

## JUDICIAL & LEGISLATIVE COMMITTEE

**DATE: Friday, October 2, 2020**

**TIME: 9:00 a.m.**

**LOCATION: Room 114, Wood County Courthouse**

1. Call meeting to order.
2. Public comments. Now or at the time the item is taken up. Rules may apply.
3. Review minutes of previous meeting.
4. Review any claims and notices of injury against the County, as necessary.
5. Review any Dog License Fee Fund claims.
6. Review for approval the vouchers and monthly reports of departments the committee oversees.
7. Clerk of Courts regarding Digital Audio Recording units.
8. Discuss employee wage plan.
9. Discuss upcoming department head performance reviews.
10. Presentation of correspondence and legislative issues or referrals and recognition of Legislators who may be present.
  - a. Report of Citizens Groundwater Group.
11. Review of County Board Rules.
12. Criminal Justice Coordinator Committee update.
13. Attendance at meetings.
14. Consideration of agenda items for next meeting.
15. Set date and time of next meeting.
16. Adjourn.

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### **Join by phone**

+1-408-418-9388 United States Toll

Meeting number (access code): 146 902 6332

### **Join by WebEx App or Web**

<https://woodcountywi.webex.com/woodcountywi/j.php?MTID=mc48e97454041319aa1c7bec8a3e1f54b>

Meeting number (access code): 146 902 6332

Meeting password: JL1002

## MINUTES OF THE JUDICIAL AND LEGISLATIVE COMMITTEE

DATE: September 4, 2020  
 TIME: 9:00 a.m.  
 PLACE: Room 114, Wood County Courthouse  
 TIME ADJOURNED: 10:40 a.m.  
 MEMBERS PRESENT: Chairman Bill Clendenning, Bill Leichtnam,  
 Kenneth Curry, Ed Wagner, Joseph Zurfluh  
 OTHERS PRESENT: Peter Kastenholz. See attached list.

1. At 9:00 a.m., the meeting was called to order.
2. Public comments. None.
3. The minutes for the August 7, 2020, meeting were reviewed. There being no objections, the minutes were deemed approved by the Chair.
4. There were no new claims.
5. There was one new animal claim against the County. Moved by Wagner, seconded by Leichtnam, to pay \$93 to Castlerock Veterinary Hospital, Inc., for rabies testing of a stray animal. All ayes.
6. Committee reviewed monthly voucher and department reports of the departments it oversees. Moved by Wagner, seconded by Leichtnam, to approve the reports and payment of department vouchers. All ayes.
7. The Committee reviewed the 2021 budgets of the departments it oversees:
  - a) Moved by Zurfluh, seconded by Leichtnam, to approve the 2021 budget for Branch I/Register in Probate and to forward it to the Operations Committee. All ayes.
  - b) Moved by Wagner, seconded by Clendenning, to approve the 2021 budget for Branch II and to forward it to the Operations Committee. All ayes.
  - c) Moved by Wagner, seconded by Clendenning, to approve the 2021 budgets for Branch III and Drug Court and to forward them to the Operations Committee. All ayes
  - d) Moved by Leichtnam, seconded by Clendenning, to approve the 2021 budget for Child Support and to forward it to the Operations Committee. All ayes.

e) Moved by Curry, seconded by Zurfluh, to approve the 2021 budget for the Clerk of Courts, which includes Divorce Mediation and Family Court Commissioner, and to forward it to the Operations Committee. All ayes.

Clerk of Court Joosten explained the two increases in her budget are legal and medical expenses, which she has no control over. This is due in part to a 100% increase in Ch. 48 Chips cases and increased medical expenses in guardianship cases.

f) Moved by Clendenning, seconded by Zurfluh, to approve the 2021 budget for Corporation Counsel and to forward it to the Operations Committee. All ayes.

g) Moved by Wagner, seconded by Curry, to approve the 2021 budget for District Attorney and to forward it to the Operations Committee. All ayes.

District Attorney Lambert explained the primary increases are related to more office space and three additional staff.

h) Moved by Leichtnam, seconded by Zurfluh, to approve the 2021 budget for Register of Deeds and to forward it to the Operations Committee. All ayes.

Budget decrease is due to a change in office staff; the newer staff cost less per Ed Newton.

i) Moved by Wagner, seconded by Leichtnam, to approve the 2021 budget for Victim/Witness and to forward it to the Operations Committee. All ayes.

Savings had due to the retirement of a staff person and the hiring of a new person per Al Thurber.

8. Child Support space needs. Director Vruwink explained that his office currently is responsible for room 115, but rarely uses this conference room. However, they do use and need the old Victim/Witness office suite, room 112. Director Vruwink wants to take over room 112 and turn room 115 over to Maintenance. Moved by Leichtnam, seconded by Zurfluh, to have Child Support move from room 115 to room 112 effective 01/01/2021. All ayes.
9. A. Legal fees in guardianship case. Corporation Counsel Kastenholz gave a history of the case and the law. Moved by Wagner, seconded by Leichtnam, to approve settlement of the guardianship legal fee case at \$3,500. All ayes.

B. Savion negotiations. History given on the project and the agreement. Supervisors felt Operations Committee did not need to be involved. **Moved by Leichtnam, seconded by Zurfluh, to approve presenting to the County Board the resolution supporting entering into the Developer/Operations agreement with Savion. All ayes.**

10. The Committee reviewed correspondence and legislative issues.
  - a. Report of Citizens Groundwater Group. Supervisor Leichtnam gave a brief report.
  - b. Joint Legislative Committee meetings in Mosinee. Chairman Clendenning expressed concern over the suspension of these meetings due to COVID-19; wants to see video meetings. County Board Chair Pliml will follow up on this.
  - c. Update on joint meeting with Health & Human Services Committee regarding Ch. 48 matters. District Attorney Lambert updated the committee on a recent meeting with Human Services director and deputy director regarding handling Ch. 48 cases. The meeting was beneficial and progress is and will be made on enhancing communications.
11. County Board rules.
  - a. Report on duties of second vice chairperson. There are many counties that have a second vice chairperson. At this time, no specific duties are going to be designated to the Wood County second vice chairperson.
  - b. Necessity to notice closed sessions. The Corporation Counsel explained that as long as a topic is on an agenda, a committee may go into closed session to discuss it. However, if a committee chair sees the possibility for the need of a closed session, that should be reflected on the committee's agenda. The County's Open Meetings Law Compliance Guide is available on the County's website.
12. Criminal Justice Coordinator Committee update. The committee will be interviewing applicants next month.
13. Attendance at meetings. Frustration and concern expressed about meetings being held via WebEx and not having IT staff available to support use of the equipment. This could result in meetings being held in an illegal fashion.

Chairman Clendenning asked for permission that he and Supervisor Leichtnam receive payment for some recent Savion meetings. Moved by Curry, seconded by Zurfluh, that Clendenning and Leichtnam each receive two per diems for attendance at recent Savion meetings. All ayes.

14. Agenda items for the October 2020 meeting: Nothing specific identified; committee members and the public may contact the committee chair to have items added to the agenda.
15. The next regular committee meeting will be October 2, 2020, at 9 a.m. The Committee will also meet on county board day in September to review the Savion agreement.
16. Meeting adjourned without objection by the Chairperson at 10:40 a.m.

Minutes taken by Peter Kastenholz.

## Judicial & Legislative Committee Meeting

**Date:** 9.4.20

[illegible]

## MINUTES OF THE JUDICIAL AND LEGISLATIVE COMMITTEE

DATE: September 15, 2020  
 TIME: 9:00 a.m.  
 PLACE: Room 114, Wood County Courthouse  
 TIME ADJOURNED: 9:03 a.m.  
 MEMBERS PRESENT: Chairman Bill Clendenning, Bill Leichtnam,  
 Kenneth Curry, Ed Wagner, Joseph Zurfluh  
 OTHERS PRESENT: Peter Kastenholz, Dennis Polach

1. At 9:00 a.m., the meeting was called to order.
2. Public comments. None.
3. The Committee reviewed the agreement and resolution to enter into a developer and operations agreement with Savion.  
Moved by Curry, seconded by Leichtnam, to approve entering into a developer and operations agreement with Savion. All ayes.
4. Meeting adjourned without objection by the Chairperson at 9:03 a.m.

Minutes taken by Peter Kastenholz.

MINUTES OF THE JUDICIAL AND LEGISLATIVE COMMITTEE

DATE: September 15, 2020  
TIME: 11:05 a.m.  
PLACE: Room 114, Wood County Courthouse  
TIME ADJOURNED: 11:21 a.m.  
MEMBERS PRESENT: Chairman Bill Clendenning, Bill Leichtnam, Kenneth Curry, Ed Wagner, Joseph Zurfluh  
OTHERS PRESENT: Lance Pliml, Lee Thao, Laura Valenstein, Adam Fischer, Dennis Polach, Robert Ashbeck, Tiffany Ringer, Kimberly McGrath, Kelli Quinnell

1. At 11:05 a.m., the meeting was called to order.
2. There were no public comments.
3. At 11:06 a.m., the Committee unanimously agreed to enter into closed session pursuant to Wis. Stat. s. 19.85(1)(f), to discuss disciplinary data pertaining to a former employee.
4. Meeting adjourned without objection by the Chairperson at 11:21 a.m.

Minutes taken by Kelli Quinnell.



**Committee Report**

County of Wood

Report of claims for: BRANCH 2

For the period of: SEPTEMBER 2020

For the range of vouchers: 04200031 - 04200033

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
04200031	WI COURT REPORTERS ASSN	MEMBERSHIP DUES - D ZAMOW	08/26/2020	\$100.00	P
04200032	ZAMOW DENISE	TRANSCRIPT FEES 17CF170,171	09/18/2020	\$32.00	
04200033	ZAMOW DENISE	TRANSCRIPT FEE 16CF173	09/18/2020	\$34.00	
Grand Total:				\$166.00	

Signatures

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

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

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## Committee Report

County of Wood

Report of claims for: BRANCH 3 / DRUG COURT

For the period of: SEPTEMBER 2020

For the range of vouchers: 05200065 - 05200099

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
05200065	COLONIAL SCIENTIFIC INC	SUPPLIES	08/18/2020	\$205.92	P
05200066	SWITS LTD	INTERPRETER FEES	08/19/2020	\$183.00	P
05200067	STATE BAR OF WISCONSIN	CIVIL BENCHBOOK UPDATES	07/27/2020	\$67.50	P
05200068	ATTIC CORRECTIONAL SERVICES INC	DRUG COURT STAFF & REVENUE	09/01/2020	\$6,563.20	P
05200069	ATTIC CORRECTIONAL SERVICES INC	DRUG COURT STAFF ENHANCED	09/01/2020	\$1,833.33	P
05200070	CORDANT HEALTH SOLUTIONS	DRUG TESTING	08/31/2020	\$3,186.45	P
05200071	DELUXE	2021 CALENDAR	09/15/2020	\$121.11	P
05200072	AMAZON CAPITAL SERVICES	OFFICE SUPPLIES	09/16/2020	\$33.13	
05200073	AMAZON CAPITAL SERVICES	OFFICE SUPPLIES	09/17/2020	\$9.58	
<b>Grand Total:</b>				<b>\$12,203.22</b>	

### Signatures

Committee Chair:

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Committee Member:

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## Committee Report

County of Wood

Report of claims for: CHILD SUPPORT

For the period of: SEPTEMBER 2020

For the range of vouchers: 02200061 - 02200065

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
02200061	CW SOLUTIONS LLC	ELEVATE PROGRAM & SCAN COSTS	09/22/2020	\$8,639.86	
02200062	DNA DIAGNOSTICS CENTER	10-IND. GENETIC TESTS	09/22/2020	\$270.00	
02200063	LEGAL LOGISTICS LLC	23-PROCESS OF SERVICE FEES	09/22/2020	\$1,375.00	
02200064	OFFICE DEPOT	OFFICE SUPPLIES & STAMPS	09/22/2020	\$337.52	
02200065	RIVER CITY PROCESS SERVERS	24-PROCESS OF SERVICE FEES	09/22/2020	\$960.00	
<b>Grand Total:</b>				<b>\$11,582.38</b>	

### Signatures

Committee Chair:

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Committee Member:

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## Committee Report

County of Wood

Report of claims for: CLERK OF CIRCUIT COURT

For the period of: SEPTEMBER

For the range of vouchers: 07200554 - 07200638

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
07200554	WEYMOUTH RICHARD D	Services as FCC - August 2020	08/26/2020	\$4,166.66	P
07200555	AMAZON CAPITAL SERVICES	Microphone Covers - Jury	08/13/2020	\$30.26	P
07200556	ANCHOR POINT THERAPY AND EVALUATION SERVICES LLC	Med Exam - 19ME13	08/03/2020	\$540.00	P
07200557	ANCHOR POINT THERAPY AND EVALUATION SERVICES LLC	Med Exam - 20ME120	08/11/2020	\$540.00	P
07200558	ANCHOR POINT THERAPY AND EVALUATION SERVICES LLC	Med Exam - 20GN57	08/12/2020	\$800.00	P
07200559	ANCHOR POINT THERAPY AND EVALUATION SERVICES LLC	Med Exam - 20GN59	08/14/2020	\$500.00	P
07200560	ANCHOR POINT THERAPY AND EVALUATION SERVICES LLC	Med Exam - 20GN56	08/14/2020	\$500.00	P
07200561	ANCHOR POINT THERAPY AND EVALUATION SERVICES LLC	Med Exam - 16GN79	08/14/2020	\$800.00	P
07200562	ANCHOR POINT THERAPY AND EVALUATION SERVICES LLC	Med Exam - 20ME129	08/18/2020	\$345.00	P
07200563	ANCHOR POINT THERAPY AND EVALUATION SERVICES LLC	Med Exam - 20GN55	08/20/2020	\$500.00	P
07200564	BRATCHER LAW OFFICE LLC	Atty Fee - 99GN54	08/10/2020	\$138.60	P
07200565	BRATCHER LAW OFFICE LLC	Atty Fee - 18GN79	08/13/2020	\$10.25	P
07200566	PHYSICIAN BEHAVIORAL HEALTH EVALUATIONS LLC	Med Exam - 20ME120	08/11/2020	\$770.00	P
07200567	PHYSICIAN BEHAVIORAL HEALTH EVALUATIONS LLC	Med Exam - 20ME129	08/18/2020	\$650.00	P
07200568	PHYSICIAN BEHAVIORAL HEALTH EVALUATIONS LLC	Med Exam - 20ME27	08/19/2020	\$795.00	P
07200569	CVEYKUS DANIEL T ATTORNEY	Atty Fee - 12GN56	08/06/2020	\$70.00	P
07200570	FEDDICK-GOODWIN LAW OFFICE SC	Atty Fee - 13GN74	08/21/2020	\$182.00	P
07200571	GEBERT LAW OFFICE	Atty Fee - 14GN26	08/05/2020	\$140.00	P
07200572	GEBERT LAW OFFICE	Atty Fee - 11GN20	08/05/2020	\$140.00	P
07200573	GEBERT LAW OFFICE	Atty Fee - 11JG139	08/19/2020	\$160.00	P
07200574	GEBERT LAW OFFICE	Atty Fee - 20JV04	08/19/2020	\$240.00	P
07200575	GEBERT LAW OFFICE	Atty Fee - 20PA34	08/19/2020	\$110.00	P
07200576	GEBERT LAW OFFICE	Atty Fee - 20JC103	08/19/2020	\$180.00	P
07200577	GORSKI & WITTMAN SC	Atty Fee - 19GN43	08/05/2020	\$397.37	P
07200578	GORSKI & WITTMAN SC	Atty Fee - 20GN43	08/06/2020	\$346.18	P
07200579	GORSKI & WITTMAN SC	Atty Fee - 17GN32	08/07/2020	\$170.00	P
07200580	GORSKI & WITTMAN SC	Atty Fee - 12GN50	08/07/2020	\$170.00	P
07200581	HOEL KARI S ATTY	Atty Fee - 19GN69	08/12/2020	\$180.00	P

CLERK OF CIRCUIT COURT - SEPTEMBER

07200554 - 07200638

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
07200582	HOEL KARI S ATTY	Atty Fee - 05GN93	08/12/2020	\$180.00	P
07200583	NASH LAW GROUP	Atty Fee - 20TP16	08/18/2020	\$130.00	P
07200584	NASH LAW GROUP	Atty Fee - 12JG11 & 12	08/20/2020	\$25.00	P
07200585	SLATTERY TRAVIS LAW OFFICE	Atty Fee - 19CM825	08/17/2020	\$550.00	P
07200586	SLATTERY TRAVIS LAW OFFICE	Atty Fee - 20CF493	08/17/2020	\$450.00	P
07200587	SLATTERY TRAVIS LAW OFFICE	Atty Fee - 20CF231	08/17/2020	\$620.00	P
07200588	STAPLES ADVANTAGE	Office Supplies	08/19/2020	\$19.79	P
07200589	STAPLES ADVANTAGE	Office Supplies	08/19/2020	\$10.62	P
07200590	STAPLES ADVANTAGE	Office Supplies	08/20/2020	\$6.65	P
07200591	TAYLOR LESLIE	Med Exam - 20GN23	08/21/2020	\$680.00	P
07200592	WEILAND LEGAL SERVICES	Atty Fee - 20CF165	08/15/2020	\$306.86	P
07200593	WEILAND LEGAL SERVICES	Atty Fee - 18GN25	08/16/2020	\$430.00	P
07200594	WEILAND LEGAL SERVICES	Atty Fee - 98GN77	08/16/2020	\$230.00	P
07200595	WEILAND LEGAL SERVICES	Atty Fee - 20GN42	08/16/2020	\$328.63	P
07200596	WISCONSIN SUPREME COURT	Digital Audio Storage	08/03/2020	\$12.26	P
07200597	NASH LAW GROUP	Atty Fee - 20CF253 & 362	08/25/2020	\$471.15	P
07200598	ANCHOR POINT THERAPY AND EVALUATION SERVICES LLC	Med Exam - 20ME135	09/03/2020	\$540.00	P
07200599	ANCHOR POINT THERAPY AND EVALUATION SERVICES LLC	Med Exam - 19ME34	09/08/2020	\$540.00	P
07200600	ANCHOR POINT THERAPY AND EVALUATION SERVICES LLC	Med Exam - 20GN61	09/04/2020	\$500.00	P
07200601	BEAR GRAPHICS INC	Laser Checks for COC	08/31/2020	\$199.95	P
07200602	PHYSICIAN BEHAVIORAL HEALTH EVALUATIONS LLC	Med Exam - 98GN77	07/17/2020	\$500.00	P
07200603	PHYSICIAN BEHAVIORAL HEALTH EVALUATIONS LLC	Med Exam - 15ME42	08/27/2020	\$770.00	P
07200604	PHYSICIAN BEHAVIORAL HEALTH EVALUATIONS LLC	Med Exam - 20ME135	09/03/2020	\$845.00	P
07200605	CVEYKUS DANIEL T ATTORNEY	Atty Fee - 11GN24	08/25/2020	\$190.00	P
07200606	GEBERT LAW OFFICE	Atty Fee - 19CM852	08/26/2020	\$984.75	P
07200607	GEBERT LAW OFFICE	Atty Fee - 20CM166	08/26/2020	\$642.64	P
07200608	GEBERT LAW OFFICE	Atty Fee - 20JC106	08/26/2020	\$430.00	P
07200609	GEBERT LAW OFFICE	Atty Fee - 13GN82	09/08/2020	\$140.00	P
07200610	GEBERT LAW OFFICE	Atty Fee - 13GN58	09/08/2020	\$140.00	P
07200611	GEBERT LAW OFFICE	Atty Fee - 02GN11	09/08/2020	\$140.00	P
07200612	GEBERT LAW OFFICE	Atty Fee - 17GN49	09/08/2020	\$140.00	P
07200613	GEBERT LAW OFFICE	Atty Fee - 93GN223	09/08/2020	\$140.00	P
07200614	GEBERT LAW OFFICE	Atty fee - 19GN66	09/08/2020	\$140.00	P
07200615	GORSKI & WITTMAN SC	Atty Fee - 05GN55	09/04/2020	\$170.00	P
07200616	GORSKI & WITTMAN SC	Atty Fee - 13GN55	09/05/2020	\$170.00	P
07200617	GORSKI & WITTMAN SC	Atty Fee - 11GN73	09/06/2020	\$170.00	P
07200618	GORSKI & WITTMAN SC	Atty Fee - 16GN51	09/06/2020	\$170.00	P
07200619	GORSKI & WITTMAN SC	Atty Fee - 17GN67	09/07/2020	\$170.00	P
07200620	GORSKI & WITTMAN SC	Atty Fee - 99GN46	09/06/2020	\$170.00	P
07200621	GORSKI & WITTMAN SC	Atty Fee - 89GN229	09/06/2020	\$170.00	P

CLERK OF CIRCUIT COURT - SEPTEMBER

07200554 - 07200638

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
07200622	GORSKI & WITTMAN SC	Att Fees - 95GN21	09/07/2020	\$170.00	P
07200623	GORSKI & WITTMAN SC	Atty Fee - 98GN26	09/07/2020	\$170.00	P
07200624	GORSKI & WITTMAN SC	Atty Fee - 06GN16	09/08/2020	\$206.50	P
07200625	GORSKI & WITTMAN SC	Atty Fee - 79GN31	09/08/2020	\$170.00	P
07200626	GORSKI & WITTMAN SC	Atty Fee - 88GN213	09/08/2020	\$206.50	P
07200627	GORSKI & WITTMAN SC	Atty Fee - 89GN216	09/08/2020	\$170.00	P
07200628	HILL & WALCZAK ATTYS	Atty Fee - 18GN57	09/02/2020	\$350.00	P
07200629	HILL & WALCZAK ATTYS	Atty Fees - 18GN58	09/02/2020	\$325.00	P
07200630	HILL & WALCZAK ATTYS	Atth Fee - 12GN18	09/02/2020	\$310.00	P
07200631	NASH LAW GROUP	Atty Fee - 19GN70	08/20/2020	\$70.00	P
07200632	NASH LAW GROUP	Atty Fee - 19CF728	08/26/2020	\$472.13	P
07200633	ROBINSON STEVEN D ATTORNEY	Atty Fee - 79GN18	08/22/2020	\$140.00	P
07200634	SIEWERT JEFFREY J	Atty Fee - 15GN57	09/04/2020	\$175.00	P
07200635	STEVNING-ROE LAW FIRM LLC	Atty Fee - 16GN07	09/03/2020	\$180.00	P
07200636	STEVNING-ROE LAW FIRM LLC	Atty Fee - 92GN215	09/03/2020	\$162.35	P
07200637	TRANSUNION RISK & ALTERNATIVE DATA SOLUTIONS	SDC People Search - Aug 2020	09/01/2020	\$50.30	P
07200638	WEILAND LEGAL SERVICES	Atty Fee - 20GN57	08/30/2020	\$270.00	P
<b>Grand Total:</b>				<b>\$29,792.40</b>	

Signatures

Committee Chair:

Committee Member:

Committee Member:

Committee Member:

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Committee Member:

## Committee Report

County of Wood

Report of claims for: Corporation Counsel

For the period of: September 2020

For the range of vouchers: 09200035 - 09200037

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
09200035	JANZ KAREN M	legal fees settlement	09/09/2020	\$3,500.00	P
09200036	HILL & WALCZAK ATTYS	outside counsel	09/11/2020	\$100.00	
09200037	WEILAND LEGAL SERVICES	outside counsel	09/03/2020	\$200.00	
Grand Total:				\$3,800.00	

### Signatures

Committee Chair:

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Committee Member:

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**Committee Report**

County of Wood

Report of claims for: DISTRICT ATTORNEY

For the period of: SEPTEMBER 2020

For the range of vouchers: 11200032 - 11200033

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
11200032	STAPLES ADVANTAGE	OFFICE SUPPLIES	08/29/2020	\$7.59	P
11200033	MARATHON COUNTY TREASURER	SERVICE FEES 19CF719	08/26/2020	\$75.00	P
Grand Total:				\$82.59	

Signatures

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

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

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**Committee Report**

County of Wood

Report of claims for: REGISTER OF DEEDS

For the period of: SEPTEMBER 2020

For the range of vouchers: 24200030 - 24200030

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
24200030	PFC PRODUCTS INC	BIRTH RECORD FOLDERS	09/04/2020	\$409.26	P
Grand Total:				\$409.26	

Signatures

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

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

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# Wood County WISCONSIN

CHILD SUPPORT  
AGENCY

OCTOBER 2020

## MONTHLY REPORT TO THE JUDICIAL AND LEGISLATIVE COMMITTEE

Prepared by Child Support Director Brent Vruwink

- Several Child Support Directors and I participated in a meeting on September 11<sup>th</sup> with the Department of Children and Families Secretary, Deputy Secretary and Division Administrator to discuss our needs in the next State Budget. The DCF budget proposal did not include an increase for the Child Support Program so our request will become a bigger challenge as we move through the budget process. WCA is working diligently to help us in our venture to secure more funding.
- I will be attending the WCSEA Fall Board and Business meeting on October 7<sup>th</sup>. The meeting will be conducted virtually.
- I will be attending the WCA Judicial and Public Safety Steering Committee meeting on October 16<sup>th</sup>.
- As part of my duties on the Criminal Justice Ad Hoc Committee I was part of the interview panel for the Criminal Justice Coordinator.
- I am delighted to inform you we worked with CW Solutions and Human Services to fund the Parent Engagement Center in the Marshfield City Hall Plaza. The center will be a great resource where we will be able to offer families an opportunity to not just visit with their children but really interact with them in a positive manner. Parenting classes will also be available at the center. This space will also give our team a place to meet with customers on the North end of the county.
- Agency performance is on target to meet all the Federal Performance measures.
- The current IV-D case count is 3,782.

County of Wood  
Clerk of Courts Departmentwide  
For the Nine Months Ending Wednesday, September 30, 2020

	Actual	2020 Budget	Variance	Variance %
<b>REVENUES</b>				
Intergovernmental Revenues				
43512 State Aid-Courts	\$59,434.25	\$59,000.00	\$434.25	0.74%
43514 State Aid-Court Support Services	88,678.00	75,775.00	12,903.00	17.03%
43515 State Aid-Court Child Custody Mediation	1,446.01		1,446.01	0.00%
Total Intergovernmental	149,558.26	134,775.00	14,783.26	10.97%
Fines, Forfeits and Penalties				
45115 County Share of Occupational Driver	80.00	200.00	(120.00)	(60.00%)
45120 County Share of State Fines and Forfeitures	78,379.07	130,000.00	(51,620.93)	(39.71%)
45130 County Forfeitures Revenue	56,658.67	94,000.00	(37,341.33)	(39.72%)
Total Fines, Forfeits and Penalties	135,117.74	224,200.00	(89,082.26)	(39.73%)
Public Charges for Services				
46140 Court Fees	113,591.02	150,000.00	(36,408.98)	(24.27%)
46141 Court Fees and Costs-Marriage Counseling	4,435.00	5,000.00	(565.00)	(11.30%)
46142 Court/Juvenile	34,563.94	22,000.00	12,563.94	57.11%
46143 Other Professional Reimbursements	6,109.50	7,000.00	(890.50)	(12.72%)
Total Public Charges for Services	158,699.46	184,000.00	(25,300.54)	(13.75%)
Child Support Reimbursement for Services				
47410 Dept Charges-Family Court Commissioner	892.58	2,000.00	(1,107.42)	(55.37%)
47411 Dept Charges-Clerk of Courts	4,639.59	9,000.00	(4,360.41)	(48.45%)
Total Interdepartmental Charges	5,532.17	11,000.00	(5,467.83)	(49.71%)
Total Intergovernmental Charges for Services	5,532.17	11,000.00	(5,467.83)	(49.71%)
Miscellaneous				
48117 Interest-Clerk of Courts	253.48	250.00	3.48	1.39%
Total Miscellaneous	253.48	250.00	3.48	1.39%
<b>TOTAL REVENUES</b>	<b>449,161.11</b>	<b>554,225.00</b>	<b>(105,063.89)</b>	<b>(18.96%)</b>
<b>EXPENDITURES</b>				
General Government				
51217 Clerk of Courts-Divorce Mediation	13,200.00	25,000.00	11,800.00	47.20%
51220 Family Court Commissioner	42,083.28	65,600.00	23,516.72	35.85%
51221 Clerk of Courts	897,496.81	1,513,161.98	615,665.17	40.69%
Total General Government	952,780.09	1,603,761.98	650,981.89	40.59%
<b>TOTAL EXPENDITURES</b>	<b>952,780.09</b>	<b>1,603,761.98</b>	<b>650,981.89</b>	<b>40.59%</b>
<b>NET INCOME (LOSS) *</b>	<b>(503,618.98)</b>	<b>(1,049,536.98)</b>	<b>545,918.00</b>	<b>(52.02%)</b>

This Report was generated on September 20, 2020 and includes August revenue.

The majority of revenue account Variances should be at 33.3% or less.  
The majority of expense account Variances should be at 33.3% or more.

For the Judicial & Legislative Committee Meeting dated: October 2, 2020  
Prepared by Cindy Joosten Clerk of Circuit Court

## ANNUAL REVENUE COMPARISON

2019					2020				
Total	State	County	Muni		Total	State	County	Muni	
Jan	179,852	136,758	42,461	633	Jan	223,004	159,574	62,197	1,233
Feb	212,467	158,150	52,379	1,939	Feb	202,972	138,950	62,508	1,514
Mar	194,299	142,536	49,778	1,984	Mar	214,998	158,928	53,740	2,331
Apr	189,013	139,172	48,347	1,493	Apr	121,789	85,475	35,406	908
May	185,776	140,207	44,153	1,417	May	135,285	99,861	33,945	1,478
Jun	210,035	156,223	51,320	2,492	Jun	174,646	127,001	45,414	2,231
Jul	193,788	143,500	48,455	1,833	Jul	177,742	128,952	47,700	1,090
Aug	187,702	139,549	47,035	1,118	Aug	159,374	117,125	40,928	1,321
Sep	194,335	147,992	44,695	1,648	Sep	-			
Oct	207,441	155,176	49,993	2,272	Oct	-			
Nov	171,413	126,828	43,058	1,527	Nov	-			
Dec	171,484	126,066	43,902	1,516	Dec	-			
2,297,606					1,409,811 # 1,015,865 381,839 12,106				
2019 YEAR TO DATE REVENUE:					1,552,932 # 1,156,094 383,929 12,909				
INCREASE (Decrease)					(143,121) (140,229) (2,090) (803)				



# Wood County WISCONSIN

**CORPORATION  
COUNSEL OFFICE**

***Peter A. Kastenholz***  
CORPORATION COUNSEL

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MONTHLY REPORT TO THE JUDICIAL AND LEGISLATIVE COMMITTEE  
September 2020

Chapter 48 cases. The District Attorney's office has been communicating with senior management in Human Services to discern areas in which growth and enhancements in communications can be made. Essentially these meetings are a follow-up to what Chair Pliml initiated a month or so ago and the understanding is that the parties will update the Health and Human Services Committee as to their progress. I am not needed in nor any longer involved in this process.

Elections. Litigation attendant to the ballot and election process has been a concern and will continue to consume energy.

Goals. I am again working on updating the numerous contract forms on the intranet.

The other 29 ½ days of the month went by like a blur.



# Wood County

## WISCONSIN

### REGISTER OF DEEDS OFFICE

*Tiffany R. Ringer*  
Register of Deeds

**OCTOBER 2020**

#### **MONTHLY REPORT TO THE JUDICIAL AND LEGISLATIVE COMMITTEE**

1. On September 3<sup>rd</sup>, I attended the WRDA District 7 meeting. An increase in the volume of document recordings is a continued trend amongst neighboring counties.
2. I attended the Judicial and Legislative committee meeting on September 4<sup>th</sup>.
3. All Register of Deeds staff attended active shooter training with Deputy Sheriff, Sara McCormick, from Security Services on September 9<sup>th</sup>.
4. On September 10<sup>th</sup>, Angela Breunig and I attended Laredo Connect Admin training with Fidlar representative, Cheryl McCarthy.
5. I attended Wood County Board meeting and Judicial and Legislative committee meeting on September 15<sup>th</sup>.
6. September 14<sup>th</sup> – 18<sup>th</sup>, Angela Breunig attended Fidlar College. Fidlar College is a training opportunity that is held annually. This year it was held via WebEx due to Covid. The topics of training were: Avid Search & New Features, Reports & Official Records Online, Prep & Process Review/Short Cut Keys/Forgotten In's and Out's, Anchor/Swift, and Laredo.
7. I attended the Operations Committee budget meeting on September 17<sup>th</sup>.
8. I am in the process of working with a representative from SYNREGO, an eRecording vendor, to expand the eRecording services in Wood County. This will be the fifth eRecording vendor for the County.

## **VICTIM WITNESS SERVICES REPORT**

Michele Newman, Coordinator  
August 26<sup>th</sup> to September 22<sup>nd</sup> 2020

### **Victims/Witnesses Served:**

**160** Victims or Witnesses made contact with via phone

**24** Victims or Witnesses met with in person

**2** Victims assisted with preparation of Crime Victim Compensation Application

**86** Initial contact packet information sent

**0** No contact order information

**12** No prosecutions notification

**102** Victims or Witnesses were notified of all hearings

**40** Victims or Witnesses were notified of plea agreement/sentencing

**20** Victims or Witnesses notified of disposition on closed cases

**1** Victims or Witnesses notified of sentencing after revocation

**14** Victims with restitution requested

**20** Victims registered with NOTIS/Vine service

**0** Victims notified of appeals court proceedings

**494** Total services/events // Total unique parties = **283**

### **Restitution:**

Totaled: **\$ 16,761.58**

Amount for citizens = \$ 14,814.27

Amount for businesses = \$ 1,947.31

Amount for Wood County or State agencies = \$ 0

**Trainings/Meetings/Other:** Protect updates training

**CRIMINAL JUSTICE COORDINATOR ADHOC COMMITTEE  
MEETING MINUTES**

**DATE:** Wednesday, September 9, 2020  
**TIME:** 8:30 a.m.  
**PLACE:** Wood County Courthouse-Room 114  
Wisconsin Rapids, WI

**PRESENT:** Adam Fischer, Bill Clendenning, Bill Leichtnam, Brad Hamilton, Brent Vruwink, Shawn Becker and Mary Solheim

**OTHERS PRESENT:** (for part or all of the meeting) Kim McGrath and Shannon Lobner

1. The meeting was called to order at 8:30 a.m. by Chairman Fischer.
2. A quorum was declared.
3. There were no public comments.
4. **A motion was made by Hamilton and seconded by Leichtnam to approve the minutes from the August 26, 2020 meeting. All voted aye, motion carried.**
5. **A motion was made by Leichtnam and seconded by Hamilton to go into closed session pursuant to Wisconsin State Stat. 19.85(1)(c) and (e) to conduct interviews and discuss qualifications for the Criminal Justice Coordinator position. Roll call vote was taken to go into closed session with Hamilton voting yes; Clendenning voting yes; Fischer voting yes; Leichtnam voting yes; Vruwink voting yes; Becker voting yes; and Solheim voting yes.**

The committee went into closed session at 8:35 a.m.

6. **A motion was made by Leichtnam and seconded by Hamilton to return to open session. All voted aye.**

The committee returned to open session at 3:56 p.m.

7. The next meeting is scheduled for Tuesday, September 15, 2020 at 12:00 p.m.
8. Chairman Fischer adjourned the meeting at 3:57 p.m.

Minutes taken by Shannon Lobner and are in draft format until approved by the committee at the next meeting.



**CRIMINAL JUSTICE COORDINATOR ADHOC COMMITTEE  
MEETING MINUTES**

**DATE:** Tuesday, September 15, 2020  
**TIME:** 12:00 p.m.  
**PLACE:** Wood County Courthouse-Room 114  
Wisconsin Rapids, WI

**PRESENT:** Adam Fischer, Bill Clendenning, Bill Leichtnam, Brad Hamilton, Brent Vruwink, Shawn Becker (in-person) Mary Solheim (video conference)

**OTHERS PRESENT:** (for part or all of the meeting, in-person or video conference) Kim McGrath, Shannon Lobner and Lisa Keller

1. The meeting was called to order at 12:00 p.m. by Chairman Fischer.
2. A quorum was declared.
3. There were no public comments.
4. **A motion was made by Leichtnam and seconded by Hamilton to approve the minutes from the September 9, 2020 meeting. All voted aye, motion carried.**
5. **A motion was made by Hamilton and seconded by Clendenning to go into closed session pursuant to Wisconsin State Stat. 19.85(1)(c) and (e) to conduct 2<sup>nd</sup> interviews for the Criminal Justice Coordinator position. Roll call vote was taken to go into closed session with Hamilton voting yes; Clendenning voting yes; Fischer voting yes; Leichtnam voting yes; Vruwink voting yes; Becker voting yes; and Solheim voting yes.**

The committee went into closed session at 12:02 p.m.

6. **A motion was made by Hamilton and seconded by Leichtnam to return to open session. All voted aye. Motion carried.**

The committee returned to open session at 2:35 p.m.

7. The next meeting is tentatively scheduled for Wednesday, September 23, 2020 at 9:00 a.m.
8. Chairman Fischer adjourned the meeting at 2:37 p.m.

Minutes taken by Shannon Lobner and are in draft format until approved by the committee at the next meeting.

**CRIMINAL JUSTICE COORDINATOR ADHOC COMMITTEE  
MEETING MINUTES**

**DATE:** Wednesday, September 23, 2020  
**TIME:** 9:00 a.m.  
**PLACE:** Wood County Courthouse-Room 114  
Wisconsin Rapids, WI

**PRESENT:** Adam Fischer, Bill Clendenning, Bill Leichtnam, Brad Hamilton, Brent Vruwink, Shawn Becker, and Mary Solheim

**OTHERS PRESENT:** (for part or all of the meeting, in-person or video conference) Kim McGrath, Shannon Lobner and Lisa Keller

1. The meeting was called to order at 9:00 a.m. by Chairman Fischer.
2. A quorum was declared.
3. There were no public comments.
4. **A motion was made by Hamilton and seconded by Leichtnam to approve the minutes from the September 15, 2020 meeting. All voted aye, motion carried.**
5. Oversight of the Criminal Justice Coordinator position was discussed by the committee. The consensus of the committee was to have the Criminal Justice Coordinator set up as a stand-alone department with direct reporting to the Judicial and Legislative Committee, with mentoring and guidance from the Sheriff's Department. **A motion was made by Leichtnam and seconded by Clendenning, to have the Criminal Justice Coordinator, per agenda item #5 from the September 23, 2020 meeting and previous Resolution #19-8-9, as a stand-alone department. Motion passed 6-1 with Vruwink, voting no.**
6. **A motion was made by Hamilton and seconded by Leichtnam, to go into closed session pursuant to Wisconsin State Stat. 19.85(1)(c) and (e) to review references and select a final candidate for the Criminal Justice Coordinator position. Roll call was taken with Fischer voting yes; Clendenning voting yes; Leichtnam voting yes; Hamilton voting yes; Vruwink voting yes; Becker voting yes; and Solheim voting yes.**

The committee went into closed session at 9:09 a.m.

7. **A motion was made by Clendenning and seconded by Hamilton to return to open session. All voted aye, motion carried.**

The committee returned to open session at 10:18 a.m.

8. The next meeting date will be determined at a later time.
9. Chairman Fischer adjourned the meeting at 10:19 a.m.

Minutes taken by Shannon Lobner and are in draft format until approved by the committee at the next meeting.