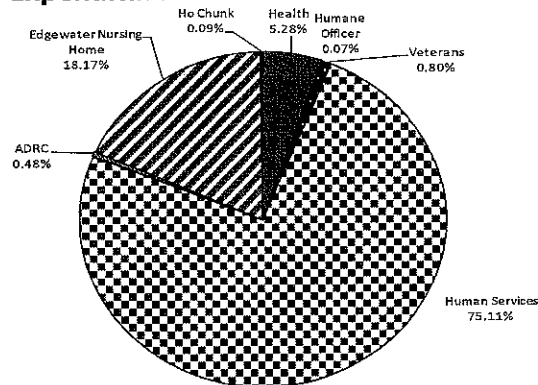
Uses			
GenGovnt	\$	19,770,670	19.62%
Public Safety		11,281,776	11.20%
Hlth & SocSvc		39,328,865	39.03%
Highway		9,510,616	9.44%
Ed & Rec		3,044,285	3.02%
Cons& Dev		1,930,241	1.92%
Debt		1,278,098	1.27%
Transfers		5,989,247	5.94%
Capital (debt)		4,786,499	4.75%
Capital (other)		3,841,418	3.81%
	\$	100,761,715	100.00%

Health and Human Services expenditures are increasing by \$2,259,587 and 5.75%. Health and Human Services is the largest expenditure category of County operations comprising nearly 40% of total expenditures. Human Services is the largest expenditure department at \$31.23 million which is 29% of the total County and 75% of this category. Human Services expenditures are increasing \$2.16 million and 7.43%.

Mental Health Outpatient Clinic	increased	\$307,340 and 24.99%
CCS	increased	\$463,296 and 44.19%
Youth Aids	increased	\$481,703 and 18.45%
FSET 50/50	increased	\$361,186 and 129%
All other Community	increased	\$258,819 and 1.67%
Norwood	increased	\$288,696 and 3.42%

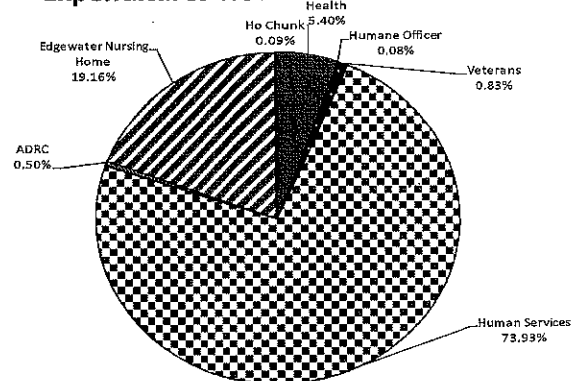
The Health Department increased \$70,424 and 3.31% mostly due wages and fringes of \$55,000 and 3%. Edgewater Nursing Home expenditures increased \$20 thousand and 0.27%.

**Wood County 2016 Budgeted Expenditures-Health & Social Services**



Health	\$ 2,195,151
St Spec Chgs	1,957
Humane Officer	30,499
Veterans	332,926
Human Services	31,235,429
ADRC	198,278
Edgewater Nursing Hor	7,557,492
Ho Chunk	36,720
	<u>\$ 41,588,452</u>

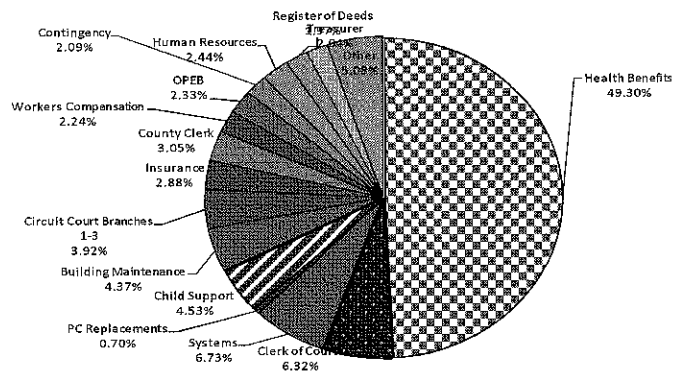
**Wood County 2015 Budgeted Expenditures-Health & Social Services**



Health	\$ 2,124,727
St Spec Chgs	1,072
Humane Officer	30,499
Veterans	325,993
Human Services	29,074,389
ADRC	198,278
Edgewater Nursing Hor	7,537,187
Ho Chunk	36,720
	<u>\$ 39,328,865</u>

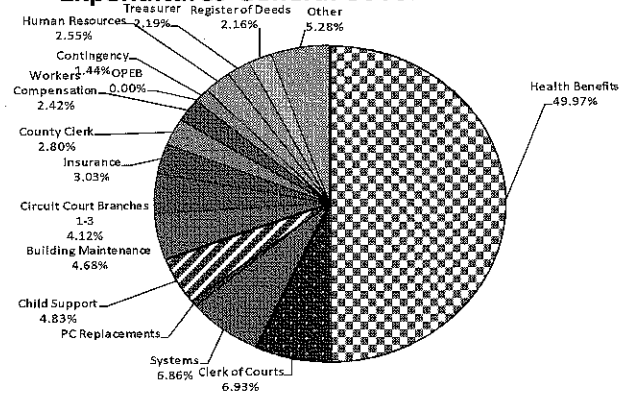
General Government expenditures are increasing by \$1.71 million and 8.67%. Employee Health benefits which account for nearly half of this category, are increasing \$712 thousand mostly due to higher expected claims for 2016. The OPEB (Other Post-Employment) Fund is a new budgeted area totaling \$500 thousand which is the expected conversion of sick leave to health coverage for retiring employees. The remaining areas are increasing \$502 thousand and 5.08%.

**Wood County 2016 Budgeted Expenditures-  
General Government**



Health Benefits	\$ 10,591,957
Clerk of Courts	1,358,328
Systems	1,446,861
PC Replacements	150,000
Child Support	973,742
Building Maintenance	939,137
Circuit Court Branches	843,040
Insurance	619,461
County Clerk	655,034
Workers Compensation	481,488
OPEB	500,000
Contingency	450,000
Human Resources	523,197
Treasurer	437,755
Register of Deeds	423,893
Other	1,091,361
	<u>\$ 21,485,254</u>

**Wood County 2015 Budgeted  
Expenditures-General Government**

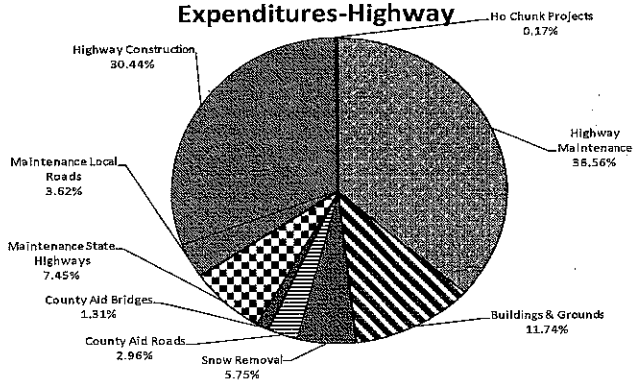


Health Benefits	\$ 9,879,749
Clerk of Courts	1,371,050
Systems	1,356,856
PC Replacements	145,000
Child Support	954,868
Building Maintenance	925,498
Circuit Court Branches	814,954
Insurance	598,914
County Clerk	553,855
Workers Compensation	478,120
OPEB	-
Contingency	285,275
Human Resources	504,096
Treasurer	432,615
Register of Deeds	426,859
Other	1,042,961
	<u>\$ 19,770,670</u>



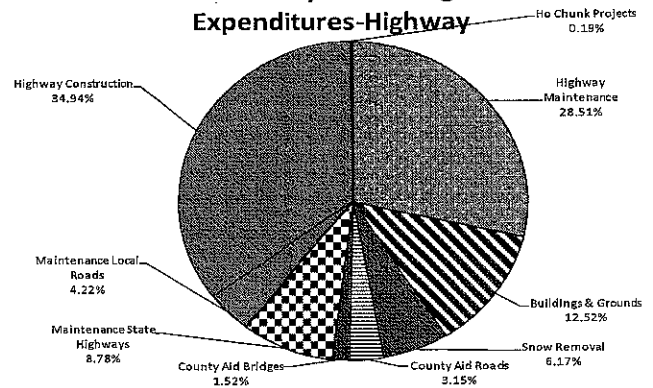
Highway expenditures are increasing \$1.1 million and 7.54%. The presentation below includes the Highway Construction for 2015 and 2016 of \$5,106,499 and \$4,785,000 respectively that are accounted for in a Capital Project Fund. The significant increase was in Highway Maintenance which increased \$1.58 million. The large increase in maintenance was mostly in Bituminous operations related to maintenance. The highway construction is decreasing \$321 thousand because of the BIA funding that was in the 2015 budget. The construction funded with debt proceeds is approximately the same at \$4.785 million. Maintenance of State and Local Roads decreased (\$159) thousand and (8.35%).

**Wood County 2016 Budgeted  
Expenditures-Highway**



Highway Maintenance	\$	5,746,975
Buildings & Grounds		1,844,760
Snow Removal		903,773
County Aid Roads		464,627
County Aid Bridges		205,824
Maintenance State High		1,171,371
Maintenance Local Roa		569,791
Highway Construction		4,785,000
Ho Chunk Projects		27,500
	\$	15,719,621
Less amt in Capital Project:		(4,785,000)
Highway Operations	\$	10,934,621

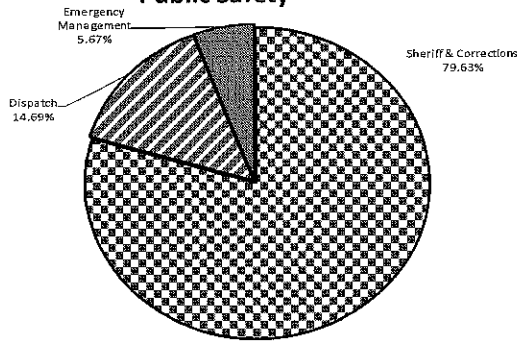
**Wood County 2015 Budgeted  
Expenditures-Highway**



Highway Maintenance	\$	4,168,007
Buildings & Grounds		1,830,657
Snow Removal		901,474
County Aid Roads		460,519
County Aid Bridges		222,601
Maintenance State High		1,283,545
Maintenance Local Roa		616,313
Highway Construction		5,106,499
Ho Chunk Projects		27,500
	\$	14,617,115
Less amt in Capital Project:		(5,106,499)
Highway Operations	\$	9,510,616

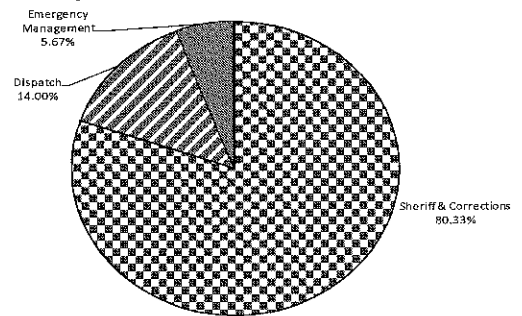
Public Safety expenditures are increasing \$51,656 and 0.46%. Sheriff and Corrections is by far the largest of this category comprising approximately 80% of this category. Sheriff and Corrections decreased (\$38) thousand mostly in the Jail Surcharge and Electronic Monitoring functions. Emergency Management is increasing \$3,741 and 0.59% mostly due to increases in radio engineer offset by decreases related to employee turnover. Shared Dispatch is increasing \$85 thousand and 5.41% mostly due to wages and fringes.

**Wood County 2016 Budgeted Expenditures-  
Public Safety**



Sheriff & Corrections	\$	9,025,065
Dispatch		1,665,317
Emergency Manageme		643,050
	\$	<u>11,333,432</u>

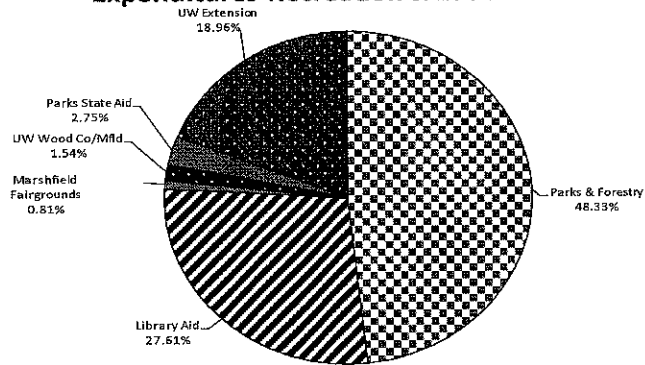
**Wood County 2015 Budgeted  
Expenditures-Public Safety**



Sheriff & Corrections	\$	9,062,601
Dispatch		1,579,866
Emergency Manageme		639,309
	\$	<u>11,281,776</u>

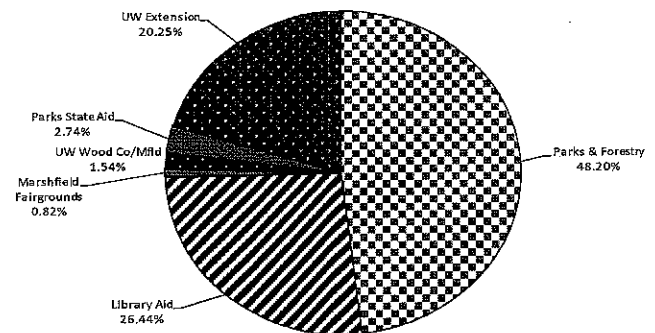
Recreation and Education expenditures are increasing \$44,302 and 1.45%. Parks and Forestry is increasing \$25,394 and 1.73%. UW Extension is decreasing (\$30,801) and (5.0%) mostly due to 2015 funding for Farm Technology Days. County Aid for Libraries increased \$47,759 and 5.93%. All others increased \$1,950 and 1.25%.

**Wood County 2016 Budgeted Expenditures-Recreation & Education**



Parks & Forestry	\$	1,492,653
Library Aid		852,801
Marshfield Fairgrounds		25,000
UW Wood Co/Mild		47,452
Parks State Aid		84,970
UW Extension		585,711
	\$	<u>3,088,587</u>

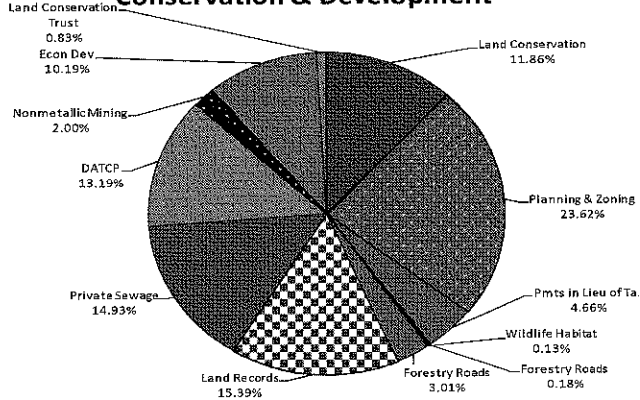
**Wood County 2015 Budgeted Expenditures-Recreation & Education**



Parks & Forestry	\$	1,467,259
Library Aid		805,042
Marshfield Fairgrounds		25,000
UW Wood Co/Mild		47,002
Parks State Aid		83,470
UW Extension		616,512
	\$	<u>3,044,285</u>

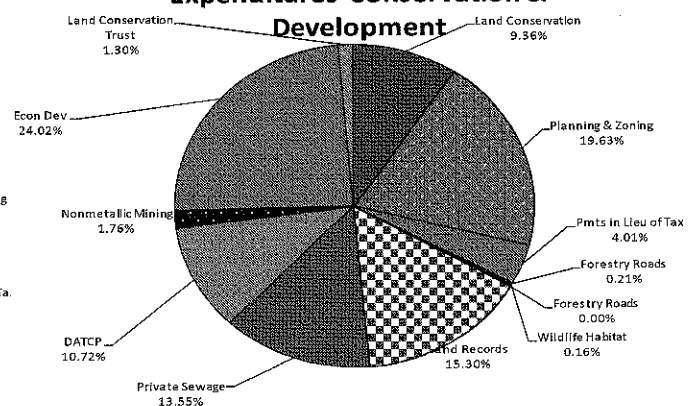
Conservation and development expenses are decreasing (\$271,297) and (14.05%). Economic Development decreased (\$294,602) mostly due to \$212 thousand in the 2015 budget for the Hewitt-Marshfield Connector Trail and the \$70 thousand decrease in the Marshfield Housing development. Appropriation of carryover funds decreased (\$12,019) in Private Sewage and decreased (\$43,968) in Land Record. All other costs increased \$77,112 and 8.48%.

**Wood County 2016 Budgeted Expenditures-Conservation & Development**



Land Conservation	\$	196,828
Planning & Zoning		391,786
Pmts in Lieu of Tax		77,345
Forestry Roads		3,000
Wildlife Habitat		2,100
Forestry Roads		50,000
Land Records		255,344
Private Sewage		247,673
DATCP		218,840
Nonmetallic Mining		33,112
Econ Dev		169,110
Land Conservation Trust		13,806
	\$	<u>1,658,944</u>

**Wood County 2015 Budgeted Expenditures-Conservation & Development**



Land Conservation	\$	180,618
Planning & Zoning		378,867
Pmts in Lieu of Tax		77,345
Forestry Roads		4,000
Wildlife Habitat		3,000
Forestry Roads		-
Land Records		295,312
Private Sewage		261,522
DATCP		206,833
Nonmetallic Mining		33,882
Econ Dev		463,712
Land Conservation Trust		25,150
	\$	<u>1,930,241</u>

Debt service expenditures increased \$225,034 and 17.6% from \$1,278,098 to \$1,503,132.

Debt	Issue	2016		2015	
		Debt Service	Debt Service Tax Rate	Debt Service	Debt Service Tax Rate
Edgewater Remodeling	2012A	\$ 353,800	\$ 0.075507	\$ 355,000	\$ 0.077543
Tower Debt	2012A	90,400	0.019293	92,000	0.020096
	2014	109,837	0.023441		
Highway Construction	2014	528,008	0.112686	831,098	0.181538
	2015	293,104	0.062554		
UW STEM Building	2015	127,983	0.027314		
Total Debt Service		1,503,132	0.320795	1,278,098	0.279177
Premium applied		(193,390)	(0.041273)	(307,398)	(0.067145)
Net Debt Service		\$ 1,309,742	\$ 0.279522	\$ 970,700	\$ 0.212032

The County had one new debt issue during 2015 of \$6,685,000 for three purposes;

- \$880,000 to refund the 2014 State Trust Fund Loan for the financing of two new radio towers
- \$4.785 million for 2016 Highway construction
- \$1.02 million for the County's share of the UW STEM building project

The total outstanding general obligation debt at the end of 2015 of \$13,280,000 is only 5.68% of the County's legal borrowing capacity of \$234 million. The debt service tax levy was reduced by the debt premium of \$307,398 in 2014 and \$193,390 in 2015. The tax rate for debt service is increasing from 21 cents to 28 cents per thousand of equalized valuation. Debt service represents only 1.4% of the total budgeted expenditures.

Capital outlay expenditures increased \$535,297 and 6.20% from \$8,627,917 to \$9,163,214. The largest capital outlay is the \$4.785 million of Highway construction project being funded with general obligation debt proceeds. Other significant capital appropriations are:

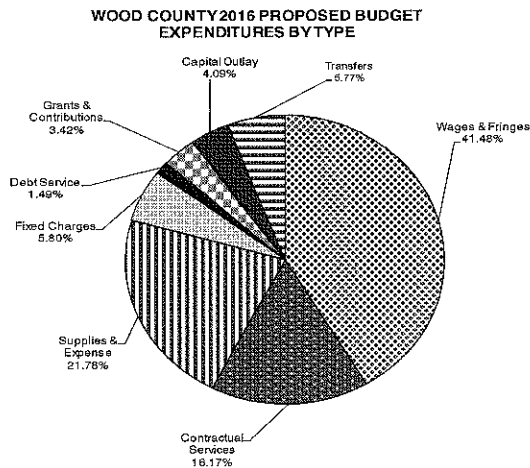
- \$808,000 in Highway machinery and equipment,
- \$532,000 for parks projects and equipment,
- \$285,664 for Sheriff vehicles and equipment,
- \$250,000 for improvements to General County buildings,
- \$1,000,000 for the County's contribution to the UW Wood County/Marshfield STEM building project
- \$575,000 for general county software and computer equipment upgrades and replacements
- \$310,000 for Norwood buildings, furnishings and equipment

Of the total capital outlay, \$2,313,814 (\$1.7 million 2015) is funded with tax levy, \$1,068,000 funded with interdepartmental charges, \$5,785,000 from debt and lease proceeds, \$31,500 from grants and \$282,000 from un-lapsed funding from prior years.

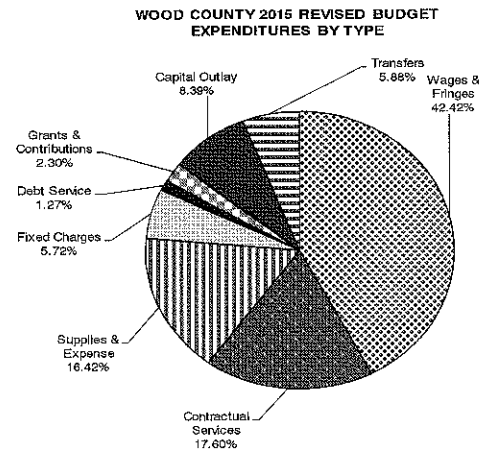
Transfers increased by \$210,173 and 3.51% from \$5,989,247 to \$6,199,420. The transfers were/are as follows

	<u>2015</u>	<u>2016</u>
• Sales Tax to General Fund	\$5,520,565	\$5,837,422
• Health Fund to Wellness	246,836	194,761
• Land Conservation SRF to Gen Fund	20,341	11,344
• Parks SRF to General Fund	21,844	-0-
• Sheriff non-lapsing to General Fund	<u>179,661</u>	<u>155,893</u>
	<u>\$5,989,247</u>	<u>\$6,199,420</u>

## Analysis of Expenditures by Type



Uses		
Wages & Fringes	\$ 44,362,656	41.48%
Contractual Services	17,289,794	16.17%
Supplies & Expense	23,294,886	21.78%
Fixed Charges	6,208,668	5.80%
Debt Service	1,593,417	1.49%
Grants & Contributions	3,653,002	3.42%
Capital Outlay	4,378,214	4.09%
Transfers	6,174,420	5.77%
	<u>\$ 106,955,057</u>	<u>100.00%</u>



Uses		
Wages & Fringes	\$ 42,740,511	42.42%
Contractual Services	17,736,635	17.60%
Supplies & Expense	16,541,320	16.42%
Fixed Charges	5,761,017	5.72%
Debt Service	1,279,475	1.27%
Grants & Contributions	2,322,386	2.30%
Capital Outlay	8,453,460	8.39%
Transfers	5,926,881	5.88%
	<u>\$ 100,761,685</u>	<u>100.00%</u>

Wages and Fringes expenditures increased \$1,622,145 and 3.80%. \$612,317 of the increase is included in the \$4.785 million debt-financed capital outlay. The budgeted wages and fringes increased due to a combination of:

- FTEs increased by 0.91 from 609.97 to 610.88 due to new position requests of 5.97 FTEs offset by departmental staffing decreases of 5.06
- Regular wages increased \$348 thousand and 1.28% mostly due to step increases for 2016 offset by the decrease in FTEs
- Health Insurance increased \$155 thousand and 1.87% due a 3% increase in premiums offset by the decrease in the regular FTEs
- Other fringes decreased (\$31) thousand and (0.60%) due to a combination of a decrease in retirement rates offset by the increase in regular wages
- Wages and fringes related to new program improvement requests totaled \$1.09 million compared to \$513 thousand in 2015 with \$859 thousand of the 2016 improvements being for Human Services Psychiatrists and Psychologist positions
- Overtime increased \$84,382 with \$35,858 in Dispatch, \$30,303 in Highway and \$17,750 in Sheriff
- Part-time wages increased \$85 thousand from \$583 thousand to \$668 thousand mostly due to increases at Edgewater of \$31 thousand and Highway of \$50 thousand

Contractual Services expenditures decreased (\$446,841) and (2.52%) from \$17,736,635 to \$17,289,794

The increases occurred in:

- Parks \$12 thousand from \$282 thousand to \$294 thousand
- Human Resources Health Benefits \$45 thousand from \$265 to \$310 thousand
- Planning & Zoning \$32 thousand from \$82 thousand to \$114 thousand (land records)

- UW Extension \$99 thousand from \$195 thousand to \$294 thousand (employee costs reclassified to contracted services)

The decreases occurred in:

- Highway \$29 thousand from \$987 thousand to \$958 thousand
- Human Services Community \$211 thousand from \$8.62 million to \$8.41 million (FSET decreased \$1.35 million reclassified to Contributions)
- Human Services Institution \$166 thousand from \$2.08 million to \$1.92 million
- Economic Development \$212,000 Hewitt/Marshfield Connector Trail in 2015
- Sheriff \$32 thousand from \$1.71 million to \$1.68 million

Essentially unchanged were:

- Edgewater at \$1.03 million
- Information Technology from \$339,610 to \$341,610

Debt Service increased \$313,942 and 24.545% from \$1,279,475 to \$1,593,417. This category includes the interdepartmental debt service for loans from Building Maintenance to Highway and Norwood in addition to the external principal and interest. It also includes the 2016 budgeted debt issuance costs for Highway construction.

Supplies and other Operating increased \$6,753,566 and 40.83% from \$16,541,320 to \$23,294,886

The increases were in:

- County Clerk \$87 thousand from \$146 thousand to \$233 thousand (elections)
- Human Resources \$295 thousand from \$7.87 million to \$8.16 million (Health Benefits)
- Highway \$5.75 million from \$3.80 million to \$9.54 million (highway construction and bituminous)
- Edgewater \$38 thousand from \$836 thousand to \$874 thousand
- Parks \$57 thousand from \$198 thousand to \$255 thousand (Co Forests State Aid)

The decreases were in:

- Sheriff \$33 thousand from \$470 thousand to \$437 thousand

Fixed Charge expenditures increased \$447,651 and 7.77% from \$5,761,017 to \$6,208,668.

These expenditures consist mostly of rents, property and liability insurance, bad debt expense and depreciation. There were no significant changes in internal rental expense which are billed by the Building Maintenance Fund.

Large increases were in:

- The Health Benefits \$346,045 and 20.61% from \$1.68 million to \$2.02 million
- Highway Bituminous Operations \$123,000 and 18.9% from \$650,000 to \$773,000

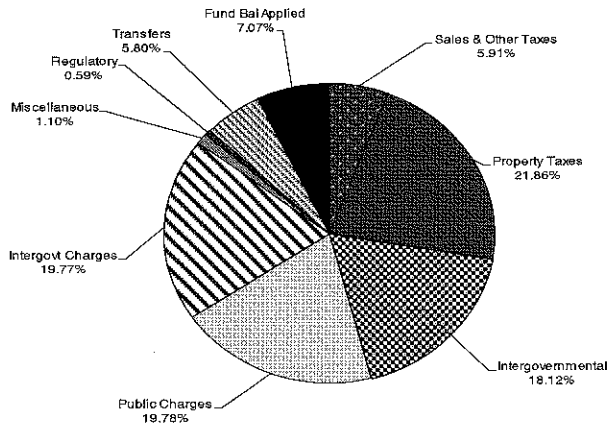
Grants and contributions increased \$1,330,616 and 57.3% from \$2,322,386 to \$3,653,002

The large increases were in:

- Human Services FSET of \$1.4 million was in contractual services in 2015
- Economic development increased \$37,573 from \$129,927 to \$167,500
- County Aid for Libraries increased \$47,759 from \$805,042 to \$852,801

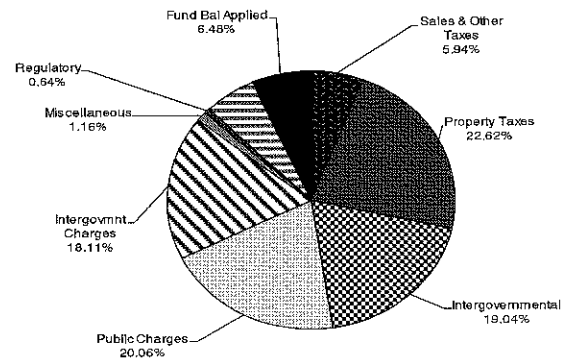
## Analysis of Revenues by Source

**WOOD COUNTY 2016 PROPOSED BUDGET  
REVENUES BY SOURCE**



Sources		
Sales & Other Taxes	\$ 6,317,909	5.91%
Property Taxes	23,382,057	21.86%
Intergovernmental	19,383,620	18.12%
Public Charges	21,160,024	19.78%
Intergovt Charges	21,142,225	19.77%
Miscellaneous	1,171,948	1.10%
Regulatory	631,050	0.59%
Transfers	6,199,420	5.80%
Fund Bal Applied	7,566,804	7.07%
	<b>\$106,955,057</b>	<b>100.00%</b>

**WOOD COUNTY 2015 REVISED BUDGET  
REVENUES BY SOURCE**



Sources		
Sales & Other Taxes	\$ 5,985,167	5.94%
Property Taxes	22,795,568	22.62%
Intergovernmental	19,187,828	19.04%
Public Charges	20,208,027	20.06%
Intergovmt Charges	18,249,565	18.11%
Miscellaneous	1,173,078	1.16%
Regulatory	647,580	0.64%
Transfers	5,989,247	5.94%
Fund Bal Applied	6,525,655	6.48%
	<b>\$100,761,715</b>	<b>100.00%</b>

Property taxes increased \$586,489 and 2.57%. The operating tax levy increased by \$199,688 and 0.95% due to net new construction. The debt service tax levy increased by \$339,042 due to the principal and interest on the new debt for Highway construction and the UW STEM building project. The library levy increased \$47,759 from \$805,042 to \$852,801. The tax rate assessed over the entire County for operations decreased 6.28 cents from \$4.5914 to \$4.5286. The tax rate for debt service is increasing 6.75 cents from \$0.2120 to \$0.2795. The library tax rate is increasing from \$0.37173 to \$0.38329. The equalized valuation increased \$107.55 million and 2.36%.

The recent history of property tax rates (per thousand dollars of equalized valuation) for Wood County is as follows:

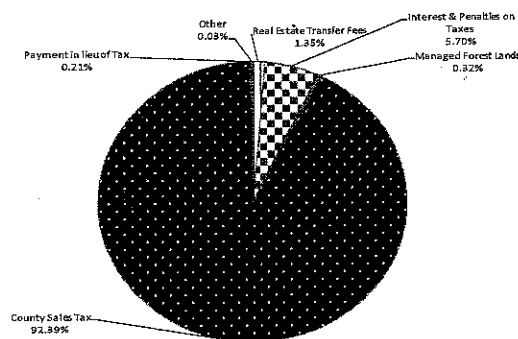
Budget Year	Municipalities With a Library	Municipalities Without a Library
2003	\$5.71	\$6.08
2004 (Co Sales Tax)	\$4.83	\$5.18
2005	\$4.83	\$5.18
2006 (Shared Dispatch)	\$4.95	\$5.29
2007	\$4.81	\$5.12
2008	\$4.78	\$5.09
2009	\$4.70	\$5.03
2010	\$4.70	\$5.03
2011	\$4.70	\$5.03
2012	\$4.69	\$5.04



2013	\$4.69	\$5.05
2014	\$4.69	\$5.04
2015	\$4.80	\$5.18
2016	\$4.81	\$5.19

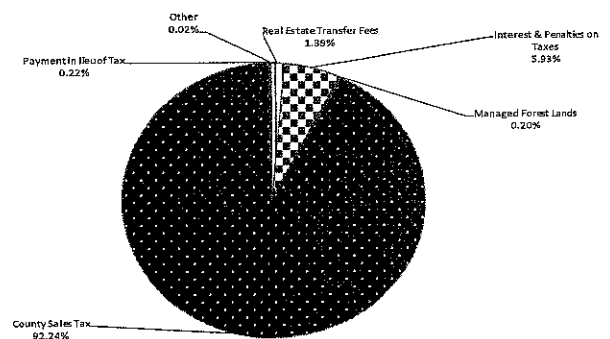
Sales and other taxes increased \$332,742 and 5.56%. The county sales tax is projected to increase \$316,857 and 5.74% over the 2014 budget and \$57,796 and 1.00% over the 2015 estimate. Interest and penalties on delinquent taxes is budgeted to increase \$5,000 and 1.41%. Managed Forest Lands increased \$8,000 and 67%. Real estate transfer fees are increasing \$2,000 and 2.41%. Payments in lieu of taxes are unchanged at \$13,350.

**Wood County 2016 Budgeted Revenues-Sales and Other Taxes**



Real Estate Transfer Fee:	\$	85,000
Interest & Penalties on Ta		360,000
Managed Forest Lands		20,000
County Sales Tax		5,837,422
Payment in lieu of Tax		13,350
Other		2,137
	\$	<u>6,317,909</u>

**Wood County 2015 Budgeted Revenues-Sales and Other Taxes**

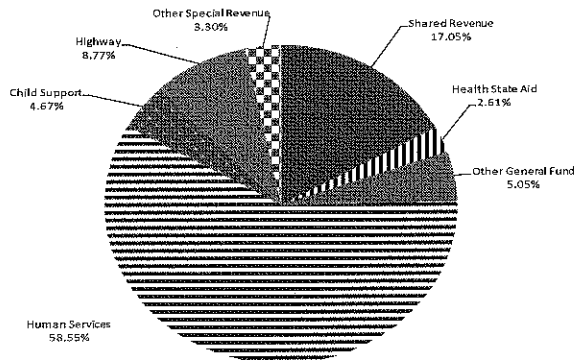


Real Estate Transfer Fee	\$	83,000
Interest & Penalties on Ta		355,000
Managed Forest Lands		12,000
County Sales Tax		5,520,565
Payment in lieu of Tax		13,350
Other		1,252
	\$	<u>5,985,167</u>

Intergovernmental state and federal aids increased \$195,792 and 1.02% from \$19,187,828 to \$19,383,620.

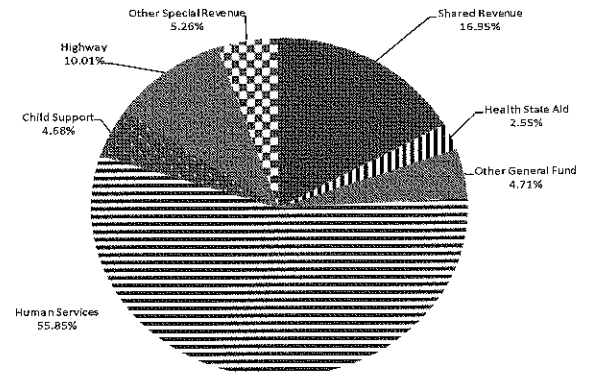
- Shared Revenues increased \$53,549 from \$3,252,084 to \$3,305,633
- State Aid for Courts increased \$93,396 and 45.6% from \$204,790 to \$204,790
- Health Department state aids increased \$16,055 and 3.28%
- Economic Development grants decreased (\$212,000) related to the Hewitt/Marshfield Connector Trail in 2015
- Highway General Transportation Aids increased \$100,000 from \$1.6 to \$1.7 million
- Highway BIA grant decreased (\$320,000) related to 2015 construction
- Human Services state aid increased \$632,257 and 5.9%
- State Aid for Parks decreased (\$182,535) and (34.2%) from \$534,465 to \$351,930

**Wood County 2016 Budgeted Revenues-  
Intergovernmental**



Shared Revenue	\$ 3,305,633
Health State Aid	505,853
Other General Fund	979,080
Human Services	11,348,561
Child Support	904,803
Highway	1,700,000
Other Special Revenue	639,690
	<u>\$ 19,383,620</u>

**Wood County 2015 Budgeted Revenues-  
Intergovernmental**

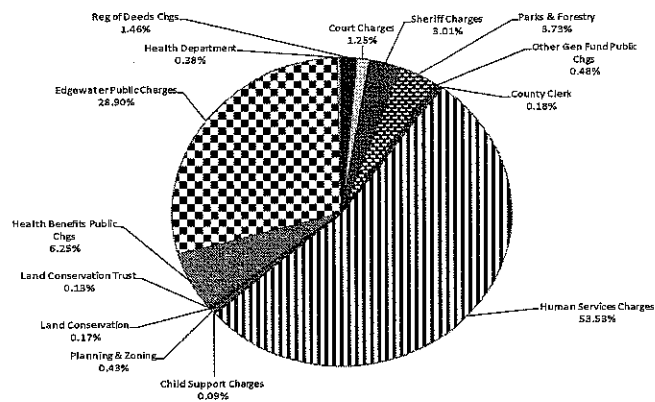


Shared Revenue	\$ 3,252,084
Health State Aid	489,798
Other General Fund	903,962
Human Services	10,716,304
Child Support	897,191
Highway	1,920,000
Other Special Revenue	1,008,489
	<u>\$ 19,187,828</u>

Public Charges increased by \$951,997 and 4.71% from \$20,208,027 to \$21,160,024.

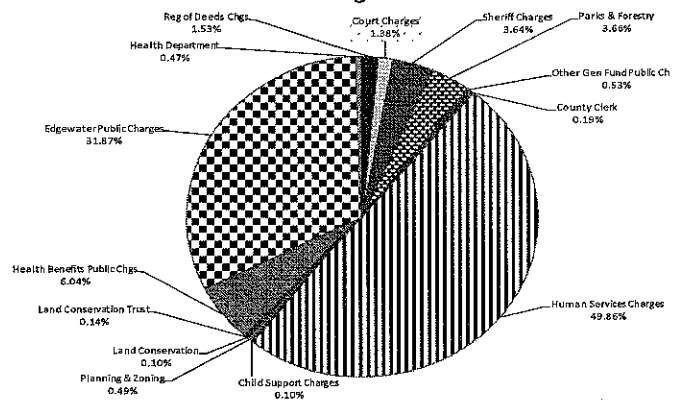
- Park charges increased \$50,000 and 6.76%
- Employee charges for health coverage increased \$102,805 and 8.4%
- Edgewater charges decreased (\$323,206) and (5.0%)
- Sheriff charges decreased (\$99,583) and (13.5%) mostly in Administration and Electronic Monitoring
- Human Services Community charges increased \$829,755 and 24.04% mostly in Outpatient Clinic Mental Health
- Human Services Institution charges increased \$270,384 and 4.08% mostly in Inpatient Services

**Wood County 2016 Budgeted Revenues-Public Charges**



Reg of Deeds Chgs	\$	309,000
Court Charges		264,242
Sheriff Charges		636,829
Parks & Forestry		790,000
Other Gen Fund Public Cl		101,260
County Clerk		38,800
Human Services Charges	11,326,097	
Child Support Charges		19,270
Planning & Zoning		91,100
Land Conservation		36,640
Land Conservation Trust		27,900
Health Benefits Public Ch	1,322,735	
Edgewater Public Charge	6,116,151	
Health Department		80,000
	\$	<u>21,160,024</u>

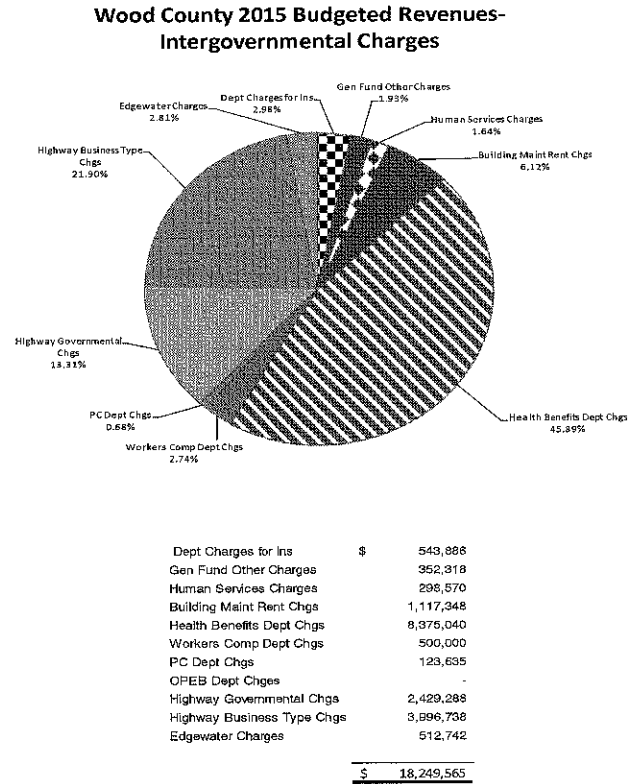
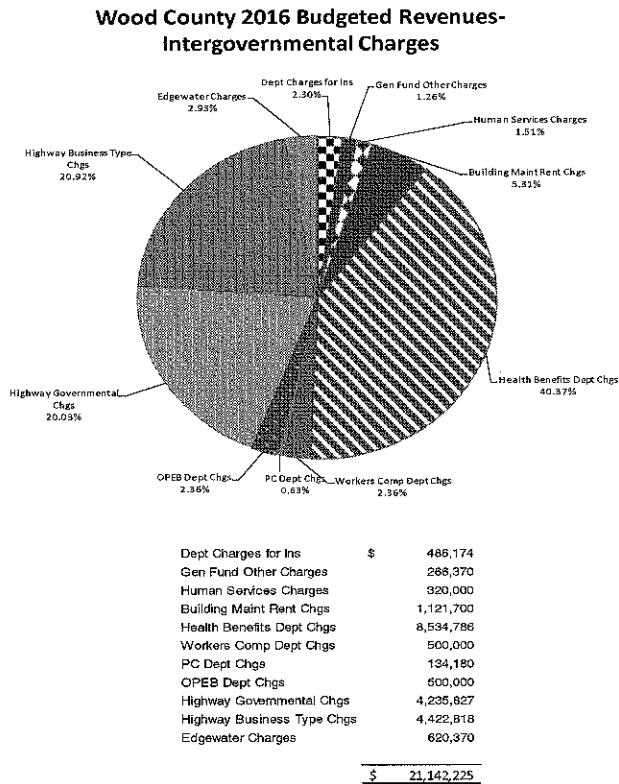
**Wood County 2015 Budgeted Revenues-Public Charges**



Reg of Deeds Chgs	\$	309,000
Court Charges		279,010
Sheriff Charges		736,412
Parks & Forestry		740,000
Other Gen Fund Public Cl		106,230
County Clerk		38,800
Human Services Charges	10,076,058	
Child Support Charges		20,540
Planning & Zoning		99,100
Land Conservation		20,690
Land Conservation Trust		27,900
Health Benefits Public Ch	1,219,930	
Edgewater Public Charge	6,439,357	
Health Department		95,000
	\$	<u>20,208,027</u>

Intergovernmental Charges increased by \$2,892,660 and 15.85% from \$18,249,565 to \$21,142,225

- Departmental charges for property & liability insurance decreased (\$57,712) and (10.6%)
- Edgewater IGP increased \$107,628 and 21%
- Highway charges increased \$2,232,619 and 34% mostly in bituminous operations
- Health fund departmental charges increased \$159,746 and 1.91%
- Planning & Zoning decreased (\$63,436) mostly for LIDAR charge in 2015
- New budgeted area of Sick Leave Conversion departmental charges of \$500,000



Regulatory decreased (\$16,530) and (2.55%) from \$647,580 to \$631,050

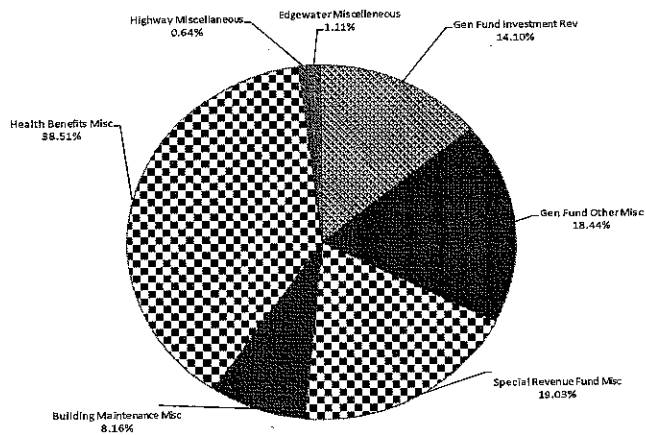
Licenses and permits increased \$1,670 and 0.52%.

Fines, Forfeits and Penalties decreased (\$18,200) and (5.58%). This was due to a decrease of (\$20,000) in Clerk of Courts and an increase of \$1,000 in Private Sewage.

Miscellaneous Revenues decreased by (\$1,130) from \$1,173,078 to \$1,171,948.

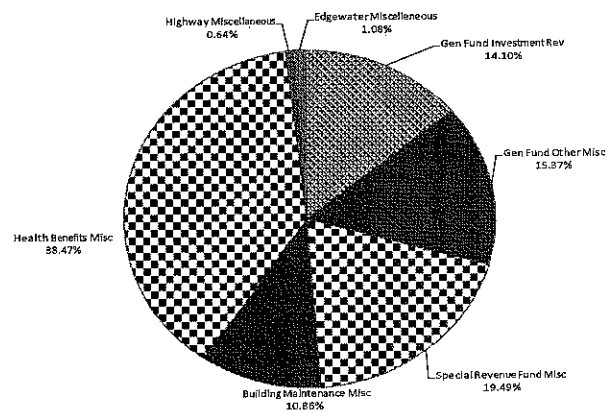
- Interest on general fund investments unchanged at \$165 thousand
- Health Department private grants increased \$30,000
- Human Services (grants and rents) decreased (\$4,812) and (3.78%)
- Maintenance debt repayments decreased (\$29,303)
- Emergency Management Work Relief decreased (\$4,000) and (80%)
- Treasurer gain on sale of tax deeded property increased \$10,000 from \$10,000 to \$20,000

**Wood County 2016 Budgeted Revenues-  
Miscellaneous**



Gen Fund Investment Rev	\$	165,303
Gen Fund Other Misc		216,153
Special Revenue Fund Mi		223,009
Building Maintenance Mis		95,683
Health Benefits Misc		451,300
Highway Miscellaneous		7,500
Edgewater Miscellaneous		13,000
	\$	<u>1,171,948</u>

**Wood County 2015 Budgeted Revenues-  
Miscellaneous**



Gen Fund Investment Rev	\$	165,403
Gen Fund Other Misc		180,256
Special Revenue Fund Mi		228,626
Building Maintenance Mis		127,362
Health Benefits Misc		451,300
Highway Miscellaneous		7,500
Edgewater Miscellaneous		12,631
	\$	<u>1,173,078</u>

## Summary

The 2016 budget had its familiar challenges:

- The County remains under an operating tax levy freeze
- State funding in many areas remains flat or declining with any new funding being matched by additional expenditures
- In many cases, departments could only estimate the state aid to be received in 2016 as they wait confirmation of program funding levels from the State.

The 2016 budget marks the second year of ten-year plan on the funding of the County's road construction. The County traditionally funded the annual highway construction through an allocation of tax levy. With the tax rate and levy freezes, the number of miles of construction able to be funded within those limitations became smaller and smaller and caused the County to fall behind the planned and responsible highway replacement schedule. The Highway and Finance Departments presented the proposal of replacing the tax levy funding with long-term debt proceeds to the Executive Committee and the County Board in early 2014. The County Board approved the proposal with the justification being:

- There is a fiscal responsibility to both current and future taxpayers to maintain the County's highway infrastructure
- Financing a long lived asset by spreading the cost with long term debt service has the taxpayers that are using the highway over its economic life, paying for that asset through the taxes levied for debt service
- The financing fills the budgetary shortfall that was being funded with unsustainable undesignated cash reserves

Wood County departments are to be commended for submitting budgets that, with very few exceptions, complied with the parameters set by the Wood County Executive Committee.

The 2016 proposed budget that follows, balances the cost of all county programs with available resources. The cash reserves are projected to be at or above targeted levels for 2015.

I invite the reader to examine the following summary of the Proposed Wood County 2016 Budget. This document summarizes the budget, and therefore the financial plan, of essentially every aspect of Wood County operations for 2016. If any questions arise after reviewing this summary, please contact the Finance Department for answers and/or more detailed budget information.

I thank all of the department heads and their staff, the oversight committees and the members of the Executive Committee in the successful completion of the 2016 Proposed Wood County Budget. Special thanks go out to Wood County Deputy Finance Director Marla Cummings for the detailed review, analysis and organization needed to take all of the individual pieces that result in the 2016 Wood County Budget.

Michael F. Martin, CPA  
Wood County Finance Director

Notice is hereby given that the Executive Committee of the Wood County Board of Supervisors will hold a public hearing on the proposed 2016 budget as approved by the Executive Committee of said Board, a summary of which is printed below; at the Wood County Courthouse in the City of Wisconsin Rapids, on November 10, 2015 commencing at 9:00 AM as required by Wisconsin Statutes.

2016 BUDGET SUMMARY - WOOD COUNTY															
Expenditures for	GOVERNMENTAL FUND TYPES					INTERNAL SERVICE FUNDS					ENTERPRISE FUNDS		TRUST & AGENCY	GRAND TOTAL	BUDGET (2016/2015) % CHANGE
	General Fund	Special Revenue	Debt Service	Capital Projects	Total Governmental	Building Maintenance	Health Benefits	Workers Compensation	OPEB Funding	PC Replacement	Highway	Edgewater Nursing	Land Conservation		
Operation & Maintenance															
General Government	7,848,930	973,742	-	-	8,822,672	939,137	10,591,957	481,488	500,000	150,000	-	-	-	21,485,254	8.67%
Protection of Person & Property	11,333,432	-	-	-	11,333,432	-	-	-	-	-	-	-	-	11,333,432	0.46%
Highways & Other Transportation	7,321,199	27,500	-	-	7,348,699	-	-	-	-	-	3,585,923	-	-	10,934,622	14.97%
Health & Human Services	2,560,533	31,470,427	-	-	34,030,960	-	-	-	-	-	-	7,557,492	-	41,588,452	5.75%
Education & Recreation	3,003,617	84,970	-	-	3,088,587	-	-	-	-	-	-	-	-	3,088,587	1.46%
Conservation & Development	665,959	979,179	-	-	1,645,138	-	-	-	-	-	-	-	13,806	1,658,944	-14.06%
Indebtedness	-	-	1,503,132	-	1,503,132	-	-	-	-	-	-	-	-	1,503,132	17.61%
Transfers and Other Financing Uses	155,893	5,837,422	-	-	5,993,315	-	194,761	-	-	-	-	-	11,344	6,199,420	3.51%
Subtotal	32,889,563	39,373,240	1,503,132	-	73,765,935	939,137	10,786,718	481,488	500,000	150,000	3,585,923	7,557,492	25,150	97,791,843	6.14%
Capital Outlay	1,487,714	645,500	-	5,785,000	7,918,214	250,000	-	-	-	10,000	808,000	177,000	-	9,163,214	6.20%
Total Expenditures and Other Financing Uses	34,377,277	40,018,740	1,503,132	5,785,000	81,684,149	1,189,137	10,786,718	481,488	500,000	160,000	4,393,923	7,734,492	25,150	106,955,057	6.15%
Less: All Revenues (Other than Property Tax)															
Taxes-Other than Property	480,487	5,837,422	-	-	6,317,909	-	-	-	-	-	-	-	-	6,317,909	5.56%
Intergovernmental	6,490,566	12,893,054	-	-	19,383,620	-	-	-	-	-	-	-	-	19,383,620	1.02%
Licenses and Permits	201,450	121,650	-	-	323,100	-	-	-	-	-	-	-	-	323,100	0.52%
Fines, Forfeits and Penalties	297,950	10,000	-	-	307,950	-	-	-	-	-	-	-	-	307,950	-5.58%
Public Charges for Services	2,220,131	11,473,107	-	-	13,693,238	-	1,322,735	-	-	-	-	6,116,151	27,900	21,160,024	4.71%
Intergovernmental Charges for Services	4,988,371	320,000	-	-	5,308,371	1,121,700	8,534,786	500,000	500,000	134,180	4,422,818	620,370	-	21,142,225	15.85%
Miscellaneous	381,456	223,009	-	-	604,465	95,683	451,300	-	-	-	7,500	13,000	-	1,171,948	-0.10%
Transfers and Other Financing Sources	6,004,659	-	-	-	6,004,659	-	194,761	-	-	-	-	-	-	6,199,420	3.51%
Total Revenues & Other Financing Sources	21,065,070	30,878,242	-	-	51,943,312	1,217,383	10,503,582	500,000	500,000	134,180	4,430,318	6,749,521	27,900	76,006,196	6.39%
Less: Unencumbered Funds Applied (Surplus)	1,093,406	271,955	193,390	5,785,000	7,343,751	(28,246)	283,136	(18,512)	-	25,820	(36,395)	-	(2,750)	7,566,804	15.95%
Proposed County Tax Levy	12,218,801	8,868,543	1,309,742	-	22,397,086	-	-	-	-	-	-	984,971	-	23,382,057	2.57%

AVAILABLE FUNDS-2014 ACTUAL AND PROJECTED FOR 2015 AND 2016	2014 Actual	Estimated 2015 Increase (Decrease)	2015 Projected	Proposed 2016 Increase (Decrease)	2016 Projected
General Fund - Undesignated	\$ 9,934,263	\$ 893,147	\$ 10,827,410	\$ (583,263)	\$ 10,244,146
- Designated	2,385,661	21,217	2,406,878	(473,747)	1,933,131
- Gov Highway	54,234	915,239	969,473	(36,396)	933,077
Special Revenue Funds	1,508,453	(305,092)	1,203,361	(271,955)	931,406
Debt Service Fund	318,227	(124,837)	193,390	(193,390)	-
Capital Projects Fund	5,327,275	457,725	5,785,000	(5,785,000)	-
Enterprise Fund (Highway)	(1,190,270)	194,976	(995,294)	36,395	(958,899)
Internal Service Fund (Workers Comp)	1,136,505	37,186	1,173,691	18,512	1,192,203
Internal Service Fund (Health)	6,764,358	(90,996)	6,673,362	(283,136)	6,390,226
Internal Service Fund (Building Maint)	1,078,517	83,217	1,161,734	28,246	1,189,980
Internal Service Fund (OPEB)	153,053	200,000	353,053	-	353,053
Internal Service Fund (PC Replacement)	148,700	(9,185)	139,515	(25,820)	113,695
Trust and Agency (Land Conservation Trust)	26,746	(14,965)	11,781	2,750	14,531
Total Funds	\$ 27,645,722	\$ 2,257,632	\$ 29,903,354	\$ (7,566,804)	\$ 22,336,549

OUTSTANDING INDEBTEDNESS	Balance 12/31/2015
General Obligation Corp Purpose Bonds Series 2012A	\$ 2,460,000
General Obligation Corp Purpose Bonds Series 2014A	4,135,000
General Obligation Corp Purpose Bonds Series 2015A	6,685,000
Total General Obligation Debt	\$ 13,280,000

TAX LEVIES AND MIL RATES 2008 - 2016 BUDGETS					
Levy Year (Budget Year)	Operating & Debt Levy	Library Levy	Total Levy	Operating & Debt Tax Rate	Library Levy Rate
Actual 2007 Tax Levy (for 2008 Budget)	21,464,340	656,445	22,120,785	4.7838	0.3034
Actual 2008 Tax Levy (for 2009 Budget)	21,648,286	736,055	22,384,341	4.6971	0.3334
Actual 2009 Tax Levy (for 2010 Budget)	21,517,505	741,169	22,258,674	4.6988	0.3358
Actual 2010 Tax Levy (for 2011 Budget)	21,599,067	740,513	22,339,580	4.6988	0.3357
Actual 2011 Tax Levy (for 2012 Budget)	21,540,659	772,707	22,313,366	4.6914	0.3535
Actual 2012 Tax Levy (for 2013 Budget)	21,300,074	772,860	22,072,934	4.6914	0.3612
Actual 2013 Tax Levy (for 2014 Budget)	21,342,747	745,261	22,089,008	4.6914	0.3446
Actual 2014 Tax Levy (for 2015 Budget)	21,990,526	805,042	22,795,568	4.8034	0.3717
Actual 2015 Tax Levy (for 2016 Budget)	22,529,256	852,801	23,382,057	4.8081	0.3833

Notice is further given that a detailed copy of this budget is on file in the County Clerk's Office, and is open for public inspection Given under my hand and official seal at the Courthouse in the City of Wisconsin Rapids, Wisconsin, this 24th day of October, A.D. 2015

Comments from the County Clerk  
October 2015 Executive Committee Meeting

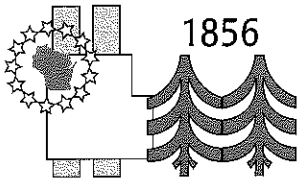
I attended the Wisconsin County Clerk's Association conference that is held in conjunction with the WCA conference each fall. We had very interesting sessions with the GAB. As of this writing, there is no definitive action on restructuring of the GAB, but the story isn't over. The county clerk's association is supportive of the current structure and appreciates their role in assisting us in our jobs. Going into a heavy election year and the implementation of voter photo ID education is high on the priority list. I've already given several talks on Photo ID and will say 'yes' to any other offers to speak on it.



Vice-Chairman Miner and I were honored to swear in Chairman Pliml as WCA's incoming President. Wood County was well represented by supervisors and department heads to witness this event and help Lance celebrate.

The company that developed the county board voting system (that we've been using since 2003) has developed an App for use on tablets. As a county that has gone to tablet based packets, this would be a natural progression. At a demo, I used the App on the user's side. It couldn't be easier. I saw a little bit of what my role as the administrator/clerk would be. It would be a little more hectic on my end on county board day, but nothing that couldn't be dealt with. I can certainly have a demo brought in at some time for the Executive Committee and the Systems staff to see. Cost is \$99/year/user.





# Wood County WISCONSIN

*Office of  
Maintenance Coordinator  
Terry Rickaby*

---

## **Maintenance Monthly Comments October 6, 2015**

Lifetime Memorials has provided a quote for a ten-foot by three-foot granite sign. This sign will complement the Veteran's Memorial. Total cost for the sign and installation is \$20,500. See quote attached.

Two bids on the final section of the Courthouse roof were received and opened. Woodruff Roofing Contractors bid \$66,387; Nick Michels & Sons Inc. bid \$51,345. Representative from Michels has signed a contract. Construction estimated to take only four to five days.

A few small sections of sidewalk around the Courthouse flagpole were raised and created a tripping hazard. They have been replaced.

The Market Street entrance door replacement project is complete.

The Courthouse boilers are up and running.



# *Lifetime Memorials* LLC

## A Lasting Tribute To Life

2228 East Ridge Center • Eau Claire, WI 54701  
(715) 830-5099 • Toll Free (866) 830-5099 • Fax (715) 830-5075

September 10, 2015

### PROPOSED WOOD COUNTY COURTHOUSE GRANITE SIGN

#### Premium Jet Black Granite:

**10** feet wide, **8** inches thick, **3** feet tall, all polished with a straight top on a base that is  
**11** feet long, **14** inches deep, **10** inches tall, all sawn with drop wash on 4 sides.

Includes lettering reading : **WOOD COUNTY**  
**Court House**

Sign (includes lettering on the front side)- **\$18,900.**  
Delivery/installation on existing foundation- **\$1,600.** (we will provide crane for lifting)

The sign weight is approximately **3,600 lbs.**  
The base weight is approximately **2,000 lbs.**

We suggest you talk to local concrete contractors familiar with your ground conditions for the foundation specifications.

To letter the back side add \$950.  
Allow 4-5 months before we receive the granite and can begin engraving.  
Quote is valid for six weeks.

Thank you,

Keven C. Schumacher  
Lifetime Memorials

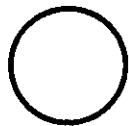


*Lifetime Memorials* LLC  
A Lasting Tribute To Life

Chris Nash Staffon  
Sales/Memorial Counselor

1331 27th Avenue South  
Wisconsin Rapids, WI 54495

Toll Free (866) 830-5099  
Home (715) 424-1787  
Cell (715) 459-9222



## RESOLUTION#

Introduced by Executive Committee  
Page 1 of 6

Committee

CAG

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

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

<b>FISCAL NOTE: TAXES 2008 – 2014</b>	<b>\$103,955.42</b>
<b>SPEC. CHARGES</b>	<b>88,073.60</b>
<b>SPEC. ASSESSMENTS</b>	<b>462.04</b>
<b>PUBLICATION FEES</b>	<b>2,089.46</b>
<b>TAX DEEDING EXP.</b>	<b>1,569.00</b>

**TOTAL \$196,149.52**

**WHEREAS,** Wood County holds tax certificates which have not been Redeemed as provided by law on the described land, and,

**WHEREAS,** there are delinquent taxes and special charges owing since **2008**. It is in the best interest of the County to tax deed this property so it may be sold and put back on the tax roll.

**WHEREAS,** Notice of Application for taking Tax Deed has been served on owners of record as provided by Section 75.12, Wisconsin Statutes.

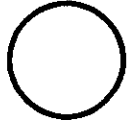
**NOW THEREFORE BE IT RESOLVED** by the Wood County Board of Supervisors, that the land described be taken by tax deed pursuant to Section 75.14, Wisconsin Statutes.

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

**07-03179 Lot 43 of Merry Manor, Town of Grand Rapids, Wood County, Wisconsin.**

<b>TAXES 2010 – 2014</b>	<b>\$2,604.76</b>
<b>SPECIAL CHARGES</b>	<b>591.00</b>
<b>PUBLICATION FEES</b>	<b>83.14</b>
<b>TAX DEEDING EXP.</b>	<b>81.00</b>

Property is located at 4530 77<sup>th</sup> Street South, Town of Grand Rapids.

**RESOLUTION#**

Introduced by Executive Committee  
Page 2 of 6

Committee

**09-00360A** The East 500 feet of the Southeast one-quarter of the Southwest one-quarter of Section 23, Township 22 North, Range 2 East, Town of Hiles, Wood County, Wisconsin, excepting therefrom railroad right-of-way and highway.

TAXES 2010 – 2014	\$10,899.61
PUBLICATION FEES	110.78
TAX DEEDING EXP.	79.00

Property is located at 10244 STH 54, Town of Hiles.

**17-00238A** A parcel of land lying in the Northeast one-quarter of the Southeast one-quarter of Section 11, Township 23 North, Range 6 East, Town of Rudolph, Wood County, Wisconsin, described as follows: Commencing at the Southeast corner of said forty, thence North 209 feet, thence West 209 feet, thence South 209 feet, thence East 209 feet to the point of beginning. Excepting any and all lands used or deeded for highway purposes.

TAXES 2010 – 2014	\$6,641.75
PUBLICATION FEES	126.64
TAX DEEDING EXP.	91.00

Property is located at 6605 CTH O, Town of Rudolph.

**18-00184AD** Lot 3 of Wood County Certified Survey Map No. 1232 (recorded in Volume 5 of Survey Maps at Page 32), being part of the East one-half of the Northwest one-quarter of Section 10, Township 21 North, Range 6 East, Town of Saratoga, Wood County, Wisconsin.

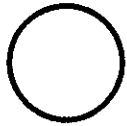
TAXES 2010 – 2014	\$3,196.54
SPECIAL CHARGES	657.00
PUBLICATION FEES	113.96
TAX DEEDING EXP.	79.00

Property is located at 8457 Peaceful Trail, Town of Saratoga.

**18-00186BA** Lot 4 of Wood County Certified Survey Map No. 1233 (recorded in Volume 5 of Survey Maps at Page 33), being part of the Southeast one-quarter of the Northwest one-quarter of Section 10, Township 21 North, Range 6 East, Town of Saratoga, Wood County, Wisconsin.

TAXES 2010 – 2014	\$689.33
PUBLICATION FEES	113.96
TAX DEEDING EXP.	79.00

Property is located immediately south of 8457 Peaceful Trail, Town of Saratoga.

**RESOLUTION#**Introduced by Executive Committee  
Page 3 of 6ITEM# 1-1  
DATE October 20, 2015  
Effective Date: October 20, 2015

Committee

**30-00290** Lot 1 of Wood County Certified Survey Map No. 7605 (recorded in Volume 26 of Survey Maps at Page 105) being all of Lot 11, Block 11 of the City of Nekoosa, Wood County, Wisconsin.

<b>TAXES 2008 – 2014</b>	<b>\$5,608.67</b>
<b>SPECIAL CHARGES</b>	<b>4,413.80</b>
<b>PUBLICATION FEES</b>	<b>143.62</b>
<b>TAX DEEDING EXP</b>	<b>156.00</b>

Property is located at 307 1<sup>st</sup> Street, City of Nekoosa.

**30-00940** Lot 6 of Votava Subdivision, City of Nekoosa, Wood County, Wisconsin.

<b>TAXES 2010 - 2014</b>	<b>\$387.65</b>
<b>PUBLICATION FEES</b>	<b>101.30</b>
<b>TAX DEEDING EXP</b>	<b>79.00</b>

Property is located in the Votava Subdivision, East of South Section Street, City of Nekoosa.

**30-00941** Lot 7 of Votava Subdivision, City of Nekoosa, Wood County, Wisconsin.

<b>TAXES 2010 - 2014</b>	<b>\$387.65</b>
<b>PUBLICATION FEES</b>	<b>101.30</b>
<b>TAX DEEDING EXP</b>	<b>79.00</b>

Property is located in the Votava Subdivision, East of South Section Street, City of Nekoosa.

**30-00942** Lot 8 of Votava Subdivision, City of Nekoosa, Wood County, Wisconsin.

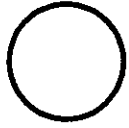
<b>TAXES 2010 - 2014</b>	<b>\$387.65</b>
<b>PUBLICATION FEES</b>	<b>101.30</b>
<b>TAX DEEDING EXP</b>	<b>79.00</b>

Property is located in the Votava Subdivision, East of South Section Street, City of Nekoosa.

**30-00943** Lot 9 of Votava Subdivision, City of Nekoosa, Wood County, Wisconsin.

<b>TAXES 2010 - 2014</b>	<b>\$387.65</b>
<b>PUBLICATION FEES</b>	<b>101.30</b>
<b>TAX DEEDING EXP</b>	<b>79.00</b>

Property is located in the Votava Subdivision, East of South Section Street, City of Nekoosa.

**RESOLUTION#**

Introduced by Executive Committee  
Page 4 of 6

Committee

**31-00139A** That part of J.Q. Severns Subdivision of the Northwest one-quarter of the Southeast one-quarter of Section 27, Township 23 North, Range 3 East, described as follows: Commencing 56 rods and 4 feet West of the Southeast corner of said forty for a point of beginning; run thence North 16 rods; thence West 62 feet; thence South 16 rods; thence East 62 feet to the place of beginning, except highways. Said lines to run parallel with the lines of said forty. (Intending hereby to convey the same premises as are described in Volume 121 of Deeds, Page 393, Wood County Records.) The above described property comprises all of Lot 2 and a part of Lot 3 in Block 10, J.Q. Severns Subdivision of the Northwest one-quarter of the Southeast one-quarter of Section 27, Township 23 North, Range 3 East, City of Pittsville, Wood County, Wisconsin.

TAXES 2010 - 2014	\$1,842.38
SPECIAL CHARGES	881.49
PUBLICATION FEES	161.44
TAX DEEDING EXP	77.00

Property is located at 8270 Jackson Street, City of Pittsville.

**33-03433B** Lot 1 of Wood County Certified Survey Map No. 4010 (recorded in Volume 14 of Survey Maps at Page 110) being part of the Northeast one-quarter of the Southeast one-quarter of Section 16, Township 25 North, Range 3 East, City of Marshfield, Wood County, Wisconsin.

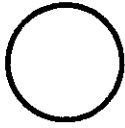
TAXES 2010 - 2014	\$5,070.28
SPECIAL CHARGES	70,835.65
PUBLICATION FEES	117.12
TAX DEEDING EXP	85.00

Property is located at 2302 South Galvin Avenue, City of Marshfield.

**33-01332** Lot 10, Block 115 of the Fourth Addition to the Village, now City of Marshfield, Wood County, Wisconsin.

TAXES 2010 - 2014	\$4,990.44
SPECIAL CHARGES	3,408.01
PUBLICATION FEES	101.30
TAX DEEDING EXP	81.00

Property is located at 204 South Peach Street, City of Marshfield.

**RESOLUTION#**

Introduced by Executive Committee  
Page 5 of 6

Committee

**34-05515** Lot 1 of Wood County Certified Survey Map No. 1856 (recorded in Volume 7 of Survey Maps at Page 56) said lot being all of Lot 44 and part of Lot 45 of East Side Assessor's Plat No. 40, City of Wisconsin Rapids, Wood County, Wisconsin.

TAXES 2008 - 2014	\$14,262.14
SPECIAL CHARGES	391.82
PUBLICATION FEES	146.78
TAX DEEDING EXP.	160.00

Property is located at 1411 1<sup>st</sup> Street North, City of Wisconsin Rapids.

**34-07738** Lot 88 East Side Assessor's Plat No. 36, City of Wisconsin Rapids, Wood County, Wisconsin.

TAXES 2010 - 2014	\$3,702.61
SPECIAL CHARGES	100.00
PUBLICATION FEES	101.30
TAX DEEDING EXP.	83.00

Property is located at 621 Saratoga Street, City of Wisconsin Rapids.

**34-11306** Lot 8, Block 1 of Glenwood, City of Wisconsin Rapids, Wood County, Wisconsin, together with the East one-half of the vacated alley adjoining said lot on the West.

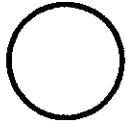
TAXES 2010 - 2014	\$4,292.13
SPECIAL CHARGES	540.75
SPECIAL ASSESSMENT	462.04
PUBLICATION FEES	119.44
TAX DEEDING EXP.	77.00

Property is located at 120 Pepper Avenue, City of Wisconsin Rapids.

**34-07803** Lot 4 and Lot 5 of Block 5 of the Subdivision of the Southeast one-quarter of the Northwest one-quarter of Section 17, Township 22 North, Range 6 East, according to the Sargent's Plat of the City of Grand Rapids, now City of Wisconsin Rapids, Wood County, Wisconsin, excepting that portion of Lot 4 taken for highway purposes, as recorded in Volume 405 of Deeds, Page 208 and also excepting land described in Document No. 879475, Wood County Records.

TAXES 2010 - 2014	\$32,126.83
SPECIAL CHARGES	3,584.48
PUBLICATION FEES	129.78
TAX DEEDING EXP.	117.00

Property is located at 711 East Grand Avenue, (Shammy Carwash), City of Wisconsin Rapids.

**RESOLUTION#**Introduced by Executive Committee  
Page 6 of 6

ITEM#

1-

DATE

October 20, 2015

Effective Date:

October 20, 2015

Committee

**34-07075 Lot 26 of East Side Assessor's Plat No. 48, City of Wisconsin Rapids, Wood County, Wisconsin.**

<b>TAXES 2010 - 2014</b>	<b>\$6,477.35</b>
<b>SPECIAL CHARGES</b>	<b>2,669.60</b>
<b>PUBLICATION FEES</b>	<b>36.00</b>
<b>TAX DEEDING EXP.</b>	<b>87.00</b>

**Property is located at 641 10<sup>th</sup> Street North, City of Wisconsin Rapids.**



## HEALTH AND HUMAN SERVICES COMMITTEE

**DATE:** September 24, 2015

**PLACE:** Wood County Annex & Health Center – Classroom; Marshfield

**PRESENT:** Donna Rozar, Marion Hokamp, Jessica Vicente, Tom Buttke, Jeffrey Koszczuk, D.O.

**EXCUSED:** Doug Machon, Lori Slattery-Smith, R.N., Mike Feier, Peter Hendler

**ALSO PRESENT:** Kathy Roetter, Jo Timmerman, Jordan Bruce (Human Services); Sue Kunferman, Nancy Eggleston (Health Department); Amy Slattery (Edgewater Haven, by phone); Rock Larson (Veterans Services); Trent Miner, Lance Pliml (County Board); Jonathon Anderson (Marshfield News Herald), Mike Martin (Finance Department), Gary Garske (Portage County Health Officer)

**1) Call to Order**

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

**2) Quorum**

The Chair declared a quorum present.

**3) Public Comments**

- n/a

**4) Correspondence**

- A copy of a letter from Char Smith to Kathy Roetter was distributed to the Committee as requested by the author.

**5) Consent Agenda**

Motion (Vicente/Buttke) to approve the consent agenda as amended. All ayes. Motion carried.

**6) Discussion and consideration of items removed from consent agenda**

n/a

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

Financial statements were reviewed, with specific questions answered by appropriate Department Heads.

**8) Human Services - update on Fiscal Services Work Plan**

Jo Timmerman shared progress notes and barriers associated with cash receipts process recommendations, monthly close process recommendations, billing process recommendations, and communication recommendations. Jo also described the communication occurring with Mike Martin and the Finance Department. They met to discuss fiscal policies and develop a plan on how to approach that process. They plan to have the basic structure in place by January 1, 2016 with the additional details after that date.

**9) Human Services report and recommendations for the TBI unit**

Jordan Bruce distributed a report to Committee members and reviewed the history of the TBI Unit. He also described how admissions have declined with one patient admitted so far in 2015 despite a number of marketing initiatives. Jo Timmerman reviewed the TBI Unit financials for 2015. Bruce then reviewed the benefits and challenges of having the TBI Unit and discussed options with the Committee. Committee consensus was to allow Jordan some time to further explore options and come back at a future date for guidance. The Committee requested this be an agenda item each month for at least the next six months.

**10) Human Services update on 2015 budget projections and 2016 budget request**

Jo Timmerman provided an update regarding 2015 budget projections for Human Services. The Executive Committee requested that Human Services revise their 2016 budget request and come back with a revised budget. Human Services staff are investigating additional revenue sources and will provide an updated 2016 budget request to the Executive Committee at their October 6 meeting. They will also report on 2015 budget projections on that date.

**11) Human Services resolution on Cornerstone office and draft lease**

Kathy Roetter pulled this agenda item and requested it be on next month's agenda.

**12) Human Services resolution in support of Assembly Bill 284 and Senate Bill 204**

Kathy Roetter explained the resolution's intent to support 2015 Assembly Bill 284 and Senate Bill 204, creating protections for child welfare or juvenile justice workers. The Judicial and Legislative Committee has agreed to co-sponsor the resolution. Motion (Vicente/Hokamp) to support the resolution as presented and forward to the Judicial & Legislative Committee for co-sponsorship and County Board for approval. All ayes. Motion carried.

**13) Health Department Strategic Plan**

Sue Kunferman presented the Health Department's new Strategic Plan, describing the new mission, vision, and value statements. Successes from the 2010-2015 Plan were shared, along with goals for the 2015-2020 Plan. Motion (Hokamp/ Koszczuk) to support and approve the Strategic Plan for 2015-2020. All ayes. Motion carried.

**14) Health Department presentation of BRACE (Wisconsin Building Resilience Against Climate Effects) Program**

Nancy Eggleston facilitated a power point presentation on climate and health impacts. Wood and Portage County are participants in the CDC's Building Resilience Against Climate Change (BRACE) pilot program. The CDC BRACE framework was explained; current trends and health impacts were described. The overall goal of BRACE is to create a healthier, more sustainable future for our communities.

**15) Legislative Issue Updates**

Department Heads provided updates regarding issues pertaining to their Departments.

**16) Items for Future Agenda**

The Chair noted items for future agendas, including updates on the TBI unit and a resolution on Cornerstone office and draft lease.

**17) Next Meeting(s)**

- October 22, 2015, 5:00 pm, Edgewater Haven, Conf Room 110/Admin Bldg – Port Edwards

**18) Adjourn**

Motion (Buttke/Vicente) to adjourn. All ayes. Motion carried. Meeting adjourned at 7:32 p.m.

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

Minutes subject to committee approval

---

Marion Hokamp, Secretary  
Health and Human Services Committee

## COMMUNITY CARE CONNECTIONS OF WISCONSIN

### Board Meeting Minutes: Draft

**DATE:** Wednesday, August 26, 2015

**PLACE:** CCCW Rice Lake Office

**TIME:** 1-3 p.m.

**PRESENT:** Board Members Mary Lou Bergman, Lori Bina, Clarence Campbell, Ken Day, Sam Hardin, David Markert, Donna Rozar, Janis Ribbens, and Bob Weaver

**EXCUSED:** Dale Schleeter

**OTHERS PRESENT:** Janna Duffy, CCCW Executive Director of Operations, Mark Hilliker, CCCW Chief Executive Officer, Jody Kohl, CCCW Chief Human Resources and Information Officer, Jason Taylor, CCCW Chief Financial Officer, Tara Adam, CCCW Executive Secretary

---

1. The meeting was called to order at 1:00 p.m. by Board Chair Ribbens.
2. No public comment given.
3. Motion by Bergman, seconded by Markert, to approve the Minutes dated July 22, 2015. All voted in favor; Motion carried.
4. Board Updates/Education
  - A. Administrative Updates
    - CEO Mark Hilliker stated that there are a number of managed care geographic service regions coming up on their 5-year procurements. In light of the proposal in the budget with potential changes, DHS is analyzing how to proceed with the renewals. They have not indicated if they will let an RFP for the process, which is standard procedure.
    - The Marshfield Mall has indicated that they are in negotiations with an anchor tenant interested in leasing space. If an agreement is reached, the CCCW Marshfield office will be relocated, probably still within the same mall. CCCW would not absorb the cost of the build-out and move since the mall management company would cover these expenses.
    - August 1<sup>st</sup> marked the beginning of the implementation of Supported Employment Outcome-Based (SEOB) payments in the Northwest area. Ongoing work is being done with providers to support making the transition to the SEOB model; CCCW will continue to partner these providers with providers that have been successful with the model.
  - B. Monitoring Reports
    - Quarterly Quality Indicator Report. This report outlines, among other things, current demographics for member populations and target groups. Membership has grown by 39 members in the 2<sup>nd</sup> Quarter. Incidents are being categorized with a different structure due to a change from DHS in how incident management is reported.

## CCCW Board Meeting Minutes – August 26, 2015

- Monthly Income Statement. A significant turnaround in net enrollment has taken place. Beginning in May, the average net enrollment has been 25 members per month. Overall disenrollments, mainly due to death, have averaged 17 members per month beginning in April. Group C membership has shifted to a cost share payment, which is a loss of \$100,000 per month or \$1.2 million per year. Administrative costs are below projection as CCCW is operated at a very lean and efficient manner. Service coordination costs are 5% below projection and have been consistent throughout the year. Member service costs are about \$10-\$11 per member per month over projection. CCCW is currently in very good financial standing.

## 5. Board Discussion/Action

A. Review 2016 Specific Budget Development Assumptions

CFO Jason Taylor provided the key budget areas for 2016. Final budget assumptions will be provided to the Board for review and consideration at its September 2015 Board meeting. Budget development assumptions include:

- i. Member enrollment projections
- ii. Projected staffing levels
- iii. Employee compensation
- iv. Employee benefits
- v. Provider rate modifications
- vi. Member cost initiatives
- vii. Consultation fees for organizational planning for potential changes to Wisconsin's Long-Term Care model
- viii. Capital expenditures
- ix. Profit margin

B. Update/Action on CCCW Employee Handbook

The Employee Handbook, last updated in August 2011, was revised recently for a number of reasons, including the organizational name change, preferred practice updates, and the transition to outcome-based employment. A document was provided to the Board reflecting the additions/deletions made to the document, as well as the updated Handbook itself. Motion by Rozar; seconded by Bina, to accept the changes to the updated CCCW Employee Handbook. All voted in favor; Motion carried.

C. Update/Action on Annual Board Conflict of Interest Form and Modification of Board Policy

A "CCCW Board of Directors Conflict of Interest Policy and Disclosure Form" was provided to all Board members, with a request that the disclosure form be signed by all Board members and returned to CCCW Administration. Ken Day requested that the Board Policy Manual be updated to state that each Board member is required to submit the form when they begin their term. Language in this section of the Board Policy Manual will be changed during its scheduled calendar year review. Motion by Day; seconded by Markert, to

## CCCW Board Meeting Minutes – August 26, 2015

adopt the “CCCW Board of Directors Conflict of Interest Policy and Disclosure Form.” All voted in favor; Motion carried.

D. Update/Action on Proposed Volunteer Time Off Policy

CEO Mark Hilliker provided the Board with an employee volunteer time off proposal, which complements the CCCW managed care model that looks at how we help people be supported as full citizens in their community. The policy helps give back and reciprocates the taking/using of resources in the community for its members. Growing research and experience indicates that many organizations have moved in this direction along with a high level of interest employees and individuals have in their community. The “Volunteer Time Off” policy is believed to be a good option with providing engagement and is a way to give all staff an opportunity to volunteer within the community, providing goodwill to worthy causes within a community setting. It is recommended that the Board consider 16 hours of paid time off for full-time employees and 12 hours for part-time employees. Total cost per year to the organization is \$192,000. Motion by Bergman, seconded by Rozar, to approve the Volunteer Time Off Policy as proposed with review to take place in one year. Motion amended by Rozar, seconded by Bina, to include a statement in the policy for employee accountability. Roll call vote taken – all voting in favor included Hardin, Markert, Bergman, Bina, and Rozar. Those voting against included Weaver, Day, Campbell, and Ribbens. Motion carried.

E. Update/Action on Selecting a New Member-At-Large

Chair Ribbens announced that Peter DeSantis, Member-At-Large since April 2014, resigned. Replacing this position includes advertising and interviewing candidates. Motion by Rozar, seconded by Campbell, to begin the formal process of replacing the Member-At-Large. All voted in favor; Motion carried.

F. Review and Reaffirm Section 3 of Board Policy Manual

This item will be postponed until the September 2015 Board meeting.

6. Motion to go Into Closed Session

Rozar read the motion to go into Closed pursuant to Section 19.85(1)(e), Wis. Stats., for the purpose of discussion of public business which for competitive reasons requires a closed session, including discussion regarding business operations under revised statutory authority for family care services. Motion seconded by Bergman. Roll call vote taken; all voted in favor. Motion carried.

7. Return to Open Session.

8. An announcement was made that action taken in Closed Session included the approval of the July 2015 Closed Session Minutes (Motion by Bina; seconded by Bergman with all Board members voting in favor).

## CCCW Board Meeting Minutes – August 26, 2015

9. Next Meeting Agenda Items
  - A. Monitoring Reports
    - Monthly Income Statement
  - B. Board Discussion/Action
    - Review and Reaffirm Section 3 of Board Policy Manual (Executive Limitation Policies)
    - Review and Reaffirm Section 4 of Board Policy Manual (CEO/Board Relationship Policies)
    - Approve 2016 budget development assumptions
10. The next Board meeting will occur on **Wednesday, September 23, 2015, at 1 p.m. at CCCW's Wausau Location – 1200 Lakeview Drive, Suite 100, Wausau, WI 54403.** The October Board meeting will be Wednesday, October 7, and the November Board meeting will be Wednesday, November 18.
11. There being no further business, the meeting was adjourned with a Motion from Bina; seconded by Bergman. All voted in favor; Motion carried.
12. Meeting adjourned at 3:35 p.m.

Respectfully submitted by Tara Adam, CCCW Executive Assistant

## COMMUNITY CARE CONNECTIONS OF WISCONSIN

### Board Meeting Minutes: Draft

**DATE:** Wednesday, September 23, 2015

**PLACE:** CCCW Wausau Office

**TIME:** 1-3 p.m.

**PRESENT:** Board Members Mary Lou Bergman, Lori Bina, Clarence Campbell, Ken Day, Sam Hardin, David Markert, Donna Rozar, Janis Ribbens, and Dale Schleeter

**EXCUSED:** Bob Weaver

**OTHERS PRESENT:** Janna Duffy, CCCW Executive Director of Operations, Mark Hilliker, CCCW Chief Executive Officer, Jody Kohl, CCCW Chief Human Resources and Information Officer, Kris Kubnick, CCCW Executive Director of Operations, Jason Taylor, CCCW Chief Financial Officer, Tara Adam, CCCW Executive Secretary

---

1. The meeting was called to order at 1:01 p.m. by Board Chair Ribbens.
2. Public comment was provided by Jackie Szehner, CCCW Health & Wellness Coordinator.
3. Motion by Bergman, seconded by Markert, to approve the Minutes dated August 26, 2015. All voted in favor; Motion carried.
4. Board Updates/Education
  - A. Administrative Updates
    - CEO Mark Hilliker stated that DHS recently held two public hearings in counties with CCCW membership regarding the concept plan for the new model of Family Care and IRIS. The hearing held in Wausau was attended by approximately 100 people, many of whom provided testimony. The public hearing held in Hayward also had a number of people providing testimony. Nine public hearings are scheduled between now and early October. The projected implementation date of a new model of managed care is January 1, 2017, although it is likely that the date will be pushed back with such an aggressive timeline. DHS is actively seeking any input from the public regarding the development of a new system and encourages written feedback with any insight to the new system.
    - The Wisconsin Long-Term Care Coalition, a group of advocates, advocacy organizations, Managed Care Organizations, providers, ADRCs, and others interested in the Long-Term Care system, are planning a summit for early October to develop an alternate plan for the future of the Long-Term Care system.
    - CCCW has been working with WPS, its Third Party Administrator for paying claims, to rectify payment delays to providers due to implementation of a new computer system at WPS.

## CCCW Board Meeting Minutes – September 23, 2015

- A group of CCCW staff has been working on updating the residential rate methodology, a system used for provider payment. The new process has been recently completed and is being tested at this time. It is hoped that the new approach will reduce discrepancies; implementation will take place in 2016 with contracts running from February-December in order to return to a calendar-year timeframe.
- B. Monitoring Reports
- Monthly Income Statement. CCCW's net income increased by approximately \$200,000 since August 2015, as net growth continues with enrollment by 13 members. During the last four months, enrollment has increased by a total of 76 members. Other areas are on target, such as administrative and service coordination costs, as well as budgeted medical expenses with services to members. On average, CCCW is below program average when it comes to institutional costs. Net income stands at \$3.5 million for the first eight months of 2015.
5. Board Discussion/Action
- A. Approve the 2016 Specific Budget Development Assumptions  
A document was provided to the Board with detailed 2016 budget assumptions. Based on the numbers provided, the Board was in favor of submitting a deficit budget for 2016. Motion by Rozar; seconded by Markert, to approve the 2016 budget assumptions as written. All voted in favor; Motion carried.
- B. Update of Process of Selecting New Member-At-Large  
Three candidates have responded to ads published in local newspapers seeking a new Member-At-Large Board member. Interviews will be scheduled to take place during the Board Meeting on Wednesday, October 7. The 30-minute interviews will be scheduled for the beginning of the Board meeting and will be in Closed session.
- C. Review and Reaffirm Section 3 of Board Policy Manual  
The third section of the Board Policies, the Executive Limitation Policies, was discussed for any revisions the Board felt were necessary. There were no revisions.
- D. Review and Reaffirm Section 4 of Board Policy Manual  
The fourth section of the Board Policies, Chief Executive Officer/Board Relationship, was discussed for any revisions the Board felt were necessary. There were no revisions.
- E. Review and Reaffirm Section 5 of Board Policy Manual  
The fifth section of the Board Policies, Board Process Policies, was discussed for any revisions the Board felt were necessary. A revision was made to include a statement in Section B.8.2 indicating that all Board members will complete and sign a Conflict of Interest Statement to be placed on file in the organization's central office.



## CCCW Board Meeting Minutes – September 23, 2015

6. Next Meeting Agenda Items
  - A. Monitoring Reports
    - Monthly Income Statement
    - Quarterly Balance Sheet
    - Quarterly Member Report
    - Quarterly Business Sustainability Report
    - Quarterly Self-Directed Supports Usage Report
  - B. Board Discussion/Action
    - Using the CEO written year-end self-evaluation report, the CEO's position description, the organization's outcome statements, and the annual CEO organizational and professional development goals established in January, the Board reviews the process for conducting the CEO's performance review and completes individual Board members assessment for the CEO's performance.
    - Approve the CCCW 3-Year Business Plan
    - Approve the 2016 Annual Budget
7. The next Board meeting will occur on **Wednesday, October 7, at 11 a.m. at CCCW's Wausau Location – 1200 Lakeview Drive, Suite 100, Wausau, WI 54403.** Member-At-Large interviews will be held in Closed Session from 11 a.m. through 1 p.m., with the Board meeting resuming in Open Session at 1 p.m. November's Board meeting will be Wednesday, November 18, also in Wausau.
8. There being no further business, the meeting was adjourned with a Motion from Bina; seconded by Markert. All voted in favor; Motion carried.
9. Meeting adjourned at 2:54 p.m.

Respectfully submitted by Tara Adam, CCCW Executive Assistant

The regular meeting of the Board of Directors of North Central Community Action Program, Inc. was held on Monday, September 14, 2015 at the United Way of Marathon County offices in Wausau. The meeting was called to order at 5:57 pm by President Peter Rotter.

Denis Burgess took roll:

Present	Absent	Staff
Rotter	Jantz	Jeff
McBain	Nikolai (ex)	Pam
Woller	McDonald (ex)	
Rozar		
Kieper		
Southworth		
Raymond		
Gilk		
Burgess		
Rau		

Minutes: Motion was made by Patsy Woller to approve the August minutes as presented. Second was made by Tom Rau. Motion carried.

Finance Committee: Denis Burgess gave the report. Denis discussed the Balance Sheet and Statement of Revenue and Expenses. July Net assets were 48,912.28. The finance committee reviewed and approved July expense reports and August expenses. Pam reviewed the reports. Denis Burgess moved to accept the finance committee report. Motion carried.

Article Review- Jeff discussed Attachment 1 regarding child poverty, brain development & academic achievement. Jeff reviewed several points, the conclusions and results. Patricia Raymond pointed out they did not really address chemical brain issues. Peter Rotter thought it was a ground breaking article. Jeff reported the author could be a speaker thru Wiscap at one of their quarterly meetings. Mort pointed out they did not link strong enough with nutrition. Tom Rau liked the article because it points out another reason why we do what we do, for the children. Paul Gilk announced a meeting, the Poverty Forum, on October 10<sup>th</sup> at 10 am in Merrill at the public library. Peter Rotter reported on another study that suggested genetic changes from Holocaust victims.

CSBG Monitoring letter review-Jeff reviewed attachment 2. Overall it was a good review. Jeff reported we have 60 days to complete the requirements. Requirements include Board ROMA training; low income representation Board vacancies; a recommendation to update our succession plan and strategic plan goals; and a requirement to ensure child support referrals are documented and that all participants meet program eligibility requirements. Donna Rozar asked Jeff to provide copies of the response letter. Jeff will provide a copy at the October meeting.

2016 CSBG application- Jeff distributed copies for the Board's review. Jeff reviewed the application and reported we will soon be working on our community needs assessment that is required every 3 years. A motion was made by Donna Rozar to approve the 2016 CSBG application as prepared by staff. Second was made by Mort McBain. Motion carried.

Succession Plan discussion and additions- Jeff reviewed attachment 3. Jeff suggested adding language to clarify issues highlighted in our CSBG monitoring letter. Jeff will bring the updated report to the next meeting for approval. Mort McBain suggested general statements. Peter Rotter suggested we make sure it is a policy that will work for us.

Personnel Policies Review- Jeff reported it is time for review of our policies. Jeff and Pam will start working on the updates.

Risk assessment overview- Jeff distributed and discussed a summary and areas we need to work on.

---

Low-Income representatives- Jeff discussed vacancies on our Board of Directors. Jeff wants to meet with Pat Nikolai and Holly Kieper to form strategies to fill vacant seats. Jeff discussed the possibility of low income representatives being from an organization that provides services to low income persons.

Weatherization Report: Jeff distributed the report. We completed 41 units in August. Our goal for August was 29 units. We completed a 16 unit building in August. Jeff explained rules pertaining to multi-unit buildings.

Next Meeting Date: October 12, 2015.

Adjourn: Motion was made by Patricia Woller to adjourn. Second was made by Mort McBain. Meeting adjourned at 7:08 pm.

## WOOD COUNTY HUMAN SERVICES DEPARTMENT REPORT September 15, 2015

### Director's Report by Kathy Roetter

At the end of August Dr. Andrews and I, as well as other stakeholders, attended a meeting regarding the proposed psychiatric residency program for Central Wisconsin. The Medical College of UW Milwaukee provided a status report and budget for the project. The application will be submitted this fall and if accepted, a site visit would occur in spring of 2016. The first class of residents would be accepted into the program in July of 2017.

I spoke with a family practice doctor and the difficulty of adequate mental health resources in the county. He was very interested to hear about the recruitment efforts underway for psychiatrists and other psychiatric professionals. Also, provided information regarding a state sponsored consultation line for child and adolescent mental health issues.

I attended the Executive Committee meeting earlier this month to discuss JDQs and the Licensed Psychologist and Psychiatric Nurse Practitioner positions. The plan is to have formal JDQs completed and reviewed by Carlson Dettmann after the positions have been filled for one year. The position descriptions have been submitted to Human Resources Department and recruitment should begin shortly.

The Executive Committee also reviewed the architecture's drawings for the new entrance at the Wood County Annex & Health Center. This item was included in the capital budget but the County operations budget for 2016 is not finalized and may impact dollars available for capital improvement projects.

Finally, with the recent media attention surrounding Norwood; I felt it was necessary to respond to some of the inaccuracies as well as to educate the public on the survey process. At the end of the department report is a copy of the guest column I wrote and sent to the newspaper. I also sent an email to WSAW, channel 7 in Wausau, which reported inaccuracies in the newspaper story.

### Division of Community Resources Report by Brandon Vruwink

Food Share Employment & Training (FSET): Wood County hosted the most recent FSET-Income Maintenance Advisory Committee meeting. This is a committee that is led by the State Department of Health Services. Staff from DHS and providers from across the state visited Wood County on August 25<sup>th</sup>. Those in attendance toured our FSET offices and engaged in a discussion around best practices for engaging FSET participants. Currently Wood County's FSET program is the top performing agency in the state of Wisconsin for participant engagement. This was a great opportunity for several members of our FSET team to meet other providers as well as engage with leadership from DHS. One of the key points in our discussion was the need to celebrate the success of program participants, and educate others that the program does have a positive impact. In an effort to extend this conversation I have included a success story below:

A family of five adults was referred to the FSET Program from Wood County's Energy Assistance program. The family did not have any income and were significantly behind on their housing and utility bills. Through the FSET Program, the family was able to meet with their FSET Case Manager individually to create plans to get back to work. We were able to support these efforts by providing intensive case management services along with transportation assistance (gas cards) so they could

complete job search. Further we assisted them in securing the clothes necessary to be prepared to work (work boots and shoes).

Through regular participation, case management, and employment search assistance, three of the adults in the home are now employed in full-time manufacturing positions. All three of them had goals to work in the manufacturing industry as it best matched their career goals and skill set. Another adult in the home is pursuing her Certified Nursing Assistant Certification in the FSET Pathways – Gerontology Certificate Program. She is set to graduate in December with many job opportunities awaiting her. Because of this success, two other family members that were not living in the same home decided to enroll in the FSET program. Both of these individuals have now also secured employment.

With the assistance of the FSET Case Manager, the family is now able to begin budgeting their household costs and pursue additional goals including getting a driver license , making their child support payments, purchasing another vehicle, and moving out of the family household and living independently. Each member of the family is continuing FSET retention services, which provides support to them so they can maintain their job and if interested work with them to assist with opportunities for future advancement and growth. FSET Works!

Transportation: The Wood County Transportation Program received our first new bus at the end of August. All of the drivers had a chance to go through the vehicle with a representative from the bus company. The representative explained all of the features and how to use them. This bus will be stationed in the Wisconsin Rapids area which will allow us to transition our primary bus into the role of backup. We expect to receive our second bus by the end of September which will be stationed in the Marshfield area. The Marshfield bus will feature a low floor design which will provide easier accessibility for our passengers. Once we have both busses delivered we plan to have an "Open Bus". An Open Bus similar to the concept of an open house but will instead provide free rides to all those in the community who wish to check out our new busses. The goal is that by getting additional community members on the bus we can get them interested in using our transportation service in the future.

Income Maintenance: Staff from the Department of Health Services visited Wood County on September 1<sup>st</sup> to begin reviewing our Food Share Program. I am pleased to announce that the state reported that Wood County and the Northern Consortium were recognized and presented with an award of excellence from the Federal Nutrition Services Agency. Wood County's Food Share Cases were audited and found to have a 0% error rate for the 2014 Fiscal Year. This is an outstanding result; DHS was extremely pleased with the work that is being done in Wood County and throughout the Northern Consortium. This is a great testament to all of our Income Maintenance Staff and their dedication to providing accurate and timely benefits.

### **Family Services Update by Chris Hanten**

Over the previous year, I have been writing about the high cost of placements for children with complex needs who reside in residential and correctional placements. During this time we have developed an adolescent group home that has met some of the older youths' needs but cannot meet the needs in the entirety of children in the child welfare and juvenile justice system. In this report, I would like to highlight successes for children in out-of-home care. The state sets benchmarks for children who exit out-of-home care. These benchmarks require that children who leave out of home care exit to a status of legal permanence, which is defined as: 1) reunification; 2) guardianship; or 3) adoption. From August 2014 to July 2015, of the 202 children that were in care at some time

during that year, 89 exited from out of home care. Of these 78 (88%) exited to a legal permanence status. Wood County met or exceeded the exit to permanence standards set for Wisconsin during this time period.

	Reunification within 12 months	Guardianship	Adoption finalized within 24 months
State Standard	76.1%	Within 24 months (no percentage set by state)	36.6%
Wood County Performance	80.4 %	94%	56.3%
Total children	46	16	16

These statistics do not tell the entire story. For example; in June, July, and August 2015, there have been six terminations of parental rights (TPR) that have been completed, ten children that have had guardianships established, and four new TPR petitions have been filed. As the children that are subject to the TPR actions have not had adoptions finalized by the state as of today's date, the children would not show in the legal status numbers at this time. Social workers and supervisors continue to be vigilant about finding permanent options for children and not allowing them to linger in out-of-home care. There are a significant amount of services that are being provided to families by social workers, family resource coordinators, and other community partners in order to allow children to remain safely with parents, relatives, or significant caregivers in the children's lives.

Update regarding Legislation for Transfer of Non-violent 17 year olds to Juvenile System: Another issue that is significant to the work in the family services division is the potential transfer of 17 year olds that commit non-violent criminal offenses back into the delinquency system. The Wisconsin Council on Children and Families outline research located on their website related to this issue at Second Chance Bill - WCCF. According to this website, "Second Chance legislation had large bipartisan support with 54 co-sponsors. In the end, the bill was not scheduled for a floor vote in either house due to cost concerns." The Second Chance Alliance will continue to work on moving this initiative forward. These issues need to be monitored as resource and fiscal issues need to be address in order for county human services to take on this additional responsibility. At this time, the Wisconsin Department of Corrections has begun planning to transfer the majority of these services, with the exception of juvenile corrections, to the Department of Children and Families effective January 2016.

Personnel Update: Stephanie Wanserski, MSW has returned to the department as a family ongoing social worker in a part time position. Stephanie had previously worked in the Marshfield office and had resigned her position in order to complete her master's degree in social work. Her first day of employment was August 26, 2015.

#### **Support Services Update by Jan Pelot**

Personnel Update: The Receptionist/Appointment Secretary position for the 12<sup>th</sup> Street Outpatient Clinic has been filled. Tina Garnick has accepted the position and will begin Monday September 21<sup>st</sup>. Tina comes to us from a similar position at Ministry Behavioral Health-Stevens Point.

Printer Management: Wood County Human Services has begun working with Bauernfeind Business Technologies and the IT/Systems Department on installing new copiers at all Human Services' locations.

### **Behavioral Health/Long Term Support Services Update by Stephanie Gudmunsen**

Personnel update: Richard Hadfield has announced his retirement from Wood County Human Services Department effective 10/2/15. Richard has been a therapist in the Outpatient Mental Health Clinic for the last 23 years. He began in 1992 in a contracted position and in 1993 became one of the first county employed therapists. In addition to providing group and individual therapy to adults and adolescents, Richard also runs a sex offender treatment group, provides mental health assessments to inmates at the Wood County Jail, works closely with Probation and Parole, and is part of the agency's Critical Incident Debriefing Team. In general, he is sought out by co-workers and community partners to consult with and assist in difficult situations. We wish Richard all the best in his retirement.

Elizabeth Palmini has announced her resignation from her position as Legal Services/Adult Protective Services Coordinator effective 9/16/15. Betsy started in the Family Services Division and has been in her current role for the last 5 years. We wish Betsy all the best in her next endeavor.

Outpatient Clinic: The Outpatient Clinic began a waiting list continues to grow faster than we are able to bring individuals off of the list. It is expected to grow faster with the retirement of one of the mental health therapist.

Wood County Human Services Department, 12<sup>th</sup> Street location will be hosting the Wisconsin Council on Mental Health for their Fall Tour of Central Wisconsin on Tuesday 9/15/15. The agenda for Tuesday includes meetings with Wood County staff, Portage County staff and the Central Wisconsin Health Partnership. The Wisconsin Council on Mental Health is a statutorily mandated council which advises the Governor, legislature, and the Dept. of Health Services on the mental health needs/systems in the state. The Council tries to visit a different part of the state to get a feel for the behavioral health systems in that region, and what needs there may be around Wisconsin.

CCS/CSP: The CCS and CSP programs have seen a dramatic increase in referrals this year. There were a total of 93 referrals in 2014, this year we are now up to 130 referrals. Individuals referred are assessed to determine if they are appropriate for the CSP or CCS program. The volume of referrals has made it necessary to begin a waiting list for CSP services. The CCS program cannot have a waiting list and will continue to enroll consumers needing the service as they are referred.

### **Fiscal Services Update by Jo Timmerman**

Norwood: Fiscal staff is currently working on billing set-up for psychiatry billing for the Admissions unit. Achieve (Matrix) has been contacted with inquiries about system ability to accept and process these billings. Matrix has the ability to produce the needed billing type for these services so it is believed we will be able to process doctors' billings utilizing the system we have. Beth Draves has reached out to North Central Health Care in Wausau to arrange a 'walk-through' of the process.

Community: We are working with our Systems Programmer on ICD-10 changes that go into effect October 1, 2015. We are also working on billing set-up for psychiatrist billings to CCS, another change going into effect October 1<sup>st</sup>.

On August 31<sup>st</sup> we received notification from DHS that the state had an error occur with the CARS (Community Aids Reimbursement System) upload of the second half of the IM (Income Maintenance) funding; the upload did not occur. The state was in the process of resolving the error and anticipated that the system should produce a payment on or about September 11<sup>th</sup>. A payment was receipted in the Treasurer's office on September 8<sup>th</sup> in the amount of \$2,244,138.

CORE (DCF state aid reporting system) had a delay in loading their contracts as well, which in turn delays our payments.

### **Norwood at Wood County Annex and Health Center Update by Jordon Bruce**

We have secured Psychiatrist Dr. Shekar for Locum coverage beginning 10/16/15. Dr. Shekar will take call during the week, as well as work daily M-F, and take call and work every other weekend. We have also secured Psychiatrist Dr. Anderson for one weekend a month for weekend on-site and call coverage. We have additional candidates we are screening for the remaining uncovered weekend. We are also screening Psychologist candidates that can provide services daily as well.

Merritt Hawkins has sent out recruitment collateral for Psychiatrists. To date, we have leads on two individuals that have expressed interest.

The admissions unit has been busy and continues to operate with a maximum occupancy of 12 patients per the agreement with the Marshfield Clinic. We are looking at eliminating that cap and increasing capacity back up to 16 once our agreement with Marshfield Clinic ends on 10/16/15. Since the cap was placed, we have deferred 88 out of county admits and 20 Wood County admits.

The Crossroads unit is at its maximum capacity of 16 residents. We are preparing an analytical report on the TBI unit and our options for the future direction of this unit. We had one patient through August, but discharged in early September.

Media coverage continued with an elopement event that occurred in August. In response to the recent elopement we will be developing a task force group to review incidents and develop protocols for staff education. In addition we have ordered ¼ inch polycarbonate reinforcement. Maintenance will be installing this into all male rooms as these have historically been the only rooms elopements have been attempted or completed from.

The Crossroads Unit has been recognized by US News and World Report as one of the Best Nursing Homes in the Country. A plaque has been ordered to recognize this achievement and a recognition event is being plan. This is in addition to the facility's current 5-star status by CMS.

We are proud to report that the primary goal has been met for upgrading lights fixtures to LED. Nearly 170 fluorescent light fixtures were removed and replaced with 132 LED fixtures. Because of the higher light output of the new fixtures, less were required to achieve equal or better lighting. Additionally, the LED fixtures use approximately 65% less power. Look for a full recap of this project's positive impact on this facility in the annual report.

An unexpected breakdown has occurred on our A/C chiller. One of the three compressors has failed and will most likely need to be replaced. We will be gathering information on what will be the best



solution. Fortunately, the remaining portion of the unit should be sufficient to make it through the remainder of this year.

State and local approvals have been granted to start Phase One of the fire alarm system. The contractor, Complete Control, plans to begin this work in early October and have it completed by the end of that month.

**August 2015 Referrals**

Date	From	Patient	Status	Additional Info
8/28/15	Mayo -LaCrosse	Male	Declined	Medicare

**August 2015 TBI Marketing Report**

Date	Action
8/4/15	William & Ashley marketing on the road to Milwaukee - Rogers Memorial & Froedert
8/14/15	Called Mayo - LaCrosse to follow up from on the road marketing
8/31/15	Signed up for Waukesha brain injury conference as an exhibitor

## ***Health Department Report September 24, 2015***

### **ADMINISTRATIVE REPORT – SUE KUNFERMAN, RN, MSN**

- We continue to meet with Ministry St. Joseph's Hospital, Aspirus Riverview Hospital and Clinics, Marshfield Clinic, and Legacy Foundation to complete a new community health assessment and plan. We are currently conducting a survey of community members and hope to have about 2,000 surveys completed and analyzed prior to a key stakeholder meeting that will occur on October 8. We will have our top three priority areas identified by the end of the stakeholder meeting on October 8.
- Congratulations to Chairman Pliml on his recent appointment as President of the WI Counties Association!
- The Centers for Disease Control and Prevention (CDC) is going to highlight our breastfeeding friendly childcare initiative for implementing strategies that improve breastfeeding in worksites, birthing facilities, and the community. They've also asked a local childcare provider to get their perspective on the program, so Bright Horizons will be the provider highlighted.

### **HEALTH PROMOTION AND CHRONIC DISEASE REPORT**

#### **Oral Health Program - Wendy Ruesch, RDH, CDHC**

Oral screenings and fluoride varnish for all Head Start Centers and follow-up visits for South Wood County schools are in progress. The sealant program for North Wood County schools is also in progress. I recently attended the Wisconsin Oral Health Conference in Stevens Point. 27 children on the WIC program had fluoride varnish applied in the month of August.

#### **Tuberculosis Update – Jean Rosekrans**

There was 1 suspect case of tuberculosis investigated during the month of August, with 1 case of latent tuberculosis infection being monitored.

#### **Communicable Disease Update – Jean Rosekrans**

- During the month of August, there were 21 cases of chlamydia and 3 cases of suspect hepatitis C investigated in Wood County.
- Spring and summer months bring an increase in tick activity in Wisconsin. During the month of August, Wood County had 8 confirmed cases of Lyme disease, 1 confirmed case of ehrlichiosis/anaplasmosis and 1 confirmed case of babesiosis.
- Enteric illnesses are usually more prevalent in the summer months. During the month of August, there were 3 confirmed cases of campylobacter, 1 confirmed case of cryptosporidium, and 3 confirmed cases of salmonella.
- There was also 1 probable case of chicken pox investigated this month.

#### **3-O Day Board – Alecia Pluess**

The 3-O Day Board has been contacting speakers to present at this year's upcoming event. I updated school registration forms, brochures, speaker needs forms, and cover letters. School registration forms were mailed out the first week of September.

#### **Healthy Lifestyles Marshfield Area Coalition Business Committee – Alecia Pluess**

The 2015 Bicycle Discount Program ended on August 31. There was an increase in business participation from 18 in 2014 to 26 businesses this summer. Promotion and media coverage was also increased and a Facebook group was started for the program. Four names will be drawn from the completed participation cards for prize packages. The Business Committee will begin evaluating the success of this year's program.

#### **Stepping On – Alecia Pluess**

The Arborwood Stepping On class wrapped up on August 25<sup>th</sup>. Participant evaluations were very positive and, again, we had wonderful support from partnering agencies who assisted with class presentations.

#### **Quality Improvement- Tyler Zastava**

Several new QI projects are in the works. The management team's quality improvement project is complete and being piloted. The aim for the project was to develop a process to integrate public health core competencies into daily public health activities, including staff orientation, evaluation, ongoing trainings, and accreditation maintenance. An individual employee workforce development workbook has been created that ties together employee's performance evaluations, competency assessments, goals, and training plans into one document/process. The competencies were completely refined and simplified to improve ease and reliability of assessment. A department tracking tool of improvement was developed and a performance measure has been created to assure tracking of the plans.

#### Emergency Preparedness – Tyler Zastava

We continue to plan for a sheltering tabletop exercise taking place on Sept. 17<sup>th</sup> and the partner meeting on fatality management scheduled for Sept. 30<sup>th</sup>. An active shooter/armed intruder training will be given to all staff on Nov. 12<sup>th</sup> and a drill will be held with the assistance of Wisconsin Rapids Police Department on November 13<sup>th</sup>.

#### COMMUNITY HEALTH IMPROVEMENT PLANNER REPORT – KRISTIE RAUTER EGGE, MPH

##### Chronic Disease Prevention and Management Team

The Healthy People Wood County Chronic Disease team has had a busy month! The Wood County Farm to School program started off the school year with foodservice directors putting in their first local food order. In October, there will be two exciting events occurring at Wood County schools. On Thursday, October 22<sup>nd</sup>, Wood County schools will be taking part in the Great Lakes Apple Crunch. This will be in honor of National Food Day on October 24<sup>th</sup>. Last year, students gathered in classrooms, on playgrounds, outside their buildings, in gyms and in cafeterias to crunch down on a local apple all at the same time. The Wood County Farm to School program is helping source locally grown apples for the event. In addition, some schools will be serving multiple locally sourced products in their school lunch on October 22<sup>nd</sup> as part of the Midwest Menu Challenge.

We have also been supporting the Nekoosa School District plate waste project. The food waste study started in the summer and will continue during the academic year as a teaching opportunity for staff and students. It is hoped that information from the study will promote strategies for reducing wasted food generation and provide data on nutrition and the economic impact of food waste in the district. The study is now moving into phase two, which will involve observing the lunch lines, taking photos and collecting data.

Finally, as fall is quickly approaching, we have developed a plan for storing our bikes for the bike share program and we have secured two people to help with maintenance on the bikes. We are excited to have the program grow even more next year!

##### Mental Health / Alcohol and Other Drug Abuse Team

The team continues to plan and coordinate the mental health conference, taking place on October 9<sup>th</sup>. Lunch n Learn educational opportunities for September, October and December are being finalized. These are often times recorded for future reference. QPR trainings continue to be coordinated in Wood County. Team chair, DaNita Carlson, is part of the planning committee for the Women's Oxford House in Wisconsin Rapids and is working to make contact with potential funders. A member of the team was invited to attend an anti-bullying meeting pulled together by Gannett Media. Meetings have begun with the faith community members about a city transformation initiative surrounding mental health issues. Planning and development is underway for our fall provider breakfast presentation, which will feature folks from the Fox Cities area and the work they are doing so that there can be shared learning. We continue to meet with Nekoosa about mental health initiatives and help to coordinate work with WISE. We recently met with East Junior High to discuss suicide prevention work students will be doing within the school.

The team is partnering to help coordinate Prescription Drug Take Back events in South Wood County, which will be held on October 17<sup>th</sup>. Work has begun, in coordination with Marshfield Area Coalition for Youth, to map out municipal policies that relate to alcohol through their connection with the Community Health In Action (CHIA). We partnered with the FACT youth group in Wisconsin Rapids to present youth tobacco free information on the radio. Our team is part of the planning for a Tobacco Free event being held in Portage County at the University of Wisconsin Stevens Point. Meetings have also been held with the Wisconsin Rapids City Council members to educate on e-cigarettes and smoke free air policies. In addition to these local connections, a meeting was held with the American Cancer Society policy specialist about municipal tobacco free policies.

##### Healthy Growth and Development Team

We have begun conversations around transitioning the Youth Risk Behavior Surveys to the online version for this school year. We have published the results to team members and funding agencies. A press release went out in August outlining the process and success of our pilot year. We continue to explore opportunities to decrease the rising STD rates in Wood County. A partnership has been developed with students from the University of Wisconsin Eau Claire to develop oral health partnerships. The students will be planning an event to bring all oral health care providers together to network, collaborate and hopefully increase the number of oral health providers on our healthy growth and development team. Finally, we are now in the implementation stages for our American Dental Association oral health grant. A meeting will be held with the OBGYN department of Marshfield Clinic in October to

explain the grant and packets. After this meeting, the plan is to begin distributing oral health packets. Planning continues with the Family Practice and Pediatric departments.

## **ENVIRONMENTAL HEALTH REPORT – NANCY EGGLESTON, R.S.**

### **Licensed Establishment Changes**

Checkers in Wisconsin Rapids has a new owner. Layla's Pub in Wisconsin Rapids is now licensed to serve pizza. A tourist rooming house was licensed on Garfield Street in Wisconsin Rapids.

### **Consultation**

A consultation was done at the Blu Café. It will be a children's play/indoor theme park located in the Shopko Mall in Wisconsin Rapids.

### **Standardization Exercises**

Standardization is an FDA based process that is used to assure uniformity of inspections from inspector to inspector and across jurisdictions. Greg is the Wood County Program Standard. He will be conducting a set of non-regulatory inspections with a Department of Health Services (DHS) program standard in September. This will be his re-standardization. If his inspection results pass, he will remain as our program standard and will re-standardize Kate Carlson.

### **Home Builder Association Presentation**

Kate Carlson presented at a meeting of the Wisconsin Rapids Home Builders Association. She provided information on the prevalence of radon, lead paint hazards, and the Public Health Ordinance. There was a great deal of discussion on the radon issue and mitigation techniques. The presentation was well received and she is being asked to return to address the group again on other environmental health topics.

### **Radon Grant**

Wood County will receive a \$3500 Radon Grant from DHS. Kate Carlson is the lead on the radon grant. She will provide community education, collect data on radon results in Wood County, have radon test kits available for residents, and assist with interpretation of radon test results. If results are high, she will refer to the Radon Information Center for long term testing, and will assist with information about radon mitigation systems.

### **Temporary Food Events**

Greg and Kate licensed and/or inspected 18 food establishments at the Central Wisconsin State Fair. They will also be involved in the inspections at the Grand Affair in Wisconsin Rapids and at Maple Fall Fest in Marshfield.

## **FAMILY HEALTH AND INJURY PREVENTION REPORT**

### **Fetal Infant Mortality Review (FIMR) – Leah Meidl**

We have a meeting scheduled for the end of September. We have 4-8 fetal deaths that we will be reviewing at this meeting. We have been having good luck completing maternal interviews and obtaining medical records from one facility that we were previously unable to receive records from. The mothers are given the opportunity to sign a medical release, allowing us access to these records. Findings from past year's reviews regarding increased maternal BMI has allowed us to partner with other agencies for a grant opportunity to reduce preconception body mass index through the March of Dimes. The application for the grant will be submitted this month.

### **Safe Kids – Tyler Zastava**

The life jacket loaner boards are both fully functional at South Wood County Park and Dexter Park. Life jackets are being used, and two were even donated to add to the supply. We are working on putting the child passenger safety and diversion program into an online training so that officers can get the training without sitting through an in-person presentation. Child passenger safety week was the week of Sept. 14<sup>th</sup>. In addition to our two regularly scheduled car seat checks this month, we held an event at Building Blocks Learning Center in Wisconsin Rapids.

### **Lactation – Amber France**

The Wood County Health Department held its first breastfeeding support group on September 1<sup>st</sup> and 8 moms attended. Each week a new educational topic is presented to the group. The breastfeeding friendly childcare program continues to be shared throughout the state and nationally. The CDC will be highlighting the work done in Wood County with breastfeeding friendly childcare for implementing strategies that improve breastfeeding in worksites, birthing facilities, and the community setting.

**WOMEN, INFANTS AND CHILDREN (WIC) REPORTS – AMBER FRANCE, MS, IBCLC**

Wood County WIC will be starting a fall outreach program. Participants who refer someone will receive an incentive. The Fit Families program (program that creates behavior change with nutrition, physical activity, and overall wellbeing for the entire family) continues to do well. The program served 50 families in 2015.

Caseload for 2015 (Contracted caseload 1448)

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Active	1300	1269	1273	1227	1223	1271	1278	1270				
Participating	1462	1439	1400	1373	1357	1405	1415	1428				

#2

August 2015  
Health and Human Services Committee  
Edgewater Haven  
Amy Slattery

In the month of August we had 16 admissions and 10 readmissions; 3 of the admissions were to our behavior unit with 2 of the admissions EPP. Our behavior unit has 10 residents. Census comparison to last year August:  
August 2014- 73 average census with 11 Rehab  
August 2015- 64 average census with 11 Rehab

CMS is looking at making changes to the Federal Register affecting nursing homes. Some of the changes would be:

**Quality Assurance and Performance Improvement** – allowing surveyors to have access to this information which has not been accessible to them before

**Infection Control**- Having significant staff training and expertise in the "Infection and Prevention Control Officer

**Physical Environment** – All resident rooms would need to have private bathrooms with a toilet, sink and shower.

**Physicians Services** – CMS would require an in-person evaluation by a physician, a PA, NP, CNS before and unscheduled resident transfer to a hospital.

**Pharmacy Services** – Psychotropic medications would include any psychoactive medications.

**Behavioral Health Services** – Provide necessary behavioral health care and services to residents in accordance with their comprehensive assessment and plan of care

**Specialized Rehabilitative Services** – Add respiratory services to specialized rehabilitative service.

Other changes that would not be prohibitive are things Edgewater is already doing:

**Nursing/Administration** –conduct assessments to determine what resources are necessary to care for its residents

**Lab, Radiology and other Diagnostic Services** – notification of any abnormal results we currently notify of any and all result normal or abnormal

**Dental Service** –Charging a resident for the loss or damage of dentures determined to be the facilities responsibility

**Visitation** – open visitation which we already are practicing.

**Transfer/Discharge** – Exchange specific information on the resident with the receiving provider

**Training Requirements** – We currently offer all of the training looking to be required

I did write a letter to CMS requesting a five year phase in of the above changes to ease the changes on nursing homes.

## MARKETING-SEPTEMBER 2015



Edgewater will assist in sponsoring a Memory Café group that will meet the first Friday of each month at Mc Millan Memorial Library. It is designed for people experiencing early stage dementia, mild memory loss or cognitive impairment and for family and friends of those affected. Edgewater will sponsor the event on November 6<sup>th</sup>, providing drinks, snacks and information about Edgewater Haven.

Edgewater will also assist in sponsoring an American Heroes Café that will be meeting once a week at the Lowell Senior Center. The project is designed to honor those who have served in the military during war or peacetime or as a police officer or firefighter. Edgewater Haven veterans, police officers and firefighters and a representative are invited to attend. Our sponsorship will provide refreshments at the gatherings.

Social services/admissions continues contact with area referral sources, i.e. hospitals, clinics, medical equipment suppliers, hospice, home care, assisted living.

Social services/admissions will attend the Fall Wisconsin Nursing Home Social Worker Association conference in September, to share ideas and information.

We continue to sponsor an ad in the monthly Kitchen Table publication through the Aging and Disability Resource Center.

Edgewater's annual picnic was a huge success. All of our residents and families enjoyed a cookout and entertainment by the Honey Bees.

Edgewater hosted the 10<sup>th</sup> Annual Orv's Old Iron Show on September 12<sup>th</sup>, to help one of our residents continue the event he previously hosted at his home. It was enjoyed by our residents, families and visitors.

**CVSO Report to the Wood County Health and Human Services Committee**

**Meeting Date:** September 24, 2015

Caseload activity for August: 19 new veterans and 259 veteran's files edited. The regular detailed caseload activity report is attached. Note: new software has changed how we track activity files edited is computed differently than last year.

**Activities:**

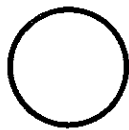
1. Completed as of September 15, 2015:
  - a. August 18 – Tomah VAMC Semi Annual CVSO /VSO meeting
  - b. August 19 – Tomah VAMC Annual Mental Health Summit
  - c. August 27 – Disabled American Veterans (DAV) mobile service office van at Festival Foods in Marshfield.
  - d. September 2 – Wood County Transportation Coordinator Meeting
  - e. September 2 - Vietnam Veterans of America Home Town meeting on Agent Orange effects on multiple generations.
  - f. September 2-7 – Central Wisconsin State Fair Booth.
  - g. September 11 – Presentation for Retiree Appreciation Day at Ft McCoy, WI
  - h. September 12 – Wisconsin Veteran's Reunion at Wisconsin Rapids Lion's Park
  - i. September 14 – Congressman Kind's listening session.
  - j. September 14 – Tomah VA Medical Center Director's Stakeholder Advisory meeting.
2. Near Future:
  - a. September 22 - Veteran's Law Group Webinar (free) on Establishing PTSD Stressor Statements.
  - b. September 23 – American Heroes Café grand opening at Lowell Center
  - c. October 2 – Awareness and the Criminal Justice Response to Veterans in Crisis at Waupaca.
  - d. October 2 – Marshfield Senior health Fair. We are sharing a table with Wood County Transportation.
  - e. October 5-9 – CVSO Fall Training Conference in Baraboo, WI
  - f. November 5- Homeless Stand Down Wisconsin Rapids.
  - g. November 11 – Presentation at MidState Technical College veteran's lunch.

**Office updates:**

1. Wood County veteran hiring initiative: Received three copies of Recruit Military Civilian career guide for transitioning and veteran military. I provided a copy to our Human Resources recruiter to review. We continue waiting for new HR director.
2. UPDATE on The Wisconsin Department of Veterans Affairs (WDVA) grant to counties and tribes for improvement of services. The 2016 grant application is out and will change the grant period from calendar year to the state's fiscal year causing a 6 month overlap of the 2015 and 2016 grant. Examples of what the grant can reimburse for were included and leave many questions (see attached) the CVSO Association of Wisconsin is seeking further guidance from the department and preparing to seek additional defining legislation.



3. Outreach booth at the Central Wisconsin State Fair. This year we partnered with the Federal VA VetCenter. They were only at the booth two days but we kept their dog tag machine for the entire fair. It was a successful at drawing veterans in; one Vietnam veteran came with his spouse to get dog tags and while there read our display. After receiving his free tags he sent his wife off ahead bent down and in a whisper asked if that “Military Sexual Trauma was just about female veterans”. I stated no and that I personally knew several male veterans who were mistreated in service. I went on to offer our assistance with getting him assistance from either the VetCenter or the VA hospital system. We had his name from the dog tag and will reach out to him in a month if he does not contact us by then. In addition to this major issue we assisted many veterans and families on a many different VA benefits.
4. Vietnam Veterans of America held a town hall meeting on the multiple generational effects of dioxin (Agent Orange) exposure. The meeting centered on how they have to tell their children and grandchildren’s story. Attendees were urged to contact their Federal Legislators and ask them to co-sponsor the Toxic Exposure Research Act of 2015 H.R. 1769 and S. H.R. 901, this act directs the Department of Veterans Affairs (VA) to select a VA medical center to serve as the national center for research on the diagnosis and treatment of health conditions of the biological children, grandchildren, or great-grandchildren of individuals exposed to toxic substances while serving as members of the Armed Forces that are related to such exposure. Currently Congressman Kind is the only Wisconsin co-signer.



## RESOLUTION#

ITEM# 2-1DATE October 20, 2015Effective Date Upon passage

Introduced by Health and Human Services and Judicial and Legislative Committees  
 Page 1 of 2

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

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

INTENT & SYNOPSIS: To a support of 2015 Assembly Bill 284 and 2015 Senate Bill 204 to create 940.20 (2r), which creates protections for child welfare or juvenile justice workers. KLR

FISCAL NOTE: None

**WHEREAS**, under current law, a person who intentionally causes bodily harm to another without the other person's consent commits the crime of ordinary battery, the penalties for which increase depending on the severity of the injury the person causes his or her victim. A person convicted of ordinary battery is subject to fines and periods of imprisonment. Current law provides more severe penalties for battery committed under certain circumstances against certain government officials, employees and agents; and

**WHEREAS**, among those covered under these "special circumstances battery: provisions are law enforcement officers, fire fighters, and probation, parole, and aftercare agents. A person convicted of intentionally causing bodily harm to these employees is guilty of a Class H felony and may be fined not more than \$10,000 or sentenced to a term of imprisonment of not more than six years, or both; and

**WHEREAS**, proposed legislation extends the special circumstances battery provisions to a person who is employed by, or under contract with, a court, a county department of human or social services, a tribal child welfare agency, or the department of children and families to provide intake, dispositional, or other services relating to child welfare or juvenile justice workers.

**NOW, THEREFORE BE IT RESOLVED** the Wood County Board of Supervisors supports the passage of 2015 Assembly Bill 284 and 2015 Senate Bill 204, which creates State Statutes that extend the special circumstance battery

provisions to a person who is employed by, under contract with, a court, a county department of human or social services, a tribal child welfare agency, or the department of children and families, to provide intake, dispositional or other services relating to child welfare or juvenile justice workers, and

**BE IT FURTHER RESOLVED** t, that a copy of this resolution in support of 2015 Assembly Bill 284 and 2015 Senate Bill 204, be forwarded to Governor Walker, those state legislators that represent Wood County and to the Wisconsin Counties Association.

## **Minutes of the Wood County Public Safety Committee**

**DATE:** September 14, 2015

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

**OTHERS** Randy Dorshorst, Lori Heideman, Lance Pliml, Steve Kreuser, Sarah  
**PRESENT:** Christensen, Thomas Reichert, Bill Clendenning, Laura Clark

**LOCATION:** Wood County Courthouse Room 115

**1. Call to Order:**

Mike Feirer called the meeting to order at 1:05 p.m.

**2. Review minutes of August 10, 2015:**

**Motion by Hamilton, second by Winch to approve the minutes of the August 10, 2015 meeting. Motion carried unanimously.**

**3. Public Comments:**

No public comments.

**4. Dispatch Tour:**

Lori took the Committee on a tour of the dispatch center.

**5. Emergency Management Department:**

**a. Communications August 2015 Claims:**

The Committee reviewed the Communications August 2015 claims.

**b. Communications Report:**

The Committee reviewed the Communications report.

**c. Update on Communication Tower Projects:**

Steve updated the Committee members on the tower projects. He has met with vendors and they will be installing the equipment the end of September 2015. The towers should be up and running by October/November 2015. Discussed tower repairs and the ordering of some extra spare parts in the event of more repairs needed. Discussed the Aviat bills.

**d. Emergency Management July 2015 Claims:**

The Committee reviewed the Emergency Management August 2015 claims.

**e. Emergency Management Activity Report:**

The Committee reviewed the Emergency Management Activity Report.

**6. Dispatch Department:**

**a. Dispatch August 2015 Claims:**

The Committee reviewed the Dispatch August 2015 claims.

**b. Dispatch Report:**

Lori updated the Committee on the hiring process. She hopes to have offers made by the end of the week. Two more dispatchers may leave for Oneida County as that is where they are from. Talked about the Fiber Optic cable cut and the need for another line to come in.

Talked about the ambulance issues and the ability to request a certain ambulance if it is the victim or an immediate family member. They are trying to ascertain liability issues. Discussed the new phone system. Lori is now a member of the 911 subcommittee. Joe Zurfluh commended Lori on her poise when answering questions regarding overtime.

**7. Set date, time and location of next meeting:**

**October 5, 2015**

**1:00 PM**

**Marshfield Annex and Health Center**

**8. Humane Officer:**

**a. Humane Officer Report:**

The Committee reviewed the Humane Officer report.

**b. August 2015 Claims:**

The Committee reviewed the Humane Officer August 2015 claims.

**9. Coroner:**

**a. Coroner Report:**

The Committee reviewed the Coroner report.

**b. August 2015 Claims:**

The Committee reviewed the Coroner August 2015 claims.

**10. Sheriff's Department:**

**a. Correspondence:**

Sheriff Reichert shared with the Committee that during the Opportunity Development Center (ODC) Fundraiser Locals on Stage, which was held, Saturday, September 12, 2015, there was a tribute to law enforcement as part of the show. It was received by a standing ovation. He stated he was very pleased with the turnout of department personnel. He also stated he has heard a lot of positive feedback from the public regarding the tribute during the show.

**b. Highway Traffic Safety Concerns:** Nothing to report.

**c. Tribal Law Enforcement Grant - Resolution:**

Wood County is eligible for the yearly tribal grant from the State regarding providing additional funds for law enforcement on tribal lands within Wood County. This would be the Ho-Chunk Nation. The dollar amount varies from year to year. This is a state grant and the County only spends the amount they receive. This account is a non-lapsing account and doesn't affect tax levy. The money is used for extra patrol and activities and education by the Ho-Chunk.

**Motion by Zurfluh, second by Hamilton to sign the Tribal Grant resolution and send on to County Board. Motion carried 4-1, with Winch voting no.**

**d. August 2015 Claims:**

The Committee reviewed the Sheriff's Department August 2015 claims.

**e. Updates**

**Crimestoppers:** Crimestoppers held their fundraiser at the Wisconsin Rapids PAC Center on August 29<sup>th</sup>, to which Sheriff Reichert gave the introductions. He stated there was close to 500 in attendance, with a profit of about \$12,000.

**Safe Ride Initiative:** None

**Criminal Justice Task Force:** None

**K9:** Sheriff Reichert stated fundraising efforts are ongoing.

**f. Jail Items:**

All jail reports were reviewed.

**11. August 2015 Claims: Dispatch, Communications, Emergency Management, and Sheriff:**

**Motion by Hamilton, second by Zurfluh, to approve the August 2015 claims of all Public Safety Committee Departments. Motion carried unanimously.**

**12. Adjourn:**

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

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

*Electronically signed by William Winch 9-16-15.*

---

William Winch, Secretary  
Public Safety Committee

## **Minutes of the Wood County Public Safety Committee**

**DATE:** October 5, 2015

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

**OTHERS** Randy Dorshorst, Lori Heideman, Lance Pliml, Steve Kreuser, Bill Clendenning,  
**PRESENT:** Laura Clark

**LOCATION:** Wood County Annex & Health Center – Marshfield, WI

### **1. Call to Order:**

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

### **2. Review minutes of September 14, 2015:**

**Motion by Hamilton, second by Zurfluh to approve the minutes of the September 14, 2015 meeting. Motion carried unanimously.**

### **3. Public Comments:**

No public comments.

### **4. Emergency Management Department:**

#### **a. Communications September 2015 Claims:**

The Committee reviewed the Communications September 2015 claims.

#### **b. Communications Report:**

The Committee reviewed the Communications report.

#### **c. Update on Communication Tower Projects:**

Steve updated the Committee members on the tower projects. They are waiting on the main control from Aviat Networks, which was ordered 8 months ago. He stated the tower should be up and running soon.

Steve informed the Committee that the storage room on 3<sup>rd</sup> floor of the courthouse, which houses much of the radio equipment in the background for dispatch and the communication equipment to work, was at 110 degrees, the ideal temperature would be in the 60's. He stated there is very little ventilation to that room and because of the excessive heat in the room they have lost equipment in the past. When dispatch moves to a new location the communication equipment in this room should be considered to move into a controlled temperature setting as well.

**d. Emergency Management September 2015 Claims:**

The Committee reviewed the Emergency Management September 2015 claims.

**e. Emergency Management Activity Report:**

The Committee reviewed the Emergency Management Activity Report.

**5. Dispatch Department:**

**a. Dispatch September 2015 Claims:**

The Committee reviewed the Dispatch September 2015 claims.

**b. Dispatch Report:**

Lori explained to the Committee that Eric Engel had to be called out on September 19<sup>th</sup> about 11 p.m. as dispatch had equipment issues. Eric was able to resolve the issues.

In regards to the phone system, Amy is now back from maternity leave and Lori will be contacting her to get something together in regards to the possible move to the second floor.

Schedules were discussed and the reasoning of overtime each pay period. The schedule now is the dispatchers work 48 hours one week, which creates 8 hours of overtime, and 32 hours the next week. Supervisor Zurfluh expressed to Lori that he really likes the 5/3 – 5/2 schedule, however Lori stated that would create multiple sign ups, etc. Lori stated if her budget goes through and she is able to put Leads in place, that the schedule will be priority for the Leads.

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

**November 9, 2015**

**1:00 PM**

**Wood County Courthouse – Room 115**

**7. Humane Officer:**

**a. Humane Officer Report:**

The Committee reviewed the Humane Officer report.

**b. September 2015 Claims:**

The Committee reviewed the Humane Officer September 2015 claims and Nanci answered all questions asked of her.



**8. Coroner:**

**a. Coroner Report:**

The Committee reviewed the Coroner report.

**b. September 2015 Claims:**

The Committee reviewed the Coroner September 2015 claims.

**9. Sheriff's Department:**

**a. Correspondence: None**

**b. Highway Traffic Safety Concerns: Nothing to report.**

**c. Resolutions:**

Randy explained the two resolutions to the Committee. The resolutions are only for 2015 allocations.

**Motion by Hamilton, second by Zurfluh to sign the two resolutions and send on to County Board. Motion carried anonymous.**

**d. September 2015 Claims:**

The Committee reviewed the Sheriff's Department September 2015 claims.

**e. Updates**

**Crimestoppers: None**

**Safe Ride Initiative: None**

**Criminal Justice Task Force: None**

**K9: None**

**f. Jail Items:**

All jail reports were reviewed.

**10. September 2015 Claims: Dispatch, Communications, Emergency Management, and Sheriff:**

**Motion by Hamilton, second by Zurfluh, to approve the September 2015 claims of all Public Safety Committee Departments. Motion carried unanimously.**

**11. Adjourn:**

**Motion by Polach, second by Hamilton to adjourn at 1:54 p.m. Motion carried unanimously.**

Minutes taken by Wood County Sheriff's Department.

*Signed electronically by William Winch on 10-8-15.*

---

William Winch, Secretary  
Public Safety Committee

Humane Officer Kinney  
Report  
July 19<sup>th</sup> – August 16<sup>th</sup> 2015

7-19; WR14315 Dog was attacked by neighbor's dog. Follow up on proper confinement. 12

7-20, 22 WR14577 Welfare check on a dog. The brother was checking in on it, owners are moving. 10, 10

7-21; WR14577 Welfare check on dog that may have been left home alone without food/water. 10

7-23, 25; WC12030 Follow up on licensing of 49 dogs. The department of Ag also went out there and found they will need to be a licensed breeder with the State. 38,38

7-23; GR2861 Dog Bite when child and her grandma walked over to the neighbors and the child kissed their dog on the face. 10

7-25, 8-3; WR15229 Welfare check on neglected cat. 10, 10

7-25, 27; WR15226 Dog Bite, a lab/chow mix broke off his chain and bit a man riding by on his bike. 12, 0

7-27, 8-6; WC12318 Welfare check on dogs chained without water. 90, 90

7-28,29; WR15386 A women was given a dog that she wanted to give back to the original owner, stating that if that person didn't take the dog back she was going to let it go/abandon it. We did find a home for the dog after advisement given in regards to abandoning animals is a crime. 12, 12

7-28; WR15303 Welfare check on lab. Owner advised on proper care. 12

7-30, 8-2, 10; WR15534 Welfare Check and sanitation concerns regarding 3 cats, 2 adult dogs and 4 puppies. The owners did re-home the cats, are re-homing the puppies and have begun to pick up feces in the yard and to NOT put it near the neighbor's property. Licenses still needed. 12,12,0

7-30, 8-1; GR2955 Dog Bite happened when family was together for a funeral, owner of dog from out of the area. Difficulty tracking down the owner of the dog. 12, 0

8-1, 2; WC12574 Welfare check on two horses, one thin. Horses were moved to relatives where one died. 50, 50

8-2; WC12658 Dog Bite, victim was bit by a stray dog at a local mobile home park. Victim was to undergo Rabies Prevention Shots. 14

8-3, 5; WC11813 Welfare check on dogs concerns being the heat and ventilation, licensing. 40, 40

8-4; WR15833 Cat Bite, bit by her own cat when she was untangling it from a mini blind. 12

8-4 WC12720 Ongoing dispute on barking dogs in distress. Owners advised to have two of the 4 dogs looked at by their vet, get proof of licensing. 90.

8-5, 6; PE881 Dog Bite, a man ran over a dog with his car and was bit when he tried to pick it up. 14, 14

8-6, 8; WR16076 Welfare check on several cats and health of dogs. 16, 16

8-6, 7; GR3051 Dog Bite, neighbor child was bit when he came over on a scooter to play with owners children. Appears the dog is nervous around 'wheels'. 12, 12

8-7, 8, 15; WC13050 Dog Bite. Neighbor was bit by one of 4 dogs but being they were all the same breed/color was unable to ID which one actually bit her. All four dogs were quarantined. Report typed/sent to Insurance Company. 60,60,0

8-9; WC13107 Kitten Bite, victim took in some kittens she found living in her garage, one had an injured leg and bit her when she picked it up. 60

8-9, 14; WR14681 Ongoing case under Order of Abatement. Welfare check, no water. 14, 14

\*\*\*8-10 Public Safety Meeting. 6

8-10; WR16379 Dog Bite. Victim bit by own dog when he was protecting his dog from two other dogs that got away from its owner. The aggressive dogs did bite the victim's dog as well. 0

8-10,14,15 WR16377 Owners moved without being able to take their dog along, left dog alone in the last apartment without checking on it daily. Owners did surrender the dog to the SWCHS. 10, 10, 22

8-12, 13; WC13289 Welfare check on a thin dog that neighbors have concerns of. 36, 36

8-14; WR16692 Dog Bite where the victim is also the owner of the dog. 18

8-15, 16; WR16734 Dog Bite happened when small child tried picking up neighbor's dog from behind. 18, 18

Humane Officer Kinney Report  
August 17 – September 13, 2015

8-17: WR16734 Dog Bite, quarantine follow up. 18

8-17, 18: WC13650 A dog was attacked by neighbor 2 dogs, the aggressive of the two was put down. 10, 10

8-17: WR16692 Dog Bite, owner is also victim, follow up. 18

8-18, 19: WC13690 Aggressive puppy went after people visiting nearby business. Owner advised to keep puppy and other dog home. 16, 16

8-20: GR3220 Dog Bite, owner is also victim. 0

8-21, 30: WC12030 Follow up on breeding facility of several breeds of dogs. 38,38

8-22, 23: WC13971 Cat Bite, kitten bit a 3 month old child. 12, 12

8-23, 24: WC13289 Welfare check on a thin dog. 36, 36

8-31, 9-1: PE1009 Dog Bite, child was bit by a dog that attacked him while riding his bike. 30, 30

9-2: WC14464 Women reported finding a kitten tied in a bag, thrown in a field. Calls made to local vets regarding kitten that has previously been de-clawed. 0

9-1, 4: WR17968 Pit-bull attacked and killed a stray cat. Dog picked up by SWCHS, released to owner. 22, 22

9-2, 3: GR3406 Dog Bite. Couple that recently adopted a puppy were each bit two days in a row. Puppy returned, and quarantined. 22, 22

9-1, 2: WC14458 Check on dog breeding facility. Need to work on ventilation and AC. 25, 25

9-3: WR17200 Welfare check on cat. 12

9-6, 8: WC14766 Cat Bite, by a stray cat. On September 8<sup>th</sup>, the cat was caught in a live trap and taken to the SWCHS for quarantine. 0, 22

9-4, 9, 12: WR18124 Cat Hoarder – working on cat surrender and trailer cleanup. 10, 10, 10

9-9,10: GR3487 Dog Bite by a dog that lives at a day care center. Owner advised in the future that the dog is to not be around the children. 6, 0

9-9, 10, 12: WC14913 Puppy Bite, puppy is not current with Rabies vaccinations and taken to the SWCHS. 16,0,22

9-9: WC14198 Welfare check on cats 22

9-9, 10, 11: WC14927 Dog Shooting. 18, 40, 16

9-10, 11: WR15534 Welfare check, follow up, on 2 adult dogs, puppies. 12, 12

9-11: WR18656 Welfare check on cat, they are going to the Vet on September 16<sup>th</sup>. 10

9-11, 13: PPD1105 Dog Bite, bite reported by dog owner, she was unsure of who the victim was. 50, 50

9-12, 13: WR18795 Dog Bite. Victim was bit on 9-9-15, didn't report until now. 14, 14

9-12: WR18774 Mistreatment of a dog, Open Case. 0

9-13: Crime Stoppers #2176 Welfare Check on animals. 30



# Wood County

## WISCONSIN

OFFICE OF CORONER

DARA HAMM

DATE: 9/01/15  
TO: Wood County Public Safety Committee  
FROM: Dara Hamm, Wood County Coroner  
SUBJECT: Monthly Activity Report

The following is a list of services rendered by the Wood County Coroner and her Deputies for August 2015:

Calls for Service .....	63
Death Investigations .....	6
Investigations Involving Sudden or Suspicious Deaths .....	4
Death Certificates Signed .....	29
Cremation Permits Signed .....	53
Traffic Fatalities Investigated .....	1
Suicides Investigated .....	0
Drownings .....	0
Fire Fatalities .....	0
Homicides .....	1
Autopsies Performed .....	1
Disinternments .....	0

Remarks:

I did check into the pay raise for Coroner and found that the raise does not take place until 2019. I have changed the budget for 2016 to reflect this and am working with Payroll to pay back the difference in pay from the start of the year.

Respectfully submitted,

*Dara Hamm*

Dara Hamm  
Wood County Coroner

# WOOD COUNTY JAIL

January - June 2015

## 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	142	63	11	151	58	16	146	71	22	147	66	22	134	59	23	149	52	19
2	141	63	11	152	58	16	150	71	22	143	68	22	135	58	21	153	52	21
3	141	68	11	154	64	17	152	66	23	148	66	21	141	56	22	146	53	21
4	145	67	11	160	66	19	149	63	25	148	66	21	142	56	20	147	57	21
5	143	67	11	158	62	19	145	64	24	153	66	20	134	55	22	140	64	20
6	141	67	10	153	55	19	144	61	23	152	64	19	138	54	22	146	62	22
7	134	68	10	157	63	20	144	64	24	140	64	19	138	67	22	150	62	22
8	138	66	9	158	63	20	146	64	23	139	64	19	141	67	22	152	62	22
9	146	67	11	161	63	20	143	64	23	141	59	20	139	67	22	146	62	23
10	150	72	12	161	62	21	139	63	24	143	56	21	149	67	22	146	65	22
11	153	72	12	164	66	21	138	63	24	154	60	25	151	67	21	143	64	23
12	156	71	11	160	62	24	143	59	23	142	60	24	144	62	21	141	67	22
13	152	75	13	156	66	23	132	63	23	142	60	23	145	64	21	150	67	23
14	157	74	15	151	63	24	139	63	23	145	56	25	147	65	20	147	66	23
15	153	70	15	150	63	23	134	63	22	140	65	26	146	59	21	145	66	22
16	153	69	14	152	63	23	136	63	22	142	65	26	148	58	21	150	69	23
17	157	72	15	152	65	23	135	69	23	144	65	26	155	58	21	153	68	23
18	164	72	15	149	70	24	137	66	23	149	65	27	154	58	21	151	68	24
19	162	72	15	150	69	26	137	65	23	150	64	26	143	57	20	152	64	24
20	158	70	15	145	66	27	134	65	23	163	62	26	142	55	20	153	70	24
21	154	67	15	144	67	26	137	65	23	142	60	24	141	58	19	158	70	23
22	152	67	13	143	67	26	137	64	23	145	58	25	139	55	19	159	69	23
23	158	67	13	145	67	24	136	64	22	138	56	24	138	56	20	155	65	24
24	150	67	13	145	63	24	139	62	22	137	59	22	138	55	20	158	63	27
25	152	66	13	143	73	23	142	62	23	132	59	22	141	55	19	156	67	28
26	155	66	12	146	72	22	144	62	24	138	59	22	144	55	18	156	70	28
27	146	62	11	138	72	21	143	65	25	133	58	22	137	52	18	152	71	28
28	151	61	11	140	72	22	142	68	25	133	57	22	137	52	18	161	71	27
29	152	61	13				144	68	25	142	61	22	138	48	18	159	70	24
30	147	60	15				148	68	24	140	62	23	142	52	19	164	69	23
31	152	58	16				156	71	22				147	52	19			
WCJail	150.2			151.4			141.6			143.5			142.2			151.3		
Shipped	67.3			65.0			64.8			61.7			58.0			64.8		
EMP	12.6			21.9			23.2			22.9			20.4			23.3		
Avg Length of Stay (Days)	18.1			22.6			18.8			20			16.8			12.5		

# WOOD COUNTY JAIL

July - December 2015

## 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	169	73	23	160	68	19	147	58	21	0	0	0	0	0	0	0	0	0
2	171	83	23	163	68	19	144	59	21									
3	161	83	22	166	68	19	148	60	21									
4	158	83	22	163	67	21	152	67	23									
5	165	82	22	163	69	22	148	66	23									
6	162	81	20	157	65	23	153	66	22									
7	162	78	23	155	63	23	152	66	22									
8	173	79	23	157	69	27	149	66	21									
9	170	79	19	155	69	27	145	65	20									
10	164	75	19	158	69	26												
11	161	74	19	152	67	24												
12	165	74	19	145	66	23												
13	169	74	19	141	67	22												
14	167	71	17	139	66	22												
15	165	71	16	145	66	22												
16	167	69	17	144	66	21												
17	158	70	17	153	66	21												
18	160	70	18	157	63	23												
19	159	70	17	156	63	25												
20	160	70	17	150	60	23												
21	161	70	17	147	61	23												
22	165	67	17	142	60	22												
23	162	67	17	148	59	22												
24	164	67	17	159	59	22												
25	176	67	17	151	56	21												
26	168	67	17	151	65	22												
27	168	65	17	152	61	22												
28	157	63	17	149	59	22												
29	159	64	18	150	63	22												
30	159	64	19	150	63	21												
31	158	69	19	152	63	21												
WCJail	164.0			152.6			148.7			0.0			0.0			0.0		
Shipped	72.2			64.3			63.7			0.0			0.0			0.0		
EMP	18.8			22.3			21.6			0.0			0.0			0.0		
Avg Length of Stay (Days)	17.8			19.9														

### 2015 Yearly Averages

Total	149
Safekeeper	65
EMP	21



## Overtime Breakdown 2015 (hrs.)

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

## Overtime Breakdown 2014 (hrs.)

Month	Funeral Leave	Fill In OT	FMLA	Sick Leave	Training	TOTAL
<i>January</i>	0	0	0	0	0	0
<i>February</i>	0	0	0	0	0	0
<i>March</i>	0	0	0	0	0	0
<i>April</i>	0	0	0	0	0	0
<i>May</i>	0	5	0	0	1.5	6.5
<i>June</i>	0	0	0	9	0	9
<i>July</i>	0	0	0	0	0	0
<i>August</i>	0	0	0	0	0	0
<i>September</i>	0	0	0	0	0	0
<i>October</i>	0	0	0	0	0	0
<i>November</i>	0	0	0	0	0	0
<i>December</i>	0	0	0	0	0	0
<b>TOTALS</b>	0	5	0	9	1.5	15.5

# Electronic Monitoring 2015 Monthly Savings vs. Out of County Housing

Month	Monthly Savings	YTD 2015 Total Amount	2014 Total Amount
January	\$22,561.05	\$22,561.05	\$46,017.39
February	\$35,418.43	\$57,979.48	\$80,303.73
March	\$41,540.99	\$99,520.47	\$126,142.06
April	\$39,681.12	\$139,201.59	\$179,165.74
May	\$36,527.42	\$175,729.01	\$227,943.31
June	\$40,374.24	\$216,103.25	\$268,317.55
July	\$33,662.52	\$249,765.77	\$300,547.63
August	\$39,929.48	\$289,695.25	\$328,659.42
September		\$289,695.25	\$349,799.58
October		\$289,695.25	\$380,239.13
November		\$289,695.25	\$411,256.25
December		\$289,695.25	
<b>TOTAL</b>	\$289,695.25	<b>\$289,695.25</b>	<b>\$411,256.25</b>

EMP Average for month x number of days in month = bed days  
 Bed Days x \$57.76 = Monthly Savings

# SAFEKEEPER HOUSING

2015

MONTH	ADAMS	CLARK	WAUSHARA	WAUPACA	MONTH TOTAL	2015 YTD TOTAL	2014 YTD TOTAL
JANUARY				82,125.00	\$82,125.00	\$82,125.00	\$82,125.00
FEBRUARY				82,125.00	\$82,125.00	\$164,250.00	\$164,250.00
MARCH				82,125.00	\$82,125.00	\$246,375.00	\$246,375.00
APRIL				82,125.00	\$82,125.00	\$328,500.00	\$328,500.00
MAY				82,125.00	\$82,125.00	\$410,625.00	\$410,625.00
JUNE				82,125.00	\$82,125.00	\$492,750.00	\$492,750.00
JULY				82,125.00	\$82,125.00	\$574,875.00	\$574,875.00
AUGUST				82,125.00	\$82,125.00	\$657,000.00	\$657,000.00
SEPTEMBER					\$0.00	\$657,000.00	\$739,125.00
OCTOBER					\$0.00	\$657,000.00	\$821,250.00
NOVEMBER					\$0.00	\$657,000.00	\$903,375.00
DECEMBER					\$0.00	\$657,000.00	\$985,500.00
<b>TOTALS</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$657,000.00</b>	<b>\$657,000.00</b>		

2015 is a 65 average

Wood County Sheriff's Department Kitchen Report – 2015			
<i>Month</i>	<i>Number Meals Served</i>	<i>Food Preparation Cost</i>	<i>Cost per Meal (Includes Labor)</i>
<i>January</i>	6,942	\$7,172.21	\$2.26
<i>February</i>	5,993	\$5,820.53	\$2.45
<i>March</i>	5,559	\$4,876.82	\$2.33
<i>April</i>	5,796	\$7,290.81	\$3.37*
<i>May</i>	6,436	\$5,452.29	\$2.09
<i>June</i>	6,189	\$6,864.91	\$2.35
<i>July</i>	7,394	\$7,265.12	\$2.07
<i>August</i>	6,700	\$7,752.65	\$2.31
<i>September</i>			
<i>October</i>			
<i>November</i>			
<i>December</i>			
<b>TOTAL</b>			

\*3 pay periods

KITCHEN EXPENSES						
	2009	2010	2011	2012	2013	2014
<i>Food Costs</i>	\$88,867.50	\$89,716.59	\$82,721.69	\$80,975.87	\$105,800.61	88,754.51
<i>Labor</i>	\$118,470.69	\$114,602.24	\$115,392.50	\$112,299.72	\$114,966.43	\$111,781.37
	<b>\$209,347.19</b>	<b>\$204,318.83</b>	<b>\$200,125.19</b>	<b>\$193,275.59</b>	<b>\$220,767.04</b>	<b>\$200,535.88</b>
<b>Meals</b>	<b>100,853</b>	<b>99,837</b>	<b>88,494</b>	<b>84,357</b>	<b>103,993</b>	<b>86,637</b>
<i>Cost Per Meal</i>	<b>\$2.08</b>	<b>\$2.05</b>	<b>\$2.26</b>	<b>\$2.29</b>	<b>\$2.12</b>	<b>\$2.31</b>
<i>Cost Per Day</i>	<b>\$6.24</b>	<b>\$6.15</b>	<b>\$6.78</b>	<b>\$6.87</b>	<b>\$6.36</b>	<b>\$6.93</b>



# Wood County

## WISCONSIN

OFFICE OF CORONER

DARA HAMM

DATE: 09/30/15  
TO: Wood County Public Safety Committee  
FROM: Dara Hamm, Wood County Coroner  
SUBJECT: Monthly Activity Report

The following is a list of services rendered by the Wood County Coroner and her Deputies for September 2015:

Calls for Service .....	58
Death Investigations .....	12
Investigations Involving Sudden or Suspicious Deaths .....	0
Death Certificates Signed .....	18
Cremation Permits Signed .....	48
Traffic Fatalities Investigated .....	1
Suicides Investigated .....	0
Drownings .....	0
Fire Fatalities .....	0
Homicides .....	0
Autopsies Performed .....	0
Disinternments .....	0

Remarks:

None

Respectfully submitted,

*Dara Hamm*

Dara Hamm  
Wood County Coroner

# WOOD COUNTY JAIL

January - June 2015

## 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	142	63	11	151	58	16	146	71	22	147	66	22	134	59	23	149	52	19
2	141	63	11	152	58	16	150	71	22	143	68	22	135	58	21	153	52	21
3	141	68	11	154	64	17	152	66	23	148	66	21	141	56	22	146	53	21
4	145	67	11	160	66	19	149	63	25	148	66	21	142	56	20	147	57	21
5	143	67	11	158	62	19	145	64	24	153	66	20	134	55	22	140	64	20
6	141	67	10	153	55	19	144	61	23	152	64	19	138	54	22	146	62	22
7	134	68	10	157	63	20	144	64	24	140	64	19	138	67	22	150	62	22
8	138	66	9	158	63	20	146	64	23	139	64	19	141	67	22	152	62	22
9	146	67	11	161	63	20	143	64	23	141	59	20	139	67	22	146	62	23
10	150	72	12	161	62	21	139	63	24	143	56	21	149	67	22	146	65	22
11	153	72	12	164	66	21	138	63	24	154	60	25	151	67	21	143	64	23
12	156	71	11	160	62	24	143	59	23	142	60	24	144	62	21	141	67	22
13	152	75	13	156	66	23	132	63	23	142	60	23	145	64	21	150	67	23
14	157	74	15	151	63	24	139	63	23	145	56	25	147	65	20	147	66	23
15	153	70	15	150	63	23	134	63	22	140	65	26	146	59	21	145	66	22
16	153	69	14	152	63	23	136	63	22	142	65	26	148	58	21	150	69	23
17	157	72	15	152	65	23	135	69	23	144	65	26	155	58	21	153	68	23
18	164	72	15	149	70	24	137	66	23	149	65	27	154	58	21	151	68	24
19	162	72	15	150	69	26	137	65	23	150	64	26	143	57	20	152	64	24
20	158	70	15	145	66	27	134	65	23	163	62	26	142	55	20	153	70	24
21	154	67	15	144	67	26	137	65	23	142	60	24	141	58	19	158	70	23
22	152	67	13	143	67	26	137	64	23	145	58	25	139	55	19	159	69	23
23	158	67	13	145	67	24	136	64	22	138	56	24	138	56	20	155	65	24
24	150	67	13	145	63	24	139	62	22	137	59	22	138	55	20	158	63	27
25	152	66	13	143	73	23	142	62	23	132	59	22	141	55	19	156	67	28
26	155	66	12	146	72	22	144	62	24	138	59	22	144	55	18	156	70	28
27	146	62	11	138	72	21	143	65	25	133	58	22	137	52	18	152	71	28
28	151	61	11	140	72	22	142	68	25	133	57	22	137	52	18	161	71	27
29	152	61	13				144	68	25	142	61	22	138	48	18	159	70	24
30	147	60	15				148	68	24	140	62	23	142	52	19	164	69	23
31	152	58	16				156	71	22				147	52	19			
WCJail	150.2			151.4			141.6			143.5			142.2			151.3		
Shipped	67.3			65.0			64.8			61.7			58.0			64.8		
EMP	12.6			21.9			23.2			22.9			20.4			23.3		
Avg Length of Stay (Days)	18.1			22.6			18.8			20			16.8			12.5		

# WOOD COUNTY JAIL

July - December 2015

## 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	169	73	23	160	68	19	147	58	21	0	0	0	0	0	0	0	0	0
2	171	83	23	163	68	19	144	59	21									
3	161	83	22	166	68	19	148	60	21									
4	158	83	22	163	67	21	152	67	23									
5	165	82	22	163	69	22	148	66	23									
6	162	81	20	157	65	23	153	66	22									
7	162	78	23	155	63	23	152	66	22									
8	173	79	23	157	69	27	149	66	21									
9	170	79	19	155	69	27	145	65	20									
10	164	75	19	158	69	26	144	64	20									
11	161	74	19	152	67	24	147	68	19									
12	165	74	19	145	66	23	144	68	18									
13	169	74	19	141	67	22	145	68	18									
14	167	71	17	139	66	22	144	68	18									
15	165	71	16	145	66	22	145	64	18									
16	167	69	17	144	66	21	140	64	19									
17	158	70	17	153	66	21	141	64	18									
18	160	70	18	157	63	23	140	66	18									
19	159	70	17	156	63	25	141	65	19									
20	160	70	17	150	60	23	149	65	18									
21	161	70	17	147	61	23	152	65	18									
22	165	67	17	142	60	22	147	67	18									
23	162	67	17	148	59	22	151	66	19									
24	164	67	17	159	59	22	152	62	19									
25	176	67	17	151	56	21	150	65	19									
26	168	67	17	151	65	22	150	65	19									
27	168	65	17	152	61	22	152	65	19									
28	157	63	17	149	59	22	149	63	19									
29	159	64	18	150	63	22	145	60	21									
30	159	64	19	150	63	21	144	63	21									
31	158	69	19	152	63	21												
WCJail	164.0			152.6			147.0			0.0			0.0			0.0		
Shipped	72.2			64.3			64.6			0.0			0.0			0.0		
EMP	18.8			22.3			19.6			0.0			0.0			0.0		
Avg Length of Stay (Days)	17.8			19.9			18.5											

### 2015 Yearly Averages

Total	149
Safekeeper	65
EMP	21

## Overtime Breakdown 2015 (hrs.)

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

## Overtime Breakdown 2014 (hrs.)

Month	Funeral Leave	Fill In OT	FMLA	Sick Leave	Training	TOTAL
<i>January</i>	0	0	0	0	0	0
<i>February</i>	0	0	0	0	0	0
<i>March</i>	0	0	0	0	0	0
<i>April</i>	0	0	0	0	0	0
<i>May</i>	0	5	0	0	1.5	6.5
<i>June</i>	0	0	0	9	0	9
<i>July</i>	0	0	0	0	0	0
<i>August</i>	0	0	0	0	0	0
<i>September</i>	0	0	0	0	0	0
<i>October</i>	0	0	0	0	0	0
<i>November</i>	0	0	0	0	0	0
<i>December</i>	0	0	0	0	0	0
<b>TOTALS</b>	0	5	0	9	1.5	15.5



# Electronic Monitoring 2015

## Monthly Savings vs. Out of County Housing

Month	Monthly Savings	YTD 2015 Total Amount	2014 Total Amount
January	\$22,561.05	\$22,561.05	\$46,017.39
February	\$35,418.43	\$57,979.48	\$80,303.73
March	\$41,540.99	\$99,520.47	\$126,142.06
April	\$39,681.12	\$139,201.59	\$179,165.74
May	\$36,527.42	\$175,729.01	\$227,943.31
June	\$40,374.24	\$216,103.25	\$268,317.55
July	\$33,662.52	\$249,765.77	\$300,547.63
August	\$39,929.48	\$289,695.25	\$328,659.42
September	\$33,962.88	\$323,658.13	\$349,799.58
October		\$323,658.13	\$380,239.13
November		\$323,658.13	\$411,256.25
December		\$323,658.13	
<b>TOTAL</b>	\$323,658.13	<b>\$323,658.13</b>	<b>\$411,256.25</b>

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

Bed Days x \$57.76 = Monthly Savings

# SAFEKEEPER HOUSING

2015

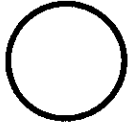
MONTH	ADAMS	CLARK	WAUSHARA	WAUPACA	MONTH TOTAL	2015 YTD TOTAL	2014 YTD TOTAL
JANUARY				82,125.00	\$82,125.00	\$82,125.00	\$82,125.00
FEBRUARY				82,125.00	\$82,125.00	\$164,250.00	\$164,250.00
MARCH				82,125.00	\$82,125.00	\$246,375.00	\$246,375.00
APRIL				82,125.00	\$82,125.00	\$328,500.00	\$328,500.00
MAY				82,125.00	\$82,125.00	\$410,625.00	\$410,625.00
JUNE				82,125.00	\$82,125.00	\$492,750.00	\$492,750.00
JULY				82,125.00	\$82,125.00	\$574,875.00	\$574,875.00
AUGUST				82,125.00	\$82,125.00	\$657,000.00	\$657,000.00
SEPTEMBER				82,125.00	\$82,125.00	\$739,125.00	\$739,125.00
OCTOBER					\$0.00	\$739,125.00	\$821,250.00
NOVEMBER					\$0.00	\$739,125.00	\$903,375.00
DECEMBER					\$0.00	\$739,125.00	\$985,500.00
<b>TOTALS</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$739,125.00</b>	<b>\$739,125.00</b>		

2015 is a 65 average

Wood County Sheriff's Department Kitchen Report – 2015			
<i>Month</i>	<i>Number Meals Served</i>	<i>Food Preparation Cost</i>	<i>Cost per Meal (Includes Labor)</i>
January	6,942	\$7,172.21	\$2.26
February	5,993	\$5,820.53	\$2.45
March	5,559	\$4,876.82	\$2.33
April	5,796	\$7,290.81	\$3.37*
May	6,436	\$5,452.29	\$2.09
June	6,189	\$6,864.91	\$2.35
July	7,394	\$7,265.12	\$2.07
August	6,700	\$7,752.65	\$2.31
September	6,192	\$6,010.85	\$2.24
October			
November			
December			
<b>TOTAL</b>			

\*3 pay periods

KITCHEN EXPENSES						
	2009	2010	2011	2012	2013	2014
Food Costs	\$88,867.50	\$89,716.59	\$82,721.69	\$80,975.87	\$105,800.61	88,754.51
Labor	\$118,470.69	\$114,602.24	\$115,392.50	\$112,299.72	\$114,966.43	\$111,781.37
	<b>\$209,347.19</b>	<b>\$204,318.83</b>	<b>\$200,125.19</b>	<b>\$193,275.59</b>	<b>\$220,767.04</b>	<b>\$200,535.88</b>
Meals	100,853	99,837	88,494	84,357	103,993	86,637
Cost Per Meal	\$2.08	\$2.05	\$2.26	\$2.29	\$2.12	\$2.31
Cost Per Day	\$6.24	\$6.15	\$6.78	\$6.87	\$6.36	\$6.93



## RESOLUTION#

ITEM#

3-1

DATE

October 20, 2015

Effective Date

Upon passage &amp; publication

Introduced by

Public Safety &amp; Executive Committees

Page 1 of 1

Committee

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

**INTENT & SYNOPSIS:** To provide for unanticipated revenue from the State of Wisconsin Department of Transportation to finance additional patrol for Distracted Driving enforcement through December 2015.

**FISCAL NOTE:** The costs to be funded in the 2015 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		\$3,996
43521	State Traffic Aids	\$3,996	

**Source of Money:** State of Wisconsin Department of Transportation Highway Safety Grant.

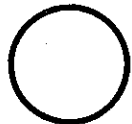
**WHEREAS,** it is a benefit to the citizens of Wood County to provide additional traffic patrol within the boundaries of Wood County over the 2015 operational year, and

**WHEREAS,** the Wood County Sheriff's Department overtime budget is restricted in nature and would be compensated \$3,996 for additional patrol for Distracted Driving enforcement through December 2015, and

**WHEREAS,** Wood County Sheriff's Department will allocate a portion of the \$3,996 awarded grant funds to Wood County Dispatch to assist with the additional traffic patrol within the boundaries of Wood County, and

**NOW THEREFORE BE IT RESOLVED** to amend the Wood County Sheriff Traffic (52140) Budget for 2015 to add \$3,996 of unanticipated revenue from the State of Wisconsin 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.



## RESOLUTION#

ITEM#

3-2

DATE

October 20, 2015

Effective Date

Upon passage &amp; publication

Introduced by

Public Safety &amp; Executive Committees

Page 1 of 1

Committee

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

**INTENT & SYNOPSIS:** To provide for unanticipated revenue from the State of Wisconsin Department of Transportation to finance additional patrol for OWI enforcement through December 2015.

**FISCAL NOTE:** The costs to be funded in the 2015 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		\$2,808
43521	State Traffic Aids	\$2,808	

**Source of Money:** State of Wisconsin Department of Transportation Highway Safety Grant.

**WHEREAS,** it is a benefit to the citizens of Wood County to provide additional traffic patrol within the boundaries of Wood County over the 2015 operational year, and

**WHEREAS,** the Wood County Sheriff's Department overtime budget is restricted in nature and would be compensated \$2,808 for additional patrol for OWI enforcement through December 2015, and

**WHEREAS,** Wood County Sheriff's Department will allocate a portion of the \$2,808 awarded grant funds to Wood County Dispatch to assist with the additional traffic patrol within the boundaries of Wood County, and

**NOW THEREFORE BE IT RESOLVED** to amend the Wood County Sheriff Traffic (52140) Budget for 2015 to add \$2,808 of unanticipated revenue from the State of Wisconsin 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.

MINUTES  
CONSERVATION, EDUCATION & ECONOMIC DEVELOPMENT COMMITTEE MEETING  
FRIDAY, SEPTEMBER 18, 2015  
WOOD COUNTY, WISCONSIN RAPIDS WI

4

Members Present: Hilde Henkel, Kenneth Curry, Bill Leichtnam, Gerald Nelson and Bob Ashbeck (joined the tour at noon in Marshfield)

Member Excused: Harvey Petersen

Staff Present: LCD – Shane Wucherpennig, Tracy Arnold, Adam Groshek and Lori Ruess  
Planning & Zoning – Jason Grueneberg, Jeff Brewbaker, Heather Marquardt, Julie Akey and April Opatik  
UWEX – Peter Manley and Matt Lippert

Others Present: District #14 Supervisor Dennis Polach, Cindy Cephress, County Clerk and District #2 Supervisor Donna Rozar (joined the tour at noon in Marshfield)

1. **Call to Order.** Chairperson Hilde Henkel called the CEED meeting to order at 8:00 a.m.
2. **Public Comment.** None.
3. A tour of the following sites took place: Rapids Family Backpacks - River Cities High School (Jodi Friday and Sarah Siegel – site presenter), NEPCO Lake Development (Jeff Brewbaker – site presenter), Dan Berkholtz Farm – Soil Judging Pits - (Matt Lippert – site presenter) and Gerald and Kay Sternweis Farm (Shane Wucherpennig – site presenter).
4. Lunch was served at the Marshfield Municipal Airport; following lunch, bids were opened.
5. **Open WDACP fence bids and approve low bid.** Chairperson Henkel opened the following WDACP fence bids:

Jan Wolosek	Bids were as follows:
Straight Line Fence	\$ 37,590.00
Real Fence	\$ 38,799.50
Kolo Cranberry	
Real Fence	\$ 39,861.00
Straight Line Fence	\$ 44,120.00
ArborVantage	
Real Fence	\$ 10,064.50
Straight Line Fence	\$ 11,940.00
Fazio Cranberry	
Straight Line Fence	\$ 52,990.00

**Motion by Kenneth Curry to accept the low bid in the amount of \$37,590.00 from Straight Line Fence for Jan Wolosek's fence, the low bid in the amount of \$39,861.00 from Real Fence for Kolo Cranberry's fence, the low bid in the amount of \$10,064.50 from Real Fence for ArborVantage's fence and the only bid received for Fazio Cranberry's fence from Straight Line Fence in the amount of \$52,990.00. Second by Gerald Nelson. Motion carried unanimously.**

6. **Open bids for Weiler Dairy, LLC and approve low bid for multiple practices.** Shane Wucherpennig presented the bids for Weiler Dairy, LLC's calf barn storage & transfer system that were opened in the Land Conservation Department by Kenneth Curry on September 9<sup>th</sup>. Bids were as follows:

Gessert Construction, Inc.	\$ 32,730.00
Weiler Dairy, LLC	\$ 34,170.00
J & S Weiler Concrete	\$ 34,756.50

**Motion by Robert Ashbeck to approve the low bid from Gessert Construction Inc., in the amount of \$32,730.00 for Weiler Dairy, LLC's calf barn storage & transfer system project as the basis for cost-sharing. Second by Gerald Nelson. Motion carried unanimously.**

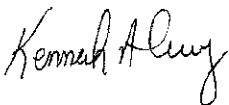
Chairperson Henkel opened the bids for Weiler Dairy, LLC's feed leachate runoff collection project. Bids were as follows:

Weiler Dairy, LLC	\$ 31,815.00
Gessert Construction Inc.	\$ 34,922.50
J & S Weiler Concrete	\$ 39,340.00

**Motion by Kenneth Curry to approve the low bid from Weiler Dairy, LLC in the amount of \$ 31,815.00 for Weiler Dairy, LLC's feed leachate runoff collection project as the basis for cost-sharing. Second by Bill Leichtnam. Motion carried unanimously.**

7. Following lunch and bid opening a tour of the following sites took place: Marshfield Municipal Airport (Jeffrey Gaier, Dan Maurer and John Berg - site presenters) and the Hewitt-Marshfield Connector Trail (Jason Grueneberg - site presenter).
8. The meeting was adjourned by Chairperson Henkel at 2:45 p.m.

Respectfully submitted,



Kenneth Curry, Secretary  
Minutes by Lori Ruess, Land Conservation Department  
Review for submittal to County Board by Kenneth Curry (9/23/15 @ 2:13 p.m.)

4

MINUTES FOR WEDNESDAY OCTOBER 7<sup>TH</sup>, 2015  
CONSERVATION EDUCATION AND ECONOMIC DEVELOPMENT COMMITTEE

DATE: Wednesday, October 7<sup>th</sup>, 2015

TIME: 9:00 a.m.

LOCATION: Wood County Courthouse, Room 115

**Members Present:** Hilde Henkel, Ken Curry, Gerald Nelson, Robert Ashbeck, Bill Leichtnam, Harvey Petersen

**Staff Present:**

- Planning & Zoning Staff: Jason Grueneberg, Jeff Brewbaker.
- UW Extension Staff: Peter Manley, Chris Viau, Amanda Darr
- Land Conservation Dept. Staff: Shane Wucherpennig, Tracy Arnold

**Others Present:**

- Lance Pliml – County Board Chair
  - Bill Clendenning – County Board Supervisor
  - Dennis Polach – County Board Supervisor
  - Steven J. Anderson – REGI
1. **Call meeting to order:** Chairperson Hilde Henkel called the CEED meeting to order at 9:00 a.m.
  2. **Public Comments** (*brief comments/statements regarding committee business*)
    - Committee Member Gerald Nelson brought a brochure about the NCWR Planning.
      - The brochure highlights the benefits of joining the program.
      - Dennis Lawrence is a contact for this program and the Committee would like to schedule him to come and talk about this program during next month's meeting.
      - This program covers a multitude of things and it would be beneficial for the Committee to have an update about the program from Dennis.
  3. **Review Correspondence**
    - Committee Member Bill Leichtnam brought up a point about how groundwater protection needs to be a standing agenda item that the Committee discusses regularly
    - Peter Manley from UW-Extension handed the Committee a draft proposal of the State budget cuts and the impacts to UW-Extension.
      - Right now the plan looks like a multi-county area with a local presence component
      - Chris Viau notified the Committee that the final decision will be made by the Extension's Chancellor within the next couple of months.
      - Once Extension has a more concrete idea of the plans they will inform the Committee.
    - Peter also let the Committee know that the Wood County Executive Committee for Farm Tech Days would be visiting the host farm applicants on Thursday October 8<sup>th</sup>, 2015 to decide which farm will be hosting FTD in Wood County for 2018.
    - Jason Gruenberg from Planning and Zoning brought up that there will be a Tribune Building Tour on Friday October 9<sup>th</sup>.
      - If interested you can register with Planning and Zoning.
      - The tour should take a half hour to 45 minutes
      - Jason handed out a brochure to the Committee with information on it regarding the tour.
    - Jason also notified the Committee about a brat fry for November 3<sup>rd</sup>, 2015 for United Way
      - The brat fry will go from 11am – 2pm
      - It will be \$4.00 for a brat, chips, and a cookie
      - It will be held at the Courthouse and employees and Committee members are encouraged to participate
      - Any questions can be directed to the Planning and Zoning Department



#### **4. Consent Agenda**

The Consent Agenda included the following Items:

- 1) Minutes of the September 2<sup>nd</sup>, 2015 CEED meeting, minutes of the September 18<sup>th</sup>, 2015 CEED meeting.
- 2) Bills from Planning & Zoning, UW Extension and Land Conservation
- 3) Staff activity reports from Jason Grueneberg, Justin Conner, Julie Akey, Jeff Brewbaker, Tracy Arnold, Shane Wucherpennig, Peter Manley, Matt Lippert, Teri Lessig, Sarah Siegel, Jodi Friday and Chris Viau, Kyli Brown.

**Committee Member Gerald Nelson motioned to approve consent agenda, and pay bills of the Planning & Zoning, UW Extension, and Land Conservation departments and Committee Member Ken Curry seconded the motion. The motion passed unanimously.**

#### **5. Risk and Injury Report**

- Nothing to report for this month.

#### **6. Economic Development**

- A.) Introduce recently hired REGI President, Steve Anderson
  - Steve has been on board with REGI since July of 2015
  - He has a diverse background in both economic development and law
  - Jason noted that Steve was the most qualified and suitable candidate for our area
  - Chairperson Hilde Henkel introduced Steve to all the Committee members
  - Jason brought up a Competitive Assets Assessment
    - He will make this assessment available to the whole board as a PDF
    - Steve is working on projects within the community associated with this assessment
    - Steve is looking at expansions and strategies for growth within the community
      - Retail attractions
      - Mentioned how the area is missing 80-90% of tourism dollars
      - There are 382 retailers looking for sites in Wisconsin and Steve is trying to come up with strategies to reach out to them to see if they'd be interested in this area.
      - Growth within this area is going to take a while; it won't be a quick process.
  - Lance Pliml brought up a point about building businesses
    - 180 degree thinking approach
    - People are drawn into areas due to lifestyle options
    - Businesses will follow the trained worker because people want to live where they can have lifestyle choices and if people are willing to go to an area businesses will follow.
  - Steve brought up the point that this area needs to maintain the workforce that is here right now, it will be an ongoing process but will be more beneficial than just spot developments

#### **7. Planning and Zoning**

- A.) Update on Private Onsite Waste Treatment System mailings
  - Jason handed out a calendar with dates regarding current mailing procedures
    - Reminder notices are sent out in October
    - \$20.00 invoices sent out November 2<sup>nd</sup>
    - The department is working on a quarterly newsletter which they plan to utilize as a marketing tool to let people within the community know about upcoming mailings and due dates.
    - The department also plans to send something to the town's officials to give notices about invoice due dates.
    - There are always some issues with individuals not submitting fees and completing pumping/inspections.

- Jeff Brewbaker suggested moving the due date for the pumping/inspections to August rather than September to help with the delay problems.
- Jason noted that the annual septic maintenance is the responsibility of the owner and is beneficial preventative maintenance.
- Jeff mentioned that he is working on enforcements of deadlines to have septic systems pumped
  - Instead of a 30 day notice he suggested bumping it up to 15 days
  - Sending out a second and third notice was also mentioned
  - By decreasing the length of time individuals have to get their septic systems pumped and notices paid it should speed up the process a bit
  - Committee Member Ken Curry suggested to charge late fees on the \$20.00 invoice due and have the fees compound the later it is neglected.
- Jason will follow up with late payments but due to limited staffing resources they may have to push to have their employees address other office issues.
- Lance made a point that they are looking toward an online method in a lot of areas that would allow people to pay fines and dues online rather than submitting a paper form.
- Committee Chairperson Hilde Henkel noted that the Committee would like updates in January regarding private sewage and the budget.
- B. ) Shoreland Zoning Regulations
  - The changes to Shoreland Zoning Regulations will not affect our shorelands in a dramatic way according to Jason.
  - Other counties may have to make larger changes to accommodate these changes.
  - The resolution would be to oppose the recent changes to Shoreland zoning regulations passes as part of the 2015 Wisconsin Act 55.
  - Ordinances would have to change but it wouldn't cause issues with how permits are being issued out.
  - The proposed regulations would diminish future flexibility to make some ordinance amendments.

**Committee Member Ken Curry motioned to make a resolution to reconsider changes to the Shoreland Zoning Regulations and Committee Member Gerald Nelson seconded the motion. The motion passed unanimously.**

- Jason will prepare a resolution and the Committee will sign it on County Board day.

#### **8. County Surveyor**

- Nothing to report for this month

#### **9. Land Records**

- Nothing to report for this month

#### **10. Land Conservation**

- A.) Nonmetallic Mining Reclamation Program Update
  - Tracy reported on how a graduate student from Madison wanted information regarding public records. The process of providing individuals with public records can be very time consuming. This one individual case took Tracy a total of 2 hours for her to collect all of the information.
  - Tracy commented that in the past she was collecting public records 5 to 6 times a week. Now the number has dropped down but she is still doing about 1 to 2 a week.
  - The DNR Audit that happened on September 3<sup>rd</sup> of this year went well according to Tracy and the department.
    - The auditor was very pleased with the administration of Tracy's programs and thought things overall were going really well.

- Tracy reported on Badger Sandstone
  - It has been permitted since 2004
  - The miners were expecting to be able to get more money for the stone but were unable to and in 2014 redid their plans.
  - Tracy has since been working to have the mine reclaimed.
  - Since the reclamation process had started the miners have done a lot of earthwork and vegetative growth is in process.
  - Transect data has been done on the site.
    - Tracy collected data from 130 various spots around the site
    - She passed out photos to show the Committee the improvements that have been made and all the work that still needs to be completed.
    - She has been spending a lot of time on nonmetallic mines throughout the county since the reclamation process can be very long.
- B.) Invasive Species
  - Purple Loosestrife Program
    - Tracy has done a lot of work with the Purple Loosestrife Program she set up in Wood County
    - She's taken the lessons and information into schools.
    - Students have grown plants in their classrooms as part of projects.
    - Beetles from the DNR that specifically feed on the plants were introduced to the classroom plants.
    - Once the plants were eaten the beetles were released into wild Purple Loosestrife on sites where permission from landowners was granted.
  - Rusty Crayfish
    - This is another program Tracy has introduced into schools within Wood County.
    - Students have traps set out to catch Rusty Crayfish and teachers incorporate lessons about Rusty Crayfish into a research project for students.
    - The traps are set up along the Yellow River as well as North Park
    - Bay Beach Wildlife Sanctuary takes the crayfish that are captured and uses them for animals in their wildlife facility.
    - The DNR sends questions to the Wood County Land Conservation Department regarding these programs and other schools throughout Wisconsin have asked Tracy to come and help set up the program in their schools. Pulaski near Green Bay was one of the schools Tracy helped start up the program in.
  - Japanese Knot Weed
    - This weed is very invasive.
    - It is so invasive it can break through asphalt.
    - The weed does require more than a 1x per year treatment it requires up to 2x per season
    - The Committee agreed that enforcement of regulations needs to be a push by the towns
    - The DNR has an invasive species rule that has an updated list from 2015 of invasive species listed on their website.
- C.) Consider resolution to amend the 2015 Wildlife Damage Abatement & Claims budget for four approved fences.

- The Committee briefly discussed the resolution and the next steps in the process and agreed to amend the 2015 Wildlife Damage Abatement & Claims budget for four approved fences.

**Committee Member Ken Curry motioned to approve the resolution to amend the 2015 Wildlife Damage Abatement & Claims budget for four approved fences, and Committee Member Bill Leichtnam seconded the motion. The motion passed unanimously.**

- D.) Approve and accept the low bid for D&B Sternweis Farm Inc., roof runoff and underground outlet project and Heather and Trent Schmitt's waste storage facility project.
  - The Committee briefly discussed each of the items up for approval and agreed to approve them and accept the low bid for the Sternweis Farm.

**Committee Member Harvey Petersen motioned to approve and accept the low bid for D&B Sternweis Farm Inc., roof runoff and underground outlet project and Heather and Trent Schmitt's waste storage facility project, and Committee Member Robert Ashbeck seconded the motion. The motion passed unanimously.**

- E.) Review manure runoff complaints and compliance options
  - Manure spreading complaints:
    - Heiman Dairy from Marshfield had a complaint about their manure tank overflowing and discharging to a road ditch
      - A new pump has been put in and the farm is currently working with an engineer to make a more efficient system with less error.
    - Excessive spreading complaint in the Town of Richfield
      - 15-20 unconfined manure stacks in a water quality management area were called in to Land Conservation.
      - Shane gave the farmer options and followed up with him and suggested a side contractor may be necessary to resolve the issue.
    - Committee Member Bill Leichtnam brought up the Central Sands Dairy and his concerns with some of the land being in Wood County as they are spraying manure.
      - Shane said he will look into it and contact necessary people to see if there is an issue with the manure spraying being close to the County.
      - The Committee agreed that during the special meeting in November for Land Conservation they would address this issue more extensively.

## **11. UW-Extension**

- A.) Clean Sweep Update
  - Peter Manley passed out some photos to the Committee from the Clean Sweep event that was held on October 3<sup>rd</sup> in the Town of Saratoga.
  - 7,500lbs of materials were collected during the Clean Sweep.
  - As far as traffic the event was not overly busy but the employees who helped out with the event stayed very busy throughout the day.
  - Florescent tubes are not a part of the collection items - ACE and Hillars collects these items though.
  - Motor oil was another item that was not accepted.
  - Prescription medicines were also not collected at this event since there was an Rx Drop-off at the police stations throughout Wood County all year.

- Peter noted that the only item the Clean Sweep was unsure of how to dispose of was small LP tanks. He concluded that further research of proper disposal will need to be done before the next Clean Sweep takes place.
- Bill Clendenning noted that the Town of Grand Rapids has applied for a grant of \$56,000.00 to collect items as well and that this is not to compete with or replace the Clean Sweep but to offer residents other options for proper disposal of chemicals and waste items.
- Overall, Peter said the event was very successful and residents were glad the event had taken place.
- B.) Fair Update
  - The Junior Fair started on Tuesday, September 1<sup>st</sup> – Entry Day
    - This was also the first day of school so it was a little challenging
    - It was the lowest number of Junior Fair entries in 8 years.
    - The number of exhibitors stayed relatively the same
    - There was a high rate of “no-shows” – 34%
    - Fair & Junior Fair Boards are working with UW-Extension to utilize technology better.
      - Future of Extension will impact how much support can be given to the Junior Fair from the Extension Office.
- C.) Parenthetical: Using Extension Resources for Local Needs
  - Chris Viau – UW-Extension’s 4-H Youth Development Agent presented a presentation to the Committee about a resource the UW-Extension Office utilizes regularly to work with youth and families.
    - myparenthetical.com is the website Chris showcased.
    - It is a partnership with the UW-Madison Human Ecology Department and UW-Extension.
    - It is staffed by UW-Extension specialists and provides research based and unbiased information regarding parenting information.
    - Chris personally uses these topics in newsletters, radio segments, and in 4-H lessons with 4-H groups.
    - Sarah Siegel from the UW-Extension Office and Chris applied for a grant and received money to do an outreach campaign. The outreach campaign will allow them to host workshops to let people in the community know what resources and tools are available to them with regards to parenting information.
- After Chris finished his presentation the Committee along with Chris and Peter discussed some of the restructuring that will be coming to UW-Extension with the budget cuts.
  - The Committee agreed to have Peter and UW-Extension keep them updated on any information they receive regarding restructuring.

**Committee Member Robert Ashbeck motioned to adjourn the meeting, and Committee Member Bill Leichtnam seconded the motion. The motion passed unanimously.**

The next meeting is scheduled for November 4<sup>th</sup>, 2015 at 9:00 am in Room 115. This meeting will just include UW-Extension and Planning and Zoning. Land Conservation will have a special meeting on November 5<sup>th</sup>, 2015 at 9:00 am in Room 115.

*Kenneth A. Darr*

Recording Secretary – (Amanda Darr)

4



22 EAST MIFFLIN STREET, SUITE 900  
MADISON, WI 53703  
TOLL FREE: 1,866,404,2700  
PHONE: 608,663,2188  
FAX: 608,663,7189  
WWW.WICOUNTIES.ORG

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

Thursday, July 30, 2015

Stevens Point Area Convention & Visitors Bureau  
Stevens Point, WI

**MINUTES**

*ALL AGENDA ITEMS ARE ASSUMED TO BE ACTION ITEMS*

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

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

**APPROVAL OF MAY 28, 2015 JOINT MEETING MINUTES:** Motion by Hamilton, second by Hintz, to approve the May 28, 2015 joint meeting minutes as printed. Motion carried.

**CHAIR'S REMARKS:** Chair Klimoski noted that the summer is already 2/3 over. The Wolf River level is a bit low because of the fairly dry summer so far. Chair Klimoski said that he doesn't really like hot weather, but he can't complain about how it has been.

**PROJECT DIRECTOR'S REPORT:**

- a. Northwoods Rail Transit Commission: Bill Korrer told the group that the Northwoods Rail Transit Commission met recently and reviewed the status of the TIGER Grant Application. The requested grant amount is for a total of \$13.8 million; \$4.8M would be Wisconsin funds, \$3M would be Michigan funds, \$1.2M is pledged by Canadian National, and the balance is \$4.8M TIGER funds. The \$4.8M Wisconsin dollar earmark did not make the stampede of items attached to the budget bill, so stand alone legislation will be needed to secure those dollars. The successful grant would allow the purchase of 115 dedicated forest product rail cars. The Escanaba & Lake Superior Railroad (E&LS) has just submitted the necessary paperwork for certification from the American Association of Railroads to enter into rail car production.
- b. Wisconsin Ag Tourism Association: Wedding/event barns were the hot topic. Essentially, wedding barns need to understand that they fall into the same category as other types of commercial buildings that host events. There is a 180 day seasonal exception to some of the rules, but the confusing part is whether or not they need to be sprinklered. If they are classified as an event hall, then the threshold is 300 people or more before tighter regulations come into play, when compared to tavern-type businesses with smaller maximum capacity occupancy numbers. It would appear that a legislative remedy is the most likely way to address this rising problem.

**MARKETING REPORT:** Angie Close told the Board and Tourism & Economic Development Advisory Committee that the marketing group has a meeting scheduled for August 20th to discuss the items listed below. June and July were just too busy for them to get together.

- a. 2015 Marketing Plan Status: No information was available today.
- b. 2016 Sports Shows: No information was available today.
- c. Website Promotion: No information was available today.

North Central ITBEC Board & Tourism & Economic Development Advisory Committee  
(Joint Meeting) Minutes

Page 3

July 30, 2015

**FINANCIAL REPORT:** Bill Korrer told the group that there were two checks totaling \$5,039.41 issued since the last meeting. Currently, there is an undesignated fund balance of \$12,720.44. Motion by Cushing, second by Hamilton, to accept the July financial report. Motion carried.

**UPDATE - Good Neighbor Authority:** Paul Strong, supervisor of the Chequamegon-Nicolet National Forest, explained how the Good Neighbor Authority agreement is being set up, how it will work, and how the fiscal side of it works. The agreement is between the National Forest Service (NFS) and the Wisconsin DNR for forestry services. The DNR can negotiate local agreements with county forestry departments to actually perform the work. Mr. Strong also explained the decision making process the NFS used when closing some of their recreational assets for the summer.

**UPDATE - Nicolet National Forest Trail Branding:** Samantha Routheau Boucher informed the group it is her understanding that the branding project has been paused at the current time.

**DEPARTMENT OF TOURISM UPDATE:** Jeff Anderson told the members that there were four Department of Tourism grants awarded in the North Central ITBEC area. Mr. Anderson also explained the Travel Green program to everybody and reported on the ad campaigns.

**DISCUSSION/DECISION - Transient Housing:** Sara Brish opened the discussion and asked how other communities are handling the new wave of unlicensed transient lodging exploding via the internet. Many counties are having their health departments follow-up on internet searches of local rentals and in some municipalities, the treasurer's office takes the lead. In some cases, the zoning department starts the investigation from neighbors complaints.

**COUNTY ISSUES ROUNDTABLE DISCUSSION:** Members engaged in a roundtable discussion on topics of local interest that included room tax distribution, changes to the big game registration system, and department of transportation. No action was taken by the ITBEC Board or the Tourism & Economic Development Advisory Committee.

**ITEMS FOR FUTURE AGENDA:** Continue with the "Transient Housing" item and the "Roundtable" item.



North Central ITBEC Board & Tourism & Economic Development Advisory Committee  
(Joint Meeting) Minutes

Page 4

July 30, 2015

**NEXT MEETING DATE:** The next meeting will be on Thursday, September 24, 2015, in Shawano County starting at 10:00 a.m.

**ADJOURNMENT:** Motion by Pliml, second by Hintz, to adjourn at 11:44 a.m. Motion carried.

## **Conservation, Education & Economic Development Committee Report October CEED Meeting 2015**

### **Peter Manley**

#### **Wood County UW-Extension Community Resource Agent**

I attended and made input into the CEED meeting on September 2nd. I led weekly staff meetings and we reviewed 6 month progress on the budget and planned changes as necessary. I submitted an updated budget for CEED and Executive Committee approval. September began with the fair and I spent September 1-7 with duties at the Marshfield Fairgrounds. Immediately afterwards, September 8-11, I attended the Basic Economic Development Course in Madison. Topics included: Entrepreneurial & Small Business Development, IEDC Certification, Real Estate Development, Business Retention and Expansion, Strategic Planning, Ethics, Finance, Workforce Development, Community and Neighborhood Development, Managing an Economic Development Organization, and Marketing and Attraction. I had two COLORS presentations, with Chris Viau, for the Human Services Department on September 15 & 23. Both of these presentations were in Marshfield. We are also meeting with Human Services managers to discuss future COLORS presentations. I attended County Board on September 17 for a resolution from our department. On September 21, I attended the WCA Conference in Lacrosse as Lance Pliml became the President of WCA. I attended the initial presentations of the Blue Prints Community Development program in Wisconsin Rapids. This consists of training over a 9-month period followed by development of a community development project. I had four call-in radio programs this month. The latter half of the month also consisted of preparations for the upcoming Clean Sweep on October 3. I also prepared applications for Clean Sweep funding for 2016.

### **Matt Lippert**

#### **Wood County UW-Extension Agriculture Agent**

- One issue of the Cranberry Crop Management Journal was produced by our office in September. The Journal is funded by a grant from the Wisconsin Cranberry Board. Up to ten issues are produced each season by the Wood County Extension office. It is available to every cranberry grower in the state by email or mail; we have a distribution of over 300 people. Input for the newsletter comes from state specialists at UW-Madison, USDA specialists, crop consultants as well as individual growers. Each issue averages 8 pages of timely crop production information.
- The CWAS Newsletter, a joint effort of seven county agriculture agents, was distributed to about 350 producers in September.
- Fair Week! I assisted with JR and open show dairy and beef and swine shows and the market animal sale. I also assisted with Jr. and open show crop and garden exhibits.
- Our office has begun the process of recruitment of host farm applicants for Farm Technology Days. The application is available from our office and is due September 15. We have 6 applicants.
- The Soil Judging Field Day and Tour was held with 65 students from Auburndale, Marshfield, Pittsville and Wisconsin Rapids learning about soil and land management. The group also toured the Central Sands Dairy in Nekoosa.
- The Market Animal Sale committee met and reviewed the events of the fair.
- The Carcass show was held with about 120 attending at Hewitt's Meat Processing in Lindsey.
- I attended the Wood County Farm Bureau Annual Meeting.
- Live Radio interview on WDLB.

- Attended Team Forage Extension in-service in La Crosse, learned about the grass seed industry and current technologies for grass production.
- Provided educational tours for the public at Warrens Cranfest.
- I met with other ag agents to plan programming for the fall and winter and provided training and mentoring for the new Adams County Agriculture Agent.
- I worked at World Dairy Expo assisting with the show ring and the UWEX Dairy Team booth.

### **Teri Lessig**

#### **Wood County UW-Extension Horticulture Educator**

- Visited Farm Tech Days in Dane County with the rest of the office on Tuesday, August 25<sup>th</sup> in preparation for 2018 when Farm Tech Days comes to Wood County. I spent some time visiting with my colleagues in Dane County discussing their topics and displays. The Master Gardeners contributed extensively and I took pictures and documented their ideas to bring back to our group. The Wood County Master Gardeners are forming a committee in 2016 to begin brainstorming and planning for the event.
- Two appearances on WFHR. We discussed fall gardening activities that should occur before the first frost and nuisance insect pests that will be invading houses and how to prevent them from coming in.
- The community gardens in both Marshfield and Wisconsin Rapids are winding down for the season. Garden clean-up has been scheduled.
- The Master Gardener Level 1 training was cancelled for this fall. There were not enough participants signed up to make it worth the time that needs to be invested into the 12 week program.

### **Sarah Seigel**

#### **Wood County UW-Extension Family Living Educator**

- Went to the Peach Street Farmers' Market on September 1 to test dial gauge canners and provide education regarding home food preservation and food safety.
- Attended the Central Wisconsin State Fair on September 1 to assist with Junior Fair project check-in.
- Organized and participated in the September "Identity Theft" Financial Lunch & Learn. Presenter was Jeremy Keith from the Wood County Sheriff's Department. (September 2)
- Attended the Central Wisconsin State Fair on September 2, 4, 5, 6 and 7 to help with the Junior Fair building.
- Talked on WDLB and WFHR (September 8 and 10) about checking your credit report. UW-Extension Family Living promotes checking your credit report on February 2 (2/2), June 6 (6/6) and October 10 (10/10)
- Attended a meeting at the Family Center regarding future programming for their clients on September 10.
- Went to the Rapids Mall Farmers' Market on September 10 to test dial gauge canners and provide education regarding home food preservation and food safety.
- Went to the Baum's Farmers' Market on September 11 to test dial gauge canners and provide education regarding home food preservation and food safety.
- Had a meeting with Heidi Elsen at Ho-Chunk Head Start regarding programming for the year. (September 14)
- Taught a Food Preservation Basics class at McMillan Library on September 14.
- Presented at the WAHCE state conference at the Holiday Inn in Stevens Point on September 15 and 16. My presentations included Cooking for 1 & 2 and Food Label Lingo.

- Presented to the CEED tour group on September 18 about Rapids Family Backpacks. The group also helped pack the 2<sup>nd</sup> week/meal of backpacks.
- Listened to a Wisline for the Schools and Hunger Workgroup which I co-chair for the Family Living state Healthy Living Team on September 18.
- Listened to a Wisline for the 3D parent/child financial story time workgroup that I belong too. Workgroup focuses on tying financial concepts/education with childhood literacy. (September 22)
- Attended a volunteer session for the NOW program at the Marshfield Area United Way in Marshfield on September 24. The NOW program is Marshfield's version of a backpack program to address food security issues.
- Attended a tour of the Faith Reformed Food pantry in Plover on September 24. Tour was part of our work with the south Wood County Hunger Coalition.
- Listened to a scholarship webinar for the Department of Family Development tenure process on September 28.
- Continued to revise and work on the Financial Capability programs and curriculum for all Financial Capability Series classes/courses offered. Continued to work on marketing the Financial Capability Series within Wood County.
- Continued to revise and work on the Family Leadership programs and curriculum for all Family Leadership topics/classes offered.
- Worked on our social media resources which are promoted to the community/families to use to access and register for Family Living programs.
- I attended coalition meetings throughout the month for south Wood County Hunger Coalition, Rapids Family Backpacks and Child Abuse Task Force Team.

### **Jodi Friday**

### **Wood County UW-Extension WNEP Nutrition Educator**

My appointment resumes to full time. I have spent many hours preparing for upcoming lessons with WIC and youth learners.

- Taught at two Senior Dining Congregate meal sites to approximately 50 seniors. Seniors are learning the health benefits of eating tomatoes and tomato products. These were my last lessons with Senior Dining. Going forward, I will be teaching Seniors through a series of lessons, rather than quarterly at Senior Dining Congregate meal sites.
- Taught at the Women, Infants & Children (WIC) clinic three times this month to approximately 35 parents. This quarter's lesson focuses on the farmers market and how to use WIC farmers market vouchers.
- Participated in three Wood County Staff meetings.
- Participated in one Rapids Family Backpacks (RFB) committee meeting. Represented RFB at ERCO for the United Way campaign.
- Ordered food for the Rapids Family Backpack room for the remainder of the trimester.
- Hosted the CEED Committee at the Rapids Family Backpack.
- Attended the ADRC Nutrition Advisory Council meeting in Pittsville.
- Attended one WNEP Team meeting (Wood/Portage County).
- Visited the Nutrition on Weekends (NOW) backpack program in Marshfield and the Inner Faith Food Pantry in Plover as a member of the South Wood County Hunger Coalition. Both programs have valuable insight into how they address hunger in their communities.
- October 1<sup>st</sup>, I begin work in the schools.

## Chris Viau

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

The following is an overview of Youth Development activities for September 2015:

- 4-H Club and Program Management
  - 4-H Club and Volunteer Management concerns-Ongoing
    - Club merger
  - Member Re-enrollment education
  - New Volunteer Orientation session
  - Newsletter contributions
  - 4-H Leaders Association
    - Executive Committee Meeting
    - Leader's Association Meeting
- Central WI State Fair
  - On-site @ Fair. September 1-7
  - Post Fair tasks- reports, evaluation, and conflict resolution
- Other
  - WDLB Radio- "Preparing for the Homework Battle"
  - Potential New Program Development- Middle School Youth Leadership and STEM Committee Development
  - Cooperative Extension Volunteer In Preparation (Youth Protection) development team meetings- ongoing
  - Real Colors with Human Services.
    - Facilitate 2 Real Colors sessions
    - Review Session data (total of 9 sessions)
    - Session with Managers- review and next steps
- Administrative
  - State and Regional Phone Conferences
  - 4-H Youth Development Liaison Responsibilities- 25% FTE

## Kyli Brown

### Wood County UW-Extension 4-H Program Advisor

- Helped to coordinate the 2015 Central WI State Junior Fair. The Junior Fairy was a great success and the Kiss a Critter raised over \$190 for transportation costs to State Fair for Arts and Crafts Items.
- With our Respond to phone calls and emails regarding 4-H enrollments, questions, feedback and planning meetings for 4-H.
- Continue to update and maintain the Wood County 4-H Facebook site. We are up to 561 fans!!!
- Facilitated a North Central Regional Face to Face meeting on Sept. 30
- Attended a Department Head meeting in Merrill on September 15.
- Facilitated a Conflict Negotiation training on September 24<sup>th</sup> in Adams County with Peter Manly.
- Attended the VIVA training in Madison. Volunteers in Vision to Action training on September 29<sup>th</sup>.

## *Activities Report for Tracy Arnold 10-2015*

### **Wildlife Damage Abatement and Claims Program**

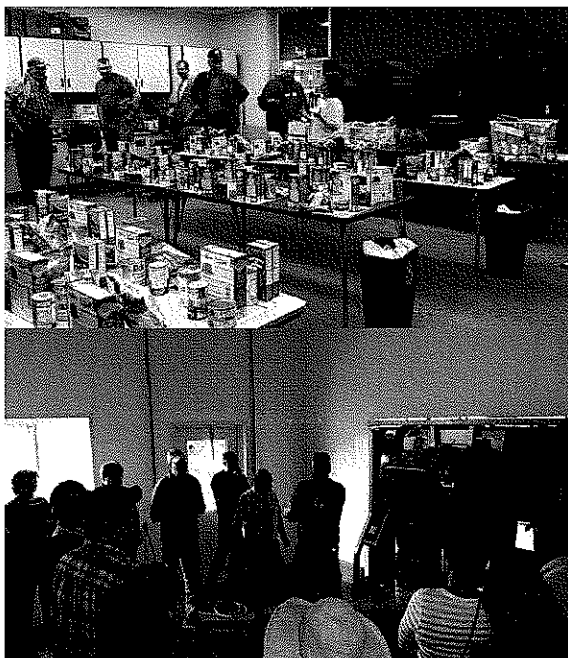
- Maintaining DNR database with current Wood County information
- Entering 2015 enrollees into database
- Coordinated the 2015 Venison Donation
- DNR approved on 4 out of 5 fences
  - Prepared bids forms, Met with fence contractors, Met with landowners to finalize designs
  - Opened bids and approved low bid
  - Discussed financials with 4 landowners
  - Setting up logistics of fence construction
- Purchasing temporary fencing supplies for apiaries
- 1 WDACP fence back into compliance, 4 still working to gain compliance
- Conducted appraisals on 515 acres corn, 210 acres of soybeans

### **Non-metallic mining reclamation program**

- No forfeiture payment from B & R Excavating to date (since June 12, 2013)
- Updating NMM databases
- Facilitated the DNR audit of NMM program. (Please see enclosed report from DNR.)
- Conducting the quantitative assessment procedures for success evaluation
- Drafted permit fee and financial assurance increase letter for Shane to sign

### **Land Conservation**

- Entering stream flow data into the SWIMS database for 16 sites (authorized by state to enter data)
- Conducted stream flow survey's on Five Mile, Two Mile and Bloody Run
- Submitted the required paperwork to DNR for our Purple Loosestrife Beetle Bio-control project
- Conducting Acoustic Bat Survey's for Wood County
- Concluding the Rusty Wranglers Program at North Wood County Park
- Drop off Crayfish donation to Bay Beach Wildlife Area
- Preparing for 2016 Tree Sale
- Continue to be Chair of the Youth Education Committee for the WI Land+Water
- Coordinating the Wood County Poster and Speaking Contest
- Preparing newsletter articles
- Facilitated a successful CEED fall tour





Wood County  
WISCONSIN

LAND CONSERVATION  
DEPARTMENT

*Activities Report for Shane Wucherpennig September 2015*

- September 2 - Attended CEED meeting.
- September 2 – Reviewed Non-Metallic Mining changes to the fees and other ordinance changes.
- September 2&3 – Designed drain-tile curtain system for the Lee Deboer Weiser structure to be installed around the perimeter of the waste storage structure. Resource Engineering out of Middleton, WI submitted the Weiser structure for review and a permit. I designed the tile after we determined a perched water table existed.
- September 3 – Thomas Portle from DNR was here performing an audit of our Non-Metallic program and spent some time with Tracy Arnold and myself to discuss the programs and current issues we may have.
- September 4 – Staked out Agitation pads for D&B Sternweis farms, Inc.
- September 8 – Followed up with Landowner Clarence Boerboom after validating an excessive manure application & manure piles near a waterway complaint. (Validated the complaint on Aug 25, 2105. Complaint was called in on August 20, 2015 and it was legitimate).
- September 9, Drafted and sent out a formal violation letter to Michael J. Ronnfeldt / Amber N. Likens ( operators/leasees at the Clarence Boerboom Dairy facility located on Richfield Drive, Marshfield, WI).The letter informed him he was in violation of NR 151 Manure Management Prohibitions for having unconfined manure piles in a water quality management area. He was given until September 30<sup>th</sup> to correct the violation.
- September 9 – Open bids for Barnyard Runoff Storage Facility & Transfer Systyem on the Weiler Dairy, LLC site.
- September 9 – Issued permit for Weiler Dairy, LLC Barnyard Runoff Waste Storage Facility and Waste Transfer System.
- September 10 - Reviewed plan sets for Lee Deboer's Weiser waste storage facilities engineered by Recourse Engineering from Middleton, WI.
- Issued an animal waste storage facility permit for Lee Deboer for the construction of two Weiser concrete structures.
- September 10 – Responded to a request from Darla Doescher from DOT to check if the Landowners she was working with on land acquisition where in the Farmland Preservation Program.
- September 11 – Bill reimbursement for Weiler Dairy & Lindner Const. For the Waste Storage Facility construction.
- September 11 - Field visits to D&B Sternweis farms, Weiler Dairy, Marti Farms and Lee Deboer.
- September 14 - September 14 - Worked on Engineered plans for half a day.
- September 14– Staff meeting with staff to discuss schedules, projects and monthly activities.
- September 17 – Attended Golden Sands RC&D water quality committee meeting and the council meeting.
- September 18 – Opened bids for the Feed Leachate Collection and Waste Transfer System projects for Weiler Dairy, LLC.
- September 18 – Attended and Co-Hosted Fall CEED conservation tour.
- September 21 – Sent out bids for Heather Schmitt waste storage facility.
- September 21-25 – Covered construction inspection of on-going projects for engineering technician in his absence.
- September 28 – Covered construction inspection of on-going projects for engineering technician in his absence.
- September 29 – Open bids for Heather Schmitt waste storage facility & transfer system and D&B Sternwis Farm's roof runoff system with CEED Chair.
- September 29– Staff meeting with staff to discuss schedules, projects and monthly activities.

**Activities Report for Adam Groshek – September 2015**

~Inspection of waterstop and concrete formwork for the Travis Marti farm manure storage structure and relay of information to John Roach, the private engineer in charge of the project.

~Working with John Roach and Travis Marti to best address the issues associated with the draitile installation and rain erosion of the manure storage pit sideslope base soils.

~Lee DeBoer farm GPS stakeout for draitile lines from new manure storage tanks.

~Randy Pliska farm barnyard manure transfer tank planning.

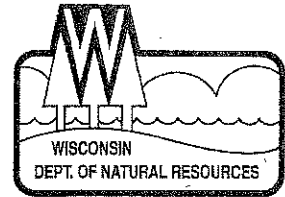
~Design, plan set preparation, bid paper collection, and review of plans for clay-lined manure storage structure for Heather Schmitt.

~Attendance of the Conservation Education and Economic Development Tour to Lake NEPCO subdivision, Marshfield Sternweis farm, Hewitt bike trail, etc.



State of Wisconsin  
DEPARTMENT OF NATURAL RESOURCES  
101 S. Webster Street  
Box 7921  
Madison WI 53707-7921

Scott Walker, Governor  
Cathy Stepp, Secretary  
Telephone 608-266-2621  
Toll Free 1-888-936-7463  
TTY Access via relay - 711



September 17, 2015

Ms. Tracy Arnold, Conservation Program Coordinator  
Wood County Land Conservation Department  
Wood County Courthouse  
400 Market Street  
Wisconsin Rapids, WI 54494

Subject: NR 135 Nonmetallic Mining Reclamation Program Review on September 3<sup>rd</sup>.  
for Wood County - (RA # 55-141-00000)

Dear Tracy,

On September 3, 2015 we conducted a performance review audit of the Wood County NR 135 nonmetallic mining reclamation program. State statute, s. 295.18 requires the Department to periodically review (at least once every ten years) the nonmetallic mining program of each NR 135 regulatory authority (RA).

An array of program elements subject to review is found in s. NR 135.47, Wis. Adm. Code. Pursuant to s. 295.18 and s. NR 135.47(4) a written compliance determination must be provided to the audited regulatory authority (RA).

The intent of the NR 135 program review is: 1) to ensure that all NR 135 programs are being administered in a comprehensive and consistent manner, 2) to ensure that the uniform reclamation standards contained in ch. NR 135 are being complied with during reclamation, 3) to gather and/or verify information on program administration, 4) to provide you technical assistance (as needed) and 5) to learn about any concerns you might have.

First, I'd like to express my appreciation of your time spent during the audit and follow-up phone calls and for the additional information you provided after the audit. The results of the NR 135 reclamation program review of September 3, 2015 are given below.

#### General - Program Administration

Of the 22 Towns in Wood County half have no zoning requirements. However, a few cities and villages also have zoning requirements including the City of Wisconsin Rapids.

The number of permitted mines has increased between the 2007 DNR program review audit and the present. In 2007 there were 48 permits for about 395 active acres; by 2014 the number increased to 63 active permits with just over 520 actively mined acres. Presently, there are six inactive sites. There are no chapter 30/NR 340 mines permitted by the DNR in the county. Wood County's NR 135 Reclamation program had previously been audited by the DNR in 2007. Information from that audit was included in the 2008 report to the Natural Resource Board (NRB) on fee and revenue balances <http://dnr.wi.gov/files/PDF/pubs/wa/WA1366.pdf>. Wood County data are included in Table 3. of the 2013 Report to the NRB <http://dnr.wi.gov/topic/Mines/documents/NMMFeeReport2013.pdf>.

The Ordinance (802 NONMETALLIC MINING RECLAMATION) revised to reflect a 2006 revision to NR 135 as required. During the office portion of the program review, we discussed plan to revise the ordinance again both to remove fees from the body of the ordinance and position self for closer relationship between revenue and

administrative expenditures. This entails referencing an external fee schedule and removing the current fee table from the ordinance to an external schedule. This was passed on September 15 and on September 16 I received a copy of the proposed revised ordinance as per NR 135.46.

Note: Ordinance revision (to be) October 2015- revisions include –removal of Table 1 – Permit Fee Schedule and wording changes to include “...fees established by the CEED Committee. The amount of the fees under this section shall be established from time to time by the CEED Committee.”

### **Recordkeeping - Collection and Transfer of Fees and Reporting**

Records pertaining to the Wood County NR 135 program were accessible, were well organized and are being used effectively to support the program. As a direct result of diligence in looking to improve the Wood County program there is a robust electronic recordkeeping system that brings together program records, plans, and information obtained during inspections. This provides up-to-date coordinated recordkeeping and is viewed as an asset by others as well as the Wood County NR 135 program. ArcView- maps are utilized for keeping track of mines and for use in sending letters regarding annual fee payment on unreclaimed acres. Field inspections are used as opportunities to confirm the fee-assessable acreage as a GPS instrument is used during on-site visits. A further enhancement is that Land Records has worked together with Conservation to generate property transfer alerts which are especially valuable when there is a new owner who may lease to the operator. In such cases, too often the new owner is not aware of and does not concur with the reclamation plan pursuant to NR 135.19(6). Fees are transferred and annual reports are provided to the DNR, as required by NR 135.37, by March 31 each year using the annual reporting tool.

### **Permitting - Process for Review of Permit Applications, Modifications**

Based on the 2014 annual report there were 7 modifications and noticed hearings but none were needed. Modifications were a result of permit transfers. I received a detailed checklist (used to ensure all elements in NR 135.19 as well as any additional county requirements) and looked at reclamation plans and plan modifications that were done using the checklist as a guide. The process is thorough and well thought out. One of the modifications for Badger Sandstone site in the Town of Rudolph which became necessary when the operator decided to cease mining well before originally intended. This site was visited that afternoon (see below and photos in Attachment 1).

### **Site Inspections/ Response to Inquiries, Complaints and Enforcement; COC Evaluation**

Wood County performs regular inspections and derives several benefits from doing so. Aside from the usual value of inspections for compliance with the ordinance and the reclamation plan the county uses field inspections to validate active acreage at NR 135 sites. Inspections uncover issues on sites. Sometimes the DNR is engaged in these especially when there is a possible enforcement matter. For example, at Badger Sandstone Field inspections Badger Sandstone for solid waste concerns including the storage/disposal of shingles. Tracy worked with Brenda Halminiak, a DNR solid waste investigator, from the Bureau Waste and Materials Management. I received a Wood County Land Conservation Department ‘Complaint Form’ from Tracy. Another positive is the integration of the process of performing regular inspections as a way to validate fee-assessable acreage. I shared and later sent a site inspection checklist for periodic inspections and a template that may be used for COC success quantitative evaluations of reclamation success.

### COC Evaluation

Tracy provided me with photos for a site mined and reclaimed by Doine Excavating, Inc., in the Town of Lincoln where a Certificate of Completion (COC) was issued for this mine and financial assurance was released. Due to proximity I was not able to physically visit the site but received photos from Tracy. The County has good photo-documentation of reclamation at this site (see Photos Nos. 1 and 2 in Attachment 1).

We visited a site in the context of COC on the afternoon of September 3. Please see photos of the progress at the Badger Sandstone site (see Photos Nos. 2-8 in Attachment). As discussed below for the site visit this site is currently being worked on and which has caused some concerns. This is a site of around 11 acres where a road is to be left as part of the final post-mining land use. This may amount to about an acre; areas previously used for topsoil and soil materials storage has been returned to an agricultural rotation. After what soil was available was redistributed on site. The soil materials were distributed and used in reclamation it now appears that there is a soil deficiency. This leaves perhaps ten acres that are not as yet satisfactorily reclaimed although the permittee is actively seeking a COC for the site. A bond of approximately \$33,000 is on file and held by Wood County.

### **Financial Assurance Determination and Re-evaluation- Discussion with the Regulatory Authority/Technical Assistance**

Financial Assurance (FA) is on file for all permitted mines in Wood County. Wood County routinely reviews their FAs to ensure none expire and therefore remain certain that all permitted mines have current financial assurance in place.

Wood County has periodically (on more than one occasion) re-evaluated and raised the amount of the FA for permitted mines thus increasing the chance of having adequate funds to cover current costs of implementing the reclamation plan. While Wood County is to be commended for periodically adjusting the "lump sum" dollar amount of the FA for permitted mines amounts (currently at \$3,000/acre), and for the current effort to adjust it to keep current, there remains an element of unnecessary risk in place. This is magnified because: 1) the initial dollar amounts of FA, at program inception, were likely less than actual costs and 2) were not tied to the site-specific reclamation plan, approved post mining land use and specific materials and activities needed to achieve it. As a result, there is an inherent risk of falling short should a FA needed to be seized by the county.

For perspective on this, in an August 2011, in the program review for one northwestern county, I was provided with more or less reasonable "lump sum" estimates - ranging from between **\$8,000 – 8,500** per acre for hard rock sites (**quarry**) more than twice the amount used for unconsolidated material **sand and gravel** – set at **\$3,500**.

Note: Estimates made in 2007, by a separate county, (there were no hard rock quarries) - the standard estimate for FA dollar amount was \$4,000 per acre.

This approach appeared to be based on realistic figures via input from the highway department folks and other sources and were adjusted regularly to account for inflation, increases in fuel costs, materials to ensure its continued adequacy to cover current costs. In addition, these figures were frequently updated and "blessed" by the committee of jurisdiction.

Ensuring adequate FA dollar amounts reduces the risk to the county and taxpayers and thus it is important that FA amounts reflect current reclamation costs should the County be forced to do the reclamation work. It is required by NR 135.40(3).

### **Review of Program Finances**

Wood County accurately tracks administrative expenses and revenues. There is currently a minor deficit incurred in program administration (please see Attachment 2) which contains a summary of recent (2014) revenue and cost

data. Wood County is taking steps to address this by amending their ordinance to reference an adjustable fee schedule. As mentioned above, Wood County was included in the 2008 Fee Report to the NRB <http://dnr.wi.gov/files/PDF/pubs/wa/WA1366.pdf> and had, at that time, a surplus<sup>1</sup>.

### Field Portion of program review

During the field portion of the audit on the afternoon of September 3 we visited the Badger Sandstone site (see Photos Nos. in attachment) in the Town of Rudolph which is currently working on reclamation. The Reclamation Plan was modified and previous plan had together sufficient detail including a 2014 date for completion of reclamation activities. However, more work is needed to achieve compliance with the approved plan language and modification text and to be in compliance with the uniform reclamation standards contained in ch. NR 135, Wis. Adm. Code are the Wood County ordinance.

### Conclusions and Recommendations

Pursuant to NR 135.47 (4) and based on my observations and review of the Wood County's NR 135 Nonmetallic Mining Reclamation Program, I find that Wood County, is currently administering the nonmetallic mining reclamation program in in manner that demonstrates **compliance** with the requirements in Chapter NR 135 requirements and the requirements in Chapter 295, Wis. Stats., and ch. NR 135, Wis. Adm. Code and with the requirements and the Wood County Reclamation Ordinance - **802 NONMETALLIC MINING RECLAMATION**. The Wood County reclamation program is clearly benefiting from efforts to continually improve its processes and for improvements made in electronic recordkeeping and is to be commended for this progress.

That said, based on the findings of this review of your NR 135 program review there is room for program enhancement. Towards that end, I am making the following recommendations and requests in their order of importance:

**One: Financial Assurance** – When re-evaluating the dollar amounts for FAs, as required by NR 135.40(3), please consider any adjustments necessary to ensure that *“the financial assurance equals outstanding reclamation costs... according to the approved reclamation plan...”* as based on the language in the approved reclamation plan. It is increasingly important that the amount of FA reflect the cost of implementing the approved language in the reclamation plan so the FA amounts remain is adequate and remains so in the future.

**Two: Site Inspections for Reclamation Success - Certificate of Completion (COC).** Please consider enhancing your quantitative assessment procedures for success evaluation. This will provide a consistent and defensible approach whenever a permittee requests a COC evaluation as per NR 135.40(6). During less busy times of the year it would be good idea to systematically go through older reclamation plan language to ensure that all reclamation plans are up to speed in terms of having meaningful success criteria that fit with the approved post mining land use(s) and that the criterial or criterion are clearly established in the language of the approved plan.

---

<sup>1</sup> At that time Wood County was among a group of four RAs that were considered as having relatively high surplus, as expressed on a per permit basis. Wood County did take successful action in amending the fee schedule contained in its Reclamation ordinance to achieve a balance between revenues and expenses by lowering their fees. This was done in conjunction with the ordinance revision mandated by the 2006 revisions to ch. NR 135.

**Three: Enhancements to Consider (please also see Attachment 3) -**

- a) Signage Topsoil Subsoil Stockpiles – protection and volume adequacy (see Attachment 3.)
- b) Invasives Control

During inspections or at other logical times please consider emphasizing using appropriate signage to designate (therefore protecting) topsoil and subsoil stockpiles (please see Attachment 3). Also, during inspections, it would be good to check on and confirm the volumes of soil and other reclamation materials to ensure that that required for final site reclamation is available and maintained on site for use during reclamation. Along with this it makes sense to discuss soil or reclamation material volume augmentation (when necessary) and possible soil enhancement. Inspections are also a good time to create more awareness of the increased likelihood of invasive terrestrial species being established and possible inadvertently spread during mining activities (Attachment 3). Please promote that all areas to being mined are seeded down with favorable (non-invasive/nuisance) vegetation. It is one of the benefits that flow from regular contact with permittees such as that during inspections.

Again, thank you for your time and effort provided during the DNR review of the of Wood County's Nonmetallic Mining Reclamation Program. Again, thank you for your time and effort provided during the DNR review of the Rusk County's Nonmetallic Mining Reclamation Program. It has been a pleasure working with you and I look forward to it in the future. If you have questions or concerns or if you'd like to further discuss any of this please contact me at (608) 267-0877 or [Thomas.Portle@Wisconsin.gov](mailto:Thomas.Portle@Wisconsin.gov).

Sincerely,



Thomas Portle  
Reclamation Specialist/Soil Scientist

**Attachments:**

**Attachment 1.** Site photos

**Attachment 2.** A. Materials provided and  
B. NR 135 RA Financial records

**Attachment 3.** Signage, invasives and other enhancements

Cc: (electronically)  
Ed Lynch, Phil Fauble – WA/5  
Shane Wucherpennig - Wood County Land Conservation Dept.

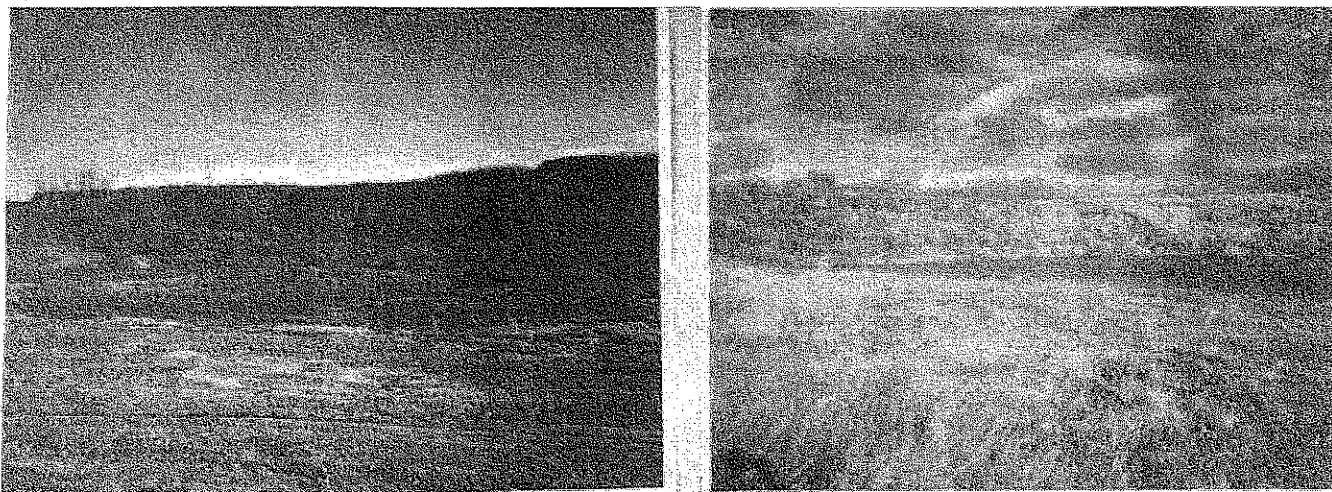
Jill Schoen, WDNR-Eau Claire (electronic)  
Zoe McManama, NOR - Rhinelander

## ATTACHMENT 1.

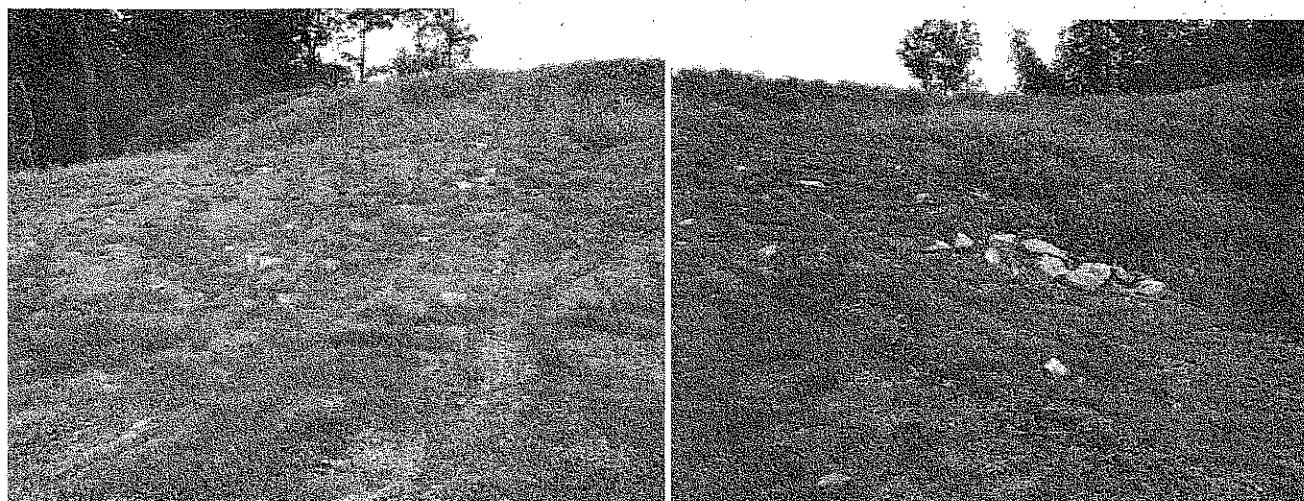
### Site photos

**Photos Nos. 1 and 2** - taken by Tracy Arnold of Wood County.

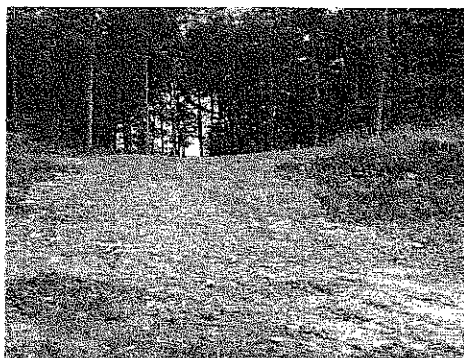
Others photos from site inspection during a NR 135 program review on September 3, 2015.



**Photos Nos. 1 and 2.** Doine Excavating, Inc. Town of Lincoln COC; was the permit holder – (I did not physically visit).



**Photos Nos. 3 and 4.** Lower part of site. Badger Sandstone LLC. Early stage of revegetation at site for which permittee had petitioned for a COC.



**Photos Nos. 5 - 8.** Upper part of site on September 3, 2015; areas of side-cast materials and backfilled areas. Badger Sandstone LLC. Depicts preliminary reclamation and a sense of site status in light of the permittees COC request.



## ATTACHMENT 2.

## (A) NR 135 RA Financial records

General Program Information	
Regulatory Authority/ Audit year	Wood County 2014 CY
Administered by:	Wood County
Fee structure (How you set your fees, as well as any recent fee changes) <ul style="list-style-type: none"> <li>Revised with amended ordinance?</li> <li>Other?</li> </ul>	<b>802 NONMETALLIC MINING RECLAMATION - WOOD COUNTY NON-METALLIC MINING</b> Revised as needed in 2007;  <b>802.27 Annual Fees</b> -Banded approach – ceiling at 50 acres  Revised to reference an external fee schedule that may be adjusted by committee in in 2015.  Plan review fee of \$400.00
Overhead costs - Expenditures on Program Administration	
Supplies – office expenses	\$ 200
Salary & Fringe Benefits	\$ 13,797
Public hearings	\$ 600
Office space/ insurance/ phone/ leases of equipment/ postage	\$ 240 + 144 + 150 + 100 + 150 = 748 \$ 748
Data Management/License (ArcView)	\$ 1,200
Meetings and travel	\$ 400
<b>Total administrative expenses</b>	<b>\$ 16,745</b>
Fees collected on unreclaimed acres	\$ 19,790
(+) Permit Review Fees	n/a
(-) Amount transferred to DNR	\$ 3,920
Total operating revenue	\$ 15,870
(-) Total administrative expenses	\$ 16,745
<b>Surplus or (deficit)</b>	<b>\$ (875)</b>



**(B) Materials provided to or sent to Wood County****Provided:**

- Example of violation – order for enforcement
- Inspection checklist
- Reclamation success evaluation draft document
- DNR Guidance doc. on establishing fees to equal administrative expenses - WA 832
- Lump Sum FA examples and discussion

Please be advised that there is a fuller array of technical reclamation documents and other NR 135 Reclamation Newsletters are available on Waste and Materials Management website: [dnr.wi.gov/topic/Mines](http://dnr.wi.gov/topic/Mines).

**Materials received from Wood County**

- a map of towns and jurisdiction
- Wood County Land Conservation Department
  - Complaint Form
  - detailed checklist for contents of reclamation plans
- Revised Reclamation Ordinance language

**ATTACHMENT 3.**

I recommend using appropriate signage to designate (therefore protecting) topsoil and subsoil stockpiles. I also recommended incorporating this item into site inspections



**BRIEF SUMMARY OF NR 40 AND TERRESTRIAL INVASIVES CONCERNS  
AND MANAGEMENT PRACTICES**

**Invasives Control** - Any site that is disturbed by any activity and not re-vegetated or otherwise stabilized is a magnet for growth of invasive and other undesirable or species. Nonmetallic mining sites are no different in most respects. However, in other ways they may actually pose more of a potential risk both to the un-stabilized nature of active areas on mining sites. Because of their nature mining sites have areas that may be affected including material (product) stockpiles, topsoil and reclamation material stockpiles, MSHA safety berms, scenic berms or barriers and other affected areas that are not being mined. The presence of invasives may not be observable, especially when not in the growing season, and so normal activities inherent to producing and transporting aggregate may inadvertently spread seeds of undesirable species to various locations. It is ultimately in the best interest of the operator to manage these open areas to prevent an infestation of undesirable species. For example, a topsoil or subsoil or backfill material

stored and not revegetated is a prime target for invasive and undesirable species. Once well established, undesirables may be much more difficult and costly to deal with.

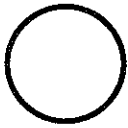
NR 135 RAs should use every contact with their permittees including site inspections, operator workshops, any visits by operators to their offices and with the paperwork sent out in fall to permittees to collect the required annual fees based on 'unreclaimed' or active acreage and the corresponding annual reports as required by their NR 135 Reclamation Permits.

Consider that:

- Due to the nature of site excavation activities, operations storage and even installation of safety features like long MSHA berms (may be thousands of linear feet on some sites) all potential provide idea conditions for invasive species gaining a foothold.
- A topsoil or subsoil or backfill material stored and not revegetated is a prime target for invasive and undesirable species. Once well established, undesirables species are likely more difficult and costly to deal with. This is true for MSHA safety berms, scenic barriers and the like.
- Active acreage whether directly supporting the excavation or processing operation or exposed and not stabilized by vegetation or other means, including material stockpiles (before or after processing)- especially if these are long-term stockpiles. Further, this may even include stockpiles or storage areas for topsoil and reclamation materials unless these are properly revegetated, stabilized or otherwise managed.
- Once well-established undesirables may be much more difficult and costly to deal with and may pose an on-going threat to near-by areas
- These species pose potential but preventable problems for mine operators whether time cones for the time of contemporaneous, interim or final reclamation plants may be difficult to eradicate and compete with the seed mix that must be established in order to get a COC and release of FA.
- Even if eventually controlled, if allowed to set seeds during the intervening period seeds of undesirable species may be a long-lasting threat to germinate and cause problems with the desired vegetation.
- the NR 40 rule provides that, apart from certain exceptions - the transport, possession, transfer and introduction of *Prohibited species* is banned.

General Actions for Nonmetallic Mine Operators (to be discussed and promoted by NR 135 RAs):

- Become familiar with the listed invasive plants and their regulatory status for the county/counties in which your nonmetallic mining operations are located (whether the site is owner or leased),
- Do not buy or install any regulated invasive plant,
- Understand the distinction between *regulated* versus *restricted* plants,
- Report and remove any prohibited species from your property. (Required)
- Control any restricted invasive species, (encouraged but not required by NR 40 but sure to save time and money during reclamation and facilitate COC and FAQ release) and
- Plant and promote species (non-invasive alternatives) that further on-going site stabilization goals, build soil and support final site reclamation.
- Be aware of how typical activities may actually spread invasives and take measures to avoid doing so.



## RESOLUTION#

Introduced by  
Page 1 of 1

Conservation, Education and Economic Development & Executive

LR

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

**INTENT & SYNOPSIS:** To seek County Board approval to amend the 2015 Wood County Wildlife Damage Abatement and Claims Program (WDACP) budget for unanticipated state aid monies and to appropriate those monies to Wildlife Damage expenditures.

**FISCAL NOTE:** No cost to Wood County. The source of the funding is unanticipated revenues from the Wisconsin Department of Natural Resources. The adjustment to the budget is as follows:

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

Account	Account Name	Debit	Credit
56123	Wildlife Damage Abatement		\$105,379.00
43586-481	State Aid	\$105,379.00	

Source of Money: Additional revenues from the Department of Natural Resources.

**WHEREAS,** the Wisconsin Department of Natural Resources has amended the Wildlife Damage Abatement grant to Wood County from \$52,179.00 to \$105,379.00 and

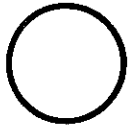
**WHEREAS,** the \$105,379.00 increase will be for the following woven wire fence projects:

Jan Wolosek's -	\$ 28,193.00
Kolo Cranberry's -	\$ 29,896.00
ArborVantage's -	\$ 7,548.00
Fazio Cranberry's -	\$ 39,742.00

**WHEREAS,** the payment made for the installation of the fence projects will have no impact on the county tax levy, and

**THEREFORE BE IT RESOLVED,** that the Wood County State Aid Land Conservation Department account – 43586-481 be amended to accept \$105,379.00 of state aid monies and appropriate those monies to Wildlife Damage expenditures – 56123, and

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

**RESOLUTION#**

Introduced by Conservation, Education, and Economic Development  
Page 1 of 1

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

**INTENT & SYNOPSIS:** This resolution supports the repeal of the new shoreland zoning standards and requests that amendments be addressed through the normal legislative process to allow for important input from the general public regarding managing development activity around Wisconsin waterways. jrg

**FISCAL NOTE:** None

**WHEREAS,** the State of Wisconsin had adopted NR115 of the Wisconsin Administrative Code relating to Shoreland Zoning Standards and Wood County has adopted and administered the requirements of said standards since 1969, and

**WHEREAS,** Wood County's water resources include both outstanding and impaired ratings and existing regulations are in place to protect the outstanding resources and restore the impaired resources, and

**WHEREAS,** the Wood County Planning & Zoning Department, along with other county and state agencies, is charged with administering and enforcing State and County regulations to protect water resources and educate the public in shoreland and wetland zoning and long-range planning, and

**WHEREAS,** the Joint Finance Committee for the State's 2015-2017 biennial budget process has passed paragraph 23 of Motion Number 520 which significantly changes the standards for regulation of structures in shoreland areas contrary to the adopted standards of NR115, and

**WHEREAS,** these new rules take away local control of the County's waterways with no input from the general public, and

**WHEREAS,** these new rules, as it relates to structures, have caused much confusion for local officials and the general public with little or no direction from the state potentially placing a significant burden (financial, construction delays, etc.) on shoreland property owners to be in compliance, and

**WHEREAS,** neighboring property owners and the general public may be negatively impacted, specifically as it relates to decreased property values, erosion, substandard sanitary impacts, increased flooding issues, aesthetics and overall enjoyment of the County's waterways, and

**WHEREAS,** state organizations including the Wisconsin Counties Association, Wisconsin County Code Administrators, Wisconsin Land and Water Conservation Association and Wisconsin County Planning and Zoning Directors have gone on record supporting the repeal of paragraph 23 of Motion Number 520 of the 2015-2017 Budget Bill, and request that proposed amendments be addressed through the normal legislative process to allow for important input from the general public regarding managing development activity around Wisconsin waterways.

**THEREFORE BE IT RESOLVED,** that the Wood County Board of Supervisors supports repealing paragraph 23 of Motion Number 520 of the 2015-2017 State Budget Bill (2015 Wis Act 55), and requests that any amendments to NR115 be made through the normal legislative process to allow for open public discussion and input.

**BE IT FURTHER RESOLVED,** that the Wood County Clerk is directed to send a copy of this resolution to members of the State's Joint Finance Committee, the Governor of the State of Wisconsin, State Senators and Representatives serving Wood County constituents and the Wisconsin Counties Association.

## MINUTES OF THE JUDICIAL AND LEGISLATIVE COMMITTEE

DATE: September 16, 2015  
 TIME: 1 p.m.  
 PLACE: Room 115, Wood County Courthouse  
 TIME ADJOURNED: 2:20 p.m.  
 MEMBERS PRESENT: Chairman William Clendenning, Gerald Nelson, Ed Wagner, Bill Leichtnam, Joseph Zurfluh  
 OTHERS PRESENT: Peter Kastenholz, Dennis Polach, Lance Pliml, Brent Vruwink, Chris Hanten, Jonathan Anderson

At 1 p.m., Chairman Clendenning called the meeting to order.

1. Public comments. None.
2. Moved by Nelson, seconded by Zurfluh, to approve the minutes of the August 11, 18, and 19, 2015, Committee meetings. All ayes.

3. The Committee reviewed department reports and monthly voucher reports:

Moved by Nelson, seconded by Leichtnam, to approve the reports and payment of vouchers of Branch I, II, and III, Child Support, Clerk of Courts, Register of Deeds, Family Court Commissioner, Corporation Counsel, District Attorney, and Victim/Witness. All ayes.

Vruwink updated the Committee on the status of reclassifications within the Child Support department. The Committee expressed concern over having reclassifications performed by Carlson/Dettman or any other outside entity, which is the current policy. Moved by Wagner, seconded by Zurfluh, that the policy on position reclassifications be modified such that the reviews can be done in-house. All ayes.

Committee approved the draft memorandum "Authority of Indian Tribes" for submittal to the county board.

4. The Committee reviewed correspondence, Chair's report, and legislative issues.

Draft resolution to support implementation of the ABLE Act was shared with the Committee and will be discussed at the next meeting.

5. County board agenda items. A brief discussion was had on the votes at the recent county board meeting.
6. Reviewed resolution to amend the Public Records Law to define "employee." Moved by Wagner, seconded by Leichtnam, to support the resolution and to submit it to the county board. 4 Ayes. Nelson opposed as he wants more transparency for public employees.

7. Biron debt to Wood County. Nothing new to report.

8. Centralized accounting. The accounting group has been meeting and working on a policy and it will likely be finalized after the budgets are completed.
9. Space needs. Branch I remodeling will be proceeding.
10. Groundwater ordinance. The Committee will be continuing to watch this issue.
11. Co-sponsoring resolutions with Health & Human Services Committee. Chris Hanten of Human Services explained a legislative bill that would add penalty enhancers to persons involved in causing harm to social workers just like exists for law enforcement and fire fighters when the assault takes place during the scope of employment. Moved by Wagner, seconded by Nelson, to co-sponsor a resolution supporting the legislation. All ayes.

Zurfluh would like to buttress the protection by providing the same protection for off-duty social workers resulting from retribution for on-duty activities by the social worker. The Committee determined to refer this suggestion on to the Health & Human Services Committee.

12. Brief discussion on 2016 budgets.
13. Drug court seminar at Hotel Mead October 14-16. One of the committee members plans to attend.
14. County board rules. Held over until next month.
15. There were three notices of injury/claim filed with the County. The notices of injury/claims of Daniel Damrow, Diane Knuth, Chester Schultz were reviewed and will be submitted to the county board.
16. There were no new animal claims against the County.
17. The next committee meeting will be October 21, 2015, at 1 p.m.
18. Agenda items for the October 21, 2015, meeting:
  - Register of Deeds to discuss property fraud alerts.
  - County board rules.
  - Discuss implementation of the ABLE Act (SSI updates).
  - Update on law with respect to treating 17 year olds as minors vs. adults.
19. Moved by Nelson, seconded by Leichtnam, to adjourn. All ayes.  
Meeting adjourned at 2:20 p.m.

Minutes taken by Peter Kastenholz and approved by Ed Wagner.

Ed Wagner  
Ed Wagner, Secretary (signed electronically)



# Wood County WISCONSIN

CHILD SUPPORT  
AGENCY

5

## MONTHLY REPORT TO THE JUDICIAL AND LEGISLATIVE COMMITTEE

### SEPTEMBER 2015

- On August 17<sup>th</sup> I attended the Joint Legislative Committee meeting in Mosinee.
- Governor Walker declared August "Child Support Awareness Month". This is the third year the Governor has made this proclamation.
- State Bureau of Child Support Director Jackie Scharping announced her resignation on September 8<sup>th</sup>. Her last day of work will be September 17<sup>th</sup>.
- I will be attending the banquet at the annual WCA conference on September 21<sup>st</sup>.
- I will be attending a Child Support Foundational Data Warehouse meeting on October 1<sup>st</sup>.
- We are working hard to improve our performance numbers as the Federal Fiscal year comes to a close on September 30<sup>th</sup>.
- The August performance numbers have been received and the agency continues to excel in arrears collections. We currently have the third highest arrears collection rate in the state. The current support collections rate is over 80% which is outstanding. The Paternity and Court order rates are above Federal standards as well.
- The current IV-D case count is 4,004.

CORPORATION COUNSEL  
Peter A. Kastenholz  
MONTHLY REPORT TO THE JUDICIAL AND LEGISLATIVE COMMITTEE  
September 2015

1. Goals: see attached memo entitled: Authority of Indian Tribes.
2. Re: Construction Business Group (CBG) vs. Town of Sigel, et al. nothing new to report.
3. Wood County Courthouse registered as a historic place. The county has been notified that the courthouse in Wisconsin Rapids has been listed on both the state and national registers of historical places. The real impact of inclusion on these registries is to make it more time consuming and difficult to maintain the structure. The notice of inclusion on the registries has been shared with the Maintenance and Insurance departments.
4. Regulation of CAFOs. A draft legal opinion by WCA's counsel on the ability of a county to regulate CAFOs was received on the August County board day by this office. The opinion is not finished but suffice it to say that at this juncture there doesn't appear to be any significant revelations that need to be shared that would impact existing policies or procedures. My guess is that it may be a while yet before the opinion is finalized as there are numerous areas of the law that have to be comprehensively reviewed to determine in each one if a county can implement regulations or not. In some of the areas there are arguments that can be made each way so that adds to the length of the opinion and the time needed to prepare it. I will keep the committee posted.
5. Open Records. The issue has been raised by Gannett and its lawyers as to whether or not a department head and those serving as the head of an agency, or a division in a local unit of government in Wisconsin constitute an "employee" as that term is used and defined in the open/public records law in Wisconsin. Unfortunately, I have concluded that the better argument supports Gannett's position that the literal reading of the law is that the holders of such positions are public officials and, therefore, do not constitute employees as that term is defined in the law. What this means is that the exemption to the open records law under s. 19.36(10)(d) of performance evaluations of 'employees' does not exempt the availability of the performance evaluations of department and division heads from public and news media access under current law. I have shared this interpretation with the department heads and am working on a resolution that would encourage legislation to rectify this problem.





# Wood County

## WISCONSIN

CORPORATION  
COUNSEL OFFICE

*Peter A. Kastenholz*  
CORPORATION COUNSEL

### MEMORANDUM

5-

TO: Wood County Board of Supervisors

FROM: Peter A. Kastenholz, Corporation Counsel *PAK*

DATE: October 20, 2015

RE: Authority of Indian Tribes

This memo constitutes a partial summary of an article in the May 15, 2015, Wisconsin Lawyer magazine, authored by attorneys Rebecca Webster, Andrew Adams III and David Armstrong. That article constitutes a brief primer on the development and current status of the authority of Indian tribes, particularly those in Wisconsin and the opportunity for attorneys in the private bar to serve the legal needs of individuals who utilize the tribal courts. What I am taking from the article and sharing with you is the interrelationship between the tribes and other governmental entities.

The history of each American Indian tribe and its relationship with the federal government of the United States is unique and well beyond the purview of this memo. Likewise, the vacillating approaches of the United States Congress and the courts to Indian tribes in general are likely covered elsewhere in lengthy treatises. The rights and authority of the 11 Indian tribes in Wisconsin is a subject of import to all governmental officials such that a general understanding can be had as to how to deal with those rights, irrespective of whether you personally support them or not.

There are four broad doctrines that set forth the status of federal Indian law in the United States as it relates to other units of government; those are:

1. Indian tribes are independent entities with inherent powers of self-governance.
2. The United States Congress retains significant authority to regulate the status of Indian tribes.
3. Unless specifically delegated by the United States Congress, states and local units of government do not have authority to regulate Indian tribes.
4. The United States government has an obligation to protect the various Indian tribes, including from the actions of the states and governmental entities therein.

Congress has enacted numerous laws addressing the relationship between states and the Indian tribes located within them. By means of Public Law Number 83-280, Congress conveyed

federal criminal jurisdiction of tribal members on reservation land in Wisconsin to the state. This same act also gave concurrent jurisdiction of civil disputes between tribe members to state courts. Importantly, the law did not give to the state general regulatory or taxation powers over the tribes or the tribal lands. Ergo, Indian tribes across the country continue to not be subject to the laws in the states in which they are located. This is due to a continued recognition of the sovereign immunity of the tribes.

In Wisconsin each of the 11 tribes has a reservation over which they exercise jurisdiction. Some tribes, including the Ho-Chunk, have tribal lands that are located outside of a reservation; these properties are known as trust lands and they also fall under the general jurisdiction of the tribe.

The way the Wisconsin courts have interpreted the various federal statutory and case law is to conclude that the rights of the tribes are to be construed broadly and the rights of the state and through them units of local government are to be read narrowly. Consequently, when there is concurrent jurisdiction between state and tribal courts, if there is a dispute by the parties as to which forum to use, the tribal court wins out. Tribal courts may exercise jurisdiction over any case involving a tribal member, irrespective if they live on the reservation. Obviously, some tribes don't have a full gamut of civil court functions but that is evolving as demonstrated by more and more tribes creating child support agencies and developing family courts to deal with all family law matters. Some tribes have courts that handle probate, real property matters and even juvenile cases involving both members and nonmembers. It is a common practice for contracts with a tribe to provide that disputes pertaining to the contract will be handled in the tribal court.

In conclusion, in working with Indian tribes in general and the Ho-Chunk in particular, it is necessary to remember that we are not just dealing with another unit of government, we are dealing with a sovereign entity. Legal disputes over contracts may be heard in a tribal court which may have a different perspective on the rights of the party than would a circuit court. Taxing and other regulatory authority of the county does not extend over tribal lands.

If you have any questions about the relationship between Indian tribes in general or the Ho-Chunk Nation in particular and Wood County, please contact the corporation counsel.

## **Activity Report since 8/11/15 The last J&L committee meeting report.**

### **Chairman Clendenning**

**8/11/15 J&L Committee Town Of Saratoga**

**8/12/15 McMillan Library Committee Meeting**

**8/13/15 GR Recycling & Solid Waste Committee Meeting**

**8/17/15 Joint Legislative Meeting Mosinee CWA**

**8/18/15 County Board Meeting**

**8/18/15 WR (City) Committee Meeting**

**8/19/15 McMillan Library Meeting**

**8/19/15 J&L Committee Meeting**

**8/19/15 GR Town Board Meeting**

**8/20/15 Highway Traffic Safety Meeting**

**8/20/15 Alexander Airport Meeting**

**8/21/15 WTA County Unit meeting Town of Hiles**

**8/25/15 GR Town Board Meeting**

**8/26/15 Alexander Airport Meeting**

**8/27/15 WC H&HS Committee Meeting Port Edwards**

**8/28/15 WC Health Dept. Bike Share Committee Meeting**

**8/29/15 The Big Pull Water Ski Show South Wood Co. Park**

**8/31/15 GR Town Board Meeting**

**9/1/15 Attended WC EX Board Meeting**

**9/2/15 Fair Breakfast Marshfield**

**9/2/15 Attended WC CEED Committee Marshfield**

**9/2/15 McMillan Library VA info Meeting**

**9/3/15 WC Highway Infrastructure & Recreation Committee**

**9/3/15 Town of Rome Meeting On Alexander Airport**

**9/4/15 J&L Committee WCA Resolutions Meeting**

**9/8/15 GR Town Board Meeting**

**9/10/15 WC EX Board & J&L budget Meeting**

**9/10/15 Alexander Airport Meeting**

**9/13/15 WR (City) Grand Affair Celebration**

**9/14/15 WC Safety Committee**

**9/15/15 WC County Board**

**9/16/15 J&L Committee Meeting**

***Items are open for discussion/action at the J&L committee Meeting 9/16/15***

***Submitted by Bill Clendenning 9-8-2015***

NOTICE OF INJURY AND CLAIM

5  
RECEIVED

SEP 02 2015

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

RECEIVED

SEP 02 2015

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

WOOD CO. CORP. COUNSEL

THE INCIDENT

Date: 8/13/2015

Time: 10:27 AM.

Place: JUNCTION OF CO. H AND SOUTH OF MEAD WILDLIFE  
Area Wood Co, WI

The circumstances giving rise to my claim are as follows:

was proceeding south on Co. S, notice work zone  
and parked dump truck facing west and  
parked west of work zone sign. Noted truck  
200 yds away as approach stop sign. Stopped  
and waited, observing truck. Truck did not  
move for 20 to 30 seconds and I proceeded  
through intersection. was struck in passengers  
side rear quarter by truck through intersection.  
Noted truck backing up with peripheral vision over

The names of county personnel involved are: chad David HISSNER

The names of other witnesses are: NONE to best of  
knowledge

THE CLAIM

I request the following monetary or other relief: 6,234.05  
Grinelli Mutual Reinsurance

Claims Adjuster Alexandra Levy 800-362-2041 ext. 8237

9/2/15  
Date

Daniel F. Damrow  
Signature  
Print Name: Daniel F. Damrow  
Address: 1014 W. CO. RD. C  
MOSINEE, WI  
54455  
Phone: 715-457-6634

(Rev. Feb. 09)

9/2/2015 Copies to Corp Counsel, Risk Mgmt, Hwy

Wisconsin Statute section 893.80(1)(a) requires that "[w]ithin 120 days after the happening of the event giving rise to the claim, written notice of the circumstances of the claim signed by the party, agent or attorney" must be served on the clerk of Wood County.

Thereafter, according to Wisconsin Statute section 893.80(1)(b), a claim containing the address of the claimant and an itemized statement of the relief sought must be presented to the Wood County Clerk.

This document serves as both the notice of injury and claim, discussed above. Please complete the form to the best of your ability. County staff is not allowed to assist you in completing the form.

Your claim may be investigated by County staff or agents of the County's insurance carrier.

The County or its insurance carrier's agents may: settle your claim with you; deny your claim within 120 days of your presenting it to the clerk; or simply not respond to the claim, in which case you should deem the claim denied after 120 days.

With respect to your claim, be advised that pursuant to section 893.80(3), stats., except as otherwise specifically provided for by law, "the amount recoverable by any person for any damages, injuries or death in any action founded on tort [negligence] against any . . . political corporation [county], governmental subdivision or agency thereof and against their officers, officials, agents or employees for acts done in their official capacity or in the course of their agency or employment, whether proceeded against jointly or severally, shall not exceed \$50,000."

Wood County's insurance carrier will not accept direct communications from persons who do not have a claim filed against the County.

*and maneuvered partially into left lane. Failure to make defensive maneuver would have caused a much more serious injury & damage to vehicle. . . . Please see officer's report & insurance declaration for more details*

NOTICE OF INJURY AND CLAIM  
(APPENDIX Q)

RECEIVED 5-

AUG 25 2015

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

WOOD CO. CORP. COUNSEL

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

RECEIVED

AUG 24 2015

THE INCIDENT

Date: July 15, 2015

Time: 3:25 P.M.

Place: Diane Knuth's driveway

The circumstances giving rise to my claim are as follows:

I was on the Wood Co Bus receiving a ride home. Upon arrival at my home the bus driver  
deployed the wheelchair ramp and placed me on it in my wheelchair to go down the ramp.  
As I was descending down the ramp gave out causing my wheelchair to overturn flinging  
me to the ground facedown on the ground. When I hit the ground my head and neck  
suffered injury and I was unable to get up unassisted. After several minutes two males  
that were in the area came and helped me get up and back into the chair.  
Following the incident I was suffering from severe headaches and neck pain.  
I went to the doctor as soon as I was able following the incident.

The names of county personnel involved are: Bus driver- Trudy

The name of other witnesses are: Jenny Knuth as well as others that were on the bus at  
the time of the incident.

THE CLAIM

I request the following monetary or other relief I am requesting that any future doctor visits  
and follow up appointments be paid by the county. As well as any therapy or any other  
medical procedures that may be needed in the future.

August 19, 2015  
Date

Diane Knuth  
Signature  
Print Name: Diane Knuth  
Address: 1130 13th St. N.  
Wis. Rapids, Wis.  
54494  
Phone: 715-424-2045

8/24/15 Copy to Corp Counsel, Risk Mgmt, ADRC

NOTICE OF INJURY AND CLAIM

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

RECEIVED

AUG 18 2015

WOOD CO. CORP. COUNSEL

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

THE INCIDENT

Date: WED. 12 2015

Time: 5:40 AM

Place: CORNER OF 48<sup>th</sup> ST and GRIFFITH AVE

The circumstances giving rise to my claim are as follows:

FOLLOWING A WOOD COUNTY HIGH DEPT DUMP TRUCK, HE WAS PULLING A TRAILER, HE WENT THRU THE INTERSECTION WITH THE TRAILER ALSO ALREADY IN THE INTERSECTION, WHEN HE DECIDED TO BACK UP QUICKLY, HE HIT MY TRUCK, I WAS BEEPING THE HORN AND WAS TRYING TO BACKUP. AFTER BACKING INTO ME HE DIDNT KNOW HE HIT ANYTHING, SO HE PROCEEDED DOWN GRIFFITH, I FLAGGED HIM DOWN AND WE CALLED HIS BOSS & GRAND RAPIDS POLICE

The names of county personnel involved are: BRAIN Gust

The names of other witnesses are: \_\_\_\_\_

THE CLAIM

I request the following monetary or other relief: FIXING ~~THE~~ THE DAMAGE

MON. Aug 17, 2015  
Date

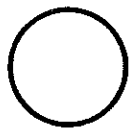
Signature

Print Name: CNESTER SCHULTZ

Address: 5420 WASHINGTON ST  
WIS. RAPIDS WI

Phone: (715) 572-6114





## RESOLUTION#

Introduced by Judicial & Legislative Committee  
Page 1 of 1

LAD

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

INTENT & SYNOPSIS: To encourage the legislature to fix an oversight in the application of the public records law that allows the public to have access to certain data including the social security numbers and performance evaluations of local government division and department heads.

FISCAL NOTE: None.

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

**WHEREAS**, the Wisconsin Public Records law makes clear that it is to be broadly construed in favor of the release of records and that exemptions to the law are to be narrowly construed (Wis. Stat. s. 19.31), and

**WHEREAS**, the Wisconsin Public Records law at s. 19.36(10) exempts from coverage under the law certain employee personnel records, such as an employee's: home address, home electronic mail address, home telephone number, social security number, performance evaluations, the employer's thoughts on future salary adjustments, promotions, job assignments, and so on, and

**WHEREAS**, pursuant to the definitions used in the Wisconsin Public Records law the term employee does not include the holder of a "local public office" which is defined to include the head of a department, agency or division of a local governmental unit, consequently, the social security number, performance evaluations and other data that is exempt from release under the law for an "employee" of a local governmental unit is not exempt for division and department heads [Wis. Stats. ss. 19.32(1bg) and (1dm)], and

**WHEREAS**, the legislature probably thought it meant what it said in providing that social security numbers and performance evaluations of local government employees are generally exempt from release under the law and did not mean for the term employee to be used in its defined way and thereby allowing such records to be released for division and department heads and others who don't constitute an "employee" as defined under the law.

**NOW, THEREFORE, THE WOOD COUNTY BOARD OF SUPERVISORS HEREBY RESOLVES** to encourage the Wisconsin Legislature to update the Public Records law by amending section 19.36 Limitations upon access and withholding, at section (10) Employee Personnel Records, by adding the following language: "Within this section, the term "employee" includes individuals holding local public office."

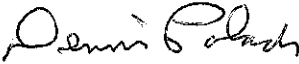
**BE IT FURTHER RESOLVED** that the Wood County Clerk forward a copy of this resolution to all state legislators representing any part of Wood County, to the Wisconsin Counties Association and to the county clerk of each county in the state requesting their county board to approve a similar resolution.

## MINUTES OF THE HIGHWAY INFRASTRUCTURE & RECREATION COMMITTEE

**DAY & DATE:** September 29, 2015  
**PLACE:** Wood County Highway Shop, 555 17<sup>th</sup> Ave N, Wisconsin Rapids, WI 54494  
**MEETING TIME:** 8:00 AM  
**ADJOURNMENT TIME:** 3:30 PM  
**MEMBERS PRESENT:** Chairman Al Breu; Vice-Chairman Trent Miner, Secretary Dennis Polach,  
**MEMBERS EXCUSED:** Member Marion Hokamp, Member William Winch  
**OTHERS PRESENT:** Park and Forestry Office Supervisor Heather Gehrt, Park and Forestry Director Chad Schooley, Forest Administrator Fritz Schubert; DNR Liason Steve Grant; Highway Commissioner Doug Passineau; Highway Administrative Services Diane Bannerman, and Sonya Frost and Jessica Reman River Cities High School.

1. Chairman A. Breu called the meeting to order at 8:00 A.M.
2. Public Comments: Comments will be accepted throughout the tour.
3. A tour was given by D. Passineau; C. Schooley, and F. Schubert showing current park and highway projects, forestry areas, and other areas of recent interest.

**A motion was made by D. Polach and seconded by T. Miner to adjourn the meeting at 3:30 P.M. Motion carried.**

  
Dennis Polach, Secretary  
Minutes taken by Heather Gehrt, Park & Forestry Office Supervisor

6

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

**DAY & DATE:** October 1, 2015  
**PLACE:** Wood County Courthouse, 400 Market St., Wisconsin Rapids, WI 54494, Room 115  
**MEETING TIME:** 8:00 A.M.  
**ADJOURNMENT TIME:** 11:15 A.M.  
**MEMBERS PRESENT:** Chairman, Al Breu; Secretary, Dennis Polach; Member, Marion Hokamp, and Member, William Winch (arrived at 8:45 A.M.)  
**MEMBERS EXCUSED:** Vice-Chairman, Trent Miner  
**OTHERS PRESENT:** Highway Commissioner, Doug Passineau; Park and Forestry Director, Chad Schooley; Forest Administrator, Fritz Schubert; Bill Clendenning, County Board Member; John Kunding, Futurewood; Ken Eilers, Village of Hewitt President; and Public Al Joy Henke, Judy Struble, Sue Brown, Don Brown

1. Chairman A. Breu called the meeting to order at 8:00 A.M.
2. Public comments: None
3. Chairman A. Breu requested the approval of the Committee to hold off review and approval of the minutes until the Highway portion of the September 03, 2015 Highway Infrastructure & Recreation Committee meetings could be further discussed.

**PARKS:**

4. Parks Construction Supervisor Report. (see attached sheet)

The Parks and Forestry Department will begin the recruitment and hiring process, in October, to fill the maintenance position that is currently vacant.

**A motion was made by M. Hokamp and seconded by D. Polach to approve the Parks Construction Supervisor Report. Motion carried.**

5. Office Supervisor Report. (see attached sheet)

**A motion was made by D. Polach and seconded by M. Hokamp to approve the Office Supervisor Report. Motion carried.**

6. Park and Forestry Director Report. (see attached sheet)
  - a. Memorial bench placement at South Wood County Park.

Chad Schooley had checked with Peter Kastenholz, Corporation Counsel, regarding whether or not Wood County is allowed to place donated park benches at South Wood County Park. Under Rule Number 32, "no person shall solicit funds without the approval of the committee." Since these benches are donated without solicitation from Wood County, this rule does not apply. Communication with the HIRC for accepting donations is always recommended.

Al Joy Henke spoke regarding her dissatisfaction with the established bench that is going to be replaced with a new one across the town road from her home. Judy Struble further clarified that the dissatisfaction stems from the bench not being more natural and that A. Henke believes it blocks her view of Lake Wazeecha.

**A motion was made by D. Polach and seconded by M. Hokamp to allow Parks and Forestry Department to continue with the placement of the replacement bench in South Wood County Park along Lake Wazeecha.**

b. Loader Tractor quotes

**A motion was made by M. Hokamp and seconded by D. Polach to move on the option that is the most advantageous to Wood County. Motion carried.**

c. County Conservation Aids grant for 2015-16

Last month, the Highway Infrastructure & Recreation Committee approved the Parks Department to apply for the County Conservation Aids grant for 2015-16. Chad Schooley stated that the Parks Department would like the funds to go towards musky stocking in the Wisconsin River with Consolidated Musky Club providing the 50% matching funds.

**A motion was made by D. Polach and seconded by M. Hokamp to approve the 2015-16 County Conservation Aids to be used for musky stocking in the Wisconsin River in cooperation with Consolidated Musky Club. Motion carried.**

d. Special Use Permits

1. October 22<sup>nd</sup>, 2015, Arpin Volunteer Fire Department annual banquet at Powers Bluff. They have paid the reservation fee for the day of the event and are requesting a fee waiver for the night before for preparation.

2. August 19<sup>th</sup>, 2016, Jeremiah's Crossing Fundraiser car cruise. Using shelter building at Dexter County Park. 300 attendees are expected. There will be food and vendors. They will pay for the shelter building fee.
3. November 1<sup>st</sup>-14<sup>th</sup>, 2015, trapping at Nepco County Park and South Wood County Park. The individual requesting the permit would like to trap muskrat. The Parks Department will put signs up notifying visitors of the trapping activity. The individual requesting has been approved for this activity in the past.

**A motion was made by B. Winch and seconded by M. Hokamp to approve the above-mentioned Special Use Permits. Motion carried.**

Schooley provided an update to the Committee regarding electrical rates in the parks. It was found that the fee of \$5.00/night is sufficient to cover the cost and maintenance of the electrical sites at Wood County Park campgrounds.

**A motion was made by M. Hokamp and seconded by D. Polach to approve the Park and Forestry Director's report.**

## **FORESTRY**

7. Forest Administrator report. (see attached report)

F. Schubert requested that the committee switch the order of his report from what was listed on the agenda.

- a. Contract Extensions: Futurewood #715; #716; #717

John Kunding of Futurewood provided a letter of request to extend the aforementioned contracts to the Committee Members. F. Schubert recommended a 1 year extension with no increase in stumpage.

**A motion was made by D. Polach and seconded by B. Winch to grant a one year contract extension for Futurewood contracts #715, #716, and #717 with no increase in stumpage. Motion carried.**

- b. Timber Sale Update

**A motion was made by D. Polach and seconded by M. Hokamp to approve the Forest Administrator's report. Motion carried.**

8. Correspondence

None.

9. Approve payment of bills.

**A motion was made by D. Polach and seconded by M. Hokamp to approve the payment of bills. Motion carried.**

10. Revenue Report

**A motion was made by M. Hokamp and seconded by B. Winch to approve the revenue report. Motion carried.**

A short recess was held from 9:17 A.M. to 9:26 A.M.

## **HIGHWAY**

Following the resuming of the meeting, the Committee discussed changes to be made to the September 3<sup>rd</sup>, 2015 meeting minutes.

In regards to item #7 on the September 3<sup>rd</sup>, 2015 Highway Infrastructure & Recreation Committee minutes, Passineau provided more information regarding the various rubber tire wheel loader quotes. Following extensive research and discussion, he recommended purchasing the Case loader.

**A motion was made by M. Hokamp and seconded by D. Polach to approve purchasing the Case rubber tire wheel loader. Motion carried.**

Also in regards to item #7, the spelling of “rubber tired wheel roller” should be “rubber tire wheel loader.”

**A motion was made by D. Polach and seconded by M. Hokamp to accept the minutes of the September 3<sup>rd</sup>, 2015 Highway Infrastructure & Recreation Committee meeting with minor changes. Motion carried.**

A Breu requested that with the Committee members’ approval, agenda item #13 was moved up so that members of the public in attendance would not have to wait to address this issue further. Committee members approved.

13. Railroad Crossing Quiet Zone on CTH T in Village of Hewitt

Village of Hewitt President Ken Eilers spoke regarding the railroad crossing on CTH T in the Village of Hewitt that has seen marked increase in activity in the past year. Residents of the Village have requested to make this intersection of the railroad and CTH T an established quiet zone. Members of the public, Sue Brown and Don Brown, spoke in support of the request and inquired what steps would be necessary to take to put the quiet zone in effect. Passineau indicated they would need to work with the railroad and make any changes they deem necessary to the

intersection to help with the establishment of the quiet zone. The Village of Hewitt would be responsible for all costs associated with the establishment of the quiet zone, but the Wood County Highway Department would work with them to obtain any information they may need (such as daily traffic, how to obtain necessary permits, etc.).

11. Update on WCHA Fall Legislative Breakfast

The Committee members were invited at this time to attend the WCHA Legislative Breakfast on October 23<sup>rd</sup> in Wausau, WI.

12. Update on new Fuel System installation

14. Discuss and possibly act on Boiler Room Door.

Passineau brought forth the previously started project of upgrading the previous boiler room's door. This room is no longer used to house the boilers but instead is used for storage and a larger door would accommodate this use better. The project is estimated at \$20,000. The Committee requested that the Department advertise for quotes for designing and installing this door.

15. Discuss and possibly act on Gravel and Man Sand quotes.

**A motion was made by B. Winch and seconded by M. Hokamp to move forward with the option that is most advantageous to Wood County. Motion carried.**

16. Frac Sand update.

17. Current projects update.

18. Approve payment of bills.

**A motion was made by D. Polach and seconded by B. Winch to approve the payment of bills. Motion carried.**

19. Accounting Supervisor's Report.

**A motion was made by M. Hokamp and seconded by D. Polach to approve the Accounting Supervisor's report.**

20. Correspondence.

- There was a discussion of possibly purchasing a Mastick machine for asphaltic concrete crack filling in the future. The Committee requested

further information be brought forward by the Highway Department at the next meeting.

21. Next meeting date: Thursday, November 05, 2015 at Wood County Courthouse.

**22. A motion was made by D. Polach and seconded by B. Winch to adjourn at 11:15 A.M. Motion carried.**

A handwritten signature in cursive script that reads "Dennis Polach".

Dennis Polach, Secretary

Minutes taken by Caitlin Carmody, Highway Accounting Technician



**Wood County Highway Infrastructure and Recreation Committee Meeting**

Oct. 1, 2015

DATE

NAME	REPRESENTING
Greg M. Henke	
Judy Strulke	
Bill Clendenning	Wood Co. Board #15
John Kunding	Futurewood
KEN EICERS	VILLAGE OF HEWITT
Steve Brown	Village of Hewitt
DON BROWN	Village of Hewitt

## **PARKS CONSTRUCTION SUPERVISOR REPORT**

October 1, 2015

By D. Quinnell

### CURRENT PROJECTS

- We are still rebuilding of the upper ski tow control room at Powers Bluff.
- We are installing a new well at North Park in compliance with the DNR specifications to abandon underground fuel tanks.
- The new asphalt has been placed at the North Park Shelter.

### MAINTENANCE OPERATIONS

- All parks are beginning to get ready for the fall season.
- Culvert replaced at Dexter.

### EMPLOYEE MATTERS

- The job opening for a Lead Worker at Dexter has been filled by the Maintenance Worker and we will be posting for the Maintenance worker position at Dexter in October. We are keeping an LTE at Dexter to help with the work load.
- We are sending our full time Maintenance staff to an urban tree pruning training.
- We will continue to employ 2 Park Rangers through November 2, 2015.

### OTHER

- We are taking quotes for a new tractor for South Park.
- Earth Inc., will be starting the installation of the new snowmobile bridge on Hay Creek.
- We will be lowering the water level in Lake Wazeecha to prepare for the dike improvements.
- We will be lowering the water level in the Dexter Lake to aid in the bridge repair on Hwy. 80.

## **OFFICE SUPERVISOR REPORT**

October 01, 2015

By: H. Gehrt

### **SNOWMOBILE:**

The Engineering firm is staking the bridge site and construction work has started.

The monthly meetings of the Snowmobile Alliance have resumed. We are currently working on a new map for the year.

### **ATV:**

The parking lot has had road base added to it and been leveled by the Club.

### **OFFICE:**

Reservations have ended for this camping season.

Self-registrations are coming in from Dexter Park and being entered into the computer by office staff.

### **OTHER**

I attended the Wellness Committee meeting on September 1.

I attended the HIRC meeting on September 3.

I attended the HIRC tour on September 29.

I attended a Wellness Conference with the Wellness Coordinator on September 30.

## **Park and Forestry Director Report**

By Chad Schooley, Park and Forestry Director

October 1, 2015

HIRC meeting

- We will be drilling a new well at the North Park shop, in order to comply with the DNR orders, for the purpose of obtaining the official closure notice for underground fuel tank removal.
- I assisted in the interviews for the Dexter Park Lead Maintenance Worker position. We have filled the position with a highly qualified internal candidate. I will assist with the hiring of the, now vacant, Park Maintenance Worker position at Dexterville. We will plan on starting this process in October.
- I met with the contractor that will be doing our rip-rap overlay this winter at South Wood County Park. They will start this project as soon as there is sufficient frost in the ground to protect our walk trail as much as possible from heavy equipment. In preparing for this project, we will be lowering Lake Wazeecha 1-2' starting the week of September 28<sup>th</sup>.
- Our annual park, forestry and highway tour for the HIRC will be taking place on Tuesday, September 29<sup>th</sup>.
- The drawdown of Lake Dexter will begin on September 28<sup>th</sup>.
- The Consolidated Musky Club would like to utilize the 2015/16 County Conservation Aids grant money for the purpose of stocking musky in the Wisconsin River. These dollars would be spent in 2016. The Club would contribute the matching funds for this grant, which is \$2,165.00.
- I have included a letter in the packet in regards to a resident's concerns with memorial benches placed at South Wood County Park. I would like to move forward with the placement of this donated bench. The pad has been poured, and the bench has been delivered to our maintenance shop. I am asking the HIRC to decide on this issue at the meeting.
- I will be bringing quotes for a new tractor, which will replace South Park's 1996 tractor loader.
- I have been working with Richfield Fire Department on their plans of the replacement of a dry hydrant near the lower dam at North Park.

### **September Events** - 25 shelter reservations

### **Special Use Permits**

- The Arpin Volunteer Fire Department is holding their annual sportsman banquet fundraiser at the Powers Bluff shelter building. They have paid the full fee for the October 22, 2015 rental. They are requesting a fee waiver for the use of the shelter building the night prior for the purpose of setup.
- Jeremiah's Crossing, Inc. fundraiser. Dexter County Park shelter building and surrounding area. August 19, 2016.

## FOREST ADMINISTRATOR REPORT

October 01, 2015

By: F. Schubert

### FOLDER BALANCES AS OF 09-30-2015

JOB NUMBER	CONTRACTOR	ENDING MONTH BALANCE	CONTRACT AWARD	PAYMENTS RECEIVED	YEAR AWARDED
709	FUTUREWOOD	\$ 1,141.40	\$22,521.90	\$ -	2013
723	KUEHN FOREST PRODUCTS	\$ 5,694.14	\$61,075.00	\$15,520.25	2014
732	KRUEGER DRAGLINE & EXCA	\$ 752.15	\$39,417.60	\$ 9,404.93	2014
				\$ 24,925.18	
FORESTRY REVENUE \$512,959.78					

### Timber Sale Activity (September)

**Jobs Started:** #725 Schreiner Forest Products

**Jobs Continuing/Reactivated:** #709 Futurewood  
#723 Kuehn Forest Products  
#732 Kruger Dragline

**Jobs Gone Inactive:** None

**Jobs Finished:** None

## **Current Projects Update**

By Douglas Passineau, Highway Commissioner

October 1, 2015  
HIRC meeting

### **General Maintenance**

1. Fill State and County salt sheds.
2. Paving for Wood County Parks.
3. Paving CTH H.
4. Mowing – State/County.
5. State/County Section repairs: patching, shoulders, grading.
6. Clean drains – State/County.
7. Install Rumble Strips – County.
8. Replace culverts – County.
9. Fine Grade and pave Village of Port Edwards 3<sup>rd</sup> Ave.
10. Paver patches for Village of Port Edwards.
11. Bridge repairs – State.
12. Concrete repairs – State/County.
13. Pave and shoulder CTH Q.
14. Replace culverts on CTH EE.
15. Replace culverts – Towns.

## **Road Closures - Highway Department**

---

Start Date: 7/29/2015  
End Date: 9/30/2015  
Affected Roads: CTH H, from Blueberry to CTH N  
Work Description: Pavement replacement  
Detour Description: CTH N south to CTH P west to CTH K north to CTH N.

AGING AND DISABILITY RESOURCE CENTER OF CENTRAL WISCONSIN  
ADRC-CW

Finance Committee Minutes  
Location: 300 S Peach Ave Suite 1 Marshfield, WI  
July 9th, 2015

**Finance Committee Members Present:** Larry Lebal, Terri Sersch, James Hampton

**Absent:** Bill Miller

**Others Present:** Steve Prell, Linda Weitz, Joanne Leonard

**1. Call to order**

Meeting called to order at 8:50a.m. by Larry Lebal

**2. Public Comments**

None

**3. Approval of Minutes**

Motion to approve the May minutes by James Hampton, second by Terri Sersch. Carried.

**4. Review of Monthly Fiscal Report**

Reviewed monthly fiscal report. Steve explained the format of the report and the year to date percent information on the report. Since most of our revenue is on a reimbursement basis the YTD percent for revenue will always be low until the end of the year.

**5. Review Monthly Disbursements**

The Committee reviewed the check register and Pro Card purchases. Question about the Frontier check #665838. There was a question about the various phone charges from Frontier and which phone companies provide service in each office. This information will be provided at the next Finance Committee meeting. Question about checks #666629 and #666670 – these are rent payments made for our nutrition sites in Antigo and White Lake.

**6. 2014 Audit Update -**

Steve provided an update to the Committee - the auditors will be on site July 21<sup>st</sup> and 22<sup>nd</sup>. Prior to that we will be providing various documents as requested. Steve will ask about the next steps the Finance Committee could take regarding the Fraud Risk Evaluation finding from previous audits.

**7. 2016 Budget Update**

Steve briefly explained the process we take to build our budget. At this point we have not received any information on the timeline but Steve anticipates we will receive that information soon.

**8. Future Agenda Items**

Draft of 2014 audit including fraud risk assessment discussion

**9. Adjourn**

Motion made to adjourn by James Hampton, second by Terri Sersch. Carried. Meeting adjourned at 9:15.



**MINUTES**  
**Aging & Disability Resource Center of Central Wisconsin Board Meeting**  
**Location: Wisconsin Rapids ADRC-CW Office; 220 3<sup>rd</sup> Avenue S**  
**August 13, 2015**

**Board Members Present:** Joanne Leonard, Jim Hampton, Terri Sersch, Dick Hurlbert, Vern Cahak, Mike Feirer, Doug Machon, Jean Doty and Joe Hoppa. Attending by video conference from Merrill: Loretta Baughan and Bob Reichelt. Larry Lebal, Bill Miller and Sharon Rybacki were excused

**Others present:** Linda Weitz, Tim Moe, Steve Prell, Jennifer Cummings, Mike Rhea, Alyssa Vruwink and Ardyce Jones

**1) Call to Order:**

Meeting was called to order by Chairperson Joanne Leonard, at 9:30 a.m.

**2) Public Comments:**

There were no public comments.

**3) Introduction of New Board Member – Joe Hoppa**

Linda and the Board welcomed the new citizen Board Member, Joe Hoppa. Joe gave a brief description of his background. Linda also introduced Alyssa Vruwink, the new Communication/Administrative Services Manager. Alyssa gave a brief description of her background. The Board members introduced themselves.

**4) Approval of Minutes:**

A motion made by Mike Feirer, seconded by Dick Hurlbert to approve the minutes of the July 9<sup>th</sup> meeting. Motion carried.

**5) Discussion/possible action: Report from the Finance Committee:**

The Finance Committee did not meet due to lack of a quorum.

**6) Discussion/possible action: 2014 Draft audit:**

Steve Prell reviewed the draft audit, noting that it is just a draft at this time. Since Marathon County is our fiscal agent, the ADRC-CW audit is conducted along with the Marathon County audit; therefore, issues that impact Marathon County are also listed in the ADRC-CW audit. Steve explained the items listed in our audit that relate to Marathon County and not ADRC-CW, i.e., comments about the Marathon County IT system.

Steve answered questions posed by board members regarding specifics in the audit. Items discussed included:

On page 2 of the audit, there is a statement "Management has omitted management's discussion and analysis that ..." which board members questioned the meaning. Steve replied that it appeared to be standard language, but will ask the auditors and bring the information back to the board. Another discussion involved the "other post-employment benefits" (OPEBs) that are listed in the audit. Board members asked what liabilities were included in this amount. Steve will bring this information back.

The only finding in this year's audit and will continue to be a finding is that the auditors prepare the financial statements, which is also the situation for Marathon County and most other counties.

However, it will continue to be listed as a finding in the audit as a requirement of the audit standards.

**7) Discussion/possible action – Developing a fiscal policy supplementing the Intergovernmental Agreement regarding distribution of assets in the event of member county withdrawal or dissolution of organization:**

Linda explained that the Intergovernmental Agreement explains what needs to happen in the event of a withdrawal and states that a policy shall be established for equitable distribution of assets. That policy has not been developed, but the Finance Committee will start the discussions to develop a policy.

**8) Discussion/possible action – Review of Draft Three-year Aging Plan goals:**

Jennifer reviewed the draft of the three-year plan, explaining that the state defines the focus areas and the goals listed are very broad and encompassing. Jennifer will conduct Public Meetings on the draft plan in all four counties during the month of August and bring the final plan back to the board. The board had no further suggestions regarding the goals presented.

**9) Discussion/possible action – Building updates Marshfield and Wausau:**

Linda distributed drawings for the Marshfield Community Center (remodeled existing Library) and the new library building. Mike Feirer explained they will receive bids for the main building first. Groundbreaking took place and discussions continue regarding a long-term lease.

There are no updates on the Wausau building, but it will remain on the agenda for next month.

**10) Discussion/possible action – State Budget update:**

ADRC-CW issues have not changed. There are significant changes proposed to the Family Care and IRIS programs and Linda will keep the board updated.

**11) Discussion/possible action – Marketing goals:**

Board members and Alyssa shared some of their marketing ideas. The marketing discussion will continue at next month's board meeting.

**12) Executive Director's Report:**

Linda asked if there were any questions regarding the written Director's Report found in the board packet. There were none.

**13) Future Agenda Items & Location of Next Meeting:**

The next meeting is in Antigo on September 10, 2015

**14) Adjournment –** Motion to adjourn the meeting was made by Dick Hurlbert, seconded by Terri Sersch. Motion approved and the meeting ended at 11:35 a.m.

## MINUTES

McMillan Memorial Library  
Board of Trustees  
August 19, 2015

**DRAFT**

Subject to  
Approval

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

### ROLL CALL ATTENDANCE:

Present: Anne Zacher, Kevin Finbraaten, Colleen Dickmann, Susan Bovee, and William Clendenning.

Absent: Andrea Galvan, William Jacobs, and Scott Kellogg.

Administration: Andrew Barnett, Vicki Steiner, Brian Kopetsky, and Kerry Preece.

CORRESPONDENCE: There were no items of correspondence.

MINUTES: **A motion to approve the Minutes of the July 15, 2015 Library Board meeting was made by Mr. Clendenning, second by Mr. Finbraaten. Motion carried.**

TREASURER'S REPORT: Mr. Barnett presented the financial reports for August 2015. **A motion to approve the financial reports and payment of the Operating and Endowment Fund bills was made by Mr. Clendenning, second by Ms. Bovee. Motion carried.**

### DIRECTOR'S REPORT:

**Use Statistics** – Decreases continue to be concentrated in the DVD, CD and audiobook collections.

**Building and Grounds** – Several small projects are underway. Altman Construction will be handling some repairs and installations. Ten theater seats will be re-upholstered by Mid-State Upholstery, as part of our ongoing plan of repairing the ones in the worst condition. At least some electric work will also be done before the end of the year, depending upon the budget.

**Library Services and Technology Act Grant application** – We are in the process of applying for a grant to fund further development of our Digital Media Studio. If the application is successful, the Board would vote on whether to accept the funding, which would commit the Library to fulfilling several conditions, all of which are part of our Plan of Service.

### **Miscellaneous –**

- The director attended ALICE active shooter train-the-trainer, which was sponsored by the WR Police Department. An active shooter plan is under development.
- The Original Salty Dogs Jazz Band is scheduled for September 10th. Monteverdi Master Chorale has agreed to perform at the Library on December 17th. The program is not fully set, but will consist of lessons and carols, with some sing-alongs. It will be an Endowment sponsored concert.
- Planning has started for a 125th birthday party for the Library, which was founded in 1890. We will do it in conjunction with one of the remaining concerts, probably October 22nd. Cake and other light refreshments. Starting at 5:30, so it isn't too early to get to for working people and would be done in time for seating for the concert. We will invite local officials and plan a very brief program.
- The software we use to book our meeting rooms will be upgraded soon and the Internet sign-in software vendor will change. Both will look very different, but the functionality will not change significantly.

- SCLS has implemented an e-commerce solution, so that people can pay their fines on-line. This complements our in-house acceptance of credit / debit cards.
- We are working with the Boys & Girls Club and the school system to revise our after-school supervision methods. The goal is to be more formal and consistent, while remaining flexible and responsive. This is scheduled for staff training in early September.
- Kerry Preece reported on the Youth Services Summer Reading Club (Copies attached). Brian reported on the Adult Reading Program and Maker Camp.

COMMITTEE REPORTS: The Personnel Committee met on August 11, 2015. The Building and Ground and Finance Committees met on August 12, 2015. Further discussion will take place under New Business.

OLD BUSINESS: There were no items of Old Business.

NEW BUSINESS: **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" was made by Dr. Dickmann, second by Ms. Bovee. Roll call vote was unanimous and the Board adjourned into closed session.**  
**A motion to return to open session was made by Dr. Dickmann, second by Mr. Finbraaten. Motion carried.**

Mr. Barnett presented the 2015 Operating Fund Budget Revision and the 2016 Proposed Operating Fund Budget. Discussion followed. **A motion to approve the 2015 Operating Fund Budget Revision and the 2016 Proposed Operating Fund Budget was made by Mr. Clendenning, second by Dr. Dickmann. Motion carried.**

Mr. Barnett presented the 2015 Endowment Fund Budget Revision and 2016 Proposed Endowment Fund Budget. Discussion followed. **A motion to approve the 2015 Endowment Fund Budget Revision and the 2016 Proposed Endowment Fund Budget was made by Dr. Dickmann, second by Ms. Bovee. Motion carried.**

**A motion to adjourn was made by Mr. Clendenning, second by Ms. Bovee. Motion carried and the meeting adjourned at 4:55 p.m.**

The next regular monthly meeting of the McMillan Memorial Library Board of Trustees will be held in the McCourt Conference Room on September 16, 2015 at 4:00 p.m.

Respectfully submitted,  
 Vicki Steiner, Secretary

7

**Draft  
MINUTES  
SCLS BOARD OF TRUSTEES  
August 27, 2015  
12:15 p.m.  
SCLS Headquarters**

**Present:** J. Ashford, P. Behling, N. Brien, J. Carter, F. Cherney, P. Cox, M. Furgal, J. Harrington, J. Healy-Plotkin, N. Long, M. McCarville, K. Michaelis, M. Nelson, K. Rattunde

**Also Present:** M. Van Pelt, K. Goeden

**Absent:**

**Excused:** H. Bauman, T. Gramling, D. Heimstead, M. Hokamp, Nan Hughes, J. Krems, R. Owens,

**Call to Order:** P. Cox, President, called the meeting to order at 12:15 p.m.

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

**Minutes:** N. Brien moved approval of the July 23, 2015 minutes. N. Long seconded. Motion carried.

**Bills for Payment/Financial Statements:** J. Harrington reviewed the bills for payment in the amount of \$376,658.18 and moved approval. J. Ashford seconded. Motion carried.

**Committee Reports:**

- a. **Advocacy:** M. Nelson noted Library Legislative Day will be held February 9<sup>th</sup> at the Concourse Hotel and National Library Day in D.C. will be May 2<sup>nd</sup> and 3<sup>rd</sup>. Several legislators commented on receiving thank you cards from library supporters. The Trustee Essential handbook has pertinent information about advocating for libraries. You may view the handbook here: [http://pld.dpi.wi.gov/pld\\_handbook](http://pld.dpi.wi.gov/pld_handbook)
- b. **Budget/Finance/Personnel:** 2016 Budget  
J. Carter noted the committee met to review the 2016 budget and notes and will be making a recommendation for approval of the budget at the September board meeting. If anyone has questions about the budget, please contact M. Van Pelt. The committee also discussed the possibility of opening a third money market account with Alterra Bank in Kansas, which is an affiliate of First Business Bank. SCLS could move \$250,000 to the Alterra account and it would be FDIC insured. Currently, SCLS has \$500,000 in funds that are FDIC insured as well as the State Pool fund.  
K. Michaelis noted the committee also reviewed the 2016 SCLS salary grid and organizational chart.

**Action Items:**

- a. **FDIC account with Alterra Bank:** J. Carter moved to keep the SCLS investment accounts as they are currently held and not create another FDIC account with Alterra Bank at this time. P. Behling seconded. Motion carried.

**SCLS Foundation Report:** The disbursement policy and wealth management policy were updated. The Cornerstone event will be held November 11<sup>th</sup> at "205 Vino" wine bar in Portage.

**Circulation and ILL Statistics:** Columbia County and Adams County statistics will be affected with the addition of the Randolph Library and the Rome Library (when they join LINKcat), respectively.

**System Director's Report:** M. Van Pelt noted the Randolph Library will become part of the 2016 System Plan. There are currently no director vacancies in the system and 11 libraries in the system are in some form of remodeling or building.

**Discussion:** None

**Administrative Council (AC) Report:** Met August 20<sup>th</sup> and approved the recommendation from the Dane County Library Directors to have the Dane County Cluster allocation remain the same.

**Other Business:** None

**Information Sharing:**

K. Michaelis participated in the trustee training webinar "Transforming Our Image". To view the webinar, go here: <http://www.wistrusteetraining.com/recordings.html>

P. Behling noted the Wisconsin Public Television Quilt expo will be September 10-12. Dane County Library System will have a booth at the event and volunteers are needed. Olbrich Gardens is also hosting a "Gleam: Art in a New Light" Wednesday to Friday from September 2<sup>nd</sup> to October 30<sup>th</sup>.

The next board meeting will be held on Thursday, September 24, 2015

Meeting adjourned at 1:05 p.m.

Heidi Moe, Recorder

BOT/Minutes/8-27-2015

WOOD COUNTY LIBRARY BOARD  
JULY 9, 2015

The July 9, 2015 meeting was called to order by Chairman Cherney at the Lester Public Library of Vesper. The minutes of the previous meeting were read and approved.

Budget: they are going to leave the van service the same. We are making a move to the 80% reimbursement. Motion by O'Donnell, second by Barth to send the budget to the County Board. Motion carried.

No correspondence or public comments.

Lori discussed the construction going on in Marshfield, bids were high because of an engineering snafu. Groundbreaking is July 31, 2015 at 11 AM.

Darla said the 3D printer is online. Kits and coffee making supplies have come in. Received NEPCO memorabilia for display. Memorials for Caroline Berg being sent in. Old Nekoosa photos donated by Nekoosa Bank.

Andrea said reading library was a success and summer library is going well. Master gardeners did well on landscaping and putting on glassware programs. 91 responses for the strategy plan.

Beth said summer programs are in full swing with lots of traffic. July 25<sup>th</sup> is the antiques appraisal event in Arpin. Thinking of a Powers Bluff run. Numbers are coming back.

Barb said summer library programs also going well. 5<sup>th</sup> through 8<sup>th</sup> grade and adult programs going well. Open house was a success. Fundraiser went well. Antiques roadshow coming in October.

Next meeting will be October 8, 2015 at Marshfield. Motion by Barth, second by Hamilton to adjourn. Motion carried.



**AD HOC COMMITTEE ON IRRIGATION OF  
SPRAY WASTES**

**FINAL REPORT TO WOOD COUNTY BOARD OF  
SUPERVISORS.**

**OCTOBER 2015**



# **TABLE OF CONTENTS**

**SECTION I: History and Mission of the Committee**

**SECTION II: Scope of the Problem**

**SECTION IIIA: Water Quality**

**SECTION IIIB: Air Quality**

**SECTION IV: Public Health**

**SECTION V: Kewaunee County**

**SECTION VI: Powers of the County**

**SECTION VII: Recommendations**

## **Section I History and Mission of the Committee**

Spray irrigation of waste is currently being undertaken in Wood County. Wood County wishes to be proactive in the prevention or mitigation of any harmful effects on the health, safety or welfare of citizens of Wood County while simultaneously protecting and enhancing the state of agri-business for the economic benefit of its citizens.

This committee was charged with the tasks of defining the risks of spray waste irrigation, identifying the regulatory tools for mitigating any harmful effects, identifying any gaps in State or permissible county regulations and offering recommendations for changes in those regulations as well as introduction of county ordinances to fill those gaps where allowed.

The committee was inaugurated by the Wood County Board on August 19 of 2014 and held its first, organizational meeting on September 12, 2014. It interviewed many persons with expertise in the field of manure irrigation as well as those with specialties in nutrient management and pathogens.

This report is a summary of the findings of fact concerning issues associated with spray manure irrigation as well as recommendations for the county board to consider in moving forward.

## **Section II: Scope of the Problem**

The issues raised by the spray irrigation of waste are multiple and complicated. Admittedly, some of the issues brought about by spray irrigation of waste are common to any kind of application of waste whether municipal or agricultural. It also is a problem in terms of the stream of actions leading to the spraying or application of waste in terms of input into the waste stream such as storage of wastes prior to application by either spray or spreading in some form or another. The two methods the committee was charged to address involve spraying either through center pivot irrigation-type systems or traveling gun systems. Regardless of which of these two methods is used the concerns of Wood County are the same.

The most comprehensive cataloging of concerns came from presentations by Cristie Greening and Gordon Stevenson at the January 20, 2015 meeting of the committee. Water contamination, both surface and aquifer from the spread of manure in general, odor, pathogens and general air quality were among the concerns listed. Outlines of each of these reports will be included as appendices in the final report.

The committee has determined that these elements, water, air and public health concerns were endemic to the spread of wastes regardless of the method used to apply wastes to fields and has treated each of them in a similar manner. While there was some discussion and input into CAFOs and regulation of them as well as the requirement for high-capacity wells, these were not considered to be within the scope of the committee's charge and were not addressed as separate issues.

Even further complicating the task of the committee was the issue of regulatory jurisdiction. An August 12, 2014 memorandum from Corporate Counsel Peter Kastenholtz seemed to indicate that Wood County and, in fact, all counties are prohibited from instituting regulations concerning spray waste irrigation. The regulatory environment is steeped in the wording of the Constitution of the State of Wisconsin which makes Counties and arm of the State and grants to the Counties only such authority as the State of Wisconsin may grant them from time-to-time through the legislature. In order to confirm the findings of Mr. Kastenholtz, the Chairman asked for a confirming or dissenting opinion from the Wisconsin Counties Association. As of the date of this revision, there has been no answer from Wisconsin Counties Association. It is believed by many that the Association does not wish insert itself into what may be a conflict between County and State Powers. No further answer is anticipated to summarize, the committee has to determine the following:

What effect does spray irrigation of waste have on water quality?

What effect does spray irrigation of waste have on air quality?

What effect does spray irrigation of waste have on public health?

What is the extent of Wood County's authority to regulate the effects of any of the detrimental elements found above?

### **Section III (A): Water Quality**

Control of contaminants from agricultural waste are found in and regulated by, NR151 and NR 243. These deal with the contamination of surface water into the "waters of the State of Wisconsin" as well as provide waste management for Concentrated Animal Feeding Operations (CAFOs) and provide standards for storage of animal waste.

NR 151.05 sets the standard for Manure Storage Facilities performance. NR151.09 sets out the enforcement procedures as written below:

**NR 151.09 Implementation and enforcement procedures for cropland performance standards.**

**(1) PURPOSE.** The purpose of this section is to identify the procedures the department will follow in implementing and enforcing the cropland performance standards pursuant to ss. 281.16 (3) and 281.98, Stats. This section will also identify circumstances under which an owner or operator of cropland is required to comply with the cropland performance standards. In this section, "cropland performance standards" means performance standards in ss. NR 151.005, 151.02, 151.03, 151.04, and 151.07.

**(2) ROLE OF MUNICIPALITIES.** The department may rely on municipalities to implement the procedures and make determinations established in this section.

**Note:** In most cases, the department will rely on municipalities to fully implement the cropland performance standards. The department intends to utilize the procedures in this section in cases where a municipality has requested assistance in implementing and enforcing the cropland performance standards or in cases where a municipality has failed to address an incident of noncompliance with the performance standards in a timely manner. The department recognizes that coordination between local municipalities, the Department of Agriculture, Trade and Consumer Protection and other state agencies is needed to achieve statewide compliance with the performance standards. Accordingly, the department plans on working with counties, the Department of Agriculture, Trade and Consumer Protection and other interested partners to develop a detailed intergovernmental strategy for achieving compliance with the performance standards that recognizes the procedures in these rules, state basin plans and the priorities established in land and water conservation plans.

**Note:** The department implementation and enforcement procedures for livestock performance standards relating to manure management are included in s. NR 151.095 and ch. NR 243.

While animal (and sometimes human) wastes may be considered to be contaminants of water supplies and sources, it is also considered to be a valuable resource for growing crops. Farms, regardless of size, consider animal wastes in the form of manure to be cost-effective alternative to the costs of chemical fertilizers without which costs of maintaining crops for animal feed would make farming prohibitive.

Contaminants to the water may be the nutrients that are applied to the crops such as nitrates and phosphates, or, they could be from additives to the waste stream such as antibiotics or disinfectants.

From testimony received by the committee on October 8, 2014 from Terence Kafka from the DNR and Shane Wucherpfennig from Wood County Soil Conservation it was discovered that all livestock operations that deposit manure on croplands are required under DNR Chapter 151 to a nutrient management plan which is tailored to the crops, soil types, and water sources. CAFOs, on the other hand are required by NR 243 to prepare an application for a pollution permit called a WPDES. Application of nutrients that could get into the water system through direct leakage of storage facilities or direct runoff to streams, rivers or lakes is tightly controlled by these management plans but DNR relies heavily (see notes from NR 151 above) upon local enforcement.

The effect of spray irrigation of waste on water quality is directly related to the amount of waste applied to the land in question. If a nutrient management plan is in place, the amount of waste that can be applied per acre is roughly the same for a CAFO as it is for a non-CAFO. For example, if the nutrient management plan determined by soil type, crop type, slope and all other factors determines that the land can only handle (say) 1 acre per day, per cow for a CAFO of 1000 animal units, then the CAFO must have 1000 acres of land available to spread the waste. Similarly a non-CAFO with the same conditions but only 600 animal units would require 600 acres upon which waste could be spread. The amount per acre remains the same. The discrepancy is that Non-CAFOs are not required to have A

### WPDES. **Administrative Rules Specific to Spray Irrigation**

Rules and regulations specific to Spray Irrigation are in State Statutes Chapter 243.13 (6) which also references the requirements of Administrative Codes 214.14, 214.20 and 214.21. Those rules address the concerns listed above and set standards specific to spray waste irrigation systems. A summary of those rules follows.

Concerning “spray waste irrigation”, Chapter NR 214.14 (1) addresses site location of Spray Irrigation systems. It establishes a 1000 foot setback from Municipal water supplies and a 250 foot setback from other potable water sources ( private wells). The code limits the drift setback to 500 feet from the nearest residence, and a separation of five (5) feet from bedrock. While we may quibble with those specific setbacks and separations, the only way to deal with that is through legislation as the DNR has exercised its judgment and authority over this domain.

It is also worthy to note that the 5 foot from bedrock is a state mandated separation and the attempts by Kewaunee County to pre-empt the state are most certainly up for challenge the first time they attempt to enforce them.

But NR 214 is far more specific than just site location; it goes on to address Design and Construction Criteria in Section (2). Among other things, it requires:

- Equipment be designed to prevent ponding or runoff and to incorporate load/rest cycles that optimize wastewater treatment on the site
- Limits wastewater intensity to the rate that can infiltrate into the soil surface as it is sprayed
- Wastewater loading volume shall be designed so wastewater will be held in the top foot of the soil column for treatment
  - Acreage shall be rested to provide time for soil organisms to biologically decompose organic pollutants in the wastewater, for organic solids on the ground surface to decompose and for the soil column to reaerate.
  - There is a table that prescribes rates for the intensity of wastewater spray and the wastewater application volumes for specific soil textures under the optimum conditions.
- Spray irrigation equipment must be capable of isolating individual section to the treatment system for resting without interrupting discharge to the acreage scheduled to be loaded with wastewater.
- Spray nozzles shall be arranged so that the wastewater will be evenly distributed over the acreage being loaded with wastewater
- Spray nozzles openings shall be sized to prevent plugging and located as near to the ground surface as practical to minimize wind drift of the wastewater

- Wastewater shall be seeded with a mixture of perennial grasses
- The department may require reduced hydraulic application rates or grass buffer strips or both around the perimeter of the site to absorb runoff during rainfall events.

Section 214.14 (3) deals with discharge limitations. There are nine separate and detailed limitations including:

- Discharge may not exceed the hydraulic, organic, nitrogen, chloride or other limitations specified in a WPDES permit.
- The concentration of any wastewater parameter that may impact groundwater quality shall be limited at the point of discharge to a value that will minimize the concentration of the substance in the groundwater to the extent technically and economically feasible and will prevent exceedence of the preventive action limit(PAL) in the groundwater (verbatim)
- The department may limit the fecal coliform bacteria in the discharge from meat and poultry processing operations to protect human and animal health.

Kevin Masarik, UW Stevens Point Center of Watershed Science and Education, addressed the Committee on nitrogen contamination in the soil. He said that nitrogen can become ammonia gas or nitrates. Nitrates do not absorb to soil, but eventually leech through and can become a ground water issue. Only 9% of nitrogen contamination comes from human wastes, the majority is from agriculture. The committee also learned that with spray irrigation in particular, there can be high amounts of ammonia in the air affecting air quality. Certain crops absorb more nitrogen than other and rotation of crops can be a means of absorbing more nitrogen from the soil. This implies that nutrient management plans should also include a crop rotation plan to decrease the possibility of nitrates getting into ground water.

Section 214.14(4) prescribes Monitoring requirements which include annual soils tests for concentrations of phosphates and nitrates.

Section 214.14 (5) prescribes Operating requirements.

Section 214.14 (6) prescribes Soil Investigations and Groundwater Monitoring Requirements.

But that's only 214.14. There are two other sections that deal with spray waste irrigation: 214.20 and 214.21.

Section 214.20 deals with site investigation and monitoring requiring that detailed plans and maps for sites be prepared by qualified individuals and setting standards for those plans and map preparations. It also requires monitoring wells and deals not only with agricultural waste but also "sludge" from waste treatment plants

Section 214.21 deals with groundwater monitoring and specifically requires spray waste irrigation systems to install a "single level groundwater monitoring system". It also states that the department can require monitoring for "... *The department may require groundwater monitoring for any of the following parameters: elevation, depth to groundwater, organic nitrogen, ammonia nitrogen, nitrate and*

*nitrite nitrogen, chlorides, sulfates, dissolved solids, alkalinity, hardness, field pH, field specific conductance, BOD5, COD, sodium, calcium, magnesium, iron and manganese."*

In addition to the restrictions and setbacks found in NR214.21, additional well-head protection is allocated to DNR under Chapter 281 of the State Statutes entitled "Water and Sewage". Chapter 281(2)(a)5 specifically allows protection of well-heads from contamination. It is unclear if County Governments can modify or extend these rules.

### **Section III (B) Air Quality**

Chapter 285 of the State Statutes gives responsibility for maintaining air quality to the Department of Natural Resources. However, 285.13 provides the following:

**285.11 Air pollution control; department duties.** The department shall:

- (1) Promulgate rules implementing and consistent with this chapter and s. 299.15.
- (2) Encourage voluntary cooperation by persons and affected groups to achieve the purposes of this chapter and s. 299.15.
- (3) Encourage local units of government to handle air pollution problems within their respective jurisdictions and on a regional basis, and provide technical and consultative assistance for that purpose.
- (4) Collect and disseminate information and conduct educational and training programs relating to the

purposes of this chapter and s. 299.15

We should consult with Corporate Counsel on the meaning of (3) above. There is a huge ambiguity in the terminology “...*handle air pollution problems within their respective jurisdictions...*” Further, the admonition to encourage “voluntary cooperation by persons” seems to indicate a lack of statewide enforcement options on this discipline.

The two major concerns vis-à-vis air quality are odor and drift.

Drift occurs when spray irrigation is caught in the prevailing wind currents and carried beyond the field for which it was intended. It is commonly emitted from the so-called end gun on a single pivot irrigations system but could also be emitted from a traveling gun.

Current regulations (NR151) prohibit the use of spray irrigation within 500 feet of a dwelling or structure and similar restrictions are found within NR 214.14 concerning spray irrigation systems site location, but there are no apparent regulations about the maximum wind conditions under which spray irrigation can take place. Hence, the liquid waste, traveling in very small droplets may “drift” over the intended area and into the vicinity of a dwelling or other structure causing contamination of the facility. Because the state has jurisdiction over this aspect it can only be recommended to DNR that standards and unacceptable and new standards be put into place designating restrictions for wind conditions and distance from property line as opposed to the location of a dwelling.

As referenced in the water quality section, the nitrates in the waste stream can, when aerated, produce ammonia odors which can in turn be carried by the wind and cause respiratory problems. NR 214.20 allows for monitoring of water quality for ammonia as well as chlorine and a large number of air quality issues affecting odors but it is unclear that citizen concerns alone are sufficient to convince DNR to add requirements for such monitoring.

It was noted by Kevin Masarik that digester systems have little effect on the levels of nitrogen, phosphorus, and potassium so they cannot be counted upon for remediation of these levels. The so-called, large droplet method of spray irrigation may mitigate these effects but there doesn't seem to be a consensus on this. System Design standards in NR 214.14 require that nozzles for spray irrigation systems be located as close to the ground as possible to eliminate or mitigate odor as well as drift.

Generally odors can occur from the aerial spreading or from tank spreading, of farm wastes but can also be generated from any disruption of ponds for collection of those wastes. This can occur when a waste lagoon is stirred or agitated immediately prior to pumping out the lagoon for spreading by some one of the previously described methods. Odor seems to be created at any time collected wastes are distributed or disturbed.

Best practices for elimination of odors appear to be “knifing” of wastes into the soil. We observed this method being used on Norm E Lane farms in conjunction with a drag line, but it can also be used as an attachment to a traditional tanker. Covering of collection ponds either by natural methods or use of a digester can mitigate if not totally eliminate the odor emanating from waste lagoons.



## **Airborne pathogens**

The Committee received a presentation from Dr Mark Borchart who is conducting research for the State Task Force on this same subject. Dr. Borchart gave his presentation to the committee during the field trip to Norm E. Lane Dairies, a CAFO located in Clark County.

General findings from Dr. Borchart's research were that although it is claimed that animal waste can contain up to 160 different pathogens, only four of them are considered as high risk to human health and they may or may not be present in the waste stream at the same time. A description of Dr Borchardt's project follows below.

**Research Project:** Quantitative Microbial Risk Assessment for Estimating Setback Distance from Spray Irrigation of Liquid Manure Project Number: 5090-12630-003-12  
Project Type: Nonfunded Cooperative Agreement

Start Date: Nov 01, 2014  
End Date: Oct 31, 2016

Borchardt's preliminary findings indicate that the pathogenic presence deteriorated as the distance from the spray source increased. There is also evidence that pathogens degenerated with exposure to both air and sunlight. More recent developments have indicated that at greater distances from the spray source the presence of pathogens was not detected. Borchardt's research is not yet completed and no final conclusions can be drawn until all the data is in.

## **SECTION IV: Authority of Public Health Officers**

There has been some suggestion that the problems associated with spray irrigation of wastes could be addressed by Counties under the Public Health Statutes. Discussions with Wood County Public Health officer indicated that Statutes 254.59 grant very broad but very ambiguous authority. It reads:

### **254.59 Human health hazards.**

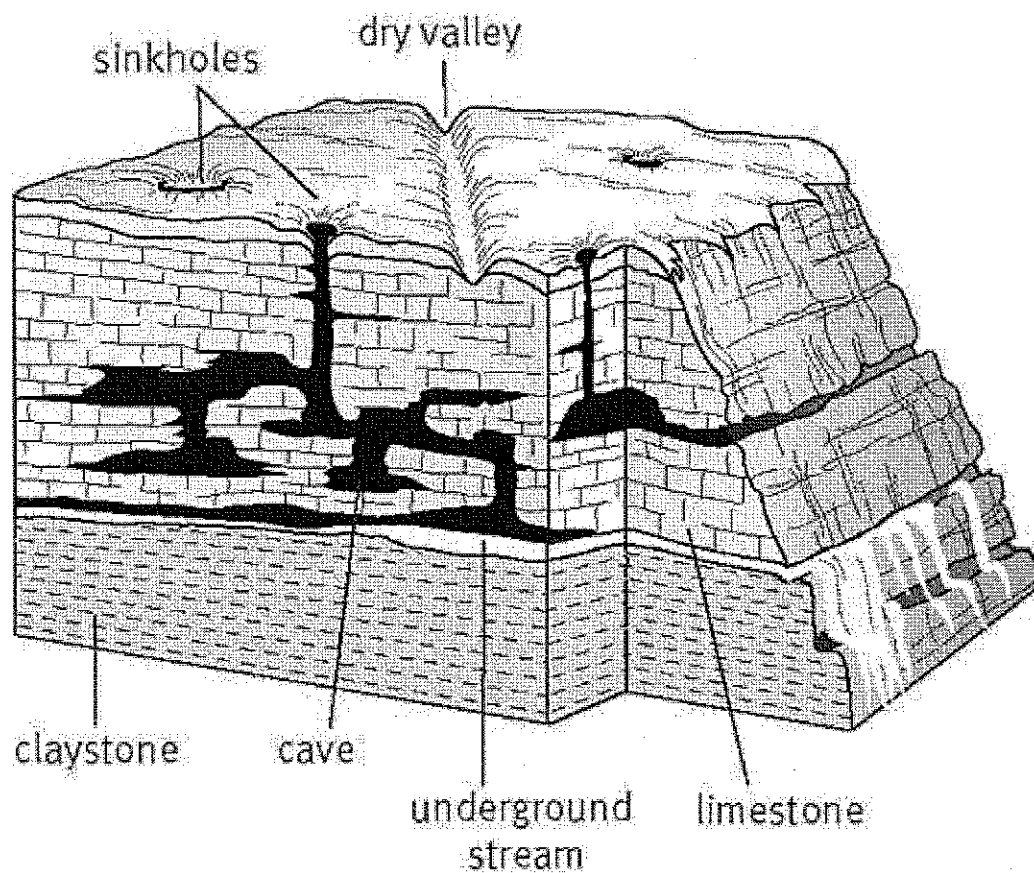
**(1)** If a local health officer finds a human health hazard, he or she shall order the abatement or removal of the human health hazard on private premises, within a reasonable time period, and if the owner or occupant fails to comply, the local health officer may enter upon the premises and abate or remove the human health hazard.

Note: Recent amendment of Wood County Ordinance #801 calls for cooperation and coordination between the Land Conservationist and the Wood County Health Department in cases of violation of the County's clean water standards or any issue of human or animal wastes which may become a public health issue.

## SECTION V: Kewaunee County Ordinance.

Concerns raised by Protect Wood County and its Neighbors and others about the effects of spray waste irrigation centered around the transmission of pathogens that could be found in either animal or human waste as well as the infiltration of those pathogens into private and public wells and therefore into drinking water.

Additionally there has been great interest in the events taking place in Kewaunee County which is unique because of the density of CAFOs in the county as well as the so-called Karst formations which make the aquifer particularly vulnerable to contamination. Kewaunee County passed an ordinance in March of 2015 based on these factors and that will be discussed in this section. A diagram of a Karst formation is shown below:



Elizabeth Morales

Fortunately, Wood County does not have to deal with the Karst problems prevalent in Kewaunee County.

It was noted that Kewaunee County was taking to so-called "Public Health" approach to the manure spreading problem in their county but the resolution and ordinance that was passed says absolutely nothing about 254.59 authority for the Public Health Officers.

The recently passed ordinance from Kewaunee County follows the strict guidelines of Chapter 92.11 which we have discussed .

The single most prevalent item in the ordinance is the calendar restriction on specific lands. Here is the exact wording:

*(2) Land Use and Management Restrictions*

*(a) Wastes shall not be mechanically applied to land, or allowed to directly drain to, landscapes likely having areas twenty (20) or less in soil depth to carbonate bedrock during the time period of January 1<sup>st</sup> through April 15<sup>th</sup>, unless an exemption is issued, in writing, by the Land and Water Conservation Committee. On or about March 10<sup>th</sup> the Land and Water Conservation Committee will meet, and may take action to amend the April 15<sup>th</sup> date mentioned above.*

*(b) Wastes shall not be mechanically applied to landscapes likely having areas of twenty (20) feet or less in soil depth to carbonate bedrock when the soil is frozen, snow-covered or saturated; when snow is actively melting such that water is flowing off the field; or precipitation capable of producing runoff is forecast within twenty-four (24) hours of application.*

*© Wastes shall not be mechanically applied to direct conduits to groundwater, or allowed directly drain to direct conduits to groundwater.*

## **Section VI: Authority of County**

The State Statutes give counties the authority to regulate Non-point source pollution under Chapter 92.11. The authority given to the Counties is as follows:

### **92.11 Regulation of local soil and water resource management practices.**

*(1) PROPOSED ORDINANCES. To promote soil and water conservation or nonpoint source water pollution abatement, a county, city, village or town may enact ordinances for the regulation of land use, land management and pollutant management practices.*

#### *(2) APPLICABILITY; CONTENTS.*

*(a) An ordinance enacted under this section may be applicable throughout the county or to any part of the county, including both incorporated and unincorporated areas.*

*(b) An ordinance enacted under this section may prohibit land uses and land management practices which cause excessive soil erosion, sedimentation, nonpoint source water pollution or storm water runoff.*

While this authority seems very broad, it is limited by the enactment of Chapters 283 (Water/Effluent) and NR 243 which applies directly to CAFOs. Counties are further limited by the language restricting the enforcement actions the county can take.

**(5) ENFORCEMENT.**

*(a) The county board shall by ordinance prescribe administrative procedures and provide personnel necessary for the enforcement of any ordinance enacted under this section. Ordinances enacted under this section may be enforced through civil forfeiture or through issuance of an injunction by the circuit court in an action initiated by the county or land conservation committee. The court may award reasonable attorney fees to any plaintiff in a successful action for enforcement through injunction.*

*(b) At least one year before the county or land conservation committee may initiate an action for enforcement, the land conservation committee shall make a reasonable effort to contact the landowner or land user in person and to furnish the landowner or land user all of the following:*

- 1. An explanation orally and in writing of the reasons for the excessive soil erosion.*
- 2. A management plan which, if followed, would reduce soil erosion to a rate established as acceptable by the land conservation committee. The management plan shall, with reasonable limits, set forth all of the options which are available to the landowner or land user to achieve acceptable soil erosion rates.*
- 3. An explanation of the financial aids and technical assistance which are available to the landowner or land user. These may include, but are not necessarily limited to, cost-sharing, loans, tax incentives and technical assistance available from the land conservation committee and other agencies.*

**(6) BOARD OF ADJUSTMENT.** *The county board shall provide for the appointment of a board of adjustment in any county which adopts an ordinance under this section.*

**(7) CONSTRUCTION.** *Any ordinance enacted under this section shall be liberally construed in favor of the county. It shall be construed as setting minimum requirements for the purposes stated and not as a limitation on other powers granted the county board and land conservation committee.*

*History: 1981 c. 346; 1987 a. 27; 1993 a. 246; 1999 a. 182; 2011 a. 75.*

*An ordinance passed under this section may be applicable to incorporated as well as unincorporated areas of the county*

Note several items here:

1. The County MUST provide adequate enforcement personnel if ordinances are adopted.
2. The county must notify the land owner/user of the infraction ONE YEAR in advance of any enforcement action
3. The County must submit the sample plan to the owner/land user to mitigate the erosion and the county must also advise them of all possible funding sources for the implementation of the plan.
4. The ordinance must be passed after public hearing and a referendum.

This is where Wood County stands with non-CAFOs at the moment.

You will note that as stated in the introduction to this document, County Government is considered an "arm" of the State. I has no other authority other than that granted to it by the State through the Legislature. This was specific and concise as Article IV, Section 22 states below:

## *Powers of county boards.*

### *SECTION 22*

*The legislature may confer upon the boards of supervisors of the several counties of the state such powers of a local, legislative and administrative character as they shall from time to time prescribe.*

What this means, of course, is that if the State does not confer, by Statute, a power to a county, or if it prescribes by Statute a formulary for how a County must address a topic, the County cannot rule on it of its own accord. A good recent example of this is the controversy over so-called Frac Sand Mining. The Counties association was very careful not to recommend ordinances over the mining, transportation or processing of frac sand because of the fear that the State would step in and regulate it and take all semblance of authority away from the counties. It did just that in the last legislative session. We find ourselves in a similar situation with spray waste irrigation.

What we are left with, then is the frustrating option of petitioning both the legislature and the various agencies of the state having jurisdiction over water quality, air quality and public health to make the rules they are empowered to make more stringent to control or at least mitigate the detrimental effects of spray waste irrigation.

The next section will deal with some suggested recommendations but they are only the starting point for the debate the Spray Waste Irrigation Ad Hoc Committee must have before our findings are presented to the entire board.

## **SECTION VII: Recommendations**

### **Ordinances to consider:**

1. Amendment to County Ordinance #801.

Although Ordinance 801 has recently been amended to address "Clean Water", County Conservation Officials feel there is a need to expand the ordinance to prohibit Winter Application of Manure on Frozen ground with no incorporation from December through April. Although this does not pertain specifically to Spray Irrigation of Waste, it certainly would eliminate at least one source of Non-Point Source Pollution

2. Additional Amendment to County Ordinance #801.

The stated purpose of the most recent amendment to 801 was the "encouragement of nutrient management plans for farms currently without them." If Wood County wished to make this a serious effort to manage manure spreading in the county, it could without state permission, offer financial assistance to these farms to defray the costs of the creation of nutrient management plans. Wood

County could, for example allocate a sum (say \$100,000) to defray (say) 60-75% of the cost of creation of a nutrient management plan. The allocation could be one-time or on-going.

**Resolutions/Petitions to consider:** The County could, through the appropriate oversight committees, draft resolutions to petition the DNR and/or the State Legislature to modify administrative rules and statutes to accomplish the following.

Revision of NR 243 relating to nutrient management plans.

Require nutrient management plans for all livestock operations over XX animal units.

Prohibit spreading of wastes within 1250 feet of any well-head except for single pivot points.

Prohibit spreading of wastes within 500 feet of property line

Prohibit spraying of waste in winds of more than (say) 15 mph

Require weekly qualitative analysis of waste for pathogen content and prohibition of spreading if certain human-interactive pathogens are present.

Consider, the reformulation of nutrient management plans that calculate the maximum levels of nitrates and phosphate accumulation and an appropriate plan for crop rotation to eliminate them from the soil;

Revision of NR 214.14:

This Administrative Rule deals specifically with Spray Irrigation of Waste. Currently it contains no specific prohibitions against spraying in wind conditions which may all for or exacerbate the drift of manure and contaminants beyond the intended land. The DNR should place maximum wind conditions and restrictions in NR 214.

**Legislature:**

Increase funding to DNR for staff to enforce regulations already on the books.

Increase funding for assistance in remediation of waste spills and cleanup.

Increase funding to local governments (Counties) to maintain staff assistance in the implementation of Wisconsin Non-Point Source Rules.

New Approach to siting agricultural operations:

1. Determine nutrient capacity of soils on township level
2. Determine how many animal units that soil can hold and maintain proper nutrient levels
3. Determine how many acres are available for waste spreading based on the nutrient capacity
4. Limit the number of animal units per township based on the science of the nutrient levels.

# **Ad Hoc Spray Irrigation of Waste Dissenting Report of Supervisor & Committee Member Bill Leichtnam (Oct. 12, 2015)**

Although most readers would expect this document to be highly critical of Chairman Wagner's report, I would hope the reader finds it informative and only "respectfully" critical. In fact, much of what you have just read ( while not a consensus document) is "spot-on" accurate; it just doesn't go far enough. Here is why I say the final report doesn't go far enough; following that I will add my "concerns" and additional "recommendations".

The idea for the "ad hoc spray irrigation of waste" committee came out of the Judicial & Legislative Committee last summer. The committee first met in Pittsville on Sept. 12, 2014; it met 12 times; and suspended meeting on April 23rd of this year even though I suggested that we invite Ken Genskow, Lynn Utesch, and Mark Borchardt (for a second time)--all members of the State Manure Irrigation Workgroup which will issue non-binding "best practice" recommendations currently scheduled for Jan., 2016. (Incidentally, Mark Borchardt's long-awaited "Microbial Risk" research document is expected to be published at the end of this month.)

As briefly as I can, here are what I believe to be the most significant comments made to our committee on the dates indicated:

## **Terry Kafka (WDNR) 10-8-14**

- \* the WDNR relies on local gov'ts for help monitoring local farms because it was significantly downsized after Act 10
- \* wells in Kewaunee & Door counties are contaminated because farms have more manure than they can get rid of
- \* bigger, more progressive counties have ordinances
- \* Marathon Co. has a livestock siting ordinance

## **Joe Baeten (WDNR Nutrient Management Program Coordinator for the state) 10-21-14**

- \* "What we can do, we will do . . ." otherwise we leave it up to the towns & counties
- \* when a livestock operation stays below the 999 animal units threshold, it is important for counties to enact ordinances to set some regulations (on nutrient management)
- \* the biggest risk with regard to spray irrigation of waste is DRIFT
- \* I'd suggest a 3 step enforcement approach (remediate, notice of violation, referral to Wis. Dept of Justice for prosecution)

## **Mark Borchardt (USDA) 11-7-14**

- \* manure can be a "double-edged sword"
- \* 99% of the bugs (pathogens & bacteria) are in the liquid manure
- \* the dominant air pollutants are hydrogen sulfide & ammonia; in the paper industry people have died inhaling hydrogen sulfide & ammonia in confined spaces
- \* temperature & UV light will kill bacteria
- \* nighttime is a bad time to run irrigators
- \* it's up to elected officials to decide policy

**Kevin Masarik (Center for Watershed Science, UW-SP) 12-16-14**

- \* 90% of the nitrates in groundwater come from agricultural sources
- \* eventually (in any soil type), nitrates will get into the groundwater
- \* nitrates can be found in all 3 forms; AND they can't be destroyed
- \* only 30% of nitrogen is absorbed by crops; the rest leaches to groundwater
- \* nitrogen doesn't adhere to the soil
- \* digesters don't remove the nitrogen
- \* NMPs don't insure that a farmer meets safe water guidelines
- \* ammonia volatilization into the atmosphere can cause increased health risks (asthma and COPD)

**Gordon Stevenson (Retired WDNR, 26 yrs., 2011) 1-20-15**  
**Architect of Wis. Environmental Programs applied to the livestock industry**  
**Chief of Runoff Management**  
**Engineering degree from UW**  
**Board of Supervisors, Dane Co., Town of Vermont (current)**

- \* there is "minimal science" now available on spray irrigation of waste
- \* it will take time to write legislation & develop administrative code
- \* the worst cases of human illness linked to spray irrigation were in Walkerton, Ontario (2300 people with severe GI distress, 7 dead) AND Thief River Falls, Minn. where the town was evacuated twice
- \* the worst in Wis. was in Brown Co (Town of Morrison) in 2006--100 wells contaminated AND in Kewaunee Co. (Town of Lincoln) in 2014--nearly 40% of wells contaminated
- \* there are more than 250 CAFOs in Wis. today; WDNR doesn't even know where they all are; with 33 applications pending this spring & summer (some spray irrigate)
- \* digesters don't kill pathogens, do not remove AMMONIA, PHOSPHORUS or HYDROGEN SULFIDE, don't remove odors; they only produce methane gas
- \* 14 Wis. municipalities have passed ordinances AND 10 Minnesota COUNTIES have passed ordinances (that in some way regulating spray irrigation)

**Robert Thiboldeaux, Ph.D. Toxicologist, Wis. Division of Public Health, DHS**  
**2-26-15**

- \* more bovine waste in CAFOs is being produced (40 times what a human produces) therefore NMPs need to be adjusted and more land needs to be available for the waste
- \* the "great unknown" is "How much exposure to DRIFT will produce disease in heavily populated areas with homes, schools, churches, roads, etc. . ."
- \* the air pollution DRIFT concern is for human lungs (10%) and stomach (90%)

**CONCERNS**

Briefly stated, my biggest CONCERNS with our ad hoc committee's work are the following:

- 1) A recent Gannett news report (Sept. 16th) headlined "Backer of Saratoga CAFO tied to tainted wells" ("Backer" is the CSD in Armenia who's operation is within a mile of Wood Co. & they own, rent, or lease fields south of Nekoosa on which they received WDNR permission in Sept. to spray irrigate; our committee didn't look into this alarming new development.



- 2) CSD proposes to spray irrigate at night, which we were told is not advisable; yet the ad hoc committee doesn't oppose or challenge this.
- 3) The first sentence in Chr. Wagner's report says we wish to be "proactive", and State Senator Lassa came here to a County Board meeting and encouraged us to be "proactive"; yet our committee mysteriously quit meeting months ago.
- 4) The ad hoc committee could have, but neglected to, hold a public hearing or put the issue to a referendum vote in the affected Towns of Saratoga & Port Edwards and the City of Nekoosa.
- 5) Chr. Wagner proposes to petition the WDNR & the state legislature; but doesn't consider petitioning DATCP or the federal EPA or even asking them for scientific data or agency help.
- 6) The County Board Chair offered to bus the committee to Kewaunee Co. but we didn't go; PLUS we have a larger CAFO than the one we visited within 20 miles of the courthouse, but we didn't schedule a tour of it.
- 7) The committee's recommendations do not include "groundwater monitoring" even though the Co. Bd. passed an ordinance in August on Groundwater Protection.
- 8) The Judicial & Legislative workgroup, that drafted the "801" ordinance in August, actively involved the counties' Health Dept. in crafting it's resolution & ordinance; but the ad hoc committee did not involve county health professionals.
- 9) No county ordinance came from the ad hoc committees year-long meetings while other Wis. counties have gone so far as to pass moratoriums (Adams Co.) on spray irrigation, taking a cautious approach to an unknown.
- 10) The Golden Sands R., C, & D, to which we pay dues, was not involved in our deliberations, nor did we ask for their expertise.
- 11) And, most significantly, the chairman stated in an e-mail to committee members, "I do not believe there is ANY consensus to be found among the membership . . ."; so HE wrote the report without consulting with, or holding a final meeting with some of the most intelligent people I know.

### RECOMMENDATIONS:

I've studied CAFOs for over 3 years now and "spray irrigation" for over a year; but I must say that Supervisor Wagner is a "quick-study" and all of his recommendations have merit and should be pursued although I don't know how that can happen if the ad hoc committee is to be dissolved as of this Co. Bd. meeting. Therefore, I would recommend that:

- a) The ad hoc committee not be dissolved, but be reconstituted, with members of the Wood Co. Health Dept. and supervisors from the most closely-affected Districts 15, 17, 18, & 19. The "end product" should then involve public hearings & a referendum on spray irrigation of waste.
- b) Wood Co. ask the National Institute of Health to further augment the new ad hoc committee's work particularly with research from the EU (Denmark) per Mark Borchardt's suggestion.
- c) Wood Counties' new ad hoc committee contact and partner with George Kraft & Kevin Masarik at UW-SP's Dept. of Watershed Science when, and if, monitoring wells need to be placed in the county.
- d) Wood Co. take the lead in initiating a regional "GROUNDWATER TASK FORCE" partnering with other concerned Central Sands counties.
- e) Wood Co. contact DATCP and ask for an investigation of "Big Ag" practices like "spray irrigation" specifically as they affect conservation of natural resources and "consumer

protection" concerns with BGH & antibiotics from CAFO lagoons being spray irrigated on area fields.

- f) A one-year moratorium be placed on the spray irrigation of waste county-wide.
- g) The reconstituted ad hoc spray irrigation of waste committee bring before the County Board at it's earliest convenience an "801"-like ordinance designed to regulate future spray irrigation in line with ordinances passed in other counties in the Upper Midwest (possibly modeled after those in the neighboring states of Minnesota and Michigan.)

## MEMO

---

TO: Wood County Board  
FROM: Hilde Henkel  
DATE: October 14, 2015  
RE: Report from Spray Irrigation of Waste *ad hoc* Committee

First, I want to thank Chairman Wagner for leading the committee on a careful examination of a complex issue, and one which elicited some strong emotions and comments. These were difficult meetings to chair and lead, and he did a good job of being fair and fairly patient! His report summarizes the months of meetings, which included presentations from legal, medical and agricultural experts, a tour of a CAFO and lots of discussion. Staff from Land Conservation, Health Department and Extension also gave a lot of time and valuable input to the meetings,

It is important to note that all of the possible actions listed in the report were not discussed by the committee, and the committee certainly did not come to a consensus on most of them. Some of the possible actions would seem to conflict with legal opinions about county authority. I do not support throwing this county into an expensive legal battle. The Health Department does have broad powers to act when a health hazard occurs, but county authority from the conservation aspect is limited with the state retaining most of the regulatory power while depending on the counties to observe and report.

The possible actions listed are many, but they are not all good ideas. I strongly favor requesting the state legislature and/or the DNR to re-examine all the issues and establish updated best practices. Prohibiting spraying of manure waste in windy conditions should be done on a state level. I also support increasing funding to DNR to enforce regulations already in place---they have been carefully thought out and had input from all parties. Asking for increased funding to counties for implementation of the Non-Point Source rules would really help, also. Wood County staff from Land Conservation and Extension already works to teach farmers about nutrient management plans and practices and additional funding would allow more focus on assisting the farmers.

I strongly oppose setting extreme set-backs for spraying because for many farms in our county, this would mean acres and acres of land on which they could not effectively grow crops. Manure is the best way of recycling the animal waste back into the lands which produced the feed for the animals. In fact, Dr. Thiboldeaux, a toxicologist from the Division of Public Health who spoke to the committee, said "use of spray waste reduces the draw on high cap wells." Requiring a weekly pathogen analysis would be very costly to the farmer and the county to administer and is not appropriate anyway. The preliminary results from the state work group indicated virtually no viable pathogens at most testing distances.

The goal for any action in Wood County should be to assist our residents, our farming community, to continue to thrive while helping them use best practices to handle manure and farm products. The vast majority of our farmers are trying to do just that and costly regulations on them all, when there are only a few violators. We need to support agriculture. It is the basis for society and growth, and a huge part of our economy.