

**AGENDA FOR JANUARY 18, 2021 – 9:30 A.M.  
WOOD COUNTY BOARD OF SUPERVISORS  
COUNCIL CHAMBERS – WISCONSIN RAPIDS CITY HALL**

CALL TO ORDER

ROLL CALL

INVOCATION: Supervisor Fischer

READING OF THE MINUTES OF THE PREVIOUS MEETING

EXCUSALS: Supervisor Valenstein

RESIGNATIONS:

APPOINTMENTS/Re-APPOINTMENTS:

Health & Human Services Committee – term ending April, 2022 – Rebecca Spiros, RN

COMMENTS FROM THE PUBLIC REGARDING AGENDA ITEMS

ACKNOWLEDGEMENTS AND RECOGNITIONS

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

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

**SPECIAL ORDER OF BUSINESS**

Sheriff Becker, et. al. - Jail Construction Update

Greg McTavish, Alliant Energy – Wood County Solar Project Update

SET DATE FOR NEXT COUNTY BOARD MEETING – February 15, 2022

ADJOURN

PROCEEDINGS OF WOOD COUNTY BOARD OF SUPERVISORS

December 21, 2021 – 9:30 a.m.

The Wood County Board of Supervisors composed of nineteen members convened at the Wood County Boardroom in Wisconsin Rapids, Wisconsin on December 21, 2021.

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

Supervisors present were: Ashbeck, Breu, Clendenning, Curry, Feirer, Fischer, Hahn, Hokamp, Hamilton, LaFontaine, Leichtnam, Pliml, Polach, Rozar, Thao, Wagner, Winch, and Zurfluh.

Excused was Valenstein.

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

Motion by Breu/LaFontaine to approve the minutes of the previous meeting. Motion carried by voice vote.

Motion by LaFontaine/Zurfluh to accept the resignations of Leland Kauth & Randal Dorshorst from the Civil Service Commission. Motion carried by voice vote.

Motion by Feirer/Hokamp to approve the following appointments to the Civil Service Commission: Michael Meyers, Robert Levendoske, & Gus Mancuso. Motion carried by voice vote.

There were no public comments

Referrals were noted.

Committee minutes presented: Operations.

Chairman Pliml declared his intention on taking the first 4 resolutions with one vote. No objection heard. Voting system malfunction required voice votes for the rest of the meeting.

**RESOLUTION 21-12-1**

Introduced by: Operations Committee

INTENT & SYNOPSIS: To amend the 2021 budget for Workers' Compensation (51933) for expenditures not included in the 2021 budget process:

FISCAL NOTE: Transfer of \$35,000 from available Workers' Compensation reserve fund balance. As of December 1, 2021 the fund balance reserved for Workers' compensation was \$1,725,466. The adjustment to the budget is as follows:

<u>Account</u>	<u>Account Name</u>	<u>Debit</u>	<u>Credit</u>
51933	Workers' Compensation		\$35,000
34210	Reserve Fund Balance (Work Comp)	\$35,000	

Motion by Feirer/Breu to adopt Resolution 21-12-1. Motion carried unanimously. Excused was Valenstein.

**RESOLUTION 21-12-2**

Introduced by: Health & Human Services and Operations Committees

INTENT & SYNOPSIS: To amend the 2021 Consolidated Grants budget for additional revenue and expenditures unanticipated during the original budget process.

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

Function	Account Name	Debit	Credit
54128	Meeting Expense		5,800
43557	State Grants	5,800	

Motion by Feirer/Breu to adopt Resolution 21-12-2. Motion carried unanimously. Excused was Valenstein.

### RESOLUTION 21-12-3

Introduced by: Health & Human Services and Operations Committees

INTENT & SYNOPSIS: To amend the 2021 Public Health budget for additional revenue and expenditures unanticipated during the original budget process.

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

Function	Account Name	Debit	Credit
43551	State Grants		820,503
48540	Other Grants		84,087
54121	Wages	646,590	
54121	Program Supplies	258,000	

Motion by Feirer/Breu to adopt Resolution 21-12-3. Motion carried unanimously. Excused was Valenstein.

### RESOLUTION 21-12-4

Introduced by: Conservation, Education, & Economic Development and Operations Committee

INTENT & SYNOPSIS: To amend the 2022 Transportation & Economic Development budget for additional Rural Economic Development Plan (REDI) implementation expenditures that were not anticipated during the original budget process.

FISCAL NOTE: No additional cost to Wood County. The source of funding is unspent funds from the 2021 Transportation & Economic Development budget.

Account	Account Name	Debit	Credit
34112	Designated Fund Balance	\$51,075	
56750	Transfer 2021 REDI Implementation		\$51,075

Motion by Feirer/Breu to adopt Resolution 21-12-4. Motion carried unanimously. Excused was Valenstein.

### RESOLUTION 21-12-5

Introduced by: Operations Committee

INTENT & SYNOPSIS: To amend the 2021 budget for Norwood Maintenance function (54351) for the purpose of funding the capital purchase necessary to replace the failed nurse call light system.

FISCAL NOTE: To transfer \$57,000 from available balance in contingency (51590) to the Norwood Maintenance function (54351). At the time of this request, the funds available in contingency are \$600,000. The adjustment to the budget is as follows:

<u>Account</u>	<u>Account Name</u>	<u>Debit</u>	<u>Credit</u>
54351	Norwood Maintenance		\$57,000
51590	Contingency	\$57,000	

Motion by Rozar/Feirer to adopt Resolution 21-12-5. Motion by Fischer/Rozar to amend Resolution 21-12-5 to have the Therefore be it resolved section read, "Therefore be it resolved, to amend the 2021 Wood County budget to transfer \$57,000 from the contingency account, or the use of ARPA funding, whichever is more advantageous to the County, to the Norwood Maintenance function." Motion to amend carried by voice vote. Motion to adopt amended Resolution 21-12-5 carried unanimously. Excused was Valenstein.

**RESOLUTION 21-12-6**

Introduced by: Health & Human Services and Operations Committees

INTENT & SYNOPSIS: To write off verified uncollectable balances of Edgewater Haven's accounts receivable.

FISCAL NOTE: There will be no fiscal impact to Edgewater Haven, or the County General Fund as the write off adjustment entry will occur in nonfinancial sheet accounts.

<u>Account</u>	<u>Account Name</u>	<u>Debit</u>	<u>Credit</u>
13980	Edgewater Bad Debt Allowance	\$69,056.92	
13410	Edgewater Accts Receivable Private Pay		\$69,056.92

Motion by Clendenning/Leichtnam to adopt Resolution 21-12-6. Motion carried unanimously. Excused was Valenstein.

**RESOLUTION 21-12-7**

Introduced by: Health & Human Services and Operations Committees

INTENT & SYNOPSIS: To increase budgeted FTEs for the Health Department by creating a (.63 FTE) Community Health Worker position.

FISCAL NOTE: No cost to Wood County.

Motion by Feirer/Breu to adopt Resolution 21-12-7. Motion carried unanimously. Excused was Valenstein.

Committee minutes presented: Health & Human Services, North Central Community Action Program, Public Safety.

**RESOLUTION 21-12-8**

Introduced by: Public Safety Committee

INTENT & SYNOPSIS: To adjust the per diem rate for Coroner for the next term of office, restate the per diem amounts for Deputy Coroners, and adjust certain charges of the Coroner.

FISCAL NOTE: No anticipated increase to the tax levy as the increased call out pay for the Coroner should be covered by the increase in fees.

Motion by Zurfluh/Feirer to adopt Resolution 21-12-8. Motion carried unanimously. Excused was Valenstein.

Committee minutes presented: Conservation, Education, & Economic Development, Golden Sands Conservation & Development Council, North Central ITBEC, Census Review & Redistricting, Land Information Council.

### **RESOLUTION 21-12-9**

Introduced by: Conservation, Education, & Economic Development Committee

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

FISCAL NOTE: None.

Motion by Zurfluh/Curry to adopt Resolution 21-12-9. Motion carried unanimously. Excused was Valenstein.

### **RESOLUTION 21-12-10**

Introduced by: Conservation, Education, & Economic Development Committee

INTENT & SYNOPSIS: To seek County Board approval of the 2022-24 Wood County Land Information Plan meeting Wisconsin Land Information Program eligibility requirements necessary for receiving grants and retaining real estate document recording and filing fees that are charged and collected in the Register of Deeds Office.

FISCAL NOTE: No cost to Wood County--Approximately \$151,000 revenue annually.

Motion by Clendenning/LaFontaine to adopt Resolution 21-12-10. Motion carried unanimously. Excused was Valenstein.

Committee minutes presented: Judicial & Legislative.

### **RESOLUTION 21-12-11**

Introduced by: Judicial & Legislative Committee

INTENT & SYNOPSIS: To authorize and direct County Board Chairman Pliml to enter into the Settlement Agreements with McKesson Corporation, Cardinal Health, Inc., AmerisourceBergen Corporation, Johnson & Johnson, Janssen Pharmaceuticals, Inc., Ortho-McNeil-Janssen Pharmaceuticals, Inc., and Janssen Pharmaceutica, Inc., to execute the MOU Allocating Settlement Proceeds and the MOU with the Attorney General.

FISCAL NOTE: Up to \$2.3 million in settlement funds, minus legal fees, received over an 18-year period.

Motion by Brey/Clendenning to adopt Resolution 21-12-11. Motion carried unanimously. Excused was

Valenstein.

Committee minutes presented: Highway Infrastructure & Recreation Committee.

**RESOLUTION 21-12-12**

Introduced by: Highway Infrastructure & Recreation Committee

INTENT & SYNOPSIS: To amend the 2021 budget of various Highway functions listed below for additional expenditures of \$447,487 not anticipated during the original budget process.

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

<u>Account</u>	<u>Account Name</u>	<u>Debit</u>	<u>Credit</u>
1670-47230	State Charges	113,924	
1670-47233	State Charges – PBM	56,417	
1616-43531	State Aid – Transportation	237,024	
1640-53312	Snow Removal	8,941	
1627-53290	Salt Brine Operations	31,181	
1620-53220	Field Tools		31,181
1613-53262	Bituminous Ops – Crushing		125,114
1641-53291	Salt Brine Ops – Maint.		8,941
1616-53311	Maint. Patrol Sections		21,210
1617-53313	Maint. GANG		89,759
1618-53314	Maint GANG Materials		941
1670-53320	Maint State		113,924
1670-53323	Maint State PBM		56,417

Motion by LaFontaine/Breu to adopt Resolution 21-12-12. Motion carried unanimously. Excused was Valenstein.

**RESOLUTION 21-12-13**

Introduced by: Highway Infrastructure & Recreation Committee

INTENT & SYNOPSIS: To become eligible for the Building Resilient Infrastructure and Communities (BRIC) grant, administered through the Federal Emergency Management Agency (FEMA). Grant application would be for the construction of a storm shelter at South Wood County Park, in the Red Sands Beach Area.

FISCAL NOTE: Construction cost estimates are \$715,500.00

Motion by Clendenning/Hahn to adopt Resolution 21-12-13. Motion by Hahn/Clendenning to indefinitely postpone Resolution 21-12-13 due to finding a different funding source for the project. Motion carried unanimously. Excused was Valenstein.

**RESOLUTION 21-12-14**

Introduced by: Highway Infrastructure & Recreation Committee

INTENT & SYNOPSIS: To oppose the Wisconsin Department of Natural Resource’s decision to depopulate the deer herd within the Sandhill Wildlife Area, and the subsequent partial, or full, removal of the existing

perimeter fence.

FISCAL NOTE: No cost to Wood County.

Motion by LaFontaine/Hahn to adopt Resolution 21-12-14. Motion carried unanimously. Excused was Valenstein.

Committee minutes presented: Property & Information Technology, Various Committees of McMillan Library Board of Trustees, South Central Library Board of Trustees, UW Commission, Jail Construction Adhoc.

### SPECIAL ORDER OF BUSINESS

#### Jail Update

Sheriff Shawn Becker presented new artistic renderings of the Courthouse and new jail addition, including the new main entrance atrium. Questions and answers followed.

#### **RESOLUTION 21-12-15**

Introduced by: County Board of Supervisors

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

Donna Singstock - 25 years - Edgewater Haven

Motion by LaFontaine/Curry to adopt Resolution 21-12-15. Motion carried unanimously. Excused was Valenstein.

#### **RESOLUTION 21-12-16**

Introduced by: County Board of Supervisors

INTENT & SYNOPSIS: Relating to the Life and Public Service of Ross "Rusty" Miltimore.

Motion by Breu/Hamilton to adopt Resolution 21-12-16. Motion carried unanimously. Excused was Valenstein. The board stood for a moment of silence in honor of the passing of former County Board Supervisor Miltimore.

Without objection, Chairman Pliml adjourned the meeting at 10:27 a.m. Next scheduled county board meeting is January 18, 2022.

Trent Miner  
County Clerk

**REFERRALS FOR JANUARY 18, 2022 – COUNTY BOARD**

- None

MINUTES  
OPERATIONS COMMITTEE

DATE: Tuesday, December 21, 2021  
TIME: 9:00 a.m.  
LOCATION: Wood County Courthouse – Room 114

Members Present: Ed Wagner (WebEx), Donna Rozar, Michael Feirer, Adam Fischer, and Lance Pliml

Others Present: Lee Thao, Dave LaFontaine, Ed Newton, Bill Clendenning, Dennis Polach, Trent Miner

1. The meeting was called to order by Vice Chair Rozar at 9:00 AM and a quorum was declared.
2. Public Comment – None
3. The resolution to amend the 2021 budget for Norwood Maintenance for the purpose of funding a new call light system was presented. Motion by Fischer, seconded by Feirer, to approve the resolution and forward to the county board for their consideration. Motion carried unanimously.
4. Chair Rozar declared the meeting adjourned at 9:01 AM.

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

**OPERATIONS COMMITTEE  
MEETING MINUTES**

**DATE:** Friday, January 7, 2022  
**TIME:** 1:00 p.m.  
**PLACE:** Wood County Courthouse – Room 114

**PRESENT:** Ed Wagner, Donna Rozar, Lance Pliml, Mike Feirer (via Webex), Adam Fischer (via Webex)

**OTHERS PRESENT** (for part or all of the meeting, in person or via Webex): Bill Clendenning, Brad Hamilton, Kim McGrath, Kelli Francis, Ed Newton, PaNya Yang, Kathy Alft, Kyle Theiler, Shane Wucherpfennig, Marissa Kornack, Nick Flugaur, Chad Schooley, Mary Schlagenhaft, Adam Fandre

The meeting was called to order by Chair Wagner at 1:00 p.m.

There were no public comments.

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

Pliml introduced a discussion regarding the guidance that was released in regards to spending ARPA funds. Finance Director Newton provided a summary of the guidance issued, particularly the change to the lost revenue calculation. Newton explained that there is a standard allowance of \$10 million for lost revenue rather than utilizing the previously released calculation. Discussion ensued at length. There will be a meeting on Monday, January 10<sup>th</sup> with all standing committee chairs, the county board chair, and county board vice chair to discuss the usage and process of disbursement of county ARPA funding.

Human Resources Director McGrath provided financial information to the Committee on the Public Safety Committee's recommendation to move both Humane Officers onto County IT equipment. McGrath explained that the Humane Officers currently utilize their personal laptop/computers and it causes issues with accessing the County network. Brief discussion regarding the funding of the change ensued.

**Motion (Rozar/Pliml) to approve the purchase of County IT equipment for the Humane Officers. Motion carried unanimously.**

Wellness Coordinator Fandre gave brief update on Wellness Program activities.

Finance Director Newton and Deputy Finance Director Yang provided a brief update on Finance Department activities.

Newton introduced resolutions for Committed Funds, Jail/CIP Expenditures, County Aid to Libraries, Human Services – Expenditures Appropriation, and Health – Healthy Smiles. Brief discussion ensued about the resolution for County Aid to Libraries.

**Motion (Rozar/Feirer) to approve all of the presented resolutions. Motion carried unanimously.**

Agenda items for next meeting: ARPA Funds & Broadband

Pliml asked HR Director McGrath for an update on the status of the vaccine mandates. McGrath stated that everything is dependent upon the outcome of the Supreme Court hearing occurring today. McGrath stated that the current exposure that the County faces if the vaccine mandates stand is the cost of testing. The cost of testing is \$70 per test, per employee (minimum one test per week).

There were no comments from the Chair.

The next regular meeting is February 1, 2022 at 9:00 a.m.

Wagner declared the meeting adjourned at 1:36 p.m.

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



# Wood County

## WISCONSIN

OFFICE OF THE  
COUNTY CLERK

*Trent Miner*

---

Letter of Comments – January 2022

- The trainings for chief election inspectors and clerks I conducted in December were well received. At the Thursday session, I had 69 participants, and at the Saturday session I had 22. These numbers were somewhat down due to concerns surrounding COVID.
- January 4<sup>th</sup> at 5:00 PM marks the deadline for turning in nomination papers for the Spring Election cycle. Right now, we will have a primary in the Wisconsin Rapids School District, with possible primaries in the City of Marshfield and City of Nekoosa.
- I have more election trainings scheduled for January. On the day of your meeting, January 5<sup>th</sup>, I am conducting a chief election inspector baseline training in Marshfield. The following week I am doing two sessions of Municipal Clerk Core Training. The first will be on Wednesday, January 12<sup>th</sup> here at the courthouse, and another one on Saturday, January 15<sup>th</sup> in Pittsville. Then, on Wednesday, January 26<sup>th</sup>, I will be in Waupaca County all day, along with the Marathon County Clerk, conducting two sessions of Chief Election Inspector Training. This is being done at the request of the Waupaca County Clerk.
- My apologies for the snafu with the voting system at last month's county board meeting. IT worked on it after the meeting and determined that there was an update that was not communicated to us. Once the update was installed, it appeared to work normally. However, my hope is to have the new system up and running by the January meeting, fingers crossed.
- If any of you have had the occasion to buy a box of envelopes, you probably know they are impossible to find. This is true even with the printers we use for printing them. I am in need of absentee ballot envelopes and will certainly need more as we approach the fall election cycle. I may have to bulk buy blank envelopes just to have them on hand to have them printed later. I do not want to print a bunch ahead of time due to the fact that they could be changed in format before we hit the fall elections. This, invariably, will lead to higher prices as well. Stay tuned.



# Wood County WISCONSIN

## HUMAN RESOURCES DEPARTMENT

December 29, 2021

To: Wood County Operations Committee

From: Kimberly McGrath, Director- Human Resources

Subject: Human Resources (HR) Monthly Letter of Comments – December 2021

---

### Human Resources Activity

	December 2021	2021 Year-to-Date
Applications Received	98	1,382
Positions Filled	12	196
Promotions/Transfers	5	74
New Hire Orientations	8	113
Terminations, Voluntary	14	146
Terminations, Involuntary	0	12
Retirements	2	18
Exit Interviews	6	51

### Human Resources Narrative

#### General Highlights

1. We are continuing to watch and monitor the legislation related to the Centers for Medicare and Medicaid (CMS) Vaccine Mandate, as it progresses through federal litigation. Human Resources continues to work closely with our Health Care Facility administration to ensure compliance. As of November 30<sup>th</sup>, the mandate was blocked nationwide by a federal district court. On December 2<sup>nd</sup>, the Wood County Health & Human Services Committee put a temporary hold on the County policy. As of December 15<sup>th</sup>, a federal appeals court reinstated the vaccine mandate and almost immediately CMS applied to the Supreme Court for a review of the mandate. External counsel has advised that we hold off on reinstating the Vaccine Mandate Policy for the Health Care Facilities until the federal litigation comes to a close.
2. Completed the EEOC Certification Form and process through the Office of Justice Programs, Office for Civil Rights. The EEOC certification process was designed by the Department of Justice to assist recipients of financial assistance with meeting civil rights reporting requirements.

#### Meetings & Trainings

1. Attended Health & Human Services Committee meeting on December 2<sup>nd</sup>.
2. Attended the Judicial & Legislative Committee meetings on December 3<sup>rd</sup>.
3. Attended the Operations Committee Meeting on December 7<sup>th</sup>.
4. Attended Public Safety Committee meeting on December 13<sup>th</sup>.
5. Attended County Board on December 21<sup>st</sup>.

6. Attended a virtual meeting with InCare Global and our Health Care Facility Administration related to Immigrant nursing services on December 7<sup>th</sup>.
7. Held individual staff and team meetings to discuss and provide updates on the department's progress towards our 2021 goals.
8. Completed HR staff 2021 Performance Evaluations.
9. Staff attended various meetings including:
  - a. SPAHRA Board Meeting on December 7<sup>th</sup>
  - b. Bi-weekly call with EBC regarding the transition of FSA for 2022 on December 16<sup>th</sup>
  - c. Call with The Horton Group and Anthem to discuss claims accumulator issues on December 16<sup>th</sup>
  - d. OSHA ETS Update and Review on Accommodations and Testing webinar through The Horton Group on December 22<sup>nd</sup>

**Benefits**

1. Processed Family and Medical Leave requests, address changes, beneficiary designations, qualifying events, benefit elections or contributions for new hires, terminations, and cancellation/reporting of benefits.
2. Processed and prepared monthly COBRA remittance, TASC admin fees, quarterly EAP fees, stop loss admin fees, and turnover reports.
3. Reconciled monthly invoices for health, dental, vision, life, and disability insurances.
4. Updated the Health Reserve Spreadsheet and Health Fund Balance document for November.
5. Assisted multiple employees with questions related to FMLA, leaves of absence, retirement, and claims concerns.
6. Processed COBRA notifications for dependents on the health plan reaching age 26.
7. Worked with Eric Glinsky from Nationwide to schedule meetings for employees regarding Deferred Compensation plans.
8. Processed numerous new and contribution changes for Deferred Compensation starting January 1<sup>st</sup>.
9. Updated Flexible Spending Account contributions for the December 29, 2021 payroll.
10. Transferred sick hours into the catastrophic sick leave accounts for employees with hours over the max of 100 days.

**Recruitment**

1. Updated the Status of Open Positions and Headcount Sheet (FTE Control) spreadsheets daily.
2. Reported new hires with the Wisconsin New Hire Reporting Center.
3. Closed multiple positions in Cyber Recruiter upon successful acceptance of an offer and notified all remaining applicants of position status.
4. Communicated with multiple applicants, employees, and supervisors regarding varying positions.
5. Continuing to work on updating all job descriptions based off of recently completed JDQs.

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

<b><u>Refilled Position</u></b>	<b><u>Department</u></b>	<b><u>Position</u></b>	<b><u>Status</u></b>
Replacement – Eligibility List	Dispatch	Dispatchers	Position posted. Testing confirmed for 1/20/2022. Deadline 1/3/2022.
Replacements	Edgewater	CNA, RN, LPN and Dietary Assistant – (Multiple) & Therapy Activity Aide	Ongoing recruitment- positions posted, applications reviewed, interviews, references, backgrounds, onboarding. Deadline 2/28/2022.
COVID Relief	Health	COVID LTE Nurse	Position filled 12/16/2021.

New position	Health	Public Health Nurse (Emergency Preparedness)	Position approved on 10/19/21 per resolution. Position posted, deadline 1/3/2022.
Replacement	Health	Community Health Planner	Position posted, deadline 1/6/2022.
New position	Humane Officer	Humane Officer	Position posted, interviews conducted, position filled 1/3/2022.
Replacements	Human Services	Crisis Interventionists (Casual)	Position posted, deadline 1/3/2022. Two positions filled. Will continue recruitment in order to establish eligibility list for future vacancies.
Replacement	Human Services	Economic Support Specialist	Position posted, deadline 12/27/2021.
Replacement	Human Services	Crisis/Mental Health Therapist	Closed and canceled 11/9/2021. Filled unlicensed position.
Replacement	Human Services	Mental Health/AODA Therapist	Position posted, deadline 12/17/2021.
Replacement	Human Services	Accounts Payable/Accounts Receivable Specialist	Position posted, interviews conducted, final candidate selected. Filled 12/6/2021.
Replacement	Human Services	AODA Counselor	Position posted, deadline 12/10/2021.
Replacement	Human Services	Social Worker, Initial Assessment	Position posted, filled with internal candidate 12/6/2021.
Replacement	Human Services	Accountant	Position posted, interviews conducting, final candidate selected. Filled 12/20/2021.
Replacement	Human Services	Emergency Mental Health Services Program Manager	Position posted, deadline 12/17/2021.
Replacement	Human Services	Accounting Clerk	Position posted, interviews conducted, final candidate selected, references/background being conducted as of 12/17/2021.
Replacement	Human Services	Admin Asst II-OPC Scheduling/Reception	Position posted, deadline 12/28/2021.
Replacement	Human Services	Family Resource Coordinator	Position posted, interviews conducted, final candidate selected, filled 12/27/2021.
Replacement	Human Services	Case Manager/SW-Youth Justice	Position posted, deadline 1/9/2022.
Replacement	Human Services	Case Manager/SW – Initial Assessment	Position posted, interviews conducted, final candidate selected, references/background being conducted as of 12/15/2021.
Replacement	Human Services	Case Manager/SW – Youth Justice Mental Health	Position posted, interviews conducted, final candidate selected, references/background being conducted as of 12/15/2021.
New position	Human Services	Family Interaction Worker	Position posted, deadline 01/10/22
Replacement	Human Services	Case Manager/SW – Ongoing	Position posted, deadline 01/10/22
New position	IT/Systems	Network Analyst	New position approved with 2022 budget. Position posted, interviews conducted, filled internally 1/3/2022.
Replacement	IT/Systems	PC Technician	Position posted, deadline 01/16/22
New/Replacement	Norwood	COTA, Occupational Therapist, Therapy Asst.,	Ongoing recruitment by Norwood.

		Dietary Aide, RN, LPN and CNA's Multiple	
Replacement	Norwood	Psychiatrist	Position posted, deadline 12/31/2021.
Replacement	Norwood	Casual Receptionist	Position posted, deadline 12/29/2021.
Replacement	Parks	Medical First Responders	Position posted, deadline 12/27/2021.
Replacement	Parks	Maintenance Worker (Dexter)	Position posted, interviews conducted, references completed, filled 1/3/2022.
Replacement	Parks	LTE I or LTE II (Powers Bluff)	Position posted, deadline 12/27/2021.
Replacement	Register of Deeds	Deputy Register of Deeds	Position posted, interviews conducted, references completed, filled 1/3/2022.
Replacements	Sheriff	Part-time Deputies (Reserves)-Eligibility List	Position posted, interviews conducted, backgrounds in process as of 12/17/2021.
Replacement	Sheriff	Corrections Officer	Position filled internally 11/29/2021.
Replacement	Sheriff	Corrections Officer-Casual	Position filled through eligibility list 12/1/2021.
Establish Eligibility List	Sheriff	Corrections Officer – Eligibility List	Position posted, deadline 1/31/2022.
Replacements	Sheriff	Jail Sergeant (2)	Positions filled internally 11/29/2021.

### **Safety/Risk Management**

1. Continuing the process of updating the Written Programs and Safety/Risk Manual appendices/forms.
2. Managed open claims with Aegis throughout the month.
3. Attended Edgewater, Highway, and Norwood Safety Committee meetings.

### **NEW Workers' Compensation Claims (0)**

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

1. 8/30/21 – IT – Employee injured L wrist, both knees and R elbow slipping on water in hallway.
2. 10/26/21 – Norwood – Employee injured R knee going down stairs responding to Stat call (surgery required).

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

1. 8/23/21 – Highway – Employee strained lower-back lifting wall planks at Marshfield Highway Shop (initially reported as First Aid ONLY)
2. 8/24/21 – Sheriff's – Employee strained R leg while at Honor Guard training (initially reported as First Aid only)

### **REPORTABLE Workers' Compensation Illnesses (1)**

1. 12/9/21 – Sheriff's – Employee contracted COVID-19 at work while responding to a welfare check in Nekoosa

### **First Aid Injuries (3)**

1. 12/1/21 – Sheriff's – Employee hit nose on cubicle wall in Sheriff's Department admin area
2. 12/16/21 – Human Services – Employee fell on R side while taking out garbage in River Block parking lot
3. 12/20/21 – Highway – Employee hit self on top of head while using post pounder

### **Property/Vehicle Damage Claims (6)**

1. 12/11/21 – Sheriff's – Employee damaged rear door of squad while plowing snow at residence (will be paid for by employee's private insurance)
2. 12/14/21 – Sheriff's – Windshield replacement for Squad 36 (actual cost \$441.54)
3. 12/15/21 – Sheriff's – Windshield replacement for Squad 57 (actual cost \$399.98)
4. 12/16/21 – Sheriff's – Squad 47 damaged while running over downed tree in the roadway (estimated damage \$2,792.40)
5. 12/16/21 – Sheriff's – Squad 55 damaged during windstorm at employee's residence (estimated damage \$1,830.03)
6. 12/17/21 – Sheriff's – Windshield replacement for Squad 10 (actual cost \$409.97)

#### Liability Claims (2)

1. 10/20/21 – Sheriff's (Jail) – Jail Transport Van backed into Juneau County Sheriff's Department vehicle at Juneau County Jail (actual cost \$3,626.38)
2. 12/11/21 – EM – Rescue Squad member's vehicle was damaged by snow blowing operation at Rescue Garage (actual cost \$179.56)

#### OPEN EEOC/ERD Claims (1)

1. 6/1/20 - Former Human Services employee submitted a claim alleging violation of the Wisconsin Fair Employment Act. We received an Initial Determination of Probable Cause on July 1, 2021. On December 3, 2021 we received the Complainant's first set of interrogatories and requests for production of documents, due December 24<sup>th</sup> to counsel for a December 31<sup>st</sup> statutory deadline.

#### Other

1. Prepared and submitted the bi-annual EEO-4 report.
2. Prepared list for Finance of all employees that are ineligible for a step increase in 2022.
3. Worked with Unemployment Insurance (UI) to provide additional information regarding multiple claims. Worked with various departments to compile information needed.
4. Reconciled and processed the November Unemployment Insurance payment.
5. Received COVID relief for Unemployment charges from 2020 through 2021. Detailed the allocations of the refund for departments and submitted to Finance for processing.
6. Received and processed multiple invoices for HR, Safety & Risk, and Wellness.
7. Assisted a representative from Clark County with review of a personnel file.
8. Facilitated New Hire Orientation on December 6<sup>th</sup>, 13<sup>th</sup>, and 20<sup>th</sup>.
9. Conducted exit interviews on December 1<sup>st</sup>, 3<sup>rd</sup>, 9<sup>th</sup>, 14<sup>th</sup>, 15<sup>th</sup>, and 28<sup>th</sup>.
10. Responded to multiple verifications of employment.
11. Replied to multiple requests from surrounding counties with varied information.
12. Met with several County employees and managers individually over the month to listen to concerns, provide advice, counsel, resources, and appropriate follow-up.



# Wood County

## WISCONSIN

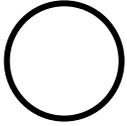
OFFICE OF THE  
TREASURER

*Heather L. Gehrt*

---

### LETTER OF COMMENTS—JANUARY 2022

1. Met with the new clerk for the Village of Rudolph on December 1 to go over the mill rates so we could get their taxes printed and how to find the information for the Statement of Taxes that were due by December 20.
2. The office was busy attempting to run tax bills after waiting until December 1. Our software company sold out to a different company and went nationwide. There were updates that needed to be completed before bills could be run and to allow the municipalities to get their uploaded tax files from the county. This took many attempts and with the help of our IT department, everything was finally completed. Bills were calculated and set to print by the Deputy working at home due to covid and folded in the office by the Real Property Lister and myself as we were still down a staff member at the time. All taxes bills were done and picked up in time to be mailed out by the deadline of December 20.
3. Ongoing training with the Treasurer Coordinator position, which was filled by Mary Case, and she started on December 13.
4. Attended Foundation for Rural Housing Board meeting via zoom on December 13.
5. Attended County Board meeting on December 21.
6. Attended Wisconsin Counties Association weekly calls on Mondays in December.
7. All Statement of Taxes were due to the Department of Revenue by December 20 and a copy submitted to the county. I have one municipality that needs to submit their corrections, but as of this report, have not. I have been busy compiling the numbers to make sure all tax rolls are in agreement and amending the incorrect ones. I then resubmit them to the State and forward a corrected copy to the municipal clerks.
8. The City of Marshfield has some approved personal property chargebacks in the amount of \$215,621.54 from the MF Clinic in 2019 & 2020 and also the curling club in 2020. The county's portion of this is \$43,390.43 and will cause that line item to be over budget, however, it will have a minimal impact on the overall operating budget for the office.



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

Introduced by  
Page 1 of 2

Operations Committee

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

DATE January 18, 2022

Effective Date January 18, 2022

EN

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

**INTENT & SYNOPSIS:** To show additional elements of committed and assigned governmental fund balance projected as of December 31, 2021:

**FISCAL NOTE:** Total committed and assigned governmental fund balance as of December 31, 2021 is projected to be \$4,871,102 detailed as Follows:

Account	General Fund Committed	Account Name	Actual 12/31/2020	Projected 12/31/2021
51440		Clerk Elections	\$259,499	\$291,760
52130		Police Radio	122,899	112,396
52530		Building Numbering	6,682	4,121
54122		Public Health WIC	4,221	4,221
54128		Health-Grants	10,299	8,312
54130		Health-Dental Sealants	18,465	18,465
54132		Juneau/Adams	218,983	187,683
51433		HR Labor Relations	111,240	124,440
56121		Land Conservation	56,077	85,147
59210		Permits & Fines	11,597	11,847
56315		Census Redistricting	4,500	4,500
51931		Property & Liability Ins	(32,063)	29,187
51711		Reg of Deeds-Redaction	7,231	3,703
52131		Indian Law Enforcement	52,374	50,910
52712		Electronic Monitoring	477,958	570,658
52721		Jail Surcharge	162,846	223,846
51451		Voice-Over IP	95,252	137,556
55660		UW Ext Project Accounts	136,711	154,887
54710		Veteran's Relief	8,334	2,581
54730		Veteran's Relief Donations	2,848	2,471
51316		Victim Witness Task Force	6,230	6,230
		<b>Total Committed</b>	<b>\$1,742,183</b>	<b>\$2,034,921</b>

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

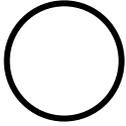
Assigned Funds	Actual	Projected
Account Name	12/31/2020	12/31/2021
<b>Other Governmental Funds Assigned</b>		
County Highways	1,644,486	1,123,736
Human Services Fund (before deferral of revenues)	295,488	295,488
ADRC	64,638	55,256
Parks and Forestry	683,199	659,423
Land Records and Private Sewage	306,712	343,602
Land Conservation	117,346	170,772
Transportation and Economic Development	13,815	13,820
Sheriff and corrections	174,084	174,084
<b>Total Other Governmental</b>	<b>3,319,768</b>	<b>2,836,181</b>
<b>Total Governmental Funds Committed and Assigned</b>	<b>\$5,061,951</b>	<b>\$4,871,102</b>

( )

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

County Clerk

County Board Chairman



RESOLUTION#

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

DATE \_\_\_\_\_

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

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

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

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

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

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

**WHEREAS** each of the above elements of committed and assigned fund balance have been detailed in the 2021 and 2022 budgets as “carryover/nonlapsing” balances, and

**THEREFORE BE IT RESOLVED** that the above functions have their balances shown as “committed and assigned” for the financial statements dated December 31, 2021.

( )

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

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

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

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

\_\_\_\_\_  
MICHAEL FEIRER

\_\_\_\_\_

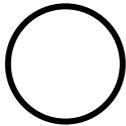
\_\_\_\_\_

\_\_\_\_\_

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

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

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



RESOLUTION#

ITEM#

DATE

January 18, 2022

Effective

Date

Upon passage and publication

Introduced by Operations Committee
Page 1 of 1

Motion: Adopted: Lost: Tabled: Absent:
Number of votes required: Majority Two-thirds
Reviewed by: PAK, Corp Counsel
Reviewed by: EN, Finance Dir.

EN

INTENT & SYNOPSIS: To amend the 2021 budget for the capital improvement expenditures incurred in 2021 related to the 2021 General Obligation Refunding debt for the 2022 capital projects:

FISCAL NOTE: No additional cost to Wood County. The source of the funding are from debt proceeds in the 2021 debt borrowing. The adjustment to the budget is as follows:

Table with columns: Account, Account Name, Debit, Credit. Rows include Debt Capital Projects-Jail, Debt Capital Improvement-CH, and Proceeds from Long-Term Debt.

WHEREAS, the 2021 General Obligation Refunding debt for \$58,925,000 were issued in 2021 to fund \$2.5 million of 2022 highway projects, \$1.0 million of 2022 general capital projects and \$58.0 million to fund the jail project, and

WHEREAS, the jail project and general capital projects costs incurred in 2021 were included in the 2021 debt issue to be funded with a portion of the \$58.9 million debt issue, and

WHEREAS, the County has been billed \$496,660 so far in 2021 for capital project costs and jail project costs, and

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

THEREFORE BE IT RESOLVED, to amend the 2021 budget for general capital projects (57140) by \$18,350 and capital jail project (57211) by \$478,310 funded by appropriating debt proceeds (49110) for \$496,660, and

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

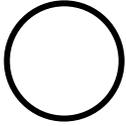
( )

ED WAGNER (Chairman)
DONNA ROZAR
LANCE PLIML
ADAM FISCHER
MICHAEL FEIRER

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

County Clerk

County Board Chairman



RESOLUTION#

Introduced by Operations Committee
Page 1 of 1

Committee

MJS

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

INTENT & SYNOPSIS: To amend the 2021 budget for the Human Services, Norwood Health Center and Edgewater Haven programs for transfer of available appropriations to functions where actual expenditures are recorded.

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

Source of Money: 2020-2021 Provider Relief Funding for Long Term Care Facilities

Table with columns: Account, Account Name, Debit, Credit. Rows include Edgewater Administration (\$287,970), Edgewater COVID-19 Relief (\$116,030), Edgewater Adm/Revenue (\$404,000), Norwood Administration (\$1,713,000), Norwood Adm/Revenue (\$1,713,000), Community Resources Division (\$561,000), Family Services Division (\$561,000).

WHEREAS, the programs requiring transfers in Edgewater Administration (54219), Edgewater COVID-19 Relief (54319), Norwood Administration (54365), Community Resources Division (54410-35), are in fact where expenditures appropriated during the adoption of the 2021 budget will be recorded, and

WHEREAS, and Family Services Division (54401-05) are not expected to expend all amounts appropriated during the adoption of the 2021 budget, and

WHEREAS, Edgewater Administration (54219), Edgewater COVID-19 Relief (54319) and Norwood Administration (54365) have unbudgeted revenues to fund cost exceeding the budget at a function level, and

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

THEREFORE BE IT RESOLVED, to amend the Wood County Budget for Norwood, Edgewater and Community programs to reflect the transfers out of appropriations from Family Services Division (54401-05) of \$561,000; and the transfer in of appropriations of \$ 561,000 to Community Resources Division (54410-35) and to reflect the use of additional unbudgeted Edgewater revenues (43240) for Edgewater Administration Expenses (54219) of \$287,970 and Edgewater COVID-19 Relief Expenses (54319) of \$116,030 and additional unbudgeted Norwood Health Care revenues (43240) for Norwood Healthcare Administration Expenses (54365) of \$1,713,000, and

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

( )

Ed Wagner, Chair

Donna Rozar, Vice Chair

Michael J. Feirer

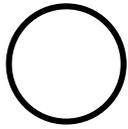
Adam G. Fischer

Lance A. Pliml

Adopted by the County Board of Wood County, this day of 19

County Clerk

County Board Chairman



RESOLUTION#

Introduced by Operations Committee
Page 1 of 1

ITEM#
DATE January 18, 2022
Effective Date Upon Passage

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

INTENT & SYNOPSIS: To amend the 2021 budget for Healthy Smiles (54130) for the purpose of funding higher than anticipated expenditures.

FISCAL NOTE: To transfer \$3,000 from available balance in Fund Balance (34210) to Healthy Smiles (54130). The adjustment to the budget is as follows:

Table with 4 columns: Function, Account Name, Debit, Credit. Row 1: 54130 Program Supplies 3,000. Row 2: 34210 Fund Balance 3,000.

Table with 5 columns: Roll Call, Name, NO, YES, A. Rows 1-19 listing names like LaFontaine, D, Rozar, D, Feirer, M, etc.

WHEREAS, the Children's Health Alliance of Wisconsin, Seal-A-Smile unanticipated expenditures for increase supplies that were not anticipated during the 2021 budget, and

WHEREAS, the amount is in their Healthy Smiles carryover account to cover unanticipated expenditures, and

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

NOW THEREFORE BE IT RESOLVED, to amend the Wood County budget for 2021 to transfer \$3,000 from Fund Balance (34210) to the Healthy Smiles (54130) function, and

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

( )

Ed Wagner

Michael Feirer

Lance Pliml

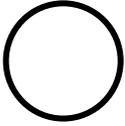
Donna Rozar

Adam Fischer

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

County Clerk

County Board Chairman



RESOLUTION#

Introduced by Page 1 of 1

Operations Committee

ITEM#

DATE January 18, 2022

Effective Date Upon Passage & Publication

EPN

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

INTENT & SYNOPSIS: To amend the 2021 budget for County Aid to Libraries (55112) for the purpose of funding higher than anticipated expenditures.

FISCAL NOTE: To transfer \$3,635 from available balance in contingency (51590) to the County Aid to Libraries (55112). At the time of this request the funds available in contingency are \$543,000. The adjustment to the budget is as follows:

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

Table with 4 columns: Account, Account Name, Debit, Credit. Rows: 55112 County Aid to Libraries \$3,635; 51590 Contingency \$3,635

WHEREAS, Wood County is required by statute (43.12) to reimburse libraries within Wood County, and adjacent to Wood County, no less than 70% of the cost of subscriptions by Wood County residents; and

WHEREAS, while Wood County budgeted sufficient funds to reimburse the libraries within Wood County, the 2021 budget did not include funds to reimburse the Lester Public Library in Rome, Neillsville Public Library and Granton Community Library, and

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

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

THEREFORE BE IT RESOLVED to amend the Wood County budget for 2021 to transfer \$3,635 from the Contingency Account (51590) to the County Aid to Libraries (55112) function, and

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

( )

ED WAGNER (Chair)

MICHAEL FEIRER

DONNA ROZAR

ADAM FISCHER

LANCE PLIML

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

County Clerk

County Board Chairman

## HEALTH AND HUMAN SERVICES COMMITTEE

**DATE:** December 2, 2021

**PLACE:** River Block Building, Room 206

**TIME:** 5:00 pm

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

**EXCUSED:** Laura Valenstein; John Hokamp

**ALSO PRESENT (for all or part of the meeting):** Brandon Vruwink (Human Services); Kim McGrath (Human Resources); Bill Clendenning (County Board Supervisor); Lance Pliml (County Board Chair); Marissa Kornack (Norwood Health Center); Kyle Theiler (Edgewater Haven); Mary Solheim (Human Services); Mary Schlagenhaft (Human Services); Jason DeMarco (IT); Amy Kaup (IT); Trent Miner (County Clerk) [*Some attendees were in the room and others joined by WebEx*]

**1) Call to Order**

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

**2) Quorum**

Rozar declared a quorum.

**3) Public Comments**

- n/a

**4) Temporary Hold of Implementation of COVID vaccine mandate policy – McGrath provide explanation of a Federal Court decision that blocked the COVID mandate for CMS facilities temporarily, which necessitates the county needing to put a temporary hold on its mandate. Motion (Buttke/Fischer) to temporarily hold the implementation of the COVID vaccine mandate policy. All ayes. Motion carried.**

**5) Adjourn**

Rozar declared the meeting adjourned at 5:04 PM

Minutes taken by Trent Miner, County Clerk, and subject to Committee approval.

## HEALTH AND HUMAN SERVICES COMMITTEE

5a

**DATE:** December 16, 2021

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

**PRESENT: (in-person)** Donna Rozar, Adam Fischer, Tom Buttke, Lee Thao, John Hokamp, Lori Nordman, **(via WebEx)** n/a

**EXCUSED:** Laura Valenstein, Kristen Iniguez, DO

**ALSO PRESENT (for all or part of the meeting):** Brandon Vruwink, Mary Solheim, Marissa Kornack, Kyle Theiler, Mary Schlagenhaft, Larry Burt, Lee Ackerman (Human Services); Rock Larson (Veterans Service); Sue Smith, Kathy Alft (Health Department); Bill Clendenning (County Board Supervisor), Lance Pliml (County board Chair); Rebecca Spiros (RN applicant for committee appointment)

**1) Call to Order**

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

**2) Quorum**

Rozar declared a quorum.

**3) Public Comments**

n/a

**4) Consent Agenda**

Motion (Fischer/Buttke) to approve the consent agenda. All ayes. Motion carried.

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

- n/a

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

Department staff answered questions regarding information in the financial statements.

**7) Review of retention and recruitment efforts for Wood County's health care facilities**

Marissa Kornack and Kyle Theiler provided an update on recruitment efforts and ideas being considered for long-term solutions.

**8) Presentation of psychiatrist recruitment firm options**

Marissa Kornack shared a summary of psychiatrist recruitment firm options. Brandon Vruwink provided additional insight to be considered. Marissa responded to questions of how monthly fees and other costs are budgeted. Motion (Buttke/Thao) to use the Jackson Physician Search for psychiatrist recruitment. All ayes. Motion carried.

**9) Norwood congregate meal program**

Marissa Kornack provided a history of Norwood's congregate meal program noting the current contract with Marathon County will not be renewed. Marissa described changes with the future direction of Norwood's meal program. Larry Burt shared priorities regarding quality of meals. Marissa and Larry responded to Committee questions and concerns.

**10) Norwood call light system replacement**

Marissa Kornack referenced difficulties experienced with current call light system and described how the system is no longer supported by vendors. Motion (Fischer/Hokamp) to refer this to the Operations Committee to consider ARPA funding. Lee Ackerman explained why a decision to replace the light system as soon as possible at a cost of \$57,000 is vital, and questioned if contingency funds could be used to expedite the process. Supervisor Fischer withdraws motion. A possible joint Health & Human Services Committee and Operations Committee meeting may be scheduled prior to County Board December 21, 2021; a resolution for this request will be added to that agenda.

**11) Legislative Issue Updates**

Department heads provided updates regarding issues pertaining to their departments.

**12) Committee interview of RN applicants**

Rebecca Spiros, present via WebEx, described a variety of nursing and civic service experiences she has had. Rebecca shared why she would be a good fit for our committee. The appointment would be to finish the RN term which ends April 2022. Motion (Buttke/Hokamp) to recommend the County Board Chair appoint Rebecca Spiros to complete the RN term. All ayes. Motion carried.

**13) Future Agenda Items**

The Chair noted items for future agendas.

**14) Next Meeting(s)**

- December 21, 2022, possible special meeting to be scheduled prior to County Board with WebEx option, chair Rozar will work with County Clerk to identify Courthouse meeting room location
- January 27, 2022, 5:00 pm, River Block Building, Room 206 – Wisconsin Rapids with WebEx option

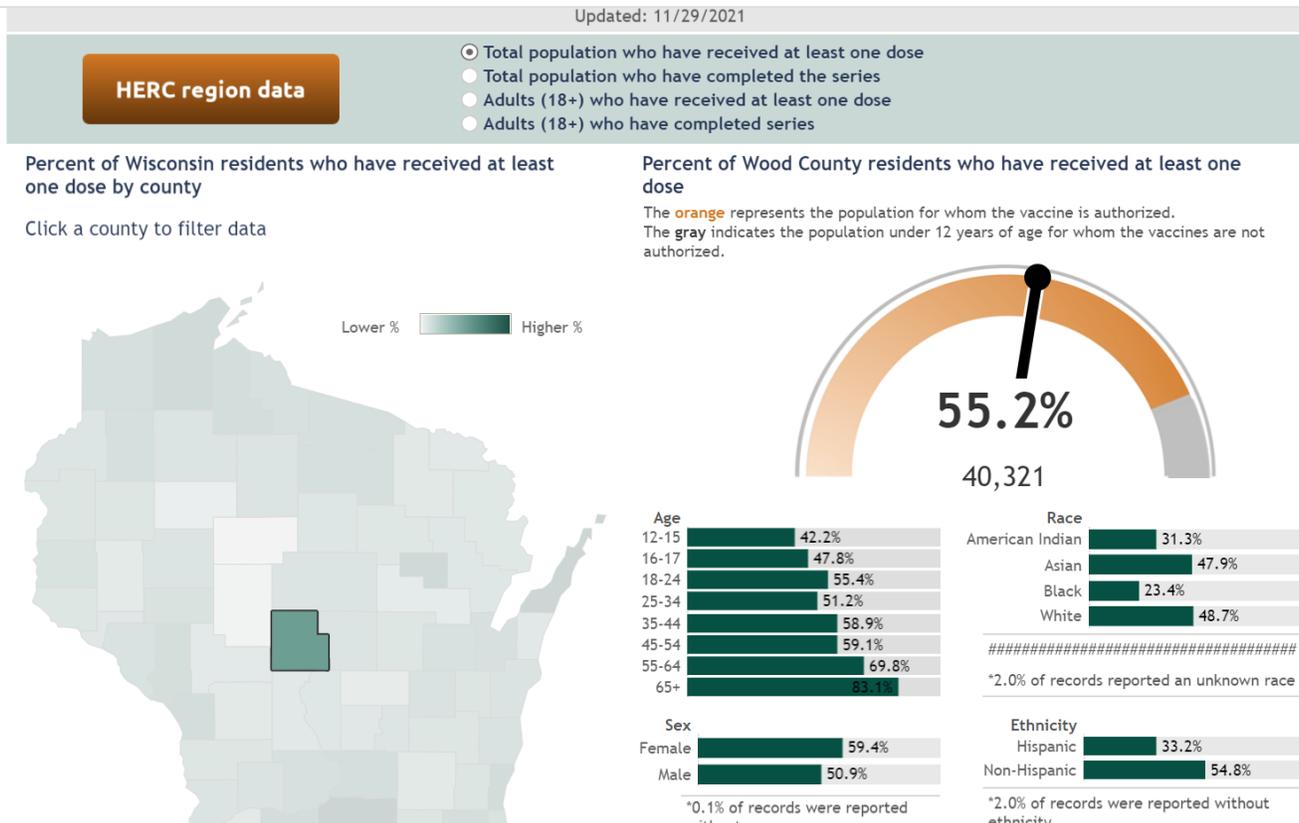
**15) Adjourn**

Rozar declared the meeting adjourned at 6:17 p.m.

Minutes taken by Kathy Alft and subject to Committee approval.

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

**ADMINISTRATIVE REPORT – SUE SMITH, RN, MSN**



We have 756 active cases as of the writing of this report (Dec. 2). For a current case count, please see: <http://woodwi.maps.arcgis.com/apps/opsdashboard/index.html#/da7f0d6815494e4b85e614e042671b14>

- **COVID-19 Omicron Variant** A new COVID-19 variant was identified in South Africa and cases of this new variant have also been identified in 14 other countries. On November 26, 2021, the World Health Organization (WHO) classified this variant, B.1.1.529, as a variant of concern (VOC). The variant was named Omicron and has been demonstrated to be associated with one or more of the following changes:
  - Increased transmissibility.
  - Increase in virulence or change in clinical presentation of the disease.
  - Decrease in effectiveness of public health and social preventative measures.

The best protection against this new variant, or any variant of COVID-19, is to get fully vaccinated and get a booster shot. If you are not vaccinated, now is the time to get vaccinated and to take your child to get vaccinated. Anyone ages 5 and older can get a free, safe, and effective vaccine now. If you are 18 and older and it has been at least six months since your second dose of Pfizer or Moderna COVID-19 vaccine, or at least two months since you got your Johnson & Johnson COVID-19 vaccine, getting your booster shot will provide the best protection from COVID-19, including this new variant.

- **COVID-19 Testing** We continue to offer testing in Wisconsin Rapids on Tuesdays and Thursdays at St. Johns from 9-12. Access to testing with health care providers continues to be challenging. We no longer offer testing through the health department in Marshfield due to low participation. It continues to be very difficult to staff testing sites, vaccination clinics and continue to do disease investigations and contact tracing at the same time, especially with the new surge we are experiencing. For current testing information, visit: <https://www.co.wood.wi.us/Departments/Health/CovidTesting.aspx>

- **COVID-19 Vaccination Clinics** We will continue to offer pop-up COVID-19 vaccination clinics in various locations throughout Wood County (see <https://www.co.wood.wi.us/Departments/Health/CovidVaccination.aspx>). CDC and

Wisconsin DHS recommend that individuals 18 and over receive a booster dose of COVID-19 vaccine (can mix and match Pfizer / Moderna). We are also beginning to vaccinate those age 5-11.

- **Access to Dental Care** We are working with the Family Health Center in Marshfield on an initiative to increase access to dental care, particularly for those on Medicaid, Veterans, individuals with disabilities, and other vulnerable groups that experience barriers. They submitted a grant application on November 29 that would include a facility in Wisconsin Rapids. This facility would also provide behavioral health, AODA, and primary care services.

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

### COVID-19

Communication messages continue to be developed and published via social media, flyers, press releases, newsletter, email, and newspaper to increase awareness of the effectiveness of COVID-19 vaccines and to reduce vaccine hesitancy. COVID testing sites and vaccine clinics are promoted regularly. A COVID-19 update newsletter is emailed to contact lists each month with pertinent topics at the time of publishing. Further communication methods are being explored for audiences that do not get their information online.

### Health Equity

The annual health equity staff survey was administered. This survey sheds light on Wood County staff understanding of health equity and helps inform the action plan for the following year.

### Performance Management/Quality Improvement

Staff have been leading a large body of work internally at the health department to get each program area an excel workbook that reflects the Performance Measures and Quality Improvement initiatives of each program area. Staff started the workbook for Healthy People Wood County in November and will likely have it completed and approved in December to be used for the next calendar year.

### Healthy People Wood County

The Wood County Health Department had the opportunity to present to the Chamber Teen Leadership group on November 17. The presentation highlighted each of our department's programs. Since the presenters work in Environmental Health and Health People Wood County, these two programs were highlighted the most and provided information more relevant to the teen audience. Several teens expressed interest in PATCH and volunteering for tobacco age compliance checks in Wood County.

### Communications/Branding

A series of educational posts for upcoming health awareness events in December were drafted. This included posts for National Handwashing Awareness Week; World AIDS Day and HIV/AIDS Awareness Month; and Human Rights Day and Universal Human Rights Month. This involved researching these topics, writing the posts using appropriate language, and creating graphics to accompany the posts.

### Wood County Jail Workgroup

Preparation for the next Wood County Jail Workgroup meeting is taking place. The meeting is scheduled for December 15 from 1:30-3:00pm.

### Parents as Teachers (PAT)

The Barclay-Giel seed grant was submitted on November 12 to provide partial funding for the implementation of the PAT program. This program will allow the health department to have an evidence-based family home visiting program to make the greatest impact on families and children in Wood County. This grant would provide up to \$10,000 in funding.

### AOD Prevention Partnership

The AOD Prevention Partnership met November 3. There were 15 community partners in attendance to discuss various community initiatives and review the Year 2 Drug Free Communities (DFC) action plan that has a timeline of September 30, 2021 – September 29, 2022.

The RX Committee met November 4. There were 6 community partners in attendance to discuss ways to increase participation in future prescription drug take back events and ways to increase community collaboration to distribute materials secured through the State Opioid Response funding. Efforts are underway to partner with pharmacies to distribute free medication lock boxes, especially targeting those who receive a prescription for an opioid, have children in the home, or are concerned their medications may be stolen. The Health Department currently has 200 lock boxes to distribute and funding to order more in 2022.

The AOD Prevention Partnership had the opportunity to present at the Northwoods Coalition Central Regional meeting on November 9. The presentation was on the process the group is going through to rebrand, and the Providers and Teens Communicating for Health (PATCH) program.

The Alcohol Workgroup has been active recording volunteer teens who discussed why they choose not to drink. These interviews will be included on a webpage with local data, resources, and a virtual teen bedroom presentation that highlight information on underage drinking prevention.

DFC staff attended a New Recipient Virtual Training for new DFC grantees. This training showed ways to achieve success and sustainability in the DFC grant. Paid DFC staff have attended LEO program presentations to learn more about the program and ways it can be utilized in the community for AOD prevention work. The LEO program focuses on the how the brain works, and teaches kids how to understand their brain functions and how substances affect them.

DFC staff has been working with Marshfield Health System to implement a county wide survey about alcohol and other drug perceptions. This survey will serve as an evaluation tool of the AOD prevention efforts effectiveness in the community. The survey has gone live and staff are in the process of further promoting the survey.

#### PATCH

PATCH (Providers and Teens Communicating for Health) teens have been active in learning more about health care options, conditions, and building healthy relationships with their health care providers. Teens have been meeting biweekly for health care enrichment trainings, where experts in our community deliver presentations for the teens to then share with their peers.

On November 17, the teen educators also presented at Nekoosa High School in a peer to peer education model. PATCH teens provided education to over 20 students on their health care rights, responsibilities, and building relationships with providers. The response from the teen audience was overwhelmingly positive. Teens in Nekoosa have shown ambition to make positive health alterations in their own care and to positively impact those around them.

Teen educators have also organized a food drive for the month of December to support the South Wood County food pantry.

#### Safe Kids Wood County

The group has been given materials and giveaways from Safe Kids Wisconsin and State Farm Insurance to host a teen winter driving safety event. This is part of an annual campaign called "Trunk Junk". Our goal is to bring awareness to teen drivers of the importance of having their vehicles properly equipped with safety equipment instead of "junk" in their trunks. We have been planning what type of event we are going to do while still being safe with COVID. We spoke with the principal at Pittsville High School and we will be going there on Wednesday this week during the lunch hour. We will set up an area in front of the school or in a parking lot where those students that have their driver's license can come out to get information on safe winter driving and can empty out the junk from their trunks; we have 25 goody bags to give away. In each bag there are several items for their cars such as a tire gauge, a windshield scraper, a flashlight, a first aid kit and more. In addition to the 25 goody bags, we have 2 \$10 Subway cards and 3 \$10 BP gas cards, and 2 deluxe safety kits which include jumper cables. Goody bags will go to the first 25 that come and the school can raffle off the gift cards and deluxe safety kits.

#### Mental Health Matters

Staff met with the Planning Committee of the Hmong Leadership group to discuss details of the recruitment for the trainings and applicant selection. A survey was sent out for individuals to apply and eight applicants were selected for the trainings. The trainings will begin in December and conclude in February.

In addition to the Hmong Leadership group meeting, staff were able to provide an overview of Healthy People Wood County and Mental Health Matters to Sarah Beversdorf, a representative of the Aspirus Health System's Community Health work. Sarah will likely be working closely with Healthy People Wood County to carry out the work of the Healthy People Wood County's Community Health Improvement Plan and the Implementation Plan of Aspirus Health System.

#### Food Systems/Farmers Market

Wood County was awarded a USDA planning grant:

Award Amount: \$199,779.54

Match Amount: \$53,017.00

Total Project Amount: \$252,796.54

Title: Central Wisconsin Farmers Market Food Equity Project: Improving FoodShare Access at Farmers Markets through Community Investment and Engagement

Grant Summary: Many farmers markets throughout the state, especially in rural areas, have shared the same story: they ran an EBT/FoodShare program on a limited budget, until funding or resources ran out. Our survey of 15 market managers across Wisconsin in 2020 revealed that for a farmers market EBT/credit/debit program to be successful, it needs to include financial support for markets to run a token system or for individual farmers to purchase their own EBT/credit/debit machines and incentive programs to use EBT/FoodShare, such as Double-Your-SNAP-Dollar. While these programs are resource intensive, preliminary research has shown that an investment in farmers markets can have an exponential impact on the economy (Ledesma et. al, 2021). For example, Farm 2 Facts (F2F) demonstrated a stunningly high percentage

increase in SNAP sales in the Village of Brown Deer, WI, with the net percentage increase being over 500%, after their implementation of EBT.

Our program proposes to establish a Central Wisconsin Farmers Market Collaborative (including Stevens Point, Marshfield, Wausau, Waupaca, Adams Friendship, and Wisconsin Rapids) to support individual markets to: 1) ascertain the readiness of their communities to invest in EBT/credit/debit services at the market; 2) develop a business plan (in communities with sufficient readiness) to fund starting a new, or strengthen existing EBT/credit/debit services at the farmers market; 3) evaluate the economic and social impact of well-supported and sustained EBT/credit/debit services on market vendors and local businesses, SNAP-eligible residents (fruit and vegetable purchases, inclusion), and partner entities and residents generally; and 4) establish ongoing impact and needs assessment to ensure EBT/credit/debit programs are sustained while also evolving in response to local needs to ensure that the market is accessible to all members of the community, including low-income, minority and differently abled.

## **ENVIRONMENTAL HEALTH REPORT – BEN JEFFREY, R.S.**

### Covid-19 Response

Staff are continuing to answer questions from concerned members of the public and working with licensed facilities to operate within a safe manner. Staff also continued to assist in COVID testing efforts during the week.

### Wood County Water Lab

High nitrates in drinking water have been a concern for areas of the county. The water lab has been busy testing residential wells for nitrates in order to detect problem areas and notify residents of possible groundwater issues in their area. Staff recently finished testing for a sampling effort focused in southeastern Wood County and will continue to provide nitrate testing for residential wells in the area.

### Staff Training

Staff attended a DATCP sponsored pool inspection training held in Wisconsin Dells, WI. The training reviewed marking instructions for pool inspections, water chemistry requirements, and working with new testing technologies.

### Lead Programs

Staff are continuing to work with DHS under the Lead Safe Homes Program through June of 2022. Staff have been working with two prospective homes throughout the application process.

### Central Sands Groundwater County Collaborative (CSGCC)

The CSGCC has received funding to conduct a gap analysis of nitrate data within the participating counties (Adams, Juneau, Marquette, Portage, Waushara, and Wood). The mission of the CSGCC is “To work together to meet the present and future needs for safe, high quality, reliable and sustainable drinking water.” With the funding, the CSGCC has hired a researcher to collect groundwater data, analyze and evaluate the data, and develop a website including “Good Groundwater Guidance” with presentations on these findings aimed for fall of 2022. The project aims to improve the understanding needed in advancement of the CSGCC’s mission. Data has been provided with nitrate results collected during water sampling efforts environmental health staff have completed in Wood, Juneau, and Adams Counties as well as the sampling efforts and data on record that the Land and Water Conservation Dept. has collected in the past. This is an ongoing project.

### New Business and Consultation

Staff conducted a Pre-licensing inspection this last month for Starbucks in Wisconsin Rapids. A pre-licensing inspection was completed for Mission Nutrition in Marshfield due to a change in ownership. A pre-licensing inspection was completed for a new catering business based out of Marshfield. Pre-licensing inspections were completed for three short-term rentals in Marshfield as well.

### Complaints

Sixteen complaint investigations were received in the month of November.

- A complaint was received regarding dirty dishes being used to serve food at a licensed facility. Staff investigated this complaint and the facility will be implementing corrective actions.
- A complainant stated concerns for air quality in a licensed food establishment. Staff were onsite and noted exhaust deficiencies. The establishment will work to resolve the matter.
- A complaint was received regarding fleas in a home. Staff provided information and recommended pest control if self-treatment doesn't succeed.
- A caller stated that there is mold in a commercial building. This investigation is ongoing.
- A complaint was received regarding poor cleaning practices in a licensed food establishment. Staff have investigated the complaint and reviewed cleaning requirements per Wisconsin Food Code with the establishment.
- A complaint was received regarding piles of garbage being burned on a property. Staff were onsite and observed piles of loose garbage on the property. Staff provided burning information to the landowner and notified the DNR.
- A complaint was received regarding fleas in a home. Pest control information was provided to the involved parties.
- A burning complaint was received. Information was sent to the property owner on illegal burning.

- A complaint was received for mold in a mobile home. Staff were onsite and investigated the issue. Did not note active water leak or active mold growth. Staff referred concerns to WI DSPS.
- A complaint was received regarding mold and a mice issue in a rental property. Staff contacted complainant for more information. This investigation is ongoing.
- A caller reported a foul smell in a rental unit. Staff contacted the landlord of the unit and landlord has addressed the issue.
- A caller stated that there are bed bugs in a motel room. Staff unable to follow-up with caller. Staff contacted the manager and made them aware of the complaint. Professional pest control will be contacted to inspect and treat if needed.
- A complainant stated that a rat infestation was located in a home. Staff are requesting professional treatment, investigation is ongoing.
- A caller reported concerns of cockroaches in their home. Staff investigated and found that a professional pest control company had been consulted and completed an inspection. No public health hazards at this time.
- A caller reported poor living conditions in a mobile home. Staff are continuing to investigate this issue.
- A complaint was received regarding bedbugs in an apartment building. Staff contacted property management and they are aware of the issue. Professional treatment will take place and will be ongoing until the extermination is complete.

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

- WIC continues to complete all appointments over the phone during this time, although, in person appointments may be accommodated for high risk families, moms in need of lactation support...etc. The physical presence waiver to allow appointments over the phone currently goes through mid-April. The waiver is tied to the public health emergency declaration and requires WIC agencies provide remote services 90 days past the expiration of the public health emergency declaration.
- WIC attended the “Rekindle the Spirit Parade” in Wisconsin Rapids November 24<sup>th</sup> to continue community outreach efforts.

Caseload for 2021 (Contracted caseload 1477)

	Dec 2020	Jan 2021	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
<b>Active (initial)</b>	1450	1446	1419	1403	1324	1400	1377	1377	1367	1377	1351	1381	
<b>Active (final)</b>	<b>1458</b>	<b>1447</b>	<b>1449</b>	<b>1431</b>	<b>1367</b>	<b>1422</b>	<b>1393</b>	<b>1385</b>	<b>1371</b>	<b>1383</b>	<b>1362</b>		
<b>Participating</b>	1457	1447	1445	1430	1355	1400	1378	1378	1368	1383	1351	1384	

## WOOD COUNTY HUMAN SERVICES DEPARTMENT REPORT December 2021

### Director's Report by Brandon Vruwink

The Behavioral Health and Family Services Teams continue to meet and discuss options to address the increasing concerns with children with complex needs. We are holding regular meetings to solicit feedback from members of both teams. While we understand we won't have a perfect system in place, we want to ensure we meet as many of the needs as possible. We are on track for implementation within the first quarter of 2022. Once the plan is finalized, we plan to bring the proposal to the H&HS Committee for review.

With the ever-increasing need for services, we are continually seeking out other options for the residents of Wood County. I was recently approached with an opportunity to contract with North Central Health Care (NCHS) for Youth Stabilization Services. NCHC operates a Youth Crisis Stabilization facility for children who do not need inpatient hospitalization but need extra support before transitioning home or into the community. We are moving forward with this contract as it will provide additional service to the children of Wood County and prevent hospitalizations.

Collaboration is something we are continually working on within the Human Services Department. By collaborating with our community partners, we can better understand their role while increasing efficiencies and maximizing our resources. Most recently, I had an opportunity to meet with Steven Hepp, the Pupil Services Director for the Wisconsin Rapids Public Schools (WRPS). We discussed how we could better collaborate to meet the needs of children suffering from mental health issues and support families who need a little extra help. As a result of this discussion, several other meetings were scheduled between the teams at WRPS and Wood County Human Services Department. I look forward to continuing to work with all of our schools.

Kinship Care is a program to help support a child who lives outside of his or her home with a relative. Kinship Care helps a family support a child in the home of a relative that might be under stress or when the child has experienced abuse or neglect. With this support, placing a child in a foster home or another out-of-home care setting may be avoided. One of my duties is to hold hearings for Kinship Care providers who have had their applications denied. Many of the denials are related to past criminal convictions. Each applicant has the right to appeal the denial to the County Human Services Director. I included this in my update to share another one of my job duties that you may not have been aware of.

### Deputy Director Update by Mary Solheim

Law Enforcement: In follow-up to October's update, we have begun implementation of an information sharing process within some of our law enforcement jurisdictions with a plan to expand to the remainder as schedules and timing permits. Our involvement often includes connecting with various shifts in order to maximize the benefit to all jurisdictions so implementation of the entire plan will continue to be ongoing.

School Connections: As we continue to grow and evolve our relationships with our schools, our full-time Access Worker, Youth Justice Supervisor, Comprehensive Community Services (CCS)/Children's Support Program (CSP) Manager, and I were able to present at Lincoln High School's In-Service in the month of November in the presence of nearly 100 academic professionals from the school. Our CCS/CSP Program Manager was able to provide an overview of services offered under her supervision, which focused on individuals who qualify from all ages. Our full-time access worker was able to provide detail about our Access process, questions we commonly ask, and some other general, but very helpful information. Our Youth Justice Supervisor detailed the process we undergo once we receive a youth justice referral and also touched on our Adolescent Diversion Program, and I was able to provide

information regarding mandatory reporters and some of the frequently asked questions they may wonder about.

Director Vruwink and I were also able to connect independently with the Wisconsin Rapids Public Schools Director of Pupil Services and the Assistant Director of Pupil Services in the month of November to discuss putting a more formal processes in place for necessary communication about the work we do. We are putting together a plan to have multiple divisions within Human Services attend meetings within the Wisconsin Rapids Public School District to share information in order that we can create efficiencies within our overall communication and so that our schools can have a better understanding as to what it is we do across the entirety of Human Services. We also continue to work on a well-rounded plan to connect with all of the schools in our district for this same purpose. I was able to finalize a draft of a proposed Memorandum of Understanding and send it to each of our school districts for review in advance of our quarterly meeting set to take place in December.

*Staff Support and Training:* While we continue to place focus on ensuring those who our customers first interface with are knowledgeable, comfortable, and confident within their roles, we note we were able to conclude the trainings scheduled for November which were referenced in the October update.

*Adolescent Diversion Program Update:* As we near the conclusion of 2021, we have begun to work on the submission of our year-end report. More detail will be provided on the narrative and data of that report in the December update, but as we consider the detail of that particular report, we also place focus on our objectives and goals for 2022. In particular, we maintain our focus on reducing the number of youth justice referrals we receive. As a refresher, by design, our program involves 18 weeks of intensive one-to-one work with each youth enrolled. In addition to decreasing the number of youth justice referrals we receive, this program places focus on a decrease of drug and alcohol use, an increase in pro-social activities, increased engagement in clinical services, increased positive behavior responses, and an increase in positive values and social competencies. Of our youth involved, we look to have, at a minimum, 80% of those youth who complete the Adolescent Diversion Program without new youth justice action at the time of exit. We look to find success in our work with youth by assessment and collaboration to find ways to meet their needs and assist them in making necessary connections. For data tracking purposes, we have the youth complete intake and assessment forms with a host of questions at entry and exit of the program. Youth involved in this program, if eligible, are also involved with other services providers within Human Services.

As we near the conclusion of 2021, we note two identified challenges which we are in the process of exploring options to overcome. One, as this program continues to gain recognition for its successes, we continue to receive referrals. Some we are able to accommodate, others we must place on a wait list until such time as there is capacity to bring a new youth into the program. At the close of November, we had a total of 21 youth on our waitlist. Two, the age range for this program consistent with the terms of our grant award leaves us unable to fulfill referrals for those youth who fall below it. We are exploring non-tax levy funding options as a means to fill this gap and hope find success in meeting these needs.

### **Administrative Services Update by Mary Schlagenhaft**

Team members attended various meetings specific to their job duties during the month. These included, but not limited to: Health & Human Service, Operations, County Board, Team Building, Budget, Division Specific Management, Process and Individual Progress Meetings, Performance Evaluations for team members submitted timely.

*Claims and A/R team:* One team member resignation, posted position, recruitment underway. Ongoing SmartCare review, training, team meetings and setup of services.

- Insurance Claims created and Submitted for current reporting
  - o Norwood: 277 total Claims, \$1,264,025

- Edgewater: not available by time of report
  - Community: 1860 total Claims, \$506,097
    - Prior Authorizations requested and processed: 10
- Service Admission Intakes - by location
- Admissions: 26
  - Bridgeway: 10
  - Community: 100 scheduled, 2 walks ins, 59 completed, 25 canceled, 18 no shows
- TRIP Monies received YTD:
- Norwood: \$33,953
  - Community: \$33,373

Accounting and A/P Team:

- NHC Accountant submitted resignation, recruitment began in November to fill
- NHC AR/AP position interviewed for and offer submitted/accepted. Start date 12-6-21
- Review processes, duties with AR/AP Specialist to ensure smooth transition to new staff member
- PSSF Application completed with Jodi Liegl
- Attended WHA informational meeting
- Due to staffing changes –
  - Worked on identifying NHC Accountant job duties, processes, assigning & completing tasks as need
  - EW team supported vacant Patient Billing Specialist duties
- COMM Accounting Clerk submitted notice – last day 11/24/21
  - Submitted a request for hire
  - Team absorbing additional duties while position is vacant
- Assisted NHC Dietary with information for Congregate Meals RFP
- Community Monthly Budget meetings
- EW and NHC bi-weekly revenue projection meeting
- Vouchers, revenues, manager reports, Expense all completed and submitted timely
- Continued efforts to identify staff duties, timelines and processes to assist in contingency planning (backups)

Support Services Team:

- Update on Clinic service note transcribing: currently doing dictation for September Services provided- prioritizing dates of services to ensure timely filing
- Coordination of support caused by 2021 support services vacancies utilizing current staff at two locations working additional hours has continued to reduce the backlog on transcribing
- 1 Staff continues on intermittent FMLA
- Team members participated in Reception Customer Service training
- Monitored Administration Budget and budget projections for 2021
- 0 HIPPA/Confidentially breaches for current reporting
- Attend weekly internal planning meetings, and workflows for SmartCare, coordinate implementation team and Super-users
- Meet with 12 support services staff for scheduled one on one progress update; by phone and/or in person
- Monitor and modify reception schedule to include more personal coverage and cross training at River Block
- Prepared and submitted two annual evals, all submitted timely for team members

**Behavioral Health Division Update by Stephanie Gudmunson**

The Outpatient Clinic initiated a waiting list for mental health and substance abuse treatment intake appointments on 10/18/21. There are 73 individuals on the waiting list.

The Coordinated Services Team program received supplemental grant funds earlier this year. Some of the funds were used to enhance the experience of children and families in the program by creating spaces that provide opportunities for developing life skills, stress management, and healthy habits. The project included creating family friendly, trauma informed spaces where kids can spend time and team and family meetings can be held. Two murals were commissioned by a local artist, Stefanie Sladky. The first mural has been installed in the drop-in area at Cornerstone. The mural is a beautiful nature scene with hidden creatures to be discovered. Other sensory items and activities were also purchased for the space. The second area is in conference room 130 at River Block. A comfortable and home like meeting space has been installed along with sensory items and activities. The mural for this space will be arriving early next year. Both murals are on large canvas panels, so they can be moved if necessary. We are very excited for kids and families to enjoy these new and improved spaces.

There have been several individuals that required extended stays at Winnebago Mental Health Center and Trempealeau IMD over the course of 2021. The number and length of stays at these institutions has been more than what we typically expect in a year, resulting in budget overage in that area. Unfortunately for each of these individuals, a transition to a lesser level of care was not possible.

### **Community Resources Update by Steve Budnik**

Child Care Certification: Wood County Human Services Department completed our yearend report to the Department of Children & Families. We are pleased to announce we are compliant with all daycare cases that Wood County certifies within this report. A big contributor to this success is offering in-house C.P.R training to the daycare instructors. Before this support, daycares needed to obtain their C.P.R certification through a 3rd party, which many did not complete.

Transportation: In November, we provided 828 rides. Of these rides, 225 were for employment, and 206 were for medical needs. As mentioned last month, we are submitting the 2022 85.21 grant to continue operations for this program. The final step of this grant is to hold a public hearing on December 13, 2021, at 11 am in Marshfield in the Mazza Community room located at the Second Street Community Center.

WHEAP: Since the 2022 heating season, effective October 1, we have provided energy assistance service to 1362 households. This is an increase of 360 or 35.93% compared to last year. Overall, Wood County is a leading agency as the statewide trend is -11.02%.

### **Edgewater Haven Update by Kyle Theiler**

In the month of November, we had 5 admissions and 4 readmission. Current memory care census is 20 residents. Admissions in November was heavily impacted by our COVID-19 outbreak status.

Census comparison to last year:

November 2020 – 48.70 average census with 5.73 rehab

November 2021 – 49.70 average census with 5.53 rehab

Admissions/Discharges Comparison:

November 2020 – Admissions 5/Discharges 6/Readmissions 8/Deaths 2

November 2021 – Admissions 5/Discharges 2/Readmission 4/Deaths 1

Personnel Updates: Open position as of writing this: Nursing – .8 PT RN, .5 PT RN, 3 .97 FTE LPN, & .5 PT CNA. Dietary – 1 FT dietary aide & .5 dietary aide.

In collaboration with the Administrative Services Division, we were able to successfully hire a Patient Billing Specialist. The new member of the Edgewater team will be starting on 12/6/2021. The new member also has extensive background in customer service, accounting, and various software programs. The dietary department experienced some turnover within the month of November. We are trying to recruit and retain within this department. We are hopeful we can quickly recruit for these two new openings.

The nursing department continues to experience staffing struggles. A full-time LPN on NOC shift has tendered their resignation. However, on a positive note we were able to hire a .7 PT RN with previous experience at our building. We continue to call, email, and reach out to any nurses that may have an interest in joining our team. However, we are seeing the difficulty of trying to hire nurses in the Central Wisconsin area.

The nursing department continues to be successful in the hiring and retention of certified nursing assistants. We are now down to just one .5 PT opening for CNAs! This is great news considering that other health care systems are struggling to hire aides.

COVID-19 Updates: As of typing this, Edgewater Haven had multiple cases of COVID-19 among residents and staff in the month of November. We are now testing all residents and staff regardless of vaccination status due to the level of our outbreak. We will continue to work in collaboration with the Wood County Health Department to try and mitigate any potential spread of COVID-19.

There has been a significant change in guidance from CMS in relation to resident visitation guidelines. The new guidance once released 11/12 and requires facilities to be open to visitors regardless of the COVID-19 situation. We have thirty days to be in compliance with this change and will work hard to implement changes as safely as possible.

Capital Projects: Work by complete control has finished on the wander guard and call light system.

Total Energy has come up with a solution related to our emergency generator switch project. A call was conducted on 11/16 with our maintenance director, myself, and representatives from Total Energy. We are still hopeful to complete this project by the end of the year.

Aegis Therapy: Edgewater Haven has given notice to Aegis Therapy Company. This notice was given due to Aegis Therapy's inability to meet our level of expectation. Our last day with Aegis Therapy will be on 1/14/2022.

We are excited to announce that we will be partnering with Select Rehabilitation starting 1/15/2022. Select is headquartered in Illinois, but has multiple facilities located in Wisconsin. Select Rehab is also the therapy company used by Portage County Health Care Center. I am confident Select will be able to meet our high expectation in relation to resident care.

### **Family Services Update by Jodi Liegl**

Kinship Families: Our Kinship Coordinator identified nine families who were caring for a relative child and could benefit from assistance in obtaining the necessary items to make their Thanksgiving holiday special. In conjunction with a grocery store we provided families with food items for a traditional Thanksgiving meal, as well as some festive table décor, beverages, and activities.

Recruitment Efforts: As we continue to face recruitment challenges, we are looking to modify the educational requirements of the majority of social work positions within Family Services. Moving forward, rather than requiring staff within our Initial Assessment, Ongoing, and Youth Justice teams to obtain and maintain a Social Work license, we will now differentiate between Case Managers who have

a social work related degree and Social Workers who hold a license with the State of Wisconsin. This shift is consistent with an identified trend within the State of Wisconsin and we adopt it only after careful consideration in ensuring the quality of services we provide to our families will not be compromised in that we will look to strike an appropriate balance with the background, skills, and education of our Family Services' teams.

Personnel: We have experienced some shifting within Family Services creating some new vacancies. Kayla Buss has accepted the Initial Assessment Social Work position and will be transitioning from her current Youth Justice Social Work position. She is excited to learn another area of the child welfare system. This creates a second opening within the Youth Justice team. As we continue to assess the need for positions as they become vacant, we are recruiting one of the open Youth Justice positions to specifically specialize in serving our youth with complex mental health needs through an intensive, wrap around approach. The worker will receive extensive training in the Family Services and Behavioral Health Division areas.

### **Norwood Administration Update by Marissa Kornack**

Our leadership team for the long term care unit and I attended the annual FOCUS conference, which is put on by the Wisconsin DHS Division of Quality Assurance. The conference was held virtually this year throughout the week of 11/15. We enjoyed all the knowledge we obtained.

We will be holding our annual Christmas tea again this year for the residents. We will be serving a fun lunch, enjoying some musical entertainment, and opening gifts.

### **Norwood Nursing Department by Liz Masanz**

Overall staff shortages are an ongoing issue at the facility, for both nursing and other departments, as work shortages intensify and pay rates go up all around us. We have had no nurse applicants and only one nurse aide. HR Director McGrath, Marissa, and I had a virtual meeting with an international nurse recruiting firm about the possibility of recruiting international nurses through their program. We are continuing to explore this option with further discussions and calls to understand costs.

We have been enrolled in the DHS surge staffing support program. They were able to place four full-time agency RNs and it has provided some much needed relief. However, their contracts are only thirteen weeks long so it is a very temporary solution to our vacant nurse positions.

We continue be in outbreak status for the past four weeks, but it has been isolated to office staff and the hospital unit. The community spread is high right now and we have even had a staff member who was fully vaccinated COVID positive. Staff will continue to wear KN95's as a precaution in the facility to mitigate the risk of spread.

Flu shots were administered and we still have several staff that have not completed their declination or receive their vaccine. We had an additional COVID-19 vaccine clinic on 11/30. Seven staff got their first shots and several got boosters. As of writing this, our vaccination percentage is 72.5%. The vaccine policy is on hold for now, due to a federal injunction being filed. We await their decision.

Kristi S, one of the facility nurses who is an EMT, continues training/education/drills to all staff on emergency medical issues and responses in the facility. We have also been working with the risk and safety manager to purchase some additional crash carts and AEDs for the facility.

Admissions Unit: We are still covering the treatment director/psychiatrist services with Dr. Reimers and locum provider coverage on the weekend. Liz and Marissa have been discussing what we would like to see happen on the inpatient unit, to service those with substance use, with the recent changes in DHS

75, including some staff getting their substance abuse counseling certificate. Our occupational therapist and social services coordinator has expressed interest in completing the training to obtain their SAC. The changes go in to full effect October 2022.

Our social work team on the hospital unit is back to being fully staffed and they hit the ground running. The social services coordinator is doing a nice job onboarding her new staff.

The unit continues to be very busy with demand for services high. There were 25 admissions and 24 discharges in November. As of 11/16, the average daily census for the year is 7.58.

Long Term Care Unit: The long-term care unit continues taking referrals and admissions to both units, which is leading to a continued steady census. Outpatient clinic counselors have been providing counseling services weekly to residents that are in need of it. We are coordinating continued care and discharge planning with the out-of-county staffing teams. There were three admissions and no discharges in November.

We have been having discussions with the outpatient clinic on how to serve patients with substance use disorders on the LTC units.

#### **Norwood Health Information Department by Jerin Turner**

We continue to recruit to fill the one remaining casual receptionist opening. Casual receptionists provide coverage on evenings and weekends, so with this ongoing opening it leaves about half the evening and weekend hours in a week uncovered.

#### **Norwood Dietary Department by Larry Burt**

Congregate meals for the month of November were 10,787 with revenue of \$49,620.20. Congregate meals for the year are 102,124 with revenue year to date of \$469,765.80.

#### **Norwood Maintenance Department by Lee Ackerman**

Update on 2021 Capital Improvement Projects: The replacement Kitchen compressor was installed this month which leaves only two compressors to upgrade. The next has been approved for 2022.

Looking ahead to the 2022 CIP projects, I recently asked for an update on pricing for the Gym doors and was shocked to find that the price for the wood veneer fire doors and hardware we budgeted for increased by \$10,000 since March of *this* year. The quote then was \$14,290 installed, still within budget, has now swelled to \$24,848.80. A more reasonable option was found by quoting metal doors instead which brings us back within our budget and still achieve the fire protection required. This pricing is expected to be locked in until we can make that purchase.

We expect the CMS vaccine mandates to have an impact on the upcoming bidding process for the Pathways renovation and Building Security measures as both will require contractors to enter patient areas. Marissa and I have been planning for this and remain hopeful we can work within those guidelines while still accomplishing these tasks.

Other News: We have been having some issues with the Nurse Call System on the LTC units not operating. Though this system is only seven years old, we found that the manufacturer has discontinued the product unexpectedly. This puts us in a precarious position should these issues not be resolved. We continue to work with the service contractor, Complete Control, to find a solution to the problems. This does change our long term planning in that we may need to include a replacement option in the next CIP plan for consideration in 2023 and move less urgent matters to a later date. I will update on this issue as we progress.

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

**DATE:** December 13, 2021

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

**EXCUSED:**

**NOT**

**PRESENT:**

**OTHERS**

**PRESENT:**

Bill Clendenning, Trent Miner, Ed Newton, Erik Engel, Kelli Trzinski, Quentin Ellis, Ted Ashbeck, Charlie Hoogesteger, Shawn Becker, Lori Heideman, Sarah Christensen, Alexa Acker, Kim McGrath, Peter Kastenholz, Lance Pliml, PaNiya Yang

**LOCATION:** Wood County Courthouse

**1. Call to Order:**

Mike Feirer called the meeting to order at 9:00 a.m.

**2. Review minutes of November 8, 2021:**

**Motion by Hamilton, second by Polach to approve the minutes of the November 8, 2021 meeting as presented. Motion carried unanimously.**

**3. Public Comments:**

Trent stated there was an acknowledgement from the Chief of the Pittsville Fire Department directed towards Emergency Management for the assistance in getting grant funds for them to use.

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

**January 10, 2021**

**9:00 a.m.**

**Wood County Courthouse Room 114**

**5. Communications Department:**

**a. Communications November 2021 Claims:**

The Committee reviewed the Communications November 2021 claims. Clarification was given on Tessco and Belco payments

**b. Communications Report:**

The Committee reviewed the report. Erik stated that there may be a possible carryover of 2021 budgeted funds to 2022 due to equipment delays.

**6. Emergency Management Department:**

**a. Emergency Management November 2021 Claims:**

The Committee reviewed the Emergency Management November 2021 claims.

**b. Emergency Management Activity Report:**

The Committee reviewed the Emergency Management report. Talked about looking into possible grants for townships and fire departments.

**7. Dispatch Department:**

**a. Dispatch November 2021 Claims:**

The Committee reviewed the Dispatch November 2021 claims.

**b. Dispatch Activity Report:**

The Committee reviewed the Dispatch report. Stated the past couple of weeks have been focused on working with Fire Departments on updating their emergency service numbers due to changes that will begin in 2022. Elaborated on staff shortages, expects the end of March should be fully staffed/trained.

**8. Coroner:**

**a. Coroner Report:**

The Committee reviewed the Coroner reports.

**b. November 2021 Claims:**

The Committee reviewed the Coroner November 2021 claims.

**c. Repayment of Overpayment of Wages:**

Kim McGrath from Human Resources spoke to the Committee regarding an overpayment to former Coroner Scott Brehm. Mr. Brehm would like to have another meeting with Corporation Counsel, Finance, and Human Resources. The Committee agreed to allow for another meeting.

**d. Resolution-Coroner & Deputy Coroner Wages/Per Diem and Fee Increase:**

**Motion by Hamilton, second by Zurfluh to adjust the per diem rate of the Coroner for the next term of office, restate the per diem amounts for Deputy Coroners, and adjust certain charges of the Coroner. Motion carried unanimously.**

**9. Humane Officer**

**a. Humane Officer Report:**

The Committee reviewed the Humane Officer Report.

**b. Discuss Technology Needs:**

Kim McGrath discussed the need for new technology for the two humane officers. Currently Nanci Olson only has a County issued cellphone. The Committee reviewed a handout from Kim and removed the monitor, dock, and desk phone from the list of items needed.

**Motion by Hamilton, second by Polach to move recommendation for technology on to operations committee with the amended changes and the understanding the fees will need to come out of the contingency fund. Feirer-yes, Hamilton-yes, Winch-yes, Polach-yes, Zurfluh-No**

**10. Sheriff's Department:**

**a. Correspondences:**

Sheriff Becker commended Lt. Scott Goldberg, Inv. Sgt. Kyle Pleet, and Inv. Sgt. John Matthews for a search warrant that was executed on Thursday December 9, 2021. This was the culmination of an investigation that yielded a large quantity of drugs, cash, and jewelry. He also thanked the Wisconsin Rapids Police Department's SWAT team and Chief Blevins for the assistance.

Sheriff Becker discussed housing for our current mental health counselor for the jail. Currently the mental health counselor is staying with a local pastor and Aspirus Health asked if the department could provide some funding for a hotel room instead.

**Motion by Winch, and second by Hamilton to pay 50% of hotel costs for the mental health counselor with the hotel being chosen by the Sheriff's Department. Motion carried unanimously.**

**b. Wood County Rescue:**

The Committee reviewed the Wood County Rescue report.

**c. Crime Stoppers:**

The Committee reviewed the Crime Stoppers report.

**d. K-9 Project:**

The Committee reviewed the K-9 report.

**g. November 2021 Claims:**

The Committee reviewed the Sheriff's Department November 2021 claims.

**h. Hiring Process:**

Sheriff Becker stated Jessica Terch, who worked in the jail, has resigned with over ten years of service. He also stated Deputy Christopher Downs has started with the department and is going through field training at this time.

**i. Boat/ATV/UTV/Snowmobile Patrol:**

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

**j. Overtime:**

The Committee reviewed the overtime reports.

**k. Courthouse Security:**

The Committee reviewed the Courthouse Security report.

**l. Jail Items**

- i. Inmate Daily Population: Reviewed.
- ii. EMP: Reviewed
- iii. Safekeeper Housing Numbers: Reviewed
- iv. Kitchen Report: Reviewed
- v. Body Scanner: Reviewed
- vi. Maintenance: Nothing to Report
- vii. Inmate Programs: Nothing to Report
- viii. Jail Study: Sheriff Becker stated the new jail schematic designs are almost completed. He stated the County is still working with the City of Wisconsin Rapids on re-zoning.

**11. November 2021 Claims: Communications, Emergency Management, Dispatch, Sheriff, Coroner, and Humane Officer:**

**Motion by Hamilton, second by Zurfluh to approve the November 2021 claims of all Public Safety Committee Departments. Motion carried unanimously.**

**12. Agenda Items for Next Meeting:**

None

**13. Pursuant to Wisconsin State Statute 19.85(1)(c), the Committee may go into closed Session for performance evaluations of the department heads/employees the committee oversees.**

**Motion by Hamilton, second by Zurfluh to go into closed sessions at 10:00 a.m. Motion carried unanimously. Winch-Yes, Polach-Yes, Zurfluh-Yes, Feirer-Yes, Hamilton-Yes**

**14. Return to open session**

**Motion by Hamilton, second by Polach to return to open sessions as 10:51 a.m. Motion carried unanimously. Winch-yes, Polach-yes, Zurfluh-yes Feirer-yes, Hamilton-yes**

**15. Adjourn**

**Meeting adjourned at 10:51 a.m. by Chairman Feirer.**

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

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

**DATE:** January 10, 2022

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

**EXCUSED:**

**NOT**

**PRESENT:**

**OTHERS** Bill Clendenning, David Patton, Sarah Christensen, Erik Engel, Lori Heideman,

**PRESENT:** Quentin Ellis, Shawn Becker, Ken Curry, Kelli Trzinski, Lance Pliml, Nanci Olsen, Alexa Acker, Allen Breu, Rueben Van Tassel, Adam Fischer

**LOCATION:** Wood County Courthouse

**1. Call to Order:**

Mike Feirer called the meeting to order at 9:00 a.m.

**2. Review minutes of December 8, 2021:**

**Motion by Hamilton, second by Polach to approve the minutes of the December 13, 2021 meeting as presented. Motion carried unanimously.**

**3. Public Comments:**

No public comments.

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

**January 14, 2022**

**9:00 a.m.**

**Wood County Courthouse Room 114**

**5. Communications Department:**

**a. Communications December 2021 Claims:**

The Committee reviewed the Communications December 2021 claims.

**b. Communications Report:**

The Committee reviewed the report.

**6. Emergency Management Department:**

**a. Emergency Management December 2021 Claims:**

The Committee reviewed the Emergency Management December 2021 claims. Stated the remaining amount of the trailer grant money has been used.

**b. Emergency Management Activity Report:**

The Committee reviewed the Emergency Management report. Talked about the shelter that was opened in Saratoga from the storms.

**7. Dispatch Department:**

**a. Dispatch December 2021 Claims:**

The Committee reviewed the Dispatch December 2021 claims. Clarification was given on the Police Legal Sciences Inc. purchase, Lori stated it was for online courses for those to get half of their mandatory 24 hours of training for EMD use. Clarification was also given on the Priority Dispatch purchase; Lori said it was the maintenance contract for their EMD program.

**b. Dispatch Activity Report:**

The Committee reviewed the Dispatch report. Stated the hiring list is started again. Shared a woman was very appreciative of the work dispatchers did in assisting her with CPR on her husband. Talked about how the switch over for Nekoosa Ambulance went very well. Question was asked about pulling a tape for a citizen to review. Lori stated the dispatcher was not being rude but could have asked questions differently.

**8. Coroner:**

**a. Coroner Report:**

The Committee reviewed the Coroner reports.

**b. December 2021 Claims:**

The Committee reviewed the Coroner December 2021 claims.

**9. Humane Officer**

**a. Humane Officer Report:**

The Committee reviewed the Humane Officer Report.

## **10. Sheriff's Department:**

### **a. Correspondences:**

Sheriff Becker discussed the news release of the investigation that yielded a large quantity of drugs, cash, and jewelry. He also discussed the investigation into an overdose death that yielded an arrest.

### **b. Out of State Training:**

Sheriff Becker discussed free out of state training Homeland Security is providing. Lt. Bryan Peterson will be attending in Georgia from March 28, 2022 to April 7, 2022. The training comes at no cost to the County.

### **c. Wood County Rescue:**

The Committee reviewed the Wood County Rescue report.

### **d. Crime Stoppers:**

The Committee reviewed the Crime Stoppers report.

### **e. K-9 Project:**

The Committee reviewed the K-9 report.

### **f. December 2021 Claims:**

The Committee reviewed the Sheriff's Department December 2021 claims.

### **g. Hiring Process:**

Sheriff Becker stated the Civil Service Commission has two new members, Robert Levendoske and Gus Mancuso. He stated would be meeting and starting a new eligibility list.

### **h. Boat/ATV/UTV/Snowmobile Patrol:**

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

### **i. Join Special Response Team with WRPD and MDPD:**

Sheriff Becker stated Wisconsin Rapids Police Department, Marshfield Police Department, and the Wood County Sheriff's Department are looking at combining their Special Response Teams. Sheriff Becker stated they would be able to share costs and resources. We are hoping to combine teams by March 2022.

### **j. Overtime:**

The Committee reviewed the overtime reports.

**k. Courthouse Security:**

The Committee reviewed the Courthouse Security report.

**l. Jail Items**

- i. Inmate Daily Population: Reviewed.
- ii. EMP: Reviewed
- iii. Safekeeper Housing Numbers: Reviewed
- iv. Kitchen Report: Reviewed
- v. Body Scanner: Reviewed
- vi. Maintenance: Nothing to Report
- vii. Inmate Programs: Nothing to Report
- viii. Jail Study: Nothing to Report

**11. December 2021 Claims: Communications, Emergency Management, Dispatch, Sheriff, Coroner, and Humane Officer:**

**Motion by Hamilton, second by Zurfluh to approve the December 2021 claims of all Public Safety Committee Departments. Motion carried unanimously.**

**12. Agenda Items for Next Meeting:**

None

**13. Adjourn**

**Meeting adjourned at 9:25 a.m. by Chairman Feirer.**

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



# WOOD COUNTY SHERIFF'S DEPARTMENT



SHAWN BECKER, SHERIFF

WOOD COUNTY SHERIFF'S DEPARTMENT  
NEWS RELEASE  
December 10, 2021

On Thursday, December 09, 2021 the Wood County Sheriff's Department executed a search warrant in the Town of Saratoga, Wood County, Wisconsin. This was a joint, long term investigation by the Wood County Sheriff's Department, Wisconsin Department of Justice Division Criminal Investigation, and the Central Wisconsin Drug Task Force.

During the search warrant of the residence, approximately 120g of Fentanyl, 315g of Cocaine, 208 pills of MDMA (Ecstasy), and suspected marijuana was seized. These controlled substances hold an approximate street value of \$132,000 -\$142,000.

Approximately \$16,000 in United States currency along with a large quantity of high valued jewelry was also seized at the residence.





# WOOD COUNTY SHERIFF'S DEPARTMENT



SHAWN BECKER, SHERIFF

During the investigation, Kirstie Ann Wallace, was arrested in connection with these seized items at her residence. The Wood County Sheriff's Department will be forwarding numerous felony charges to the Wood County District Attorney's Office.



Wood County has seen 12 overdose deaths to date this year. The majority of those deaths were connected to fentanyl, Heroin, and Methamphetamine. This seizure likely saved many lives in Central Wisconsin.

The Wood County Sheriff's Department was assisted during this incident by the Wisconsin Rapids Police Department, Port Edwards Police Department, Wood County Human Services, and the Wisconsin Rapids Fire Department.

The Wood County Sheriff's Department is continuing to investigate this incident additional information will be released at a later date.

Wood County Sheriff

Shawn Becker



Department Head / Humane Officer  
Nanci Olson  
November 14<sup>th</sup> – November 27<sup>th</sup> 2021

11-14; Reports

11-14,15; WC17908 The owner of an American Bull Terrier that bit is not complying. 46,46

11-15; WR18165 Proper confinement for a dog that has been deemed dangerous. 18

11-15,16; WR18718 Restrictions were put on for a German Shepherd which got loose and attacked a small dog and bit the owner of the small dog. 18,12

11-16; WC16230 Suspicious death of an American Bull dog. Investigation complete, case closed. 6

11-25; WR19045 Owner of a dog @ 140 block of 15<sup>th</sup> street was bit under his eye. 16

11-25; WR16113 Welfare and sanitation issues @ 600 block of Saratoga St. WR 14

11-25,26; WR19540 A victim was bit by a stray cat she trapped @ 1100 block of 2<sup>nd</sup> Ave. South, she then called the Humane Society to come pick up the cat, they told her they were no longer accepting feral cats and advised her to release the cat outside. The victim did receive medical attention. Unfortunately, without a cat to quarantine, the victim was advised to start Rabies Prevention shots which she declined. 18,0

11-26,27; WR19624 A boxer/pit type dog pulled the spiral tie-out out of the ground, ran down the road and attacked a Golden Retriever that was being walked on a leash by it's owner. The owner of the retriever had to hit the boxer/pit with his fist a half dozen times in the head before it let go of the retriever's neck. Restrictions have been put in place for the boxer/pit. 18,18

11-27; WC11775 Open case of mistreatment following up to see if they are following veterinarian recommendations. 10



Department Head / Humane Officer  
Nanci Olson  
October 31<sup>th</sup> – November 13<sup>th</sup> 2021

10-31; Reports

11-1,2; WR18165 Dangerous dog regarding proper confinement needed. 18,18

11-2,3; WR18394 Complaint was that of a St. Bernard @ 100 block of 14<sup>th</sup> Street North, left behind and that the owner had been gone for 2 weeks. After investigating, I located a neighbor that had been caring for the dog while the owner was away. 0,16

11-4,5; WC17320 An owner of a cat @ 7000 block of County K, Arpin was bit by her own cat. She was putting the cat into a cat carrier when she was bit on her left finger. 54,54

11-5,6; WC17425 A home heating fuel delivery driver was bit by two dogs @ 6000 block of Pine Road, Arpin. The Blue Healer and Jack Russell ran out the door when a member of the household opened the door. Both dogs had bit the victim on both of his lower legs. The owner stated that the Blue Healer doesn't like men, and that she does muzzle the dog when going on walks. 64,64

11-6; WR18704 WR18704 A three year old child was bit by a dog under his right eye and just left of his nose @ 100 block of 11<sup>th</sup> Street North. The dog, a Shih tzu Pomeranian mix belongs to his grandma. 16

11-7,8; WR18718 The victim of a dog bite was walking his own dog, a Teddy Bear, on a leash in the area of the 500 block of 15<sup>th</sup> Ave. North, when a German Shepherd which was loose and ran across the road and attacked the man's dog and bit the man on his finger and under his right eye. The Teddy Bear was taken to the emergency veterinarian near Mosinee for treatment for puncture wounds. 18,18

11-8; Public Safety Meeting

11-9,10; WC11775 Open case of mistreatment of a horse @ Evergreen Ave., follow ups to see if they are following all veterinarian recommendations for weight gain. 10,10

11-11,12; WC17859 Owner of a cat was bit on the back of her left hand when she took the cat to the veterinarian. 44,44

11-11,13; WC17908 The owner of an American Bull Terrier @ 5000 block of County Road C, Vesper, grabbed his dog by the collar and the dog turned around and bit him on his forearm. At this time the owner has little movement capabilities with his hand due to the injury. 46,46

11-12; WC14294 Animal hoarder, mistreatment. Several issues and concerns. Open Case. 10

11-13; WR16113 Welfare concerns @ 600 block of Saratoga St. WR 14

Department Head / Humane Officer  
Nanci Olson  
November 28<sup>th</sup> – December 11<sup>th</sup> 2021

11-28; Reports

11-28,29,30; Wood County case regarding under age persons possible giving alcohol to a puppy.  
0,14,14

11-29,12-3; WC18780 Open case under investigation regarding farm animals. 64,0

11-30,12-1; GR3948 An 8 month old baby was bit in the face by the family's English Setter @ the 4000  
block of Sampson Street. 16,16

12-1; WR18718 Checking compliance of the restrictions put on a dangerous German  
Shepherd 18

12-2,4; WC14294 Animal mistreatment along with other concerns. Open Case. 10,10

12-3; Earning Continuing Educational Credits for re-certification.

12-6,10; WR19624 Follow up on compliance of the restrictions that have been put on a  
dangerous boxer/pit living @ 1600 block of East G St. 18,18

12-7; Earning Continuing Educational Credits for re-certification.

12-8; GR2907 Typed a report for both the victim of a dog bite and the dog's owner. 0

12-9, 10; WC19449 Report of several horses without shelter @ 4000 block of Evergreen Ave. 8,8

12-10; Earning Continuing Educational Credits for re-certification.

12-11; WR20334 A child was bit @ 2200 block of 6<sup>th</sup> Street South when he was breaking up his two  
dogs from fighting over a ball. He is unsure which of the dogs bit him, so both dogs will be  
quarantined. 14



Department Head & Lead Humane Officer  
Nanci Olson  
December 12<sup>th</sup> – December 25<sup>th</sup> 2021

12-12; Reports

12-12; WR20334 Follow up with a dog bite where the victim was unsure which of two dogs bit him. 14

12-13,14; WC19587 Dog Bite. The caretaker of this German Shepherd is the mother of the dog's owner whom is stationed out of the Country at this time. The brother of the dog's owner was bit on his left hand when he reached down to pet the dog. The dog has cancer and has not been feeling well. 40,40

12-14 Earning Continuing Educational Credits for re-certification. (due every ODD calendar year)

12-14,16; WC19449 Report of shelter concerns of 3 horses @ 4000 block of Evergreen Ave. and that the mini-horse often gets loose. During my investigation, the one mini-horse was loose. I explained to the owner that he needs to run additional electric-hot-wire on the bottom strands to keep the mini-horse contained. The owner's do not live on the property and are not there on a daily basis. Follow up needed. 8,8

12-15,16; WC19742 Child was bit near his lip by the family dog @ 9000 Hollywood Rd. 12,12

12-16; Earning Continuing Educational Credits for re-certification. 0

12-17; WR18718 At the request of an Attorney I typed a report of a dog bite by a Pit Bull that happened in the area of @ 16<sup>th</sup> Ave. North and High Street on November 6<sup>th</sup> 2021. 0

12-18,20; WR20794 Report of a Pit Bull getting loose and running up to two girls that were out walking their own dog, a German Shepherd on a leash. One of the girls trying to protect her dog had put herself between the Pit Bull and her dog, at that time the Pit Bull bit the child on the leg. I explained to the dog's owner that being this dog has been loose before he needs to keep this dog in his yard and tied up when outside. Follow up needed. 18,18

12-19; WR19068 I was requested to type a report of a dog attack by a Pit Bull that happened at the 500 block of 15<sup>th</sup> Ave, WR. 0

12-22; Earning Continuing Educational Credits for re-certification.

12-23; Earning Continuing Educational Credits for re-certification

12-24; Earning Continuing Educational Credits for re-certification.

12-25; Earning Continuing Educational Credits for re-certification.





# November Monthly Report

Wood County Sheriff's Rescue

Submitted by: Ann Burger, WCSR Secretary

## November Training Descriptions

Date	Type	Description
2-Nov	Business Meeting	November Business Meeting
9-Nov	Work Night	Chainsaw training including safety and proper use.
18-Nov	Extrication	Two teams of extrication including new type of dash roll.
23-Nov	Work Night	Checks and call sheet. Reviewed usage of gas tank on R3 to reduce cross threading and leaking.
30-Nov	Extrication	Basic extrication including sliding door removal from mini van, dash roll and roof removal with hatchback trunk.

Call #	88	89	90		
Date	11/7/2021	11/18/2021	11/24/2021		
Time	11:50	16:50	16:43		
Day of Week	Sunday	Thursday	Wednesday		
Township	Grand Rapids	Marshfield	Wisconsin Rapids		
Location	CTHU & WHITROCK AVE	VETERANS & CENTRAL	101 W GRAND AVE		
Call Type	10-50 w/ Unknown Injuries	Other	Other		
Medical/ Extrication	No	No	No		
Ambulance	UEMR				
EMR	Grand Rapids				
Fire	Grand Rapids				
Tools/ Equipment Used	n/a	n/a	n/a		
Notes		Marshfield Holiday Parade	Wisconsin Rapids Holiday Parade		

Date	11/18/2021	11/24/2021			
Day of Week	Thursday	Wednesday			
Event	Marshfield Holiday Parade	Wisconsin Rapids Holiday Parade			
Host					
Location	VETERANS & CENTRAL	101 W GRAND AVE			
Vehicle Used	Rescue 3	Rescue 3 & Rescue 5			
Tools/ Equipment Used	n/a	n/a			
Event Description	Participated in Marshfield Holiday Parade.	Participated in Wisconsin Rapids Holiday Parade.			



# December Monthly Report

Wood County Sheriff's Rescue

Submitted by: Ann Burger, WCSR Secretary

## December Training Descriptions

Date	Type	Description
7-Dec	Business Meeting	December Business Meeting
14-Dec	Ice Rescue	Ice water training at LHS pool using cold water suits and yellow inflatable boat. Also practice line tending for divers.
21-Dec	Work Night	Washed and cleaned out all three trucks.
28-Dec	Work Night	Vehicle checks and call sheet completed.

Call #	92	93	94	95	96
Date	12/4/2021	12/4/2021	12/11/2021	12/11/2021	12/12/2021
Time	7:38	16:37	11:56	17:09	11:02
Day of Week	Saturday	Saturday	Saturday	Saturday	Sunday
Township	Port Edwards	Nekoosa	Rudolph	Rudolph	Saratoga
Location	GREEN GROVE LN & WILHORN RD	951 MARKET ST	1559 MAIN ST	6950 KNOWLEDGE AVE	STH 13 & STH 73
Call Type	10-50 w/ Injuries	Other	Traffic/Scene Containment	Other	10-50 w/ Injuries
Medical/Extrication	Extrication	No	No	No	No
Ambulance	Nekoosa				WRFD
EMR	Saratoga				Saratoga
Fire	Nekoosa		Rudolph		Nekoosa
Tools/Equipment Used	Chain saw				Oil dry
Notes					

Call #	97	98	99	100	101
Date	12/17/2021	12/17/2021	12/22/2022	12/23/2022	12/23/2022
Time	14:29	19:00	15:36	11:13	16:58
Day of Week	Friday	Friday	Wednesday	Thursday	Thursday
Township	Seneca	Grand Rapids	Grand Rapids	Sigel	Rudolph
Location	3111 STH 73	64th ST S & HELKE RD	430 MEADOW LANE	CTH C & NORDSTRUM RD	CTH C & 5TH AVE
Call Type	10-50 w/ Injuries	Traffic/Scene Containment	Project Lifesaver	10-50 w/ Unknown Injuries	10-50 w/ Injuries
Medical/Extrication	No	No	No	No	Medical
Ambulance	UEMR			UEMR	UEMR
EMR	Vesper			Rudolph	Rudolph
Fire	Vesper			Rudolph	Rudolph
Tools/Equipment Used			PLS Receiver		Chain
Notes	LifeLink III also on scene.	10-22ed prior to arrival.			LifeLink III also on scene.

Call #	102	103	104		
Date	12/26/2021	12/27/2022	12/28/2022		
Time	18:30	13:46	12:56		
Day of Week	Sunday	Monday	Tuesday		
Township	Port Edwards	Wisconsin Rapids	Grand Rapids		
Location	CTH G & CREAMERY RD	1921 27TH AVE SOUTH	2610 ABBY LANE		
Call Type	10-50 w/ Injuries	Project Lifesaver	Project Lifesaver		
Medical/Extrication	No	No	No		
Ambulance	Nekoosa				
EMR	Saratoga				
Fire	Nekoosa				
Tools/Equipment Used					
Notes	WFRD Ambulance also on scene. Rescue 2 also on scene.				

Date	12/4/2022	12/11/2022	12/11/2022		
Day of Week	Saturday	Saturday	Saturday		
Event	Nekoosa Holiday Parade	Run Run Rudolph	Rudolph Christmas Parade		
Host		Rudolph Country Christmas	Rudolph Country Christmas		
Location	951 MARKET ST	1559 MAIN ST	6950 KNOWLEDGE AVE		
Vehicle Used	R3, R4, R5	R3, R4, R5	R3, R4, R5		
Tools/ Equipment Used					
Event Description	Participated in Nekoosa Christmas Parade.	Traffic control for Run Run Rudolph.	Participated in Rudolph Christmas Parade.		



# WOOD COUNTY SHERIFF'S DEPARTMENT



SHAWN BECKER, SHERIFF

December 8, 2021

MEMORANDUM FOR Sheriff Becker; Public Safety Committee

SUBJECT: Monthly Crime Stoppers Report – November 2021

For the month of November, the Crime Stoppers program received 23 tips that were forwarded to the appropriate agencies for follow-up, as reported by P3.

The monthly board meeting was held on November 9, 2021. The next regularly scheduled meeting will be on December 21, 2021 at 6:30 P.M.

Respectfully Submitted

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



# WOOD COUNTY SHERIFF'S DEPARTMENT



SHAWN BECKER, SHERIFF

January 2, 2022

MEMORANDUM FOR Sheriff Becker; Public Safety Committee

SUBJECT: Monthly Crime Stoppers Report – December 2021

For the month of December, the Crime Stoppers program received 28 tips that were forwarded to the appropriate agencies for follow-up, as reported by P3.

The next regularly scheduled meeting will be on January 18, 2022 at 6:30 P.M.

Respectfully Submitted

Joseph M. Zurfluh  
Deputy Sheriff  
Wood County Sheriff's Department



# WOOD COUNTY SHERIFF'S DEPARTMENT



SHAWN BECKER, SHERIFF

## November K9 Report

	TRAINING HOURS	USEAGE/ DEPLOYMENTS	DEMO/ COMMUNITY
K9 Sig	11	3	0
K9 Ace	12	2	0
K9 Timo	8	1	1
K9 Rosco	12	1	0

### TRAINING (MONTHLY) –

Sgt. Christianson/K9 Ace, Deputy Pidgeon/K9 Sig, Deputy Arendt/K9 Timo, and Deputy Beathard/K9 Rosco took part in a multi-agency training day. During this training day they focused on narcotic detection in buildings, narcotic detection in vehicles, room clearing tactic, and attended a K9 focused legal update with the DA's Office.

### TRAINING (INDIVIDUAL) –

K9 Sig did additional narcotics training.  
K9 Ace did additional training while on duty.

### USEAGE –

K9 Sig was deployed three times this month.

K9 Timo was deployed one time during the month of November. This deployment was a narcotic detection request on a vehicle. This deployment resulted in the seizure of methamphetamine.

K9 Ace was deployed twice this month for vehicle narcotic sniffs. One of the deployments resulted in the seizure of .72 grams of Fentanyl.

K9 Rosco was requested by Marathon Co for an area search for narcotics. Nothing located.

### DEMO/COMMUNITY –

Deputy Arendt and K9 Timo took part in a video production for Animal Medical and Surgical.

### ADDITIONAL INFORMATION –



# WOOD COUNTY SHERIFF'S DEPARTMENT



SHAWN BECKER, SHERIFF

Respectfully,

*Nathan Dean*

Nathan Dean  
Patrol Lieutenant



# WOOD COUNTY SHERIFF'S DEPARTMENT



SHAWN BECKER, SHERIFF

## December K9 Report

	TRAINING HOURS	USEAGE/ DEPLOYMENTS	DEMO/ COMMUNITY
K9 Sig	5.0	1	0
K9 Ace	9	4	0
K9 Timo	15.0	3	0
K9 Rosco	9	4	2

### TRAINING (MONTHLY) –

All four K9 Handlers and K9s attended the December joint K9 training with WRPD and NKPD.

- Deputy Pidgeon and K9 Sig worked on various narcotic detection (building/vehicles) but left training early to assist with staffing for patrol.
- Sgt. Christianson/Ace, Deputy Arendt/Timo and Deputy Beathard/Rosco worked on various narcotic detection (building/vehicles), building searches for person, and tracking.

### TRAINING (INDIVIDUAL) –

- Deputy Arendt and K9 Timo trained 4 hours while on duty. During these training hours, Deputy Arendt and K9 Timo focused on narcotic detection in vehicles and buildings.
- Sgt. Christianson/Ace completed two on duty training exercises for vehicle and indoor narcotics.

### USEAGE –

- Deputy Pidgeon and K9 Sig were deployed one time in the month of December. Deputy Pidgeon and K9 Sig assisted with a narcotic sniff at Lincoln High School.
- Deputy Arendt and K9 Timo were deployed three times in the month of December. One of these deployments was to assist the Wood County SRT for a search warrant. K9 Timo assisted with the entry team and also alerted inside the residence to ecstasy and marijuana. Deputy Arendt and K9 Timo assisted with a narcotic sniff at Lincoln High School. The final deployment was an agency assist for Jackson County SO to assist with a track of subjects who fled on foot following a vehicle pursuit. The subjects were apprehended prior to their arrival and they were disregarded.
- Deputy Beathard and K9 Rosco were deployed four times for the month of December. Deputy Beathard and K9 Rosco completed a narcotic sniff at Lincoln high school.



# WOOD COUNTY SHERIFF'S DEPARTMENT



SHAWN BECKER, SHERIFF

- Sgt. Christianson/Ace deployed four times in month of December. Three deployments were vehicle narcotics sniffs. Of those deployments marijuana, cocaine, and drug paraphernalia were located. The last was a school sniff at Lincoln High School where an indication was observed and a vape pen was located.

**DEMO/COMMUNITY** – Deputy Beathard and K9 Rosco completed two community demo's. One demo was at Auburndale High school AG class. The second was at the wood county sheriff dept for career day.

## **ADDITIONAL INFORMATION –**

Respectfully,

*Nathan Dean*

Nathan Dean  
Patrol Lieutenant



# WOOD COUNTY SHERIFF'S DEPARTMENT



SHAWN BECKER, SHERIFF

## Department of Natural Resources Patrols

### NOVEMBER 2021

#### ATV

- No activity

#### BOAT

- No activity

#### SNOWMOBILE

- No activity.

Submitted by

Charles Hoogesteger

OVERTIME BREAKDOWN 2021 (HRS.)							2021
MONTH	FUNERAL LEAVE	FILL IN OT	FMLA	SICK LEAVE	TRAINING	TOTAL	COVID Sick Replacement
January	0.00	0.00	0.00	124.00	120.00	<b>244.00</b>	
February	0.00	12.00	0.00	82.00	168.00	<b>262.00</b>	
March	24.00	8.00	0.00	154.00	360.00	<b>546.00</b>	
April	72.00	20.00	24.00	150.00	0.00	<b>266.00</b>	
May	36.00	96.00	156.00	84.00	0.00	<b>372.00</b>	
June	0.00	8.00	267.00	87.00	201.00	<b>563.00</b>	
July	36.00	60.00	0.00	122.00	0.00	<b>218.00</b>	
August	0.00	0.00	0.00	85.50	0.00	<b>85.50</b>	
September	0.00	48.00	48.00	85.50	252.00	<b>433.50</b>	
October	12.00	0.00	12.00	72.00	328.00	<b>424.00</b>	276
November	24.00	66.00	24.00	227.00	0.00	<b>341.00</b>	72
December	0.00	0.00	0.00	0.00	0.00	<b>0.00</b>	
<b>TOTALS</b>	<b>204.00</b>	<b>318.00</b>	<b>531.00</b>	<b>1273.00</b>	<b>1429.00</b>	<b>3755.00</b>	<b>348</b>



# WOOD COUNTY SHERIFF'S DEPARTMENT



SHAWN BECKER, SHERIFF

## Operations Overtime/Comp Time Totals

### November 2021 (October 31 to November 27)

#### Patrol

Overtime hours: 39  
Comp time hours: 222.01  
Holiday Pay hours: 108  
Holiday Comp hours: 30

#### Investigations

Overtime hours: 16.5  
Comp time hours: 45  
Call Out: 0

#### Security Services

Overtime hours: 6.5  
Comp time hours: 13.25

TOTAL CALL OUT: 0

Submitted By: Charles Hoogesteger – Operations Captain



# Wood County

## WISCONSIN

SHERIFF'S  
DEPARTMENT

*Shawn Becker*  
SHERIFF

## Public Safety Committee Meeting

### Security Services November 2021 Report

For the month of November 2021, the total number of prohibited items prevented from entering the Courthouse are:

Guns -	1
Knives -	110
O.C. -	10
Misc. Items -	10

The miscellaneous items that were located were a holster, ammunition, two screwdrivers, two large hand tools and scissors. The individual with the gun came to the front doors of the courthouse, looked in and then turned and walked away. A short time later, he came back and told Security Services that he had a gun on him and when he saw the screening station, he remembered he had it and returned it to his vehicle. A check was completed on the individual and he did have a concealed carry permit.

Security Services screened 7,931 people entering the courthouse for the month. Security Services had 55 security requests from different departments within the Courthouse for the month. There was one jury trial this month and security handed out thirteen masks to individuals that requested them.

Security Services helped Rapids P.D. solve a hit and run property damage case. A semi hit the traffic lights on the corner of Market St and Jackson St. We used the security cameras and identified the company name on the semi.

Security Services was called to the deal with a disorderly female in the clerk of courts office on Tuesday November 2<sup>nd</sup>. She became very argumentative and started yelling at staff and making a scene. As soon as Security Services arrived, she settled down and followed directions. On the same day, security also helped an elderly person that fell in the sheriff's department parking lot. The individual need assistance standing up after the fall. An ambulance was called and the medics checked him out.

During the Month of November, I did utilize part-time employees for 65 hours to fill employee shortage hours.

Report submitted by: Lieutenant Bryan D. Peterson



# Wood County

WISCONSIN

SHERIFF'S  
DEPARTMENT

*Shawn Becker*  
SHERIFF

## Public Safety Committee Meeting

### Security Services December 2021 Report

For the month of December 2021, the total number of prohibited items prevented from entering the Courthouse are:

Guns -	1
Knives -	65
O.C. -	5
Misc. Items -	5

The miscellaneous items that were located were a loaded .45 magazine, two large scissors, a large wrench and a full size flashlight. The individual with the gun came to the courthouse and informed Security that she had her conceal carry permit. A check was completed on the individual and she does have a permit. She was informed of the law and she returned the weapon to her vehicle without incident.

Security Services screened 5,065 people entering the courthouse for the month. Security Services had 26 security requests from different departments within the Courthouse for the month. There were two jury trials this month and security handed out ten masks to individuals that requested them.

On December 15<sup>th</sup>, there was a false fire alarm within the courthouse. After a quick investigation it was determined that, the fire alarm was caused by maintenance work being done on the third floor.

During the Month of December, I did utilize part-time employees for 12 hours to fill employee shortage hours.

Report submitted by: Lieutenant Bryan D. Peterson

**WOOD COUNTY JAIL**

**January - June 2021**

**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	191	94	37	181	87	38	195	92	36	203	92	42	200	89	52	218	93	61
2	190	93	36	179	87	39	198	92	37	206	90	44	199	89	52	221	93	61
3	192	93	36	179	86	38	196	92	37	206	90	44	198	89	52	218	93	61
4	187	93	36	176	90	38	198	89	38	203	89	42	196	89	53	210	88	60
5	186	93	34	173	90	37	193	86	37	205	89	43	200	88	50	218	90	60
6	186	92	38	174	88	37	194	88	39	206	89	44	197	88	51	217	90	59
7	189	95	40	176	88	38	194	88	37	204	86	45	197	85	49	220	90	59
8	189	95	40	178	88	37	193	88	36	206	89	47	197	89	51	215	88	58
9	188	94	42	176	87	34	192	88	36	204	88	46	199	89	51	223	87	60
10	187	94	41	180	86	33	192	86	36	207	88	51	198	88	51	221	86	62
11	189	94	41	180	90	33	197	85	37	207	88	51	198	88	51	221	90	61
12	189	93	44	182	88	37	199	90	40	209	88	51	197	88	52	221	90	62
13	194	92	45	184	87	37	202	89	39	209	87	52	189	84	51	226	90	61
14	192	91	45	182	87	37	201	89	38	207	85	52	191	89	53	232	90	60
15	194	91	45	182	87	37	200	89	38	204	84	49	197	89	54	225	90	61
16	192	99	45	186	86	36	194	83	39	208	84	49	201	89	54	223	89	61
17	190	99	45	189	88	35	193	82	40	212	89	53	200	89	53	225	88	62
18	189	98	45	180	86	34	193	82	41	214	89	52	198	88	53	223	87	61
19	189	92	45	182	85	34	197	89	42	216	89	52	202	87	55	224	84	62
20	192	91	45	182	89	34	198	87	42	204	88	53	204	90	59	222	84	62
21	190	91	42	183	89	34	202	87	42	202	88	52	206	89	59	220	84	60
22	188	89	41	182	89	34	204	87	41	207	88	52	205	87	60	221	84	60
23	189	89	41	184	88	34	201	86	42	209	92	53	207	87	60	228	82	64
24	188	89	40	188	88	34	203	86	45	210	91	53	208	87	59	224	79	62
25	188	89	39	189	93	34	201	90	45	209	91	52	214	87	61	220	80	62
26	184	85	38	190	93	32	205	93	45	211	91	52	212	87	61	224	80	61
27	184	85	40	194	92	36	206	93	45	208	90	54	207	89	62	221	80	60
28	184	90	39	194	92	36	204	93	45	211	88	55	204	93	62	222	77	60
29	183	87	40				204	93	44	210	93	56	210	93	63	217	70	60
30	182	87	40				203	93	42	202	85	56	212	93	61	217	70	59
31	181	87	39				208	93	42				215	93	61			
WCJail	188.26			182.32			198.71			207.30			201.87			221.23		
Shipped	91.74			88.36			88.65			88.60			88.68			85.53		
EMP	40.77			35.61			40.10			49.90			55.35			60.73		
Avg Length of Stay (Days)	29.00			0.00			0.00			58.00			34.30			0.00		

**WOOD COUNTY JAIL**

**July - December 2021**

**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	219	70	61	222	87	62	210	86	57	229	94	63	236	88	61	218	75	49
2	219	69	63	221	87	62	214	88	58	228	94	67	238	87	60	213	72	48
3	219	69	63	216	87	62	208	90	57	234	94	67	238	87	60	215	71	50
4	224	69	62	216	83	65	216	90	58	235	95	65	240	86	60	216	71	52
5	228	69	62	215	86	66	218	90	57	232	94	65	236	90	60	215	71	52
6	230	69	62	213	90	65	219	90	55	233	91	64	235	91	60	214	71	52
7	227	77	60	216	87	65	226	88	55	237	91	64	236	91	60	216	70	52
8	219	79	62	215	87	64	215	86	55	236	96	64	233	89	60			
9	224	79	65	216	87	64	218	84	56	235	95	63	220	86	60			
10	223	85	63	211	86	63	215	78	56	233	95	63	232	84	58			
11	222	85	62	206	84	62	217	86	57	235	95	63	229	84	57			
12	225	85	61	206	81	62	216	86	57	239	95	62	228	84	57			
13	218	84	60	205	84	61	221	86	57	238	92	62	233	84	57			
14	214	81	62	206	90	61	219	84	58	232	92	62	233	83	56			
15	208	83	62	205	90	59	219	84	59	232	95	63	234	83	55			
16	209	87	63	205	90	59	223	88	59	235	92	62	228	81	54			
17	215	87	66	201	89	58	217	88	59	234	92	62	228	80	52			
18	216	87	66	205	89	56	217	89	58	233	92	61	229	80	52			
19	225	87	65	206	89	58	221	89	58	233	87	60	226	79	51			
20	222	87	65	205	88	57	224	89	57	234	92	60	221	79	48			
21	220	85	65	208	87	57	218	88	55	232	91	61	222	79	48			
22	222	85	65	211	87	57	220	84	58	232	90	63	220	79	48			
23	219	89	64	215	87	57	217	88	59	229	89	63	220	79	50			
24	216	92	64	208	87	58	220	93	61	229	88	63	225	77	49			
25	217	92	63	212	87	60	225	93	64	227	88	62	225	78	51			
26	217	91	62	208	87	60	226	93	64	230	88	61	223	77	50			
27	213	88	62	213	87	60	226	93	62	232	87	61	220	77	51			
28	215	88	62	207	89	60	222	92	63	233	90	63	224	77	51			
29	215	85	63	212	89	58	224	91	63	235	93	64	218	77	47			
30	221	83	65	212	88	58	227	94	64	235	90	63	217	75	47			
31	222	87	64	209	86	59				236	88	62						
WCJail	219.45			210.52			219.27			233.13			228.23			215.29		
Shipped	82.35			87.16			88.27			91.77			82.37			71.57		
EMP	63.03			60.48			58.53			62.84			54.33			50.71		
Avg Length of Stay (Days)	32.00			33.30			29.60			25.50			49.50			0.00		

**2021 Yearly Averages**

<b>Total</b>	<b>210.46</b>
<b>Safekeeper</b>	<b>86.25</b>
<b>EMP</b>	<b>52.70</b>
<b>LENGTH of STAY</b>	<b>36.40</b>

<b>SK Total</b>
WP 75
AD 15
SK 90

Color indicates low population	<b>173</b>	02/05/21
Color indicates high population	<b>240</b>	11/04/21

**WOOD COUNTY JAIL & SAFE KEEPER**

January - June 2021

**DAILY POPULATION BREAK DOWN BY LOCATION**

Day	January			February			March			April			May			June		
	Wood	WP	AD															
1	60	79	15	56	72	15	67	77	15	69	77	15	59	74	15	63	78	15
2	61	78	15	53	72	15	69	77	15	72	75	15	58	74	15	66	78	15
3	63	78	15	55	71	15	67	77	15	72	75	15	57	74	15	63	78	15
4	58	78	15	48	75	15	70	74	15	72	75	14	54	74	15	62	73	15
5	59	78	15	46	75	15	70	71	15	73	75	14	62	73	15	67	75	15
6	56	77	15	49	73	15	67	73	15	73	74	15	58	73	15	67	75	15
7	54	80	15	50	73	15	69	73	15	73	71	15	62	70	15	70	75	15
8	54	80	15	53	73	15	69	73	15	70	74	15	56	74	15	68	73	15
9	52	79	15	55	72	15	68	73	15	70	73	15	58	74	15	75	72	15
10	52	79	15	61	71	15	70	71	15	68	73	15	58	73	15	72	71	15
11	54	79	15	57	75	15	75	70	15	68	73	15	58	73	15	69	75	15
12	52	78	15	57	73	15	69	75	15	70	73	15	56	71	17	68	75	15
13	57	77	15	60	72	15	74	74	15	70	72	15	53	69	15	74	75	15
14	56	76	15	58	72	15	74	74	15	70	70	15	48	74	15	81	75	15
15	58	76	15	58	72	15	73	74	15	71	69	15	53	74	15	73	75	15
16	48	84	15	64	71	15	72	68	15	75	69	15	57	74	15	72	74	15
17	46	84	15	66	73	15	71	68	14	70	74	15	57	74	15	75	73	15
18	46	83	15	60	71	15	70	68	14	73	74	15	56	73	15	75	72	15
19	52	77	15	63	70	15	66	74	15	75	74	15	59	72	15	78	69	15
20	56	76	15	60	74	15	69	72	15	67	74	14	54	75	15	76	69	15
21	57	76	15	60	74	15	73	72	15	62	73	15	57	74	15	76	69	15
22	58	74	15	59	74	15	76	72	15	67	73	15	57	72	15	77	69	15
23	59	74	15	62	73	15	73	71	15	64	77	15	59	72	15	82	67	15
24	59	74	15	66	73	15	72	71	15	66	76	15	61	72	15	83	67	12
25	60	74	15	62	78	15	66	75	15	66	76	15	65	72	15	78	65	15
26	61	70	15	65	78	15	67	78	15	68	76	15	63	72	15	83	65	15
27	59	70	15	66	77	15	68	78	15	64	75	15	55	74	15	81	65	15
28	55	75	15	66	77	15	66	78	15	68	73	15	48	78	15	85	62	15
29	56	72	15				67	78	15	61	78	15	53	78	15	87	56	14
30	55	72	15				68	78	15	61	70	15	57	78	15	88	55	15
31	55	72	15				73	78	15				60	78	15			
<b>WOOD</b>	55.74			58.39			69.94			68.93			57.03			74.47		
<b>WPSO</b>	76.74			73.36			73.71			73.70			73.61			70.67		
<b>ADSO</b>	15.00			15.00			14.94			14.90			15.06			14.87		
<b>TOTAL</b>	<b>188.26</b>			<b>182.32</b>			<b>198.71</b>			<b>207.30</b>			<b>201.87</b>			<b>221.23</b>		

MONTH	High	Low
January	63	46
February	66	46
March	76	66
April	75	61
May	65	48
June	88	62

**WOOD COUNTY JAIL & SAFE KEEPER**

**July - December 2021**

**DAILY POPULATION BREAK DOWN BY LOCATION**

Day	July			August			September			October			November			December		
	Wood	WP	AD	Wood	WP	AD	Wood	WP	AD	Wood	WP	AD	Wood	WP	AD	Wood	WP	AD
1	88	55	15	72	72	15	66	71	15	71	79	15	87	74	14	94	61	14
2	87	54	15	71	72	15	67	73	15	66	79	15	90	73	14	93	60	12
3	87	54	15	66	72	15	60	75	15	72	79	15	91	73	14	94	60	11
4	93	54	15	67	68	15	67	75	15	74	80	15	93	72	14	93	60	11
5	97	54	15	62	71	15	70	75	15	72	79	15	86	76	14	92	60	11
6	99	54	15	57	75	15	73	75	15	76	76	15	84	77	14	91	60	11
7	90	62	15	61	72	15	82	73	15	80	76	15	85	77	14	94	59	11
8	78	62	15	63	72	15	73	71	15	74	81	15	84	75	14			
9	80	64	15	64	72	15	77	69	15	75	80	15	74	73	13			
10	75	70	15	61	71	15	80	62	16	73	80	15	90	71	13			
11	75	70	15	58	69	15	73	71	15	76	80	15	88	71	13			
12	79	70	15	61	66	15	72	71	15	80	80	15	87	71	13			
13	74	69	15	58	69	15	77	71	15	82	77	15	92	71	13			
14	71	66	15	53	75	15	76	69	15	77	77	15	94	70	13			
15	63	68	15	55	75	15	75	69	15	73	80	15	96	70	13			
16	59	72	15	55	75	15	75	73	15	81	77	15	93	68	13			
17	61	72	15	53	74	15	69	73	15	80	77	15	96	67	13			
18	62	72	15	59	74	15	69	74	15	80	77	15	97	67	13			
19	72	72	15	58	74	15	73	74	15	86	72	15	96	66	13			
20	69	72	15	59	73	15	77	74	15	82	77	15	94	66	13			
21	69	70	15	63	72	15	74	73	15	80	76	15	95	66	13			
22	71	70	15	66	72	15	77	69	15	79	75	15	93	66	13			
23	65	75	14	70	72	15	69	73	15	77	74	15	91	66	13			
24	59	77	15	62	72	15	65	78	15	78	73	15	99	63	14			
25	61	77	15	64	72	15	67	78	15	77	73	15	96	63	15			
26	63	76	15	60	72	15	68	78	15	81	73	15	96	63	14			
27	62	73	15	65	72	15	70	78	15	83	72	15	92	63	14			
28	64	73	15	57	74	15	66	77	15	80	76	14	96	63	14			
29	66	70	15	64	74	15	69	76	15	78	79	14	94	63	14			
30	72	68	15	65	73	15	67	79	15	82	76	14	95	61	14			
31	70	72	15	63	71	15				86	74	14						
<b>WOOD</b>	73.58			61.68			71.43			77.77			91.47			93.00		
<b>WPSO</b>	67.32			72.16			73.23			76.90			68.83			60.00		
<b>ADSO</b>	14.97			15.00			15.03			14.87			13.53			11.57		
<b>TOTAL</b>	219.45			210.52			219.27			233.13			228.23			215.29		

2021 Safe Keeper Averages		
WOOD Co Jail	71.12	108
WAUPACA Co	71.69	75
ADAMS Co	14.56	15
<b>Total Population</b>	<b>210.46</b>	<b>198</b>

<b>MONTH</b>	<b>High</b>	<b>Low</b>
<b>July</b>	99	59
<b>August</b>	72	53
<b>September</b>	82	60
<b>October</b>	86	66
<b>November</b>	99	74
<b>December</b>	0	0

**WOOD COUNTY JAIL**

**January - June 2021**

**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	191	94	37	181	87	38	195	92	36	203	92	42	200	89	52	218	93	61
2	190	93	36	179	87	39	198	92	37	206	90	44	199	89	52	221	93	61
3	192	93	36	179	86	38	196	92	37	206	90	44	198	89	52	218	93	61
4	187	93	36	176	90	38	198	89	38	203	89	42	196	89	53	210	88	60
5	186	93	34	173	90	37	193	86	37	205	89	43	200	88	50	218	90	60
6	186	92	38	174	88	37	194	88	39	206	89	44	197	88	51	217	90	59
7	189	95	40	176	88	38	194	88	37	204	86	45	197	85	49	220	90	59
8	189	95	40	178	88	37	193	88	36	206	89	47	197	89	51	215	88	58
9	188	94	42	176	87	34	192	88	36	204	88	46	199	89	51	223	87	60
10	187	94	41	180	86	33	192	86	36	207	88	51	198	88	51	221	86	62
11	189	94	41	180	90	33	197	85	37	207	88	51	198	88	51	221	90	61
12	189	93	44	182	88	37	199	90	40	209	88	51	197	88	52	221	90	62
13	194	92	45	184	87	37	202	89	39	209	87	52	189	84	51	226	90	61
14	192	91	45	182	87	37	201	89	38	207	85	52	191	89	53	232	90	60
15	194	91	45	182	87	37	200	89	38	204	84	49	197	89	54	225	90	61
16	192	99	45	186	86	36	194	83	39	208	84	49	201	89	54	223	89	61
17	190	99	45	189	88	35	193	82	40	212	89	53	200	89	53	225	88	62
18	189	98	45	180	86	34	193	82	41	214	89	52	198	88	53	223	87	61
19	189	92	45	182	85	34	197	89	42	216	89	52	202	87	55	224	84	62
20	192	91	45	182	89	34	198	87	42	204	88	53	204	90	59	222	84	62
21	190	91	42	183	89	34	202	87	42	202	88	52	206	89	59	220	84	60
22	188	89	41	182	89	34	204	87	41	207	88	52	205	87	60	221	84	60
23	189	89	41	184	88	34	201	86	42	209	92	53	207	87	60	228	82	64
24	188	89	40	188	88	34	203	86	45	210	91	53	208	87	59	224	79	62
25	188	89	39	189	93	34	201	90	45	209	91	52	214	87	61	220	80	62
26	184	85	38	190	93	32	205	93	45	211	91	52	212	87	61	224	80	61
27	184	85	40	194	92	36	206	93	45	208	90	54	207	89	62	221	80	60
28	184	90	39	194	92	36	204	93	45	211	88	55	204	93	62	222	77	60
29	183	87	40				204	93	44	210	93	56	210	93	63	217	70	60
30	182	87	40				203	93	42	202	85	56	212	93	61	217	70	59
31	181	87	39				208	93	42				215	93	61			
WCJail	188.26			182.32			198.71			207.30			201.87			221.23		
Shipped	91.74			88.36			88.65			88.60			88.68			85.53		
EMP	40.77			35.61			40.10			49.90			55.35			60.73		
Avg Length of Stay (Days)	29.00			0.00			0.00			58.00			34.30			0.00		

**WOOD COUNTY JAIL**

**July - December 2021**

**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	219	70	61	222	87	62	210	86	57	229	94	63	236	88	61	218	75	49
2	219	69	63	221	87	62	214	88	58	228	94	67	238	87	60	213	72	48
3	219	69	63	216	87	62	208	90	57	234	94	67	238	87	60	215	71	50
4	224	69	62	216	83	65	216	90	58	235	95	65	240	86	60	216	71	52
5	228	69	62	215	86	66	218	90	57	232	94	65	236	90	60	215	71	52
6	230	69	62	213	90	65	219	90	55	233	91	64	235	91	60	214	71	52
7	227	77	60	216	87	65	226	88	55	237	91	64	236	91	60	216	70	52
8	219	79	62	215	87	64	215	86	55	236	96	64	233	89	60	215	70	51
9	224	79	65	216	87	64	218	84	56	235	95	63	220	86	60	219	70	52
10	223	85	63	211	86	63	215	78	56	233	95	63	232	84	58	219	69	52
11	222	85	62	206	84	62	217	86	57	235	95	63	229	84	57	214	65	52
12	225	85	61	206	81	62	216	86	57	239	95	62	228	84	57	214	65	50
13	218	84	60	205	84	61	221	86	57	238	92	62	233	84	57	214	65	49
14	214	81	62	206	90	61	219	84	58	232	92	62	233	83	56	209	73	50
15	208	83	62	205	90	59	219	84	59	232	95	63	234	83	55	212	71	50
16	209	87	63	205	90	59	223	88	59	235	92	62	228	81	54	214	75	49
17	215	87	66	201	89	58	217	88	59	234	92	62	228	80	52	210	73	49
18	216	87	66	205	89	56	217	89	58	233	92	61	229	80	52	208	77	48
19	225	87	65	206	89	58	221	89	58	233	87	60	226	79	51	209	76	48
20	222	87	65	205	88	57	224	89	57	234	92	60	221	79	48	211	76	48
21	220	85	65	208	87	57	218	88	55	232	91	61	222	79	48	208	75	48
22	222	85	65	211	87	57	220	84	58	232	90	63	220	79	48	214	82	49
23	219	89	64	215	87	57	217	88	59	229	89	63	220	79	50	212	84	50
24	216	92	64	208	87	58	220	93	61	229	88	63	225	77	49	210	84	49
25	217	92	63	212	87	60	225	93	64	227	88	62	225	78	51	211	84	48
26	217	91	62	208	87	60	226	93	64	230	88	61	223	77	50	215	84	47
27	213	88	62	213	87	60	226	93	62	232	87	61	220	77	51	213	84	46
28	215	88	62	207	89	60	222	92	63	233	90	63	224	77	51	212	82	46
29	215	85	63	212	89	58	224	91	63	235	93	64	218	77	47	208	82	42
30	221	83	65	212	88	58	227	94	64	235	90	63	217	75	47	206	91	42
31	222	87	64	209	86	59				236	88	62				205	91	40
WCJail	219.45			210.52			219.27			233.13			228.23			212.55		
Shipped	82.35			87.16			88.27			91.77			82.37			75.77		
EMP	63.03			60.48			58.53			62.84			54.33			48.71		
Avg Length of Stay (Days)	32.00			33.30			29.60			25.50			49.50			50.30		

**2021 Yearly Averages**

<b>Total</b>	<b>210.24</b>
<b>Safekeeper</b>	<b>86.60</b>
<b>EMP</b>	<b>52.53</b>
<b>LENGTH of STAY</b>	<b>37.94</b>

<b>SK Total</b>
WP 75
AD 15
SK 90

Color indicates low population	<b>173</b>	02/05/21
Color indicates high population	<b>240</b>	11/04/21

**WOOD COUNTY JAIL & SAFE KEEPER**

January - June 2021

**DAILY POPULATION BREAK DOWN BY LOCATION**

Day	January			February			March			April			May			June		
	Wood	WP	AD															
1	60	79	15	56	72	15	67	77	15	69	77	15	59	74	15	63	78	15
2	61	78	15	53	72	15	69	77	15	72	75	15	58	74	15	66	78	15
3	63	78	15	55	71	15	67	77	15	72	75	15	57	74	15	63	78	15
4	58	78	15	48	75	15	70	74	15	72	75	14	54	74	15	62	73	15
5	59	78	15	46	75	15	70	71	15	73	75	14	62	73	15	67	75	15
6	56	77	15	49	73	15	67	73	15	73	74	15	58	73	15	67	75	15
7	54	80	15	50	73	15	69	73	15	73	71	15	62	70	15	70	75	15
8	54	80	15	53	73	15	69	73	15	70	74	15	56	74	15	68	73	15
9	52	79	15	55	72	15	68	73	15	70	73	15	58	74	15	75	72	15
10	52	79	15	61	71	15	70	71	15	68	73	15	58	73	15	72	71	15
11	54	79	15	57	75	15	75	70	15	68	73	15	58	73	15	69	75	15
12	52	78	15	57	73	15	69	75	15	70	73	15	56	71	17	68	75	15
13	57	77	15	60	72	15	74	74	15	70	72	15	53	69	15	74	75	15
14	56	76	15	58	72	15	74	74	15	70	70	15	48	74	15	81	75	15
15	58	76	15	58	72	15	73	74	15	71	69	15	53	74	15	73	75	15
16	48	84	15	64	71	15	72	68	15	75	69	15	57	74	15	72	74	15
17	46	84	15	66	73	15	71	68	14	70	74	15	57	74	15	75	73	15
18	46	83	15	60	71	15	70	68	14	73	74	15	56	73	15	75	72	15
19	52	77	15	63	70	15	66	74	15	75	74	15	59	72	15	78	69	15
20	56	76	15	60	74	15	69	72	15	67	74	14	54	75	15	76	69	15
21	57	76	15	60	74	15	73	72	15	62	73	15	57	74	15	76	69	15
22	58	74	15	59	74	15	76	72	15	67	73	15	57	72	15	77	69	15
23	59	74	15	62	73	15	73	71	15	64	77	15	59	72	15	82	67	15
24	59	74	15	66	73	15	72	71	15	66	76	15	61	72	15	83	67	12
25	60	74	15	62	78	15	66	75	15	66	76	15	65	72	15	78	65	15
26	61	70	15	65	78	15	67	78	15	68	76	15	63	72	15	83	65	15
27	59	70	15	66	77	15	68	78	15	64	75	15	55	74	15	81	65	15
28	55	75	15	66	77	15	66	78	15	68	73	15	48	78	15	85	62	15
29	56	72	15				67	78	15	61	78	15	53	78	15	87	56	14
30	55	72	15				68	78	15	61	70	15	57	78	15	88	55	15
31	55	72	15				73	78	15				60	78	15			
<b>WOOD</b>	55.74			58.39			69.94			68.93			57.03			74.47		
<b>WPSO</b>	76.74			73.36			73.71			73.70			73.61			70.67		
<b>ADSO</b>	15.00			15.00			14.94			14.90			15.06			14.87		
<b>TOTAL</b>	<b>188.26</b>			<b>182.32</b>			<b>198.71</b>			<b>207.30</b>			<b>201.87</b>			<b>221.23</b>		

MONTH	High	Low
January	63	46
February	66	46
March	76	66
April	75	61
May	65	48
June	88	62

**WOOD COUNTY JAIL & SAFE KEEPER**

**July - December 2021**

**DAILY POPULATION BREAK DOWN BY LOCATION**

Day	July			August			September			October			November			December		
	Wood	WP	AD	Wood	WP	AD	Wood	WP	AD	Wood	WP	AD	Wood	WP	AD	Wood	WP	AD
1	88	55	15	72	72	15	66	71	15	71	79	15	87	74	14	94	61	14
2	87	54	15	71	72	15	67	73	15	66	79	15	90	73	14	93	60	12
3	87	54	15	66	72	15	60	75	15	72	79	15	91	73	14	94	60	11
4	93	54	15	67	68	15	67	75	15	74	80	15	93	72	14	93	60	11
5	97	54	15	62	71	15	70	75	15	72	79	15	86	76	14	92	60	11
6	99	54	15	57	75	15	73	75	15	76	76	15	84	77	14	91	60	11
7	90	62	15	61	72	15	82	73	15	80	76	15	85	77	14	94	59	11
8	78	62	15	63	72	15	73	71	15	74	81	15	84	75	14	93	59	11
9	80	64	15	64	72	15	77	69	15	75	80	15	74	73	13	96	59	11
10	75	70	15	61	71	15	80	62	16	73	80	15	90	71	13	97	58	11
11	75	70	15	58	69	15	73	71	15	76	80	15	88	71	13	95	55	10
12	79	70	15	61	66	15	72	71	15	80	80	15	87	71	13	97	55	10
13	74	69	15	58	69	15	77	71	15	82	77	15	92	71	13	98	55	10
14	71	66	15	53	75	15	76	69	15	77	77	15	94	70	13	84	64	9
15	63	68	15	55	75	15	75	69	15	73	80	15	96	70	13	88	63	9
16	59	72	15	55	75	15	75	73	15	81	77	15	93	68	13	88	62	13
17	61	72	15	53	74	15	69	73	15	80	77	15	96	67	13	87	60	13
18	62	72	15	59	74	15	69	74	15	80	77	15	97	67	13	82	64	13
19	72	72	15	58	74	15	73	74	15	86	72	15	96	66	13	84	63	13
20	69	72	15	59	73	15	77	74	15	82	77	15	94	66	13	86	63	13
21	69	70	15	63	72	15	74	73	15	80	76	15	95	66	13	84	63	12
22	71	70	15	66	72	15	77	69	15	79	75	15	93	66	13	82	68	14
23	65	75	14	70	72	15	69	73	15	77	74	15	91	66	13	77	69	15
24	59	77	15	62	72	15	65	78	15	78	73	15	99	63	14	76	69	15
25	61	77	15	64	72	15	67	78	15	77	73	15	96	63	15	78	69	15
26	63	76	15	60	72	15	68	78	15	81	73	15	96	63	14	83	69	15
27	62	73	15	65	72	15	70	78	15	83	72	15	92	63	14	82	69	15
28	64	73	15	57	74	15	66	77	15	80	76	14	96	63	14	83	67	15
29	66	70	15	64	74	15	69	76	15	78	79	14	94	63	14	83	67	15
30	72	68	15	65	73	15	67	79	15	82	76	14	95	61	14	72	76	15
31	70	72	15	63	71	15				86	74	14				73	76	15
<b>WOOD</b>	73.58			61.68			71.43			77.77			91.47			87.06		
<b>WPSO</b>	67.32			72.16			73.23			76.90			68.83			63.29		
<b>ADSO</b>	14.97			15.00			15.03			14.87			13.53			12.52		
<b>TOTAL</b>	219.45			210.52			219.27			233.13			228.23			212.55		

2021 Safe Keeper Averages		
<b>WOOD Co Jail</b>	<b>70.62</b>	108
<b>WAUPACA Co</b>	<b>71.96</b>	75
<b>ADAMS Co</b>	<b>14.64</b>	15
<b>Total Population</b>	<b>210.24</b>	198

<b>MONTH</b>	<b>High</b>	<b>Low</b>
<b>July</b>	99	59
<b>August</b>	72	53
<b>September</b>	82	60
<b>October</b>	86	66
<b>November</b>	99	74
<b>December</b>	98	72

## SAFE KEEPER DIFFERENCE 2021

MONTH	BED DAYS	WOOD CTY COSTS \$31.13/DAY	OUT OF COUNTY  Including Wages/mileage \$44.08/DAY	DIFFERENCE	YTD TOTAL AMOUNT	2020 TOTAL AMOUNT
January	2844	\$88,533.72	\$125,363.52	\$36,829.80	\$36,829.80	\$39,549.30
February	2474	\$77,015.62	\$109,053.92	\$32,038.30	\$68,868.10	\$36,544.90
March	2748	\$85,545.24	\$121,131.84	\$35,586.60	\$104,454.70	\$37,270.10
April	2658	\$82,743.54	\$117,164.64	\$34,421.10	\$138,875.80	\$28,269.85
May	2749	\$85,576.37	\$121,175.92	\$35,599.55	\$174,475.35	\$26,340.30
June	2566	\$79,879.58	\$113,109.28	\$33,229.70	\$207,705.05	\$26,340.30
July	2553	\$79,474.89	\$112,536.24	\$33,061.35	\$240,766.40	\$29,526.00
August	2702	\$84,113.26	\$119,104.16	\$34,990.90	\$275,757.30	\$27,790.70
September	2648	\$82,432.24	\$116,723.84	\$34,291.60	\$310,048.90	\$33,216.75
October	2845	\$88,564.85	\$125,407.60	\$36,842.75	\$346,891.65	\$38,591.00
November	2471	\$76,922.23	\$108,921.68	\$31,999.45	\$378,891.10	\$37,891.70
December	2349	\$73,124.37	\$103,543.92	\$30,419.55	\$409,310.65	\$38,202.50
<b>TOTAL</b>	31607	\$983,925.91	\$1,393,236.56	<b>\$409,310.65</b>		<b>\$399,533.40</b>

\$31.13  
\$44.08

## SAFE KEEPER DIFFERENCE 2021

MONTH	BED DAYS	WOOD CTY COSTS \$31.13/DAY	OUT OF COUNTY	DIFFERENCE	YTD TOTAL AMOUNT	2020 TOTAL AMOUNT
			Including Wages/mileage \$44.08/DAY			
January	2844	\$88,533.72	\$125,363.52	\$36,829.80	\$36,829.80	\$39,549.30
February	2474	\$77,015.62	\$109,053.92	\$32,038.30	\$68,868.10	\$36,544.90
March	2748	\$85,545.24	\$121,131.84	\$35,586.60	\$104,454.70	\$37,270.10
April	2658	\$82,743.54	\$117,164.64	\$34,421.10	\$138,875.80	\$28,269.85
May	2749	\$85,576.37	\$121,175.92	\$35,599.55	\$174,475.35	\$26,340.30
June	2566	\$79,879.58	\$113,109.28	\$33,229.70	\$207,705.05	\$26,340.30
July	2553	\$79,474.89	\$112,536.24	\$33,061.35	\$240,766.40	\$29,526.00
August	2702	\$84,113.26	\$119,104.16	\$34,990.90	\$275,757.30	\$27,790.70
September	2648	\$82,432.24	\$116,723.84	\$34,291.60	\$310,048.90	\$33,216.75
October	2845	\$88,564.85	\$125,407.60	\$36,842.75	\$346,891.65	\$38,591.00
November	2471	\$76,922.23	\$108,921.68	\$31,999.45	\$378,891.10	\$37,891.70
December	501	\$15,596.13	\$22,084.08	\$6,487.95	\$385,379.05	\$38,202.50
<b>TOTAL</b>	29759	\$926,397.67	\$1,311,776.72	<b>\$385,379.05</b>		<b>\$399,533.40</b>

\$31.13  
\$44.08

# Electronic Monitoring 2021

## Monthly Savings vs. Out of County Housing

Month	Monthly Average	Monthly Savings	YTD 2021 Total Amount	2020 Total Amount
January	40.77	\$37,031.39	\$37,031.39	\$39,293.06
February	35.61	\$29,214.44	\$66,245.84	\$70,295.97
March	40.10	\$36,422.83	\$102,668.67	\$115,447.57
April	49.90	\$43,862.10	\$146,530.77	\$175,773.34
May	55.35	\$50,274.41	\$196,805.17	\$237,328.83
June	60.73	\$53,381.67	\$250,186.84	\$287,256.03
July	63.03	\$57,250.15	\$307,436.99	\$335,014.44
August	60.48	\$54,933.98	\$362,370.97	\$384,970.94
September	58.53	\$51,447.87	\$413,818.84	\$384,970.94
October	62.84	\$57,077.57	\$470,896.42	\$384,970.94
November	54.33	\$47,756.07	\$518,652.49	\$384,970.94
December	0	\$0.00	\$518,652.49	\$384,970.94
<b>TOTAL</b>	<b>48.47</b>	<b>\$518,652.49</b>	<b>\$518,652.49</b>	<b>\$384,970.94</b>

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

**Bed Days x \$29.30 = Monthly Savings**



# SAFE KEEPER HOUSING

## 2021

MONTH	Other Facility	Other Facility	ADAMS	WAUPACA	MONTH TOTAL	2021 YTD TOTAL	2020 YTD TOTAL
JANUARY	\$0.00	\$0.00	\$16,275.00	\$82,125.00	\$98,400.00	\$98,400.00	\$109,250.00
FEBRUARY	\$0.00	\$0.00	\$16,275.00	\$82,125.00	\$98,400.00	\$196,800.00	\$218,500.00
MARCH	\$0.00	\$0.00	\$16,275.00	\$82,125.00	\$98,400.00	\$295,200.00	\$327,750.00
APRIL	\$0.00	\$0.00	\$16,275.00	\$82,125.00	\$98,400.00	\$393,600.00	\$437,000.00
MAY	\$0.00	\$0.00	\$16,275.00	\$82,125.00	\$98,400.00	\$492,000.00	\$546,250.00
JUNE	\$0.00	\$0.00	\$16,275.00	\$82,125.00	\$98,400.00	\$590,400.00	\$655,500.00
JULY	\$0.00	\$0.00	\$16,275.00	\$82,125.00	\$98,400.00	\$688,800.00	\$753,900.00
AUGUST	\$0.00	\$0.00	\$16,275.00	\$82,125.00	\$98,400.00	\$787,200.00	\$852,300.00
SEPTEMBER	\$0.00	\$0.00	\$16,275.00	\$82,125.00	\$98,400.00	\$885,600.00	\$950,700.00
OCTOBER	\$0.00	\$0.00	\$16,275.00	\$82,125.00	\$98,400.00	\$984,000.00	\$1,049,100.00
NOVEMBER	\$0.00	\$0.00	\$16,275.00	\$82,125.00	\$98,400.00	\$1,082,400.00	\$1,147,500.00
DECEMBER	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,082,400.00	\$1,245,900.00
<b>TOTALS</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$179,025.00</b>	<b>\$903,375.00</b>	<b>\$1,082,400.00</b>		<b>\$1,245,900.00</b>

2021 is a 90 average
Waupaca \$36.00 per bed day (75)
Adams \$35.00 per bed day (15)

# SAFE KEEPER HOUSING

## 2021

MONTH	Other Facility	Other Facility	ADAMS	WAUPACA	MONTH TOTAL	2021 YTD TOTAL	2020 YTD TOTAL
JANUARY	\$0.00	\$0.00	\$16,275.00	\$82,125.00	\$98,400.00	\$98,400.00	\$109,250.00
FEBRUARY	\$0.00	\$0.00	\$16,275.00	\$82,125.00	\$98,400.00	\$196,800.00	\$218,500.00
MARCH	\$0.00	\$0.00	\$16,275.00	\$82,125.00	\$98,400.00	\$295,200.00	\$327,750.00
APRIL	\$0.00	\$0.00	\$16,275.00	\$82,125.00	\$98,400.00	\$393,600.00	\$437,000.00
MAY	\$0.00	\$0.00	\$16,275.00	\$82,125.00	\$98,400.00	\$492,000.00	\$546,250.00
JUNE	\$0.00	\$0.00	\$16,275.00	\$82,125.00	\$98,400.00	\$590,400.00	\$655,500.00
JULY	\$0.00	\$0.00	\$16,275.00	\$82,125.00	\$98,400.00	\$688,800.00	\$753,900.00
AUGUST	\$0.00	\$0.00	\$16,275.00	\$82,125.00	\$98,400.00	\$787,200.00	\$852,300.00
SEPTEMBER	\$0.00	\$0.00	\$16,275.00	\$82,125.00	\$98,400.00	\$885,600.00	\$950,700.00
OCTOBER	\$0.00	\$0.00	\$16,275.00	\$82,125.00	\$98,400.00	\$984,000.00	\$1,049,100.00
NOVEMBER	\$0.00	\$0.00	\$16,275.00	\$82,125.00	\$98,400.00	\$1,082,400.00	\$1,147,500.00
DECEMBER	\$0.00	\$0.00	\$16,275.00	\$82,125.00	\$98,400.00	\$1,180,800.00	\$1,245,900.00
<b>TOTALS</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$195,300.00</b>	<b>\$985,500.00</b>	<b>\$1,180,800.00</b>		<b>\$1,245,900.00</b>

2021 is a 90 average
Waupaca \$36.00 per bed day (75)
Adams \$35.00 per bed day (15)

Wood County Sheriff's Department Kitchen Report 2021						
MONTH	Breakfast	Lunch	Dinner	Special	Total meals	Food Cost plus Labor
January	2336	2178	2191	0	6705	\$22,180.15
February	1868	1781	1770	0	5419	\$17,883.04
March	2244	2133	2164	0	6541	\$19,084.32
April	2763	2620	2667	0	8050	\$24,182.19
May	1888	1780	1802	0	5470	\$18,455.79
June	2200	2133	2146	0	6479	\$18,996.06
July	3013	2901	2878	0	8792	\$23,947.73
August	2031	1944	1927	0	5902	\$18,223.93
September	2225	2135	2169	0	6529	\$19,675.93
October	2977	2858	2883	0	8718	\$24,203.55
November	2787	2696	2706	0	8189	\$19,849.88
December	722	692	694	0	2108	\$4,945.36
<b>TOTAL</b>	<b>27054</b>	<b>25851</b>	<b>25997</b>	<b>0</b>	<b>78902</b>	<b>\$231,627.93</b>

Cost per meal **\$2.94**

Cost per day **\$8.81**

Wood County Jail Kitchen Expenses					
	2013	2014	2015	2016	2017
Food & Labor	\$335,733.47	\$312,317.25	\$285,692.96	\$275,088.44	\$289,481.66
Number of Meals	103,993	86,637	77,044	88,993	118,016
Cost per Meal	\$3.23	\$3.60	\$3.71	\$3.09	\$2.45
Cost per Day	\$9.69	\$10.81	\$11.12	\$9.27	\$7.36
	2018	2019	2020	2021	2022
Food & Labor	\$262,016.71	\$262,906.02	\$233,270.65	\$231,627.93	\$0.00
Number of Meals	122,668	111,439	81,970	78,902	0
Cost per Meal	\$2.14	\$2.36	\$2.85	\$2.94	#DIV/0!
Cost per Day	\$6.41	\$7.08	\$8.54	\$8.81	#DIV/0!
	2023	2024	2025	2026	2027
Food & Labor	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Number of Meals	0	0	0	0	0
Cost per Meal	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!
Cost per Day	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!

Wood County Sheriff's Department Kitchen Report 2021						
MONTH	Breakfast	Lunch	Dinner	Special	Total meals	Food Cost plus Labor
January	2336	2178	2191	0	6705	\$22,180.15
February	1868	1781	1770	0	5419	\$17,883.04
March	2244	2133	2164	0	6541	\$19,084.32
April	2763	2620	2667	0	8050	\$24,182.19
May	1888	1780	1802	0	5470	\$18,455.79
June	2200	2133	2146	0	6479	\$18,996.06
July	3013	2901	2878	0	8792	\$23,947.73
August	2031	1944	1927	0	5902	\$18,223.93
September	2225	2135	2169	0	6529	\$19,675.93
October	2977	2858	2883	0	8718	\$24,203.55
November	2787	2696	2706	0	8189	\$19,849.88
December	3446	3306	3292	0	10044	\$25,252.73
<b>TOTAL</b>	<b>29778</b>	<b>28465</b>	<b>28595</b>	<b>0</b>	<b>86838</b>	<b>\$251,935.30</b>

Cost per meal **\$2.90**

Cost per day **\$8.70**

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





MINUTES  
CONSERVATION, EDUCATION AND ECONOMIC DEVELOPMENT COMMITTEE  
WEDNESDAY, JANUARY 5, 2022  
WOOD COUNTY COURTHOUSE, ROOM #114, WISCONSIN RAPIDS, WI

Members Present: Ken Curry, Robert Ashbeck (excused at 10:55am), Jake Hahn, Dave LaFontaine (arrived at 9:15 - WebEx), Bill Leichtnam

Members Excused: Carmen Good

Staff Present:

Land & Water Conservation Staff: Shane Wucherpfennig

Planning & Zoning Staff: Jason Grueneberg, Adam DeKleyn, Kevin Boyer (County Surveyor)

Extension Staff: Jason Hausler, Kelly Hammond (WebEx), Karli Tomsyck (WebEx), Hannah Wendels (WebEx), Rachael Whitehair (WebEx)

Others Present: Dist. #14 Supervisor Dennis Polach, Dist. #15 Supervisor Bill Clendenning, Dist. # 16 Supervisor Lance Pliml (WebEx), Ben Jeffrey (Wood County Health Department – WebEx), Sue Smith (Wood County Health Department – WebEx)

1. **Call meeting to order.** Chairperson Curry called the CEED meeting to order at 9:00am.
2. **Declaration of Quorum.** Chairperson Curry declared a quorum.
3. **Public Comments (*brief comments/statement regarding committee business*)** None.
4. **Review Correspondence.**  
Chair Curry noted the February 2<sup>nd</sup> CEED meeting will be held in the Riverblock Auditorium.

Chair Curry shared a letter from Saratoga Parks expressing gratitude for the grant funding received to help a piece of land by Nepco Lake reach its full potential and become a destination for kayakers, bicyclists, canoers, etc.

5. **Consent Agenda.** The Consent Agenda included the following items: 1) minutes of the December 1, 2021 CEED meeting, 2) bills from Land & Water Conservation, Planning & Zoning and Extension and 3) staff activity reports from Laura Huber, Matt Lippert, Allison Jonjak, Hannah Wendels, Janell Wehr, Jackie Carattini, Rachael Whitehair, Caleb Armstrong, Emily Salvinski, Klayton Kree, Lori Ruess, Rod Mayer, Shane Wucherpfennig, Jason Grueneberg, Adam DeKleyn, Paul Bernard, Jeff Brewbaker, Scott Custer, Kim Keech and Victoria Wilson.
  - a. **Approve minutes of previous meeting.** No additions or corrections needed.
  - b. **Approve bills.** No additions or corrections needed.
  - c. **Receive staff activity reports.** No additions or corrections needed.

*Motion by Bill Leichtnam to approve and accept the December 1, 2021 CEED minutes, bills from Planning & Zoning, Land & Water Conservation and Extension, and staff activity reports as presented. Second by Jake Hahn. Motion carried unanimously.*

6. **Review items, if any, pulled from Consent Agenda.** None.
7. **Risk and Injury Report.** None.
8. **Land & Water Conservation Department**
  - a. Committee Reports
    - **Citizen's Groundwater Committee meeting.**  
Supervisor Leichtnam shared updates from the January 4<sup>th</sup> meeting:
      - Representative Shankland gave an update on legislation statewide.

- Lynn Markham, Professor at UW-Stevens Point, was a wealth of information. She shared what Portage, Jefferson and Burnett counties are doing to control nitrates and pesticides with land use.
- Lynn offered her PowerPoint to all County Boards and related committees in the six county collaborative. Supervisor Leichtnam feels all supervisors would benefit from hearing Lynn speak.

Next meeting will be held on January 24<sup>th</sup>. Lynn Markham will be speaking again.

*Motion by Ken Curry to pay Supervisor Bill Leichtnam per diem to attend Central Sands Groundwater County Collaborative meeting monthly for the year of 2022. Second by Jake Hahn. Motion carried unanimously.*

Supervisor Leichtnam shared the 5 goals of the collaborative:

1. Understand current groundwater conditions by developing a sampling strategy to collect baseline water quality information across the Counties in the Central Sands Region. This information will be used to identify areas with elevated nitrate levels. In areas considered “hot spots”, further analysis will be conducted to evaluate likely sources of nitrate contamination.
2. Gain a uniform understanding of methods to prevent nitrogen contamination in groundwater based on information from previous studies conducted in the central sands and similar settings.
3. Understand where areas most vulnerable to groundwater contamination exist to guide the development and use of ordinances, practices and other preventative responses for land use.
4. Develop a unified regional outreach strategy to provide partisan-free education about groundwater conservation and water quality safety to the general public.
5. Create a model structure for regional collaboration on groundwater management that can be applied statewide.

Lengthy discussion on the collaborative and county wide zoning followed.

Shane Wucherpennig shared well testing data and results of the 2 year well sampling efforts by township. When the baseline water sampling program started, the goal was about 822 wells; targeting one section of every township across the county. Shane shared they were able to get 697 well points; about 85% participation. Shane highlighted the following data points:

- Of the total 697 wells sampled, 77 were above 10ppm (about 11% - which is about where the state average is right now)
  - Town of Grand Rapids - 112 wells were tested and 13 had over 10ppm (12.8% - a little higher than the state average)
  - Town of Port Edwards – 203 wells were tested and 51 were above 10ppm (25% contamination rate – double the state average)
  - Town of Saratoga – 175 wells sampled and 4 were above 10ppm (2.3%)
  - 13 of 22 townships tested had 0 hits above 10ppm
- **Golden Sands RC&D report.**  
Supervisor Leichtnam noted Golden Sands meets every two months – he reported on the last meeting previously. Next meeting is on January 20<sup>th</sup> 2022.

**9. Private Sewage.** Jason Grueneberg shared it’s the time of year Planning & Zoning is following up on non-compliance. He is very happy to say we have a very high level of compliance in the county. Jason noted a summary of permits issued in 2021 and breakdown by type of system will be in February meeting packet.

**10. Land Records.** Report is in the CEED packet.

**11. County Surveyor.**

- a. Annual report provided by County Surveyor, Kevin Boyer.

County Surveyor, Kevin Boyer, noted the annual report is available in the CEED packet. He highlighted

information on 2021 PLSS Quest Civil Engineers – there are some issues southwest side of the county that require frozen ground which requires an extension. 64 corners are remaining on that.

Kevin shared there will be an 8 year window where we're not going to have to spend a lot of money on PLSS. He noted we were very fortunate to do the program when we did. Surveyors are very busy right now. Wood County is getting corners for around \$250 each.

Kevin explained they will now be focusing on cleaning up and creating consistency within right of way records. There will be consistent maps coming through the county. Kevin noted he wouldn't be able to do this work part time without the support of the Planning & Zoning office.

- b. Consider annual contract with Central Staking for PLSS maintenance due to road projects in County. Jason Grueneberg shared the pricing was the same so they have signed the contract for 2022.

## 12. Planning

- a. Discuss 2021 Wood County ATV/UTV Survey Report

Adam DeKleyn noted the report was handed out at the December CEED meeting and can also be found in the CEED packet, starting on page 34. This information came out of a survey sent to ATV/UTV users to solicit input and feedback. The report is to help determine basic economic impacts from that user group and is intended to guide future projects, funding and decision making related to ATV/UTV use in the county.

Adam explained the report is broken down into a few different sections. Pages 1-2: present key findings from a lot of the questions in the survey. Pages 2-3 present basic economic impact assessment. This looks at mainly non-county visitors/users to determine basic economic impact.

At the December CEED meeting, Supervisor Hahn had questions about determining an overall economic impact for Wood County. Adam reached out to Regional Plan Commission to request some sort of overall economic impact assessment based on the information and data collected in this report. Unfortunately, because of the data collected and the type of our ATV/UTV system, it is going to be hard to determine an estimated number of non-resident visitors utilizing our system. Discussion followed.

Chair Curry suggested to take the report and improve on what's being asked for, rather than determining what outside money is coming in. Is the trail system meeting the needs of the people who use it?

Adam noted what people are generally looking for in the county: developing more trails, high importance placed on trail maps and information, maintaining existing areas and signage. Discussion followed.

Planning & Zoning will work with applicable stakeholders to develop an implementation plan to address some of the feedback from the user survey.

The survey is available electronically on the Planning & Zoning website under community surveys.

## 13. Economic Development

- a. North Central Wisconsin Regional Planning Commission update.

Jason Grueneberg shared they've established a steering committee for the bicycle pedestrian plan. There are staff shortages right now but hopefully they will be back up to full staff soon. If supervisors have any recommendations for people to join the committee, let Planning & Zoning know.

- b. Consider intergovernmental agreement with Brown County for broadband implementation services. Jason Grueneberg shared copies of a draft intergovernmental agreement to work with Brown County.

Brown County made the offer to counties a while back offering their services to help with broadband implementation. Brown County has limited resources to do this and other counties will try to work with them. Jason noted they worked with Corporate Counsel, Peter Kastenzholz, on the agreement.

The cost is \$80 per hour for the Brown County Broadband Director to work with Wood County.

Based on what we would decide to do with Brown County, if we decide to go in that direction, Jason wants to make sure we're in a position to move quickly to work with Brown County on this agreement. This agreement could be put into effect by the CEED Committee and Property & IT Committee and wouldn't have to go through full County Board approval, per Corporate Counsel.

Chair Curry asked about REDI funds to pay for the services. Jason noted it could be paid with REDI money or paid for with IT funds. Discussion followed.

*Motion by Ken Curry to approve intergovernmental agreement between Brown County and Wood County for broadband services. Second by Jake Hahn. Motion carried unanimously.*

Supervisor Polach noted IT Department Head, Amy Kaup, discussed this with the Property & IT committee yesterday. Supervisor Polach asked who is going to be responsible for this agreement. Jason sees this as a joint resolution between the two committees. Jason and Amy will bring updates back to the committees.

c. Update on Broadband Request for Information process.

Jason Grueneberg noted the CEED Committee this authorized in December and they have contracted with Mary Ann Lippert to coordinate. Mary Ann has reached out to providers in Wood County and asked them to meet with us confidentially to talk about plans in the county. There will be a closed meeting on January 17<sup>th</sup>. The meeting should provide more direction on future grant applications and broadband infrastructure investments.

*Chair Curry called a break at 10:55am. The meeting was called back in session at 11:00am.*

#### 14. Extension

a. General Office Update

Jason Hausler provided the following updates:

- Over the last two months, Extension has been trying to recruit and hire a part-time 4-H Associate Educator. Last night, Jason secured additional funding to hire a part-time educator in Marathon County so they will be moving forward on a split position between Wood and Marathon Counties. This will create a full-time, benefits eligible position.
- The Extension office closed for an afternoon last week because of a variety of illnesses. Jason referenced a recent email from Health Department Director, Sue Smith, about local Covid numbers and isolation guidelines. He noted Extension is being diligent about having staff in the office but wanted to give the committee a heads up of the closure.

b. Community Development Position Update

Jason Hausler shared Community Development position posting closed end of last week. There were a total of 8 applicants. Screening will take place tomorrow, January 6<sup>th</sup>. Jason is optimistic they will hold preliminary interviews the week of January 17<sup>th</sup> with final interviews projected for February 1<sup>st</sup>.

c. WEXA Update

Jason Hausler noted supervisors should have received an invite to a virtual WEXA meeting on January 27<sup>th</sup>. This will be the first meetings of the newly formed group. If supervisors didn't receive the message, Jason can forward it but simply wanted to make the committee aware of the opportunity.

d. Funding Opportunities for 5th Grade Groundwater Lessons

Rachael Whitehair shared this is a partnership with Golden Sands RC&D – their educators offer this curriculum in Waupaca and Waushara counties. They are hoping to expand this program throughout the central region and further. This is an annual in-person hands on lesson, about an hour in length, where

educators come to individual schools to have one-on-one experience with classrooms. It's about \$280 per one hour lesson which covers the materials, staff time and travel. They do have a follow-up virtual option as well that includes a total of 3 lessons – 1<sup>st</sup> in person (1 hour long) with 2 follow-up virtual lessons to drive home concepts about water use. The 3 lesson package is about \$300 per classroom or per presentation. There is an option to do individual classrooms or more assembly style.

Rachael noted the only thing standing in the way of getting this into Wood County is finding funding to cover annual costs and connecting with teachers at local schools.

Following discussion, it was determined the CEED Committee is in support of the program. Next steps will be to determine interest and number of classrooms for the total cost. Extension will come back to CEED with more information.

e. Educator Presentation – Hannah Wendels, FoodWise Nutrition Educator

Hannah Wendels shared the following updates and highlights for FoodWise:

- StrongBodies is back in Wood County – Hannah and FoodWise partnered with the SWC YMCA. The program started in September and ran through November. Participants improved strength, flexibility and balance, learned about healthy eating habits and nutrition to stay healthy and socially connected. Hannah is in the process of planning for a spring series.
- Virtual and in-person elementary education had a successful fall season. Hannah was able to be back in person in the classroom this fall at Grove and Howe Elementary Schools. She was also able to provide a 5 week virtual series for Mead Elementary School.
- New partnerships were created with the Wisconsin Rapids Area Boys & Girls Club. Hannah planned 2 back to back nutrition education series lasting 4 weeks each. The program taught youth and teens how to make a healthy, low-cost snack. It was a great series and Boys & Girls Club wants FoodWise to come back in the spring.
- Another project Hannah worked on was the StockBox program. This was a collaborative effort with the local hunger coalition, United Way and ADRC. It is a free program available to low-income seniors where they receive a 30lb box of healthy and nutritious foods. The first program was in November; about 70 boxes were picked up by community members. They are now planning to have a stockbox pick up the 3<sup>rd</sup> Tuesday of every month, beginning January 18<sup>th</sup> due to the local demand.
- Looking ahead to winter and spring education, Hannah starts teaching next Tuesday with Ho-Chunk Head Start in Nekoosa. This program teaches 4-5 year olds about fruits and vegetables. They'll try a new food with each session. Hannah worked with these students last spring over Zoom and is excited to be there in-person this winter.
- The Extension Wellness Series for 2022 kicked off yesterday. The series features 4 different lesson topics each Tuesday of the month - ranging from financial wellness, nutrition, gardening, and mental health. The Wood County office collaborates to bring both virtual and in-person lessons options this year on a rotating county basis.
- Coming this spring, Hannah will be teaching another session of StrongBodies at the SWC YMCA and doing classroom education in 3 WRPS schools for Kindergarten and 3<sup>rd</sup> grade.

**15. Discuss and review 2022 goals of department heads.**

Land and Water Conservation - Shane Wucherpfennig

1. Plan a single day in person event for the 2022 Farm Profitability Expo

2. Take all of the data collected with the 2 year well testing program, summarize and put it together into a formal report or brochure distributing to county board, township representatives, social media, websites, etc.

Planning & Zoning – Jason Grueneberg

1. Allocate \$100k of REDI implementation funds towards projects in 2022.

2. Develop an annual Economic Development Report for Wood County by the end of 2022. The annual report will be presented to the CEED Committee and distributed to the County Board of Supervisors. The report will outline economic development activity and accomplishments for the year that work towards the implementation of the Wood County Economic Development Plan.

*Motion by Ken Curry to approve goals submitted by Land and Water Conservation and Planning & Zoning Department Heads. Second by Jake Hahn. Motion carried unanimously.*

**16. Requests for per diem for meeting attendants.** None.

**17. Schedule next regular committee meeting.** The next regular CEED meeting is scheduled for Wednesday, February 2<sup>nd</sup>, 2022 at 9:00am at Wood County Riverblock Auditorium.

**18. Agenda items for next meeting.** *Agenda items are due by Wednesday, January 26<sup>th</sup>.*

- Economic Development - Release of Fair Funds

**19. Schedule any additional meetings if necessary.** None.

**20. Adjourn.** Chair Curry declared the meeting adjourned at 11:57am.

*Minutes by Karli Tomsyck, UW-Madison Division of Extension - Wood County*

**Golden Sands Resource Conservation & Development Council, Inc.**  
**Personnel/Finance Committee Meeting Minutes**  
**November 18th, 2021**  
**Online**

**Attendees:** Reesa Evans (Member-at-Large); Gary Beastro (Member-at-Large); Ed Hernandez (Waushara); Denise Hilgart (Golden Sands RC&D Staff); Hannah Butkiewicz (Golden Sands RC&D Staff); Amy Thorstenson (Golden Sands RC&D Staff); Amanda Burzynski (Golden Sands RC&D Staff); Bob Walker (Member-at-Large); Al Barden (Member-at-Large); Gerry Zastrow (Portage); Bill Clendenning (Wood).

**CALL TO ORDER:** Hernandez called the meeting to order at 9:00 a.m.

**APPROVAL OF MINUTES:** A motion was made by Walker, and seconded by Hernandez, to pass the minutes from the September 2021 meeting. Motion carried unanimously.

**Into Closed Session:** N/A

**Out of Closed Session:** N/A

**TREASURER'S REPORT:** The treasurer's report was emailed prior to the meeting. Dispersals and receipts were fairly routine. Information about credit card use and the endowment fund was also made available. A motion was made by Evans, and seconded by Barden, to forward it to the full council. Motion carried unanimously.

**FINANCIAL PROCEDURES:**

**IRS Form 990:** The form was reviewed. There was an approximate \$80,000 increase in revenue. However, expenses were also greater due to a staff increase. The 990 showed a negative balance of \$9,304. Some, or all of this, was likely due to a delay from receiving reimbursements. A motion was made by Evans, and seconded by Barden, to forward it to the full council. Motion carried unanimously

**Capitalized asset value:** Currently, any expenditure of \$500 or more requires working with the accountant, resulting in more fees. Butkiewicz suggested raising that figure to \$5,000. This will not change how Golden Sands RC&D does business, but will reduce the need for more accountant fees. A motion was made by Evans, and seconded by Barden, to approve this change. Motion carried unanimously.

**STAFF AND MEMBERSHIP:**

**State Association of RC&D Updates:** The State RC&D met in October and will meet again on January 18th, 2022, at 1 p.m. in Birnamwood, WI.

**COUNCIL PURCHASES:** That boat has been purchased and is in temporary storage. Staff are searching for a ground-level storage unit that's large enough to store the boat and other items that are currently in a second-story unit. The purchase of a color printer has also been approved and should be completed soon.

**INSURANCE AND BENEFITS:** Three options for a Paid Time Off policy were discussed. The options differed from how Golden Sands RC&D would handle federal holidays, vacation, sick leave, and payments received if an employee leaves Golden Sands RC&D. It was decided to cap payment upon leaving Golden Sands RC&D employment. A motion was made by Walker, and seconded by Barden, to move forward with this structure. Motion passed unanimously. This structure will start on January 1st, 2022. In the meantime, Butkiewicz will edit the sections of the personnel/policy manual and send the updated language to P/F Committee members for review.

**PERSONNEL POLICY & PROCEDURES HANDBOOK:** See Insurance and Benefits section.

### **COMMUNICATION/MARKETING**

**Newsletter:** Thorstenson is finishing up the November newsletter and expects to send it out soon.

**50th Anniversary Planning:** Butkiewicz discussed ideas for the celebration. Ideas include a “picnic in the park” at Riverfront Park in Stevens Point. Events for both children and adults will be planned. Activity contests should start in January or February 2022. There will be music at the event, as well as games and perhaps a beer and wine tasting. It is hoped that these activities will help spread the word about Golden Sands RC&D’s services. Anyone who wants to be a part of the planning committee should contact Butkiewicz or Thorstenson. A motion was made by Evans, and seconded by Beastro, to approve the \$5,000 budget. Motion carried unanimously.

**OTHER BUSINESS:** None

**ADJOURNMENT:** The meeting was adjourned at 10:24 a.m. upon a motion made by Hernandez, and seconded by Barden.

Respectfully submitted,

Reesa Evans  
Recording Secretary

**Golden Sands Resource Conservation & Development Council, Inc.**  
**Forestry/Agriculture/Wildlife Committee Meeting Minutes**  
**November 18th, 2021**  
**Online**

**Attendees:** Brent Tessmer (Taylor); Al Barden (Member-at-Large); Bill Clendenning (Wood); Denise Hilgart (Golden Sands RC&D Staff); Bob Walker (Member-at-Large); Asa Plonsky (Golden Sands RC&D Staff); Amanda Burzynski (Golden Sands RC&D Staff); Jen Schmitz (Monroe); Robert Bauer (Golden Sands RC&D Staff); Hunter Hart (Golden Sands RC&D Staff); Sam Welch (Golden Sands RC&D Staff); Amalia Priest (Golden Sands RC&D Staff); Jacob Fluor (Golden Sands RC&D Staff); Hannah Butkiewicz (Golden Sands RC&D Staff); Al Drabek (Marathon).

**CALL TO ORDER:** Tessmer called the meeting to order at 10:35 a.m.

**INTRODUCTIONS:** Everyone introduced themselves.

**APPROVAL OF MINUTES:** A motion from Clendenning, seconded by Barden, to approve the minutes from the September 2021 meeting was passed.

**PROJECT UPDATES:**

**Cooperating For Woods and Wildlife:** Butkiewicz reported that meetings with landowners were held in various counties, a forest demonstration day was held, and that Golden Sands RC&D is working with partners on potential opportunities involving county-owned property in Monroe County.

**Central Wisconsin Invasives Partnership (CWIP)/Northeast Wisconsin Invasives Partnership (NEWIP):** Plonsky reported progress and activities for both groups. Invasive plant treatment was completed in Portage and Waupaca Counties. Efforts were made to promote contracted services with private landowners in both partnerships. Muir Park Invasive Plant Field Day was held on October 2nd in Montello. Outreach efforts were made at the Green Bay Botanical Garden's 25th Birthday Party on September 25th, Lakeshore Invasive Species Management Area on October 27th, and at the Lions Club Convention on November 6th in Green Bay.

**Natural Resources Conservation Service (NRCS) Cooperative Agreements:** Welch, Bauer, and Hart summarized work being done through the cooperative agreements. They have engaged a significant number of landowners in conservation practices through new conservation plans and certification of existing plans, pasture walks and grazing plans, evaluation of applications from the Environmental Quality Incentives Program (EQIP), and other activities.

**Bluebird And Bat Houses:** No updates.

**Tree Shelters:** Burzynski reported that, despite price increases from the supplier, interest in tree shelters remains high. Butkiewicz reported that tree shelter sales for 2021 were over \$18,000, with expenses around \$16,000.

**Waupaca County Conservation Field Day (WCCFD):** Burzynski reported that the event was held on September 24th. Approximately 350 fifth graders participated. Special measures were developed to minimize risks of exposure to COVID.

**NACD Technical Assistance Project/Managed Grazing:** Priest reported that a pasture walk was held, grazing plans are being worked on, and an event is being planned for December.

**NEW PROJECTS:** Plonsky presented a gold sheet for a project in the NEWIP service area, which is designed to promote invasive species control, as well as habitat development for Karner Blue butterflies and other species. The total project budget is \$62,500 (\$50,000 grant). A Motion was made by Clendenning, and seconded by Drabek, to recommend approval to the full council. Motion carried.

**MEMBER REPORTS:** None

**OTHER BUSINESS:** None

**ADJOURNMENT:** A motion was made by Clendenning, second by Drabek, to adjourn. Meeting adjourned at 11:27 a.m.

Respectfully submitted,

Bob Walker  
Recording Secretary

**Golden Sands Resource Conservation & Development Council, Inc.**  
**Waters Committee Meeting Minutes**  
**November 18th, 2021**  
**Online**

**Attendees:** Paul Pisellini (Adams); Ed Hernandez (Waushara); Kendra Kunding (Golden Sands RC&D); Hannah Butkiewicz (Golden Sands RC&D Staff); Bill Leichtnam (Wood); Bob Ellis (Waupaca); Chris Hamerla (Golden Sands RC&D Staff); Joe Tomandl (Taylor); Reesa Evans (Member-at-Large); Gerry Zastrow (Portage); Amy Thorstenson (Golden Sands RC&D Staff); Anna James (Adams); Bill Clendenning (Wood).

**CALL TO ORDER:** Rosenthal called the meeting to order at 10:32 a.m.

**INTRODUCTIONS:** No introductions were made.

**APPROVAL OF MINUTES:** A motion was made by Pisellini, and seconded by Ellis, to approve the September 2021 Minutes. Motion was approved unanimously.

**NEW PROJECTS:** Butkiewicz talked about expanding Golden Sands RC&D's services to include writing Lake Management and 9 Key Element Plans. She also wants to increase the use of groundwater and aquatic invasive species (AIS) lessons in schools.

**GROUNDWATER PROTECTION:** Leichtnam reported that the State Senate had a hearing on November 10th about two proposed bills: Senate 677, which covers funding for a nitrate reduction pilot program and cover crop insurance and Senate 678, which is about funding for well compensation. Clean Waters, River Alliance, and the Wisconsin Farmers Union opposed these bills because they don't provide adequate safeguards and funding for the programs covered. Those organizations have suggested a better strategy would be to approve, fund, and implement the revised NR151. The multi-county groundwater coalition is planning a full-day water symposium and several shorter educational programs.

**COUNTY AND STAFF UPDATES:**

**Marquette:** Buffalo Lake applied to the Wisconsin Department of Natural Resources (DNR) to be allowed to raise the dam operating levels. It was also discovered that areas of the dam and spillway are crumbling so repairs are needed. There is a plan to rebuild the spillway to handle a 500-year flood because there have been several instances when flooding has occurred. The county's lake group has a new leader.

**Adams:** The county combined its Land & Water Conservation Department (LWCD) and Planning/Zoning Department. Evans is finalizing the results and report of the most recent aquatic plant survey for Peppermill Lake. She is working with the Arkdale Lake District to prepare a Boating & Recreational Facilities grant application that's due on February 1st, 2022, for dredging the boat ramp and navigational channel. An offer has been made to fill the position for managing the 9 Key Element Plan. James finished drafting the recommendations for beach clubs on the Tri-Lakes to deal with shore issues and is also working on setting up AIS workshops for 2022.

**Waushara:** The LWCD will be presenting its Soil and Water Resource Management Plan to the Natural Resources Board next week. They are wrapping up fall activities and are also discussing how to use some of the pandemic funds that were received.

**Waupaca:** Ellis received several complaints about the higher level of aquatic plant growth in the Chain O' Lakes.

**Taylor:** The LWCD is finishing up fall outdoor activities. Goats are being used again to help control invasive species such as buckthorn. The county's tree sale is ongoing.

**Wood:** Leichtnam mentioned that high nitrate levels in subdivision wells around Grand Rapids have recently been discovered. Clendenning has been knocking on doors in that area to gain more samples.

**Portage:** The Board recently passed a wellhead protection ordinance that had previously failed to pass.

**Kundinger/Hamerla:** They are wrapping up the outdoor season. Eurasian Watermilfoil (EWM) mapping was done on two lakes. Phragmites was discovered in Wood County. They will be finishing up the old regional AIS grant before the end of the year. Hamerla discussed the purchase of a boat. He announced that Green Lake will now install a boat washing station, which was the project that Anna Cisar was working to complete before leaving Golden Sands RC&D.

**Thorstenson:** Invoices will be sent soon to the lake groups that worked with Golden Sands RC&D on the Clean Boats, Clean Waters program this summer.

**ADJOURNMENT:** A motion was made by Leichtnam, and seconded by Tomandl, to adjourn the meeting. The meeting was adjourned.

Respectfully submitted,

Reesa Evans  
Recording Secretary

**Golden Sands Resource Conservation & Development Council, Inc.**  
**Regular Business/Executive Committee Meeting Minutes**  
**November 18th, 2021**  
**Online**

**Attendees:** Ed Hernandez (Waushara); Reesa Evans (Member-at-Large); Gary Beaström (Member-at-Large); Amanda Burzynski (Golden Sands RC&D Staff); Bill Clendenning (Wood); Bill Leichtnam (Wood); Al Rosenthal (Marquette); Brent Tessmer (Taylor); Paul Pisellini (Adams); Hannah Butkiewicz (Golden Sands RC&D Staff); Bob Walker (Member-at-Large); Denise Hilgart (Golden Sands RC&D Staff); Amy Thorstenson (Golden Sands RC&D Staff); Joe Tomandl (Taylor); Bob Ellis (Waupaca); Al Barden (Member-at-Large); Robert Bauer (Golden Sands RC&D Staff); Al Drabek (Marathon); Jen Schmitz (Monroe); Gerry Zastrow (Portage); Anna James (Adams); Rachael Whitehair from UW-Extension in Wood County and Tyrone Larson from the NRCS in Outagamie County also attended.

**CALL TO ORDER:** The meeting was called to order by President Hernandez at 11:31 a.m.

**INTRODUCTIONS:** Everyone introduced themselves.

**APPROVAL OF MINUTES:** A motion was made by Rosenthal, and seconded by Barden, to approve the minutes from the September 2021 meeting. Motion carried unanimously.

**TREASURER'S REPORT:** The treasurer's report was emailed prior to the meeting. Dispersals and receipts were fairly routine. Information about credit card use and the endowment fund was also made available. A motion was made by Barden, and seconded by Ellis, to accept and file the treasurer's report. Motion carried.

**OLD BUSINESS:**

**Groundwater Legislation:** Leichtnam reported that the State Senate had a hearing on November 10th about two proposed bills: Senate 677, which covers funding for a nitrate reduction pilot program and cover crop insurance and Senate 678, which is about funding for well compensation. Clean Waters, River Alliance, and the Wisconsin Farmers Union opposed these bills because they do not provide adequate safeguards and funding for the programs covered. Those organizations have suggested a better strategy would be to approve, fund, and implement the revised NR151.

**Wisconsin RC&D Update:** The State RC&D met in October and will meet again on January 18th, 2022, at 1 p.m. in Birnamwood, WI.

**NEW BUSINESS:**

**IRS Form 990:** The form was made available. There was an approximate \$80,000 increase in revenue. However, expenses were also greater due to a staff increase. The 990 showed a negative balance of \$9,304. Some, or all of this, was likely due to a delay from receiving reimbursements.

**50th Anniversary Planning:** Butkiewicz discussed ideas for the celebration. Ideas include a “picnic in the park” at Riverfront Park in Stevens Point. Events for both children and adults will be planned. Activity contests should start in January or February 2022. There will be music at the event, as well as games and perhaps a beer and wine tasting. It is hoped that these activities will help spread the word about Golden Sands RC&D’s services. Anyone who wants to be a part of the planning committee should contact Butkiewicz or Thorstenson. Clendenning asked if donations for these activities would be tax-deductible. It was determined that donations would be deductible if there aren’t any services provided in return (such as free advertising, etc).

**Supporting SB 346 regarding Wild Parsnip:** This bill supports funding for fighting wild parsnip and assigning the Natural Heritage Conservation Bureau with responsibility for control/eradication actions, which include: mapping, controlling, eradicating, monitoring, and minimizing its spread. A motion was made by Clendenning, and seconded by Zastrow, to forward the resolution in support for this bill. Motion carried unanimously.

**2022 Meeting Dates:** The meetings were set for January 20th, March 17th, May 19th, July 21st, September 15th, and November 17th.

### **COMMITTEE REPORTS:**

**Personnel/Finance Committee Report:** Evans reported that the committee approved raising the capitalized asset limit from \$500 to \$5,000. This does not change how Golden Sands RC&D conducts business, but will save money by not requiring accountant time for purchases up to \$4999. Walker is the new state RC&D president. Committee members previously approved the purchase of a boat. That purchase has been completed and is in temporary storage. Staff are searching for a ground-level storage unit that’s large enough to store the boat and other items that are currently in a second-story unit. Various options for Paid Time Off were discussed and one was approved. Butkiewicz will make the appropriate changes on the policy/personnel manual and forward it to P/F committee members for final language approval. Thorstenson is almost done with the latest newsletter.

**Forestry/Agriculture/Wildlife Committee Report:** Walker reported that several outreach events took place for the Central Wisconsin Invasive Species Partnership and the Northeast Wisconsin Invasive Species Partnership (NEWIP). Three Natural Resources Conservation Service (NRCS) Co-employment staff members have engaged a significant number of landowners in conservation practices. Although tree shelter prices have increased, orders are still coming in. About 350 fifth grade students attended the Waupaca County Conservation Field Day. Managed grazing plans are still being written. A pasture walk is scheduled for December. A discussion occurred about incorporating invasive species issues into forestry and agriculture management plans.

**Water Committee Report:** Evans reported that Butkiewicz talked about expanding Golden Sands RC&D’s services to include writing Lake Management and 9 Key Element Plans. Invoices will be sent to the lake groups that worked with Golden Sands RC&D on the Clean Boats, Clean Waters program this summer. High nitrate levels in subdivision wells around Grand Rapids in Wood County have recently been discovered. An applicant has been offered the position of manager for the 14-Mile Creek Watershed 9 Key Element Plan. There has been a higher level of aquatic plant growth in the Chain O’ Lakes this year. Goats are being used to help control buckthorn in

Taylor County. Waushara County will be presenting its Soil and Water Resource Management Plan to the Natural Resources Board next week. Adams County has combined its Land & Water Conservation Department and Planning/Zoning Department. An aquatic plant survey report for Peppermill Lake is being finalized. Portage County recently passed a wellhead protection ordinance that had previously failed to pass. The discovery of phragmites was found in Wood County. There are several problems connected to lake levels in Buffalo Lake. Green Lake will be installing a boat wash station.

**NEW PROJECTS:**

Butkiewicz presented the gold sheet for the 2022 NEWIP GLRI. This project will help to improve habitat for wildlife (including the endangered Karner blue butterfly) and reduce the spread of terrestrial invasive plants in Waupaca, Outagamie, Winnebago, Brown Counties. The total cost is expected to be about \$62,500, with \$50,000 coming from a grant. This project is expected to start on April 1st, 2022. A motion was made by Evans, and seconded by Barden to approve the project. Motion carried unanimously.

Butkiewicz presented the gold sheet for the 50th Anniversary Celebration. The Personnel/Finance Committee already approved the use of \$5000 from council funds, but the full council needed to vote on it as well. A motion was made by Evans, and seconded by Barden, to approve this project. Motion carried unanimously.

**STAFF/PROJECT UPDATES:** Staff reports were sent out electronically before the meeting.

**AGENCY/PARTNER REPORTS:**

Whitehair, from UW-Extension in Wood County, is new to the area and wanted to join the meeting because they had heard good things about Golden Sands RC&D.

Larson, from the NRCS in Outagamie County, reported that a new NRCS Co-employment staff member started last week and is already setting up soil demonstrations. November 19th is the first deadline for EQIP fund applications.

**OTHER REPORTS:** None

**ADJOURNMENT:** A motion was made by Barden, and seconded by Leichtnam, to adjourn the meeting. The meeting was adjourned at 12:33 p.m.

Respectfully submitted,

Reesa Evans  
Recording Secretary



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

## 4-H – Positive Youth Development

*Laura Huber, 4-H Program Educator*

- A training for 4-H youth and adult volunteers, where they learned how to serve in their club leadership roles and brainstormed techniques for building belonging. Through this training, youth gained valuable life skills such as teamwork and communication, and are able to effectively support the 4-H Community Club program.
- Development of the "Lead Together, Learn Together: Building Relationships, Open Communication, & Inclusive Environments" training for adults and youth. This training is the first of a two-part series and will raise awareness of the benefits of and build skills in implementing effective Youth-Adult Partnerships for 4-H volunteers and youth leaders as well as community organizations across the state.

## Agriculture

*Matt Lippert, Agriculture Educator*

- Planning for the Badger Dairy Insight winter webinar series for dairy farmers and agribusiness professionals where participants will learn about the latest research on calf care, nutrition & feeds, data management, reproduction, and heifer management.
- Planning for a newsletter for farmers and agribusiness professionals where they learn about topics including nutrient management, farming in a low margin year, Farm Ready Research webinar offerings, Pesticide Applicator Training, beef and dairy crossbreeding, forage production, the Heart of the Farm Coffee Chat program, cover crops, animal welfare and agronomy updates. The purpose of this effort is to work collaboratively to provide timely education for improving agricultural production with multiple county farmers and stakeholders.
- On farm interviews are being conducted to assess needs and educational interests of dairy producers in Clark and Wood County.
- Monthly interviews with local radio stations WDLB and WFHR where listeners learn about general agricultural topics and situations to develop broader awareness and understanding by the listeners to help them make more informed decisions.
- Planning for a youth career development event to be held for FFA students to learn about evaluation of dairy cattle conformation so that they can select cattle that will be more productive and healthy.
- Development/revisions of the bilingual Dairy Workers Training Skills modules for dairy employees where they will learn principles of and how to do each task on the farm. This effort is designed to support them in doing their daily tasks more confidently and efficiently while maintaining employee safety and animal welfare.
- Planning a Beef on Dairy virtual program focusing on bull selection, newborn calf care, feeding and management, and marketing. This will help dairy farmers breeding with beef and raising beef-dairy cross calves make better management decisions, thereby impacting farm profitability.



- Planning for the Agriculture Education area at Wisconsin Farm Technology Days, an outdoor trade show for farmers and rural communities to increase knowledge of Extension Agriculture programs in crops and soils, dairy, farm management, livestock and horticulture.
- A program for youth involved with dairy projects (quiz bowl) where they learn about dairy cattle and their management and prepare them for a possible future career involving dairy production.

## Cranberry Outreach

*Allison Jonjak, Cranberry Outreach Specialist*

- Five regional Pesticide Applicator Trainings specific to cranberry growers have been developed, to include topics of pollinators, calculating growing degree days for lepidoptera pests, and pre-harvest intervals for export crops, so that cranberry growers can maintain their Pesticide Applicator Certifications with domain-specific information.
- Planning for an event (Cranberry School), cranberry growers will learn best practices from researchers and each other, to support increased profitability and sustainability of cranberry grower businesses.
- Development of an evaluation of the Wisconsin Cranberry Growers Association's Leadership Program that allows WSCGA and Extension to understand whether the leadership and engagement objectives of the decade-long project are being met, and how the program can be improved.

## FoodWise

*Hannah Wendels, FoodWise Nutrition Educator*

*Kelly Hammond, FoodWise Coordinator (Wood and Portage Counties)*

- A 4-week series for fifth grade students at Grove Elementary School, where they learn about making healthy food and beverage choices, and about being physically active in order to help them to be healthier in school and at home.
- A virtual weekly educational series (Extension Wellness) for Central WI residents where participants learn a variety of topics to improve overall well-being and health. The purpose of this series is to increase overall well-being and health of residents through programs on financial, nutrition, horticulture, and behavioral health education.
- Partnership with Hunger Relief Federation where significant planning towards establishing a stockbox food program for seniors for where 30 pound boxes of commodity foods and local vegetables to are distributed to eligible community members. This program aims to increase local food distribution and improve food security.

## Horticulture

*Janell Wehr, Horticulture Educator*

- A virtual weekly educational series (Extension Wellness) for Central WI residents where participants learn a variety of topics to improve overall well-being and health. The purpose of this series is to increase overall well-being and health of residents through programs on financial, nutrition, horticulture, and behavioral health education.
- An online course for consumer audiences (home gardeners) where participants learned fundamental knowledge of Wisconsin horticulture with an emphasis in Integrated Pest Management to increase decision-making and problem-solving skills, improve the productivity and health of gardens and landscapes and implement gardening practices that have a positive impact on the environment.



- An online webinar series for participants in the Foundations in Horticulture course where participants interact with UW Madison and Extension staff and specialists to learn fundamental knowledge of Wisconsin horticulture with an emphasis in Integrated Pest Management to increase decision-making and problem-solving skills, improve the productivity and health of gardens and landscapes and implement gardening practices that have a positive impact on the environment.
- Five sections of an online Lab component for the 2021 Foundation in Horticulture (FIH) course participants were held where participants applied what they learned from the FIH course through interactive activities. This effort is designed to encourage best horticultural practices in Wisconsin for better environmental outcomes.

## Human Development and Relationships

*Jackie Carattini, Human Development and Relationships Educator*

- A virtual weekly educational series (Extension Wellness) for Central WI residents where participants learn a variety of topics to improve overall well-being and health. The purpose of this series is to increase overall well-being and health of residents through programs on financial, nutrition, horticulture, and behavioral health education.
- In person workshop, ("Rent Smart") for renters where participants gain knowledge and skills essential for a successful renting experience. This effort is designed to encourage housing stability and financial security.
- Planning and development for a long term research study on the Rent Smart program and additional interventions. The purpose of this project is to monitor the effects of rental education and additional interventions in whether participants can obtain and maintain safe and sober housing.
- Planning towards developing a financial educational campaign for local employers in partnership with United Way of South Wood and Adams Counties. This campaign aims to develop written newsletter articles and radio PSA's that can be distributed by local employers to increase financial knowledge around credit and savings.
- A diversity and inclusion program for leaders where they learned to engage in conversations across differences. The purpose of this effort is to make participants more aware of how their decisions affect community equity.
- A presentation on local radio, where listeners learned about the importance of safe food preparation. The purpose of this program was to decrease the frequency of food borne illness during holiday meal preparation and promote safe food practices.
- A live, on-line webinar series ("Heart of the Farm Coffee Chat") for Women in Agriculture (producers) where they learned the importance of self-care and the impact that stress reduction and mindfulness activities can have on the health and well-being of individuals.
- A virtual training ("Adult Mental Health First Aid") for HeadStart staff throughout WI where they learned techniques for effective communication with individuals that might be experiencing a mental health crisis. The goal of this effort is to decrease the stigma of mental health challenges and to increase awareness of resources.

## Natural Resources

*Rachael Whitehair, Regional Natural Resource Educator*

- Planning for a prairie restoration project for Nekoosa High School in collaboration with Sand County Foundation. The goal of this effort is to provide an educational process to students while implementing school prairie areas, so that these areas can be used as learning spaces for teachers and students.



- Planning for a groundwater education program for 5th grade students in collaboration with Wood County and Golden Sands RC&D. The goal of this effort is to align partner and county resources to connect the opportunity and funding to Wood County elementary schools, so that students will receive important lessons about water resource use and concerns.
- A radio-based program for Wood County communities , where Extension informed listeners about the Central Wisconsin Farm Profitability Expo to bring awareness to the event and concepts like weather readiness, Best Management Practices, soil health, and farm profitability
- A focus group hosted by the FEWscapes research team housed in the University of Wisconsin Madison for regional geological, watershed, and conservation professionals within the Mississippi Basin, where Extension served as a focus group facilitator and discussion guide. This effort is designed to gather the ideas and opinions of these individuals regarding how to achieve food, energy, water, and ecosystem security in agricultural landscapes of the Upper Mississippi River Basin.
- A radio-based program for Wood County communities , where Extension taught listeners about the temperature shifts that occur in lake ecosystems and how these annual changes affect aquatic life to bring awareness to aquatic ecosystems locally and increase knowledge of occasional events like fish kills and turbid water quality.
- Planning for a field day event featuring Gabe Brown intended for farmers, agronomists, and agricultural conservation staff in collaboration with the Sauk Soil and Water Improvement Group (SSWIG), the Lemonweir River Producer Group, Producers of Lake Redstone, Lake Wisconsin Farmer Watershed Council, and the Farmers of the Roche-A-Cri group. The goal of this effort is to provide a day of learning and conservation minded discussion to grow interest and adoption of Best Management Practices, so that soil and water quality improve.

## Upcoming Programs

- [Extension Wellness Series | January 2022](#)
- [Rent Smart | St. Vincent de Paul Fellowship Hall \(Marshfield\) | January - April](#)
- [Rent Smart | Virtual Zoom Sessions | January - June 2022](#)
- [Aging Mastery Program | Tuesdays & Thursdays, January 11-February 10 - 10-11:15am](#)

## Staff Report for December

### Caleb Armstrong

- Worked with Dustin Albert on getting contracts done for his farming acres for 2021.
  - Contracts where for nutrient management, residue management, and fall cover crops.
    - Also added his soil samples into his nutrient management plan for the 2021 season.
  - Planning on having an example site at his farm to show the difference between roller crimped (planting green) vs traditional no-till terminated cover crops in the spring of 2022 planting season.
- Attended a training on the importance of sulfur for planting of crops, specifically corn and soybean rotations.
- Attended the annual Farmers of Mill Creek get together at the Eron Event Barn.
  - Got to see field work done by the Auburndale School district with interseeding into corn and sunflower fields.
  - Also got to see other great work being done by farmers with cover cropping throughout the county, including an aerial application of cover crops put onto a corn field.
- Attended the Bridging the Gap event put on by EPPIC for farmers and conservation staff.
  - Talked about the upcoming prices for fertilizers this planting season and being 3X more than last year.
    - Making the manure much more valuable for nutrients intakes on land.
    - Advantages of strip tilling into land (cost effective)
- GIS Mapped all acres that this years No-Till Drill that the county owns and we rent out, was used on in the county and surrounding counties for various different types of plantings.
- Worked with Barry Richardson on getting all his fields contracted and signed for the practices that he used this fall.
  - Also helped Klayton survey for future plans with building a manure off loading area into his pit.
- Attended another training on how to maximize uses out of fertilizers.
  - Covered on how to companion crop.
  - How to get the most out of your soils.
- Working with Craig Vitort on contracting his land for his practices he established this fall on his acres.
- Preparing for Nutrient Management Classes to start here after the holidays and scheduling appointments with farmers to start updating their plans for the 2022 growing season.

## Activities Report for Emily Salvinski

*-December 2021-*

---

- **Wednesday, December 1 –Friday Dec 10.** Worked scattered hours from home. Worked on cost-share contract. Gathered some preliminary year end numbers. Worked on mapping the most current nitrate results.
- **Tuesday, December 14.** Attended staff meeting. Finished mapping nitrate results. Finished the combined well testing data shapefile for groundwater group project.
- **Friday, December 17.** Worked on multiple change orders for contracts. Worked on nitrate numbers by township and updated the nitrate map pdf.
- **Tuesday, December 21.** Worked on multiple cost-share contracts and mapping that goes along with it.
- **Wednesday, December 22.** Completed annual safety training. Worked on phosphorus reduction reporting (calculations with snapplus).
- **Tuesday, December 28.** Worked on phosphorus reduction reporting (calculations with snapplus).

## Staff Report for Klayton Kree

December 2021

- Have been handling invoices received for the construction practices and checking in with landowners and contractors to make sure they were paid. Once we received confirmation of the landowner paying their share, we then pay ours. So far two out of the 4 landowners have paid, therefore we have paid two projects so far. The fifth project has not had the invoice sent out yet.
- The long-arm backhoe is still shut down due to missing parts. Likely will have to make a new contract as it was a carry over.
- Finished numerous as-built documentations and finished a construction plan for a well closure.
- Conducted a survey at Richardson to continue progress on the waste transfer project. Had Barry sign a cost share contract.
- Filled out a document for creating a SMART goal for 2022. I focused my goals on invasive species and helping with CREP.
- Took a truck in for an oil change.
- Viewed a presentation on shoreline and bank stabilization. Showed different ways that other counties helped protect shorelines using rock rip-rap, plantings, and root/tree wads. Part of this presentation talked about the standards in creating these projects.
- Had a staff meeting where we talked about our schedules, upcoming events, and upcoming deadlines.
- Discussed with Caleb, Lori, and Shane contracts of carry-over money and such for projects for the upcoming next few years.
- Continued work on designing the waste transfer for Barry R. Had a few conversations with Drew Z about this project to help my preparedness.
- Talked with Shane about a potential project for a waste transfer with another landowner.

***Activities Report for Lori Ruess  
December 2021***

- Answered phones and replied to emails
- Reviewed general ledger.
- Reviewed payroll reports and payroll registers.
- Completed November sales tax report and forwarded to Finance.
- Attended December 1<sup>st</sup> CEED meeting and completed minutes.
- Completed LWCD payroll percentages and forwarded to Finance prior to the December 1<sup>st</sup>, 15<sup>th</sup> and 29<sup>th</sup> payrolls.
- Teleconference with Dan Brandl on the new Nonmetallic Mining database.
- Assisted Wood County residents who came in to pick up or drop off well water samples. Logged pickup/drop off and took samples to the Health Department.
- Completed a cost-share contract for manure storage transfer.
- Entered tree and shrub orders as they came in and deposited check.
- Logged and deposited non-metallic mine permit fees.
- Reviewed and completed the Fixed Asset Report.
- Attended December 14<sup>th</sup> staff meeting to discuss year-end tasks that need to be completed.
- Completed 2022 SMART Goal form and submitted to Department Head.
- Attended evaluation meeting with Department Head.
- Approved the December 29<sup>th</sup> payroll.
- Processed MDV cost-share reimbursements in the amount of \$17,759.25.
- Processed SWRM cost-share reimbursements in the amount of \$53,614.76
- Processed WLD cost-share reimbursements in the amount of \$26,625.
- Electronically submitted staff reports and packet materials to the County Clerk's office for CEED packet.
- Organized County Board packet and electronically submitted to the County Clerk's office.

## ***Activities Report for Rod Mayer – December 2021***

- Non-metallic info request forwarded from P&Z for all mine sites in Town of Sigel – to North Central Regional Planning Commission.
- Reviewed Hanson Sand NMM financial assurance – update spreadsheet and file.
- Complete financial assurance expiration spreadsheet for timeline tracking.
- Letter to landowner for needed reclamation on mine site.
- Reviewed Budznbudz fence invoice – received proof of payment for landowner portion – submitted for DNR portion payment.
- Reviewed Earth NMM financial assurance for two of their pits – update spreadsheet and file.
- Pond interest info sent to David Ladick.
- Input approved crop prices into DNR database for each appraisal completed over summer.
- Contact landowner (WI River Cran) let know concerns for fence design and needed site work to try and complete over winter. Put info together about cattle guards and sent to landowner.
- Discussions with Wolosek Landscaping about new mine site planning.
- IT meeting – discussing Non-metallic mining software development.
- Worked with Non-metallic software – found issues not functioning properly – worked with IT multiple times to resolve. Attempting to work on updating all mine info – around needed fixes.
- Completed 2022 wildlife damage budget – adjusted to Co. budget, signatures, submitted on database, and submitted signatures to DNR – was approved.
- Completed and submitted December deer donation report – 6 deer donated so far to two processors.
- Pond interest info sent to Graf.
- Met at mine site with operator to discuss needed reclamation work on Altmann mine site.
- Reviewed Verso NMM financial assurance – update spreadsheet and file.
- Reviewed Ignatowski NMM financial assurance – update spreadsheet and file.
- Discussions with operator on rules for taking over a mine site.
- Continued working with IT – multiple meetings – phone calls on issues with new Non-metallic mining software.
- Completed updates and all individual mine information to Non-metallic mining software (permit info, fee info, acres, financial assurance info, etc. – continuing work with IT for issues and changes needed.
- Updated incoming fees on spreadsheet.
- Reviewed Altman FA – updated spreadsheets, file, and software.
- Sent info for Public Records Request for the CIM/Weiler mine site.
- Worked on records request for CIM/Weiler mine site – entire hard file and digital file copies. Completed copies, shipping estimate and copy expense, invoice emailed.
- Picked up posters for youth contest from Grant Elementary.
- Reviewed Weichert FA – update spreadsheets, file, software (work with IT for software issues).



---

*Activities Report for Shane Wucherpennig – November, 2021*

- **December 1** – CEED meeting, Database updates
- **December 2** – CSGCC Communications team zoom meeting
- **December 3** – Field visits and contracts
- **December 6** – Project. TMDL Tracking, worked on data bases
- **December 7** – Central WI Farm Profitability Expo Planning meeting
- **December 8** – Farmers of Mill Creek annual Lunch program – Eron’s Event Barn
- **December 9** – BITs MDV project discussion with DNR Molly Richardson, Attended EPPIC Event (Bridging the Gap Between Agronomics and Nutrition in Conservation Agriculture
- **December 10** – MDV databases, LWRM tracking updates
- **December 13** – Off
- **December 14** – Staff Meeting, Northeast WI Dec 14th Tech Meeting
- **December 15** – Discovery Farms Annual Conference
- **December 16-17** – 2021 December County Conservation Virtual Meeting
- **December 20-22** – Vacation
- **December 23-24** – Holiday Christmas.
- **December 27-29** – Vacation
- **December 30-31** – Holiday New Years



# Wood County WISCONSIN

## OFFICE OF PLANNING AND ZONING

TO: Conservation, Education & Economic Development Committee

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

RE: Staff Report for January 5, 2022

### 1. Economic Development (Jason Grueneberg)

- a. North Central Wisconsin Development Corporation (NCWDC) – On December 5<sup>th</sup>, I participated in the NCWDC Revolving Loan Fund meeting. Agenda items included review of 2021 year-end financials, status of current loans, review and approval of 2022 budget, review of 2022 staffing agreement, Central Wisconsin Economic Development (CWED) Fund, and approval of the NCWDC Fund phase down. The fund will be phased out due to the upcoming sunset of the program and the entire region having access to CWED revolving loans.
- b. Wood County Economic Development Roundtable – The Heart of Wisconsin Chamber of Commerce hosted the first in-person economic development roundtable meeting since the start of COVID. Since a roundtable meeting has not been held for a few months, most of the meeting consisted of updates from participants. The next meeting will be in Marshfield in February with the date, time and location yet-to-be determined.
- c. Central Wisconsin Economic Development (CWED) Fund – On December 15<sup>th</sup>, I participated in the CWED Board of Directors meeting. Agenda items included Loan Committee updates, approval of a new loan to Great Northern Distillery, approval of financials, a fund status and activity report, and an administrator update.
- d. Broadband – On December 13<sup>th</sup>, the Wood County Digital Equity Solutions Team (DEST) met. At the meeting, topics of discussion included a Request for Information (RFI) process, dark fiber availability, speed mapping, and grant funding opportunities. A RFI process is currently being conducted with interviews scheduled for mid-January. The RFI process will position Wood County for the upcoming Public Service Commission grant cycle, with grants being due by March 17<sup>th</sup>.
- e. Jail Project – Site planning for the jail continues, and my recent focus has been on preparing an application for the Planned Development District overlay with the city of Wisconsin Rapids. In recent weeks, we have been looking at long term campus options that involve possible land purchases or trades. We also have been trying to determine what the parking needs for the Courthouse will be with the construction of the jail.

## 2. Planning (Adam DeKleyn)

- a. Land Subdivision - Plat Review – CSM: (7) CSMs were reviewed/approved/recorded. (2) CSMs are pending approval. (4) Pre application consultations with subdividers for new subdivision plats
- b. Wood County Private Well – Water Systems Program – Finalized program administrative procedures with department staff. The Private Well – Water Systems Program will start on January 1, 2022. Program applications, forms, resources and information are available [HERE](#).
- c. Zoning Amendments – ZA-2021-006 – Town of Sigel: Approved by CB in December. Official zoning map has been updated.
- d. City of Marshfield SSA/WQM Plan – Preliminary review and discussion on a new multi-family residential development.
- e. Wood County ATV/UTV Survey and Economic Impact Project – The purpose of this study was to obtain preferences of ATV/UTV users of the Wood County route and trail network and Intensive Use Area, including usage, travel preferences, and spending patterns and to solicit feedback about their experiences. The County collaborated with the North Central Wisconsin Regional Planning Commission (NCWRPC) on this planning effort. NCWRPC prepared a final report. The report presents key findings, numeric tabulation and graphic representation of the questions and answers from the survey. Report is available [HERE](#).
- f. Wood County Bike and Pedestrian Plan Update – Currently forming a planning advisory team to oversee the development of the plan. This plan is intended to guide the development of bicycle and pedestrian infrastructure, recommendations, and policy that will create a safe and accessible network across Wood County's various communities. The County is collaborating with the North Central Wisconsin Regional Planning Commission (NCWRPC) on this planning effort. NCWRPC is compiling survey results into a summary report. The survey results will guide updates to the plan. Additional info [HERE](#).
- g. Town/County Planning and Zoning Assistance – Provided planning and zoning assistance to the general public and several town officials.

## 3. Land Records (Paul Bernard)

- a. Digitizing new hydro layers off of the 2020 air photo – both lines and polygons
- b. Completed indexing of DOT Right of Way Plats and Town Road Records
- c. Parcel Mapping and Address Mapping

## 4. Code Administrator (Jeff Brewbaker)

11-24-2021 – Soils Evaluation (Interpretative Report Review) TN: 20; Soils Evaluation (Interpretative Report Review) TN: 17

11-25-2021 – Thanksgiving Holiday

11-26-2021 – Thanksgiving Holiday

11-29-2021 – Central Sands Groundwater County Collaborative Meeting

11-30-2021 – Created Shoreland Mitigation Preservation Affidavit TN: 07; Soils Evaluation & Hydrograph Replacement Conventional TN: 07; Soils Evaluation New HT TN: 15; Follow-up on Camper Violation TN: 31

12-01-2021 –ICEED Meeting WebEx; Soils Evaluation (Interpretative Report Review) & Plan Review New Mound A+0 TN: 20

12-02-2021 – Floodplain Workshop by WI DNR; Onsite & Consulted with owners in conflict over sump water discharge TN: 03

12-03-2021 – Floodplain Permit for Monitoring Well on Enbridge Pipeline TN: 13

12-06-2021 – Data Retrieval for Central Sands Groundwater County Collaborative

12-07-2021 – Issued Shoreland Permit & Mitigation Affidavit TN: 07; Onsite Property for Past Due Septic Maintenance Required TN: 18; Inspection Report New Mound >24” TN: 20

12-09-2021 – Inspection Report Replacement Mound <24” TN: 21; Inspection Report New Mound A+0 TN: 21; Performance Review for Code Technician; Inspection Report Reconnect HT TN: 22

12-10-2021 – Inspection Report New HT TN: 10; Inspection Report Replacement Mound >24” TN: 01

12-13-2021 – Wis Fund Grant Determination of Failures (10)

12-16-2021 – Soils Evaluation Replacement Conventional TN: 13

12-17-2021 – Prepare Realtor Presentation Outline

12-20-2021 – Prepare Power Point Realtor Presentation

12-21-2021 – Soils Evaluation Mound A+0 TN: 10

12-22-2021 – Prepare Power Point Realtor Presentation

##### **5. Code Technician (Scott Custer)**

11-24-2021 – Conventional inspection TN-18. Mound inspection tanks only TN-17.

11-29-2021– Shoreland mitigation plan meeting TN-14. Conventional application review TN-07 X 2.0702262

11-30-2021 – HT inspection TN-02. Holding Tank inspection TN-15. Camper investigation C-31 \*.

12-1-2021 – Inspection Reports X 10. Conventional inspection TN-07. Mound Plan review TN-17.

12-2-2021 – Mound tank inspection TN-16. Conventional inspections X 2 TN-07.

12-3-2021 – Mound tank inspection TN-12. Inspection Report X 2.

12-6-2021 – Conventional inspection TN-18. Inspection reports X 2.

12-7-2021 – Wisconsin fund program meeting. Inspection reports X 5.

12-8-2021 – Well program administration meeting. Conventional inspection TN-18. Mound tank inspection TN-04. Inspection report X 1.

12-9-2021 – Inspection Reports X 5.

12-10-2021 – Conventional inspection TN-07. Inspection report X 6. Parcel research and report TN-13.

12-13-2021 – Well permit GPS/GIS meeting. Well permit inquiry with IT.

12-14-2021 – Holding Tank site inspection TN-15. Well permit discussion with IT. Work Truck oil change. Conventional system inspection TN-07

12-15-2021 – Well permit meeting. Wisconsin Fund application review. Conventional permit review TN-13. Inspection report X 1.

12-16-2021 – Madison for soil exam review. Meeting with landowner about court case action plan.

12-17-2021 – Inspection reports for previous staff X 3. Issued Mound permit TN-03.

12-20-2021 – Inspection report X 2. Mound tank inspection TN-04. Conventional drainfield inspection TN-13. Citizen groundwater meeting WebEx.

12-21-2021 – Conventional inspection TN-18. Inspection report X 1.

12-22-2021 – Updated shoreland/floodplain application.

12-23-2021 – Holiday

12-24-2021 – Holiday

\*Training purposes with Code Administrator.

## 6. Office Activity (Kim Keech and Victoria Wilson)

- a. Monthly Sanitary Permit Activity – There were 12 sanitary permits issued in November 2021 (2 New, 10 Replacements, 0 Reconnects and 0 Non-Plumbing) with revenues totaling \$6,550. There were 9 sanitary permits issued in November 2020 (2 New, 7 Replacements, 0 Reconnects and 0 Non-Plumbing) with revenues totaling \$5,700.

There were 189 sanitary permits issued through November. For comparison purposes, the following are through the same period for the previous five years: 2020 – 173, 2019 – 166, 2018 – 164, 2017 – 186 and 2016 – 150.

- b. 2021 Tax Refund Intercept Program (TRIP) – As of December 27<sup>th</sup>, Wood County received an additional \$0 for zero (0) payment for a total of \$6,263.79 on ten (10) outstanding cases for 2021.
- c. 2021 Maintenance Notices – Septic Maintenance Notices, ATU (Aerobic) Maintenance Notices, White Knight (Aerobic) Maintenance Notices, Holding Tank (Farmer Exempt) and Holding Tank Maintenance Notices were mailed Friday, April 23<sup>rd</sup> with a due date of Friday, August 13<sup>th</sup>. There are approximately 3,207 to be mailed between the five notices. As of September 10<sup>th</sup>, 690 septic systems and 50 holding tanks have not had maintenance completed for 2021. Second reminders were mailed Friday, September 24<sup>th</sup>. The Corporation Counsel letters (3rd reminders) were mailed on Friday, November 12<sup>th</sup>.

As of November 12<sup>th</sup>, there are 130 septic systems and 21 holding tanks that have not completed servicing for 2021.

- d. 2021 Triennial Program Fee – There were 3,002 program fee notices mailed on Monday, October 18<sup>th</sup> with a payment due date of Friday, November 19<sup>th</sup>. The \$25 program fee can be paid online with an e-check, debit card or credit card. There will be a convenience fee if making payment by e-check, debit card or credit card. Cash or check can also pay the \$25 program fee. Second reminders were mailed Friday, December 10<sup>th</sup>.

As of December 27<sup>th</sup>, 255 property owners have not paid the \$25 program fee for 2021.

- e. Enforcement Activities Update (Small Claims) – None
- f. Sanitary Permit Database System Project – The next phase for the sanitary permit system database will consist of creating a service provider and comments interface. Information Technology Department continues work on the design phase of the project.

- g. ArcGIS Pro Software Project – Continue to work on various addressing projects to provide the most accurate addresses for Land Records.
- h. Wisconsin Fund Grant Program - 2017 Wisconsin Act 59, the 2017 biennial budget act, repealed, effective June 30, 2021 the Wisconsin Fund Grant Program for failing septic systems. 2021 Senate Bill 84 delays the elimination of the Wisconsin Fund Grant program to sunset on June 30, 2023. The 2021 Senate Bill 84 has been passed by the Senate and Assembly. The governor signed the bill on July 8, 2021 as 2021 Wisconsin Act 67. On September 22<sup>nd</sup>, Department of Safety and Professional Services request under s.16.515 for increase expenditure authority to make grants under the Wisconsin Fund program for \$1,680,000. On October 6<sup>th</sup>, Joint Committee on Finance approved \$1,680,000 for the Wisconsin Fund program. Office Staff continues to promote and take applications for the grant program. Wisconsin Fund Grant program brochure and application form can be found on the Wood County Planning & Zoning website. As of December 27<sup>th</sup>, Wood County has 11 applicants that have applied for Wisconsin Fund Grant.
- i. Kim attended the following meetings/trainings:
  - i. Wellness Committee on December 14<sup>th</sup>.
  - ii. Citizens (Wood County) Groundwater Group on December 20<sup>th</sup>.
- j. Victoria attended the following meetings/trainings:
  - i. Broadband on December 13<sup>th</sup>.

## County Surveyor's 2021 Year End Report

### 1. Maintenance Work

- i. 2021 County Contract, Quest Civil Engineers, LLC
  - ii. 180 corners under contract
  - iii. Locations
    1. Town of Remington (west)
    2. Town of Cary
    3. Town of Wood
  - iv. The contract has been partially delivered
    1. 116 corners delivered
    2. 64 corners remain in the Town of Remington (west)
      - a. Contractor asked for an extension due to need frozen ground to access the corners
      - b. This has been an issue in the SW part of the county in the past
      - c. The extension was granted. Delivery expected early to mid-January
- b. 2020 Town/Highway Contract, Central Staking (Same as 2020)
- i. 20 corners
  - ii. Process
    1. Notification sent to Central Staking for each project location
    2. Central Staking visits each corner prior to construction
    3. Upon completion of construction Central Staking resets the monument and files a new tie sheet
  - iii. This is a VERY important step in maintaining PLSS corners

### 2. Office work

- a. 2021 has been busy year with a lot of property transactions and surveys
- b. All CSMs are reviewed off site
  - i. A record number of reviews was completed for 2021
- c. Map data checking is done as requested by Zoning Staff
- d. All incoming maps are scanned and posted for Zoning staff to upload to online
  - i. The zoning staff has been doing the scanning make the county surveyor tasks easier to post to the live map application
- e. Public outreach
  - i. Office visits from surveyors and property owners has been minimal
    1. This is due to most of the records being online
  - ii. Calls and emails continue to be the primary contact platform
- f. Land Information Council
  - i. Attended 3 of the 4 meetings

### 3. 2022 outlook

- a. CSM reviews are expected to continue to be above average
- b. The final round of PLSS work will be completed
  - i. This will give the county a break in maintenance until 2030 when the next round of maintenance will need to begin
- c. R/W platting project will be planned in 2022 for 2023

- i. Cooperation with the highway department to discuss
  - 1. Highway needs
  - 2. Cost sharing
- ii. The scope will be written in cooperation with the Highway Department, Register of Deeds, Treasurer and Property Lister
- iii. The first contract is planned to be signed and delivered in 2023

## CITIZENS (WOOD COUNTY) GROUNDWATER GROUP MEETING

DATE: Monday, December 20, 2021  
TIME: 2:00 p.m.  
LOCATION: In-Person (Wood County Courthouse, Room #114) & Teleconference via WebEx

**Present:** Mark Borchardt, Scott Borgeau, Tucker Burch, Rhonda Carrell, Bill Clendenning, Scott Custer, Bruce Dimick, Gordon Gottbeheit, Dr. Dennis Hancock, Kim Keech, Bill Leichtnam, Carla Romano, Gregg Wavrunek and Rachael Whitehair.

1. **Call Meeting to Order:** Chair Bill Leichtnam called the meeting to order at 2:00 p.m.
2. **Public Comment:** None.
3. **Chair's Remarks**  
Bill Leichtnam shared comments throughout the meeting.
4. **Speakers – “Groundwater Protection Research and ideas from the USDA”**  
Dr. Dennis Hancock, Center Director (USDA Agricultural Research Service-Marshfield)  
Mark Borchardt, Microbiologist (USDA Agricultural Research Service-Madison)  
Tucker Burch, Research Agricultural Engineer (USDA Agricultural Research Service-Marshfield)

Highlights of “**Groundwater Protection Research at USDFRC**” presentation:

- Integrated Dairy systems  
Nutrition – Cell Wall Biology and Utilization Research Unit  
Forage – Dairy Forage Research Unit  
Environment – Environmentally Integrated Dairy Management Research Unit
- Value of Integrated Research  
Better, understand dairy animal and forage physiology (basic science).  
Improve dairy forage production and feeding systems (applied science).  
Reduce the environmental footprint of the US dairy industry (environmental science).
- What is quantitative microbial risk assessment (QMRA)?  
Risk – Possibility of loss or injury  
Hazards – Waterborne gastrointestinal pathogens
- Types of loss/injury?  
Infections  
Symptomatic Illness  
AGI is often self-limiting, but can be severe in immune-compromised and other susceptible hosts.
- Recently Published – Research Companion Papers
  - a. Research “Sources and Risk Factors for Nitrate and Microbial Contamination of Private Household Wells in the Fractured Dolomite Aquifer of Northeastern Wisconsin”.  
Website Link: <https://ehp.niehs.nih.gov/doi/10.1289/EHP7813>
  - b. Research “Quantitative Microbial Risk Assessment for Contaminated Private Wells in the Fractured Dolomite Aquifer of Kewaunee County, Wisconsin”.  
Website Link: <https://ehp.niehs.nih.gov/doi/10.1289/EHP7815>
- Conceptual Model  
Private Septic Systems & Dairy Manure → Private Well → Consumers Drink Water
- Kewaunee County: Summary/Conclusions  
Drinking water from private wells in Kewaunee County presents risk of AGI (approximately 300 predicted cases/year).

Priority areas with most potential for risk mitigation:

- a. Wells constructed in deeper depths to bedrock: 250 cases/year
- b. Wells contaminated with bovine fecal material: 230 cases/year
- c. Wells contaminated with cryptosporidium partum: 190 cases/year

- d. Alternatively, any combination of a-c.
- Future Work?
  - Statewide QMRA for groundwater-borne pathogens in private wells.
  - Risk assessed at county level based on public data.
  - Puts Kewaunee in context and guides development of future field studies.
  - Long-term: Simulate interventions – Treatment of systems (alternative management practices).
  - Defines public health value of interventions, support cost-benefit decisions.
- Kewaunee County Groundwater Research
  - The cropland around a well in Kewaunee County, greater the probability that well has nitrate above the health standard.
- Southwest Wisconsin Groundwater and Geology (SWIGG) Study
  - A multi-county effort to better understand drinking water. Preliminary results show that more cropland around a well means greater likelihood of high nitrates.

Highlights of “Celebrating 40 Years of Research and Impact at the U.S. Dairy Forage Research Center” presentation:

- Path forward... Short and long-term impacts of manure applications on soil health.
- Expansions (dependent upon FY22 budget)
  - Cover crop research and outreach.
  - Major inclusion in developing the Ruminant Farming Systems (RuFaS) model.
  - Methane reduction research.
  - Precision Ag approach to manure application and forage management.

5. **Correspondence/Updates/Handouts/Reports:**

Bill Leichtnam shared the following:

- a. Wisconsin Ag Day at the Capitol will be at the Monona Terrace Convention Center in Madison on Wednesday, January 26, 2022. Event sponsored by the Wisconsin Farm Bureau. Main Topic: Water Quality in Wisconsin.
- b. Handouts:
  - “Farm to Faucet? Agricultural Waste and Private Well Contamination in Kewaunee County, Wisconsin” by Wendee Nicole. Website Link: <https://ehp.niehs.nih.gov/doi/10.1289/EHP10034>
  - Research “Sources and Risk Factors for Nitrate and Microbial Contamination of Private Household Wells in the Fractured Dolomite Aquifer of Northeastern Wisconsin”. Website Link: <https://ehp.niehs.nih.gov/doi/10.1289/EHP7813>
  - Research “Quantitative Microbial Risk Assessment for Contaminated Private Wells in the Fractured Dolomite Aquifer of Kewaunee County, Wisconsin”. Website Link: <https://ehp.niehs.nih.gov/doi/10.1289/EHP7815>
- c. Article “Legislative Roadblocks Force DNR to Abandon Water Pollution Protections” by Scott Laeser. Website Link: <https://wisconsinexaminer.com/2021/11/18/legislative-roadblocks-force-dnr-to-abandon-water-pollution-protections/>
- d. A federal bipartisan bill will expand efforts to deliver safe drinking water to Wisconsin by investing in over \$800 million in communities across the state over the next 5 years including \$142 million for 2022 allotment for state revolving loan programs funding water infrastructure projects.
- e. Opinion Column: “GOP rule stymies use of federal funds for safe drinking water” by Bill Berry Website Link: [https://captimes.com/opinion/quest-columns/opinion-gop-rule-stymies-use-of-federal-funds-for-safe-drinking-water/article\\_8e640dbd-725f-5114-8220-3c3d814d2ef8.html](https://captimes.com/opinion/quest-columns/opinion-gop-rule-stymies-use-of-federal-funds-for-safe-drinking-water/article_8e640dbd-725f-5114-8220-3c3d814d2ef8.html)
- f. Portage County Groundwater Citizens Advisory committee next meeting tentatively scheduled for Thursday, February 10, 2022.

6. **Action Items proposed to CEED Committee by Citizens (Wood County) Groundwater Group**

Actions proposed by citizens that would go to the Conservation, Education and Economic Development Committee of the Wood County Board. Citizens have access to their board.

Discussion comments:

Clean Water is a health issue.

We all share the same water.

No one has the right to contaminate someone else's water.

7. **Roundtable** None.

8. **Announcements of members / visitors (upcoming parallel events / meetings)** None.  
Wisconsin Ag Day at the Capitol will be at the Monona Terrace Convention Center in Madison on Wednesday, January 26, 2022.

Portage County Groundwater Citizens Advisory next meeting tentatively scheduled for Thursday, February 10, 2022.

9. **Future Speakers:** Please contact Bill Leichtnam or Bruce Dimick with any suggestions for speakers.  
January – Open  
February – Open

10. **Agenda Items for next meeting**  
Agenda items should be submitted to Bill Leichtnam or Kim Keech by the second Monday of the month.

11. **Next Meeting** Meetings will be the third Monday of each month @ 2:00 p.m.

The next regular Citizens (Wood County) Groundwater Group meeting is scheduled for Monday, January 17<sup>th</sup> at 2:00 p.m. at Wood County Courthouse in Conference Room #114. A virtual WebEx option will also be available for this meeting.

12. **Adjourn Groundwater Group Meeting** Chair Bill Leichtnam adjourned @ 3:21 p.m.

Notes by Kim Keech, Planning & Zoning Office

## MINUTES OF THE JUDICIAL AND LEGISLATIVE COMMITTEE

DATE: January 7, 2022  
 TIME: 9:00 a.m.  
 PLACE: Room 114, Wood County Courthouse  
 TIME ADJOURNED: 9:56 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 at this time.
3. The minutes for the November 29, 2021, and December 3, 2021, meetings were reviewed. **Moved by Wagner, seconded by Curry, to approve the minutes. All ayes.**
4. The Committee reviewed the claims of Bruce Diggles and Randy Schneider. These claims will be provided to the county board.
5. There were no new animal claims against the County.
6. The Committee reviewed monthly voucher and department reports of the departments it oversees. **Moved by Curry, seconded by Leichtnam, to approve the reports and payment of department vouchers. All ayes.**
7. The Committee reviewed correspondence and legislative issues.
  - a. Report of Citizens Groundwater Group. Supervisor Leichtnam updated the committee on the group's December 20, 2021, meeting. Minutes from the group will be included in the county board packet.
  - b. Attendance at Centergy meeting. No expression of intent to attend by any of the supervisors.
8. The Committee reviewed the Corporation Counsel memorandum "Resolution Drafting." The memo will be forwarded on to the county board and included on the intranet.
9. Discussion on need for departmental policies with the Humane Officer and Coroner.

General discussion had. The Public Safety Committee will work with these departments on the development of departmental policies.

10. County Board rules.
  - a. Transfer of budgeted funds. Preference expressed on giving standing committees some authority to move budgeted funds within a department but not from the contingency fund. Corporation Counsel will prepare a draft rule.
  - b. Voting at county board meetings. **Moved by Curry, seconded by Zurfluh, to place this topic on the agenda for next month. All ayes.**
11. Attendance at meetings. No reports for meetings attended or requests to attend additional meetings.
12. Agenda items for the February 2022 meeting:
  - Discuss reconvening of Joint Legislative meetings.
  - Discuss Rule 26, re: committees moving budgeted funds.
  - Discuss Rule 13.D., re: attendance at meetings by supervisors.
13. The next committee meeting will be February 4, 2022, at 9 a.m.
14. Meeting adjourned without objection by the Chairperson at 9:56 a.m.

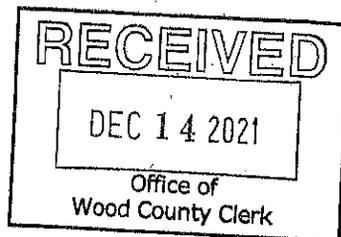
Minutes taken by Peter Kastenholz and are in draft format until approved at the next meeting.

# Judicial & Legislative Committee Meeting

Date: 1/7/2022

NAME (PLEASE PRINT)	REPRESENTING
Trent Miner	County Clerk
Tiffany Ringer	ROD
Brent Urwin	CSA
C. LAMBERT	D.A.
DENNIS POLACH	CBB-#14
AV	
Joe Zurfluh	Supervisor Dist. #17
Ed Newton	Finance Director
Reuben Van Tassel	Facilities Manager
Lance Pliml	County Board Chair
Mary Anderson	Register in Probate

NOTICE OF INJURY AND CLAIM



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

cc: Corp Counsel  
HR  
Sheriff

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

THE INCIDENT:

Date: 12-11-2021

Time: 11:00 A.M.

Place: Rescue Garage

The circumstances giving rise to my claim are as follows:

Prior to 11:00 A.M. someone snowblowing  
around the building blew snow filling my grill  
and radiator full of snow, and scratching the paint below  
the drivers headlight.

The names of county personnel involved are: Bruce Diggles (Truck owner)

The names of other witnesses are: Brandon Franz (Rescue member)

THE CLAIM

I request the following monetary or other relief: \$179.56

12-13-2017  
Date

Bruce Diggles  
Signature  
Print Name: Bruce Diggles  
Address: 521 5th Street  
Port Edwards, WI 54469  
Phone: 715-213-4563

BALLWEG AUTOMOTIVE DBA TOYOTA OF WAUSAU  
2900 N. 20TH AVE. WAUSAU, WI. 54401  
PHONE: 715-675-5090 FAX: 715-675-6785  
TOLL FREE: 800-972-0467 FED ID # 26-0437593  
bodyshopwausau@toyotaofwausau.com

\*\*\* PRELIMINARY ESTIMATE \*\*\*

12/13/2021 02:10 PM

Owner

Owner: bruce diggles  
Address:

Work/Day: (715)213-4500

inspection

Inspection Date: 12/13/2021 02:11 PM

Inspection Type:

Appraiser Name: Austin Henricks  
Address: 2900 N 20th Ave  
City State Zip: Wausau, WI 54401  
Email: ahenricks@toyotaofwausau.com

Appraiser License # :  
Work/Day: (715)675-7775x216  
FAX:

Repairer

Repairer: TOYOTA OF WAUSAU  
Address: 2900 N 20th Ave  
City State Zip: Wausau, WI 54401  
Email: bodyshopwausau@ballweg.com

Contact:  
Work/Day: (715)675-5090  
FAX: (715)675-6785

Target Complete Date/Time:

Days To Repair: 1

Vehicle

2021 Toyota Tundra SR5 5.7 V8 4 DR Crew Cab Short Bed  
8cyl Gasoline 5.7 DOHC  
6-Speed Automatic

Lic Expire:  
Veh Insp# :  
Condition:  
Int. Refinish: Two-Stage

VIN: 5TFDY5F19MX043269  
Mileage Type: Actual  
Code: Y8245B  
Int. Refinish: Two-Stage

Options

1st Row LCD Monitor(s)  
60/40 Bench Seat  
Adjustable Seat System  
Anti-Lock Brakes  
Automatic High Beam  
Camper/Towing Package  
Chrome Step Bumper  
Courtesy/Warning Lights  
Driver Knee Airbag  
Electronic Compass  
Full Size Spare Tire  
Halogen Headlights  
Heated Wiper Park

2nd Row Head Airbags  
AM/FM CD Player  
Air Conditioning  
Armrest(s)  
Auxiliary Audio Input  
Cargo Lamp  
Collision Avoidance Sys  
Cruise Control  
Dual Airbags  
Emergency S.O.S. System  
Fwd. Collision Alert  
Head Airbags  
IPOD Control

4-Wheel Drive  
Adaptive Cruise Control  
Analog Gauges  
Automatic Dimming Mirror  
Black Bumper(s)  
Carpeting  
Color-Keyed Grille  
Driver Information Sys  
Elect. Stability Control  
Fog Lights  
Garage Door Opener  
Heated Power Mirrors  
In-Vehicle WiFi

Keyless Entry System	Knee Air Bags	Lane Departure Alert
Leather Shift Knob	Limited Slip Differential	MP3 Decoder
Manual Levling Headlamps	Mud/Splash Guards	Overhead Console
Pedestrian Detection Sys	Power Door Locks	Power Steering
Power Windows	Privacy Glass	Pwr Accessory Outlet(s)
Rear Center Arm Rest	Rear View Camera	Rear Window Defroster
Side Airbags	Side Steps	Single Exhaust System
SiriusXM Satellite Radio	Stability Cntrl Suspensn	Steel Wheels
Strg Wheel Radio Control	Tachometer	Tilt Steering Wheel
Tinted Glass	Tire Pressure Monitor	Tow Hooks
Brake	Trailer Hitch	Trip Computer
USB Audio Input(s)	Velour/Cloth Seats	Wireless Audio Streaming

**Damages**

Line	Op	Guide	MC	Description	MFR.Part No.	Price	ADJ%	B%	Hours	R
<b>Front End Panel And Lamps</b>										
1	I	38		Pnl,Front End Finish LT	Repair				0.5*	SM
2	L	38	13	Pnl,Front End Finish LT	Refinish				1.1	RF
					0.4 Surface					
					0.6 Two-stage setup					
					0.1 Two-stage					
3	RI	38		Pnl,Front End Finish LT	R & I Assembly				0.4	SM
3				Items						
			MC	Message						
			13	INCLUDES 0.6 HOURS FIRST PANEL TWO-STAGE ALLOWANCE						

**Estimate Total & Entries**

<b>Paint &amp; Materials</b>	1.1 Hours @ \$42.00	\$46.20	
<b>Parts &amp; Material Total</b>			\$46.20
<b>Tax on Parts &amp; Material</b>	@ 5.500%		\$2.54
<b>Labor</b>			
	Rate	Replace Hrs	Repair Hrs
			Total Hrs
Sheet Metal (SM)	\$62.00	0.4	0.5
Mech/Elec (ME)	\$80.00		
Frame (FR)	\$75.00		
Refinish (RF)	\$62.00	1.1	1.1
<b>Labor Total</b>			2.0 Hours
<b>Tax on Labor</b>	@ 5.500%		\$6.82
<b>Gross Total</b>			\$179.56
<b>Net Total</b>			\$179.56

Alternate Parts Y/00/00/00/00/00 Cumulative 00/00/00/00/00 Zip Code: 54401 Default  
 SPPL Yes Zip Code: 00000 Default  
 Rate Name Default

Audatex Estimating 10.11.79 ES 12/13/2021 02:11 PM REL 10.11.79 DT 11/01/2021 DB 12/08/2021

State Disclosure: WI

© 2021 Audatex North America, Inc.

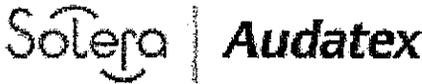
0.7 HRS WERE ADDED TO THIS ESTIMATE BASED ON AUDATEX'S TWO-STAGE REFINISH FORMULA.

THIS ESTIMATE HAS BEEN PREPARED BASED ON THE USE OF ONE OR MORE REPLACEMENT PARTS SUPPLIED BY A SOURCE OTHER THAN THE MANUFACTURER OF YOUR MOTOR VEHICLE. WARRANTIES APPLICABLE TO THESE REPLACEMENT PARTS ARE PROVIDED BY THE MANUFACTURER OR DISTRIBUTOR OF THE REPLACEMENT PARTS RATHER THAN BY THE MANUFACTURER OF YOUR MOTOR VEHICLE.

Op Codes

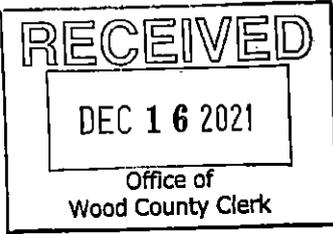
- |                            |   |                                |
|----------------------------|---|--------------------------------|
| * = User-Entered Value     | ^ = Labor Matches System Assigned Rates | E = Replace OEM                |
| NG = Replace NAGS          | EC = Replace Economy                    | OE = Replace PXN OE Srpls      |
| UE = Replace OE Surplus    | ET = Partial Replace Labor              | EP = Replace PXN               |
| EU = Replace Recycled      | TE = Partial Replace Price              | PM = Replace PXN Reman/Rebtl   |
| UM = Replace Reman/Rebuilt | L = Refinish                            | PC = Replace PXN Reconditioned |
| UC = Replace Reconditioned | TT = Two-Tone                           | SB = Sublet Repair             |
| N = Additional Labor       | BR = Blend Refinish                     | I = Repair                     |
| IT = Partial Repair        | CG = Chipguard                          | RI = R & I Assembly            |
| P = Check                  | AA = Appearance Allowance               | RP = Related Prior Damage      |

This report contains proprietary information of Audatex and may not be disclosed to any third party (other than the insured, claimant and others on a need to know basis in order to effectuate the claims process) without Audatex's prior written consent.



© 2021 Audatex North America, Inc.  
AUDATEX is a trademark owned by Audatex North America, Inc. All rights reserved.





NOTICE OF INJURY AND CLAIM

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

cc: Corp Counsel
Hwy
HR

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

THE INCIDENT

Date: 12-8-21

Time: /

Place: Tri City Motors, 1410 Hwy 73 So, Wis Rapids, WI, 54494

The circumstances giving rise to my claim are as follows:

Mailbox knocked off, damaged.
Box can be viewed at shop

The names of county personnel involved are:

The names of other witnesses are:

THE CLAIM

I request the following monetary or other relief:

12-13-21
Date

Randy Schneider
Signature

Print Name: RANDY SCHNEIDER

Address: 1330 Hwy 73 So
Wis Rapids, WI, 54494

Phone: 715-325-2995 OR 715-325-5143



# Wood County

## WISCONSIN

CHILD SUPPORT  
AGENCY

---

JANUARY 2022

### MONTHLY REPORT TO THE JUDICIAL AND LEGISLATIVE COMMITTEE

Prepared by Child Support Director Brent Vruwink

- As we finish out the year we are completing annual trainings that are required by the Bureau of Child Support. I will be working on the Cooperative Agreements in the month of January so we can request reimbursement for services provided in the 1<sup>st</sup> quarter of 2022. As Chair of the WCSEA Legislative Committee I have been tasked with evaluating State Funding of the Child Support Program to determine what the statewide need will be for the next biennial budget. Once this determination is made we will begin informing legislators why it is imperative we receive additional funding.
- I attended the WCSEA meeting on December 9<sup>th</sup>.
- I presented at the New Director Orientation on December 13<sup>th</sup>.
- On December 20<sup>th</sup> I met with the State Bureau of Regional Operations to complete the Annual Children First Check in.
- The current IV-D case count is 3,506.



# Wood County WISCONSIN

## CRIMINAL JUSTICE DEPARTMENT

**Caitlin Saylor**  
Criminal Justice Coordinator

January 7, 2022

To the Judicial and Legislative Committee:

Hello, my name is Caitlin Saylor and I am honored to have been selected for the Criminal Justice Coordinator position. I am a lifelong Wood County resident from Port Edwards, Wisconsin. While many individuals who work in corrections or social services choose not to live where they work, especially in their hometowns, I am not that individual. It is important for me to invest in the community that I grew up in, the community where my loved ones are, and where I am choosing to raise my own family. Community safety, alternatives to incarceration, and reducing recidivism are things I am passionate about making happen in Wood County, and I am grateful for this opportunity. I began my role on December 17, 2021. During this time, I have done the following:

- Attended Drug Court, Staffings, and Sustainability Meetings
- Shadowed and observed staff and assisted with assigned drug testing
- Met with Judge Wolf and the Finance Department to review the TAD Grant and Criminal Justice budget
- Connected with my assigned mentor, Brent Vruwink
- Attended introductory meetings with community partners such as the Health Department, Sheriff's Department, Three Bridges Recovery, and Dunn County's Criminal Justice Coordinator

I would appreciate any guidance and direction regarding the work that I do and how to best fit the needs of this committee, the county board and Wood County.

Sincerely,

Caitlin Saylor  
*Criminal Justice Coordinator*

**VICTIM WITNESS SERVICES REPORT**  
Michele Newman, Coordinator  
November 30 to December 21, 2021

**Victims/Witnesses Served:**

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

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

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

**54** Initial contact packet information sent

**2** No contact order information

**6** No prosecutions notification

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

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

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

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

**9** Victims with restitution requested

**7** Victim Impact Statements

**68** - Victims registered Vine service.

**28** Victims notified of appeals court proceedings

Total services/events // Total unique parties = **268//194**

**Trainings/Meetings/Other:** none

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

**DAY AND DATE:** Thursday, January 6, 2022  
**PLACE:** Highway Department, 555 17<sup>th</sup> Ave N, Wisconsin Rapids, WI 54495  
**MEETING TIME:** 9:00 a.m.  
**ADJOURNMENT TIME:** 11:09 a.m.  
**MEMBERS PRESENT:** Chairperson Jake Hahn, Supervisor Dave LaFontaine, Supervisor Lee Thao, Supervisor John Hokamp

**MEMBERS PRESENT VIA WEBEX:** Supervisor Al Breu

**OTHERS PRESENT:** Roland Hawk, Highway Commissioner; Chad Schooley, Parks & Forestry Director; Fritz Schubert, Forest Administrator; Supervisor Dennis Polach, Rachel Krause, Highway Program Assistant; John Moder, Cranberry Campground, LLC, Pete Winistorfer

**OTHERS PRESENT VIA WEBEX:** Lance Pliml, Wood County Board Chairman

1. Call meeting to order. Meeting call to order at 9:00 a.m.
2. Declaration of quorum
3. Public comments
4. Correspondence. None
5. Approve minutes from previous committee meetings. **Motion to approve by A. Breu, second by L. Thao. Motion carried.**
6. ATV Trail/Route system update. Crane Berry Campground is looking for ATV access through State leased Wood County Wildlife Area property. Access would connect the campground to HWY X, which currently is an ATV route. Because it is State leased land this would require approval from the State. The Wood County Wildlife Advisory Committee would want to be involved. According to their lease the State manages the land how they want. The Advisory committee is advising the HIRC Committee on what to do with the land. C. Schooley recommends a future resolution from the committee if they would like to make a recommendation to the State. J. Hahn would like Parks and Forestry to reach out to the State to see what their thoughts are on the subject.
  - a. Route Updates.
    - a. Highway was awarded \$20,000 from the CEED committee for route marking on County highways. The money will not be awarded until after Commissioner Hawk reports back to the CEED committee. Commissioner Hawk plans to do this at the September 7, 2022 meeting but if things are completed earlier than that this could be moved up.
    - b. ATV intensive use area was closed after the December 15, 2021 storm. With the help of the DNR and Emergency management it is now cleaned up and reopened.
7. **HIGHWAY**
  - a. Highway staff reports.
  - b. Highway revenue report. Commissioner Hawk reports due to the CTH X project being delayed in 2021 adjustments were made.
  - c. Highway vouchers. **Motion to approve by D. LaFontaine, second by J. Hokamp. Motion carried.**
  - d. Bids for CTH X Construction Project. Bids came in quite a bit higher than estimated. The CTH X project was estimated for construction in 2021, however due to wetland impacts the project was delayed until 2022. CTH X is the county highway most in need of repairs right now and the State MLS grant money allocated for it has a sunset date that will be difficult to meet if delayed another year. Commissioner will revise the 2022 project schedule to stay within the Highway Department budget. Commissioner Hawk is seeking approval for this project and making necessary adjustments

- to the project schedules and budget. **D. LaFontaine made a motion to approve the bid that is most advantageous to the county, second by A. Breu. Motion Carried.**
- e. 2022 Commissioner Goals. **J. Hahn made a motion to approve the goals as presented, second by J. Hokamp. Motion carried.**
- f. Timber Harvest on Highway Parcel. Commission Hawk was approached by a neighboring property owner to the Smith Pit property. This property owner is having hardwood harvested from his property and asked for permission to use a portion of the Smith Pit parcel to access his land with the understanding he would restore it. The company that is doing this harvest noticed that the Smith Pit parcel could benefit from some thinning. Commissioner Hawk would like permission to contact the Buffalo Lumber & Tie Co. to see if there is any value in the trees on the property. D. LaFontaine would be in favor of a thinning and not a clear cut. **J. Hahn made a motion to allow Commissioner Hawk to negotiate with Buffalo Lumber & Tie Co. with F. Schubert's involvement, second by D. Lafontaine. Motion carried.**
- g. Marshfield Shared Campus. The study is in its final stages. A joint meeting is scheduled for January 25, 2022 at 5:00 p.m. in the Marshfield City Council Chambers. This meeting will also be available virtually. The consultant will give a presentation and there will be time for questions and answers. This is an informational meeting only and no action will be taken. Chairperson Hahn would like the information ahead of the meeting if possible. Commissioner Hawk will e-mail all of the committee members as soon as he has the latest information.
- h. Asphalt plant drum replacement. The current drum is 20-25 years old and has produced 4 million tons of material. As expected under normal wear the drum is wearing very thin and flights are continuing to be replaced. Repairs have been made to extend the life but it is now at a point that investing in repairing and maintaining is not beneficial anymore. \$500,000 has been budgeted for replacement of the drum. At this time the drum would be estimated to be about \$350,000 and the additional money would be used to purchase an additional hopper and conveyer to allow for the addition of asphalt fines, a waste product produced by crushing recycled asphalt. By using the fines in our asphalt mix the amount of recycled material in our asphalt could increase from 30% to 40% and reduce the amount of sand and oil needed. Commissioner is requesting this item go out for a quote and not a bid to allow the ability to negotiate on items that may be able to be completed internally at less expense such as installation of the new drum. **Motion to approve by D. LaFontaine to proceed with a quote for the Asphalt Plant Drum, hopper and conveyer, second by J. Hokamp. Motion carried.**
- i. Loader fee. Commissioner Hawk is proposing a \$20 fee be assessed for each load of material loaded for municipalities. Currently the cost of time and machine are not always getting charged because it is a short amount of time, and when we have a rental like we have now, there is no way to charge as the State does not allow it. Increasing the price of the material is not an option as the State only allows us to charge actual costs. The fee was determined by taking the hourly rate of the loader and dividing it by 4 and rounding up. **J. Hokamp made a motion to approve the load fee with the fee being reevaluated yearly, second by L. Thao. Discussion.** A. Breu suggested that the size of the truck be taken into account. **Motion carried.**
- j. Highway Floater Holiday Schedule. The Highway Department is the only department that has half day holidays on Christmas Eve and New Year's Eve with an 8 hour floating holiday to replace the remaining half days. Commissioner Hawk states that it is difficult to get production with only 4 hours. Commissioner explained employees would benefit by receiving overtime for the whole day instead of only half if called in. **J. Hahn made a motion to convert Christmas Eve and New Year's Eve to full day holidays and eliminate the floating holiday, second by D. LaFontaine. Discussion.** L. Pliml wanted to be sure that the Human Resources Director had been consulted. Commissioner Hawk states that he has in the past and holiday designation is up to the department policy. **Motion carried**
- k. Infrastructure Investment and Jobs Act (IIJA). This bill has been approved at the Federal level and money will be coming to the State. Wisconsin will receive money over the next 5 years and will be divided up between the State, Counties and municipalities. Commissioner Hawk has contracted for preliminary work on a few projects already and will be contracting for a few more to have some

projects in progress for when these funds become available. Commissioner Hawk is not asking for any additional money at this time and will be using maintenance funds to fund these early stages.

## 8. PARKS AND FORESTRY

- a. Parks & Forestry staff reports.
- b. Special Use permits. 1. Wis. Army National Guard, holding a recruiting event on the ice at Nepco 1/22/22 11am-6pm, 2. Kiwanis annual event at Nepco with many winter activities and shelter rental 2/19/2022 7am-5pm, 3. ATV on ice Races annual event at Dexter Park this is an on ice event 2/19/22 for set up and event on 2/20/2022, 4. Jeremiah's Crossing Fundraiser 8/20/2022 car show and food vendors at Dexter park. **Motion to approve by D. LaFontaine, second by A. Breu. Motion Carried**
- c. 2022 Director Goals. Continue with Powers Bluff project and grant submission for that project. Continue follow through with new reservation system. The reservation system should be up and running by the end of January. WI DOA Community Tourism Grant for trail construction at Powers Bluff has been applied for. **Motion to approve by D. LaFontaine, second by A. Breu. Motion carried.**
- d. 2022 Powers Bluff Development Project improvements. .4 miles of the new multiuse trail in the newer portion of the park and renovations to the current shelter building were completed with the use of HoChunk money in 2021. Director Schooley shared a breakdown of trail construction costs if they were to hire a contractor. The multiuse trail is a gravel surfaced trail that will be 3 miles once complete. Director Schooley shared the estimated construction costs from 2019 for the development of a road, parking and shelter building. D. LaFontaine encouraged Director Schooley to apply for a CEED grant as he feels the Powers Bluff development would have a great economic impact. As part of the development of the park the shop would be relocated from the top of the hill to access off CTH N. At this time it is difficult to access the shop on top of the hill during inclement weather. This building is also in rough shape and doesn't meet the needs for the equipment stored there. A new shop is estimated to cost about \$230,000. Director Schooley preference at this time would be to have the trail system professionally constructed. His department is capable of doing them but it will take many years. Director Schooley proposes that some of the non-lapsing fund be spent on improvements at Powers Bluff instead of strictly relying on grants. Currently Director Schooley is waiting to hear on a couple of grants. This will be discussed again at the next meeting.
- e. 2022 Work Plan and resolution approving Forestry portion. **Motion to approve the Parks work plan by D. LaFontaine, second by L. Thao. Motion carried. Motion to approve the Forestry Work Plan and Resolution by D. LaFontaine, second by A. Brue. Motion carried.**
- f. Resolution approving final draft of 15 Year County Forest Plan. **Motion to approve by D. LaFontaine, second by A. Breu. Motion carried.**
- g. Parks and Forestry revenue reports. Report will be available next month
- h. 2021 excess revenue carryover request. Director Schooley states that the department has met the requirement to carry over, per the 2017 resolution outlining the process. **Motion to approve carryover of 2021 P&F revenues in excess of budgeted revenues, by D. LaFontaine, second by J. Hokamp. Motion carried.**
- i. Parks & Forestry vouchers. **Motion to approve by D. LaFontaine, second by A. Brue. Motion carried.**

## 9. Future Agenda Items

10. Set next regular meeting date: February 3, 2022 at 9:00 am at Wood County Highway Department, 555 17<sup>th</sup> Ave North, Wisconsin Rapids, WI 54495
11. Adjournment. L. Thao excused at 11:00, **Chairperson Hahn adjourned the meeting at 11:09.**



# Wood County

## WISCONSIN

OFFICE OF  
HIGHWAY COMMISSION

*Roland Hawk*  
COMMISSIONER

January 6, 2022

To: Highway, Infrastructure & Recreation Committee

From: Roland Hawk, Highway Commissioner

Subject: Commissioner Report for January 6, 2022 HIRC meeting

---

### Department Activities

#### Personnel

Commissioner received resignation from end loader operator. The position is posted for applications and interviews are anticipated in late January.

Highway Department Holiday schedule includes ½ day for Christmas Eve and ½ day for New Year's Eve and provides 1-full day (8 hrs) Floating Holiday to compensate for the 2 – ½ days worked on Christmas and New Year's Eve. This particular schedule was negotiated under a previous union contract. The 2 – ½ days are difficult to obtain much production and commissioner proposes to eliminate floating holiday and follow the same Holiday schedule as the court house with full day Holiday on Christmas Eve and New Year's Eve.

Adjacent property owner to Highway Quarry property in the town of Cary asked for permission to cross a portion of the highway lands to stack logs being harvested on private property. Commissioner granted permission with understanding the property owner will restore and repair the landing and any ruts. While discussing the harvest the property owner suggested the highway department consider harvesting some of the mature timber on the highway property.

#### Highway/Facility Projects

Construction Projects for 2022 include:

- CTH X from STH 54 to STH 73. The bids for this project were received January 4, 2022. Construction
- CTH K & P Intersection: Reconstruction/pavement replacement plans out to bidders in January.
- CTH F from CTH HH – CTH P. Pavement Replacement. Cold in-place recycled asphalt bids will be opened in February or March.
- Three bridge epoxy surfacing projects, bids will be opened in late spring.
- Hemlock Road for Town of Seneca

Design Projects current/up-coming:

- CTH W & 48<sup>th</sup> Street Intersection (Round about)
- CTH Z & 48<sup>th</sup> Street Intersection (possible Round about)
- CTH U Village of Biron Reconstruction: S Biron Dr. to Huffman Rd.
- CTH BB & US 10 Intersection Realignment

- CTH N Bridge Replacement between STH 186 – CTH HH
- CTH ZZ Bridge Deck Replacement (City Point)
- CTH Z Pavement Replacement (STH 73 – STH 13)

The Architect working on the shared campus study for the Marshfield facility has submitted a draft Space Needs Conceptual Design report to Highway, WC Sheriff, and City of Marshfield Public Works. A joint meeting is scheduled for Tuesday January 25, 2022 with the HIRC, WC Public Safety Committee, and Marshfield Public Works & Common Council to present the findings. The meeting will be held at the Marshfield Common Council Chambers prior to the city's Common Council meeting at 5:00 PM.

Construction on the state and county salt sheds at the Marshfield site was completed on time (November 1) and approximately \$50,000 over estimated budget for each. Commissioner is working with DOT to obtain the payment for overruns for the state shed, and has moved funds between 2021 winter maintenance budget to cover added costs on the county shed.

### Highway Maintenance

Crews had several days of clean up after the December 15 storms. Several areas of the county had trees and debris scattered on the roadways.

Crews have been installing snow fencing and in some areas re-hanging snow fence that was blown down during the December 15 storms. Brushing and tree removal for 2022 & 2023 projects has started.

### ATV Plan/Development

Crews have ordered new ATV signs and posts to begin installation in early 2022.

### Equipment/Machinery

Crews have been monitoring the condition of the drum on the asphalt plant. It was last replaced in 1988 and has produced over 3.5 million tons. Original thickness was 3/8" or 0.375 inches. Several areas have been worn down to less than 1/4" some areas as thin as 0.153 inches. Since 2012 crews have replaced flights and reinforced the drum with steel plating. Too much of the drum is requiring reinforcement and as a result the commissioner is planning to replace the drum in 2023.

A new drum will be designed and requests for quotes will go out in early 2022. Highway will take delivery of the new drum in late 2022 and install the drum sometime between February 2023 and April 2023. The estimated cost is \$250,000 for drum and parts. Anticipated installation, delivery and handling is estimated at \$25,000.

At this time the asphalt plant uses 30% recycled asphalt during production of asphalt and is working to increase the use of recycled material to 40%. In order to do this the plant will design the new drum to accept more recycle material which will include a second recycle hopper and conveyor belt. Crews are already searching for used hoppers and conveyor systems. Anticipated costs for the added hopper and belts is \$30,000 - \$50,000 including installation.

The Highway Equipment CIP had budgeted \$500,000 for this work for 2022 however the costs for this repair/maintenance work will spread out over 2022 and 2023.

Commissioner is proposing to initiate a \$20 load fee to cover costs for loading salt, salt sand, and patch into municipal trucks. The current practice is for loader operator to charge time and loader time when loading municipal trucks. This can take 15 – 30 minutes per truck and combined labor and machinery

costs can range from \$24 - \$48 however it is not always charged. When using leased loaders, the correct charge is even harder to capture. If loading outside of normal hours the overtime charge would be even greater. This \$20 option is best for both Highway Dept and municipalities to be able to maintain a reasonable cost and ensure to cover this task.

WCHA

Wisconsin County Highway Association has scheduled the Winter Road School Conference for January 17 – 19 at the Chula Vista in Wisconsin Dells.

## Accounting Supervisor Report

By John Peckham, Wood County Highway Department Accounting Supervisor

HIRC Meeting

### Revenues

Revenues are as anticipated in most areas.

State Aid – LRIP revenue did not meet expectations because the CTH X project was not done this year. Those monies will be reimbursed at project's end in 2022. Permit revenue exceed budget. Once all State revenues and expenses are recorded, we will show that revenues were higher than anticipated. Below budget will be the Road Aid Revenues but those are offset by lower than expected Road Aid Expenses. Bituminous revenues were as anticipated.

### Expenses

Expenses are as anticipated in most areas.

Crushing expenses were higher than anticipated because we just began crushing operations again ourselves. Snow Removal expenses were, fortunately, held in check for the majority of the year. Now that we have a couple years of Salt Brine manufacturing, we will be able to budget more accurately in future budgets.

County of Wood  
 DETAILED INCOME STATEMENT W/SUBTOTALS  
 Highway Departmentwide  
 Friday, December 31, 2021

		2021			
		Actual	Budget	Variance	Variance %
<b>REVENUES</b>					
Intergovernmental Revenues					
43531	State Aid-Transportation	\$2,508,082.26	\$2,194,425.00	\$313,657.26	14.29%
43534	State Aid-LRIP	198,952.75	975,000.00	(776,047.25)	(79.59%)
	<b>Total Intergovernmental</b>	<b>2,707,035.01</b>	<b>3,169,425.00</b>	<b>(462,389.99)</b>	<b>(14.59%)</b>
Licenses and Permits					
44101	Utility Permits	29,850.00	16,000.00	13,850.00	86.56%
	<b>Total Licenses and Permits</b>	<b>29,850.00</b>	<b>16,000.00</b>	<b>13,850.00</b>	<b>86.56%</b>
Intergovernmental Charges for Services					
47230	State Charges	1,131,406.04	1,114,354.00	17,052.04	1.53%
47231	State Charges-Highway	211,373.97	579,812.00	(368,438.03)	(63.54%)
47232	State Charges-Machinery	9,236.21		9,236.21	0.00%
47233	State Charges-Performance Based Maintenance	80,038.28		80,038.28	0.00%
47300	Local Gov Chgs	401,081.18	520,712.00	(119,630.82)	(22.97%)
47330	Local Gov Chgs-Transp	1,130,354.43	1,151,102.00	(20,747.57)	(1.80%)
47332	Local Gov Chgs-Roads	214,129.30	417,440.00	(203,310.70)	(48.70%)
47333	Local Gov Chgs-Bridges	83,927.29	74,917.00	9,010.29	12.03%
	<b>Total Charges to Other Governments</b>	<b>3,261,546.70</b>	<b>3,858,337.00</b>	<b>(596,790.30)</b>	<b>(15.47%)</b>
Interdepartmental Charges for Services					
47470	Dept Charges-Highway	2,096,725.89	2,092,213.00	4,512.89	0.22%
	<b>Total Interdepartmental Charges</b>	<b>2,096,725.89</b>	<b>2,092,213.00</b>	<b>4,512.89</b>	<b>0.22%</b>
	<b>Total Intergovernmental Charges for Services</b>	<b>5,358,272.59</b>	<b>5,950,550.00</b>	<b>(592,277.41)</b>	<b>(9.95%)</b>
Miscellaneous					
48100	Interest	2,529.50		2,529.50	0.00%
48340	Gain/Loss-Sale of Salvage and Waste	11,617.36	6,700.00	4,917.36	73.39%
	<b>Total Miscellaneous</b>	<b>14,146.86</b>	<b>6,700.00</b>	<b>7,446.86</b>	<b>111.15%</b>
Other Financing Sources					
49110	Proceeds from Long-Term Debt		2,350,000.00	(2,350,000.00)	(100.00%)
49210	Transfer from General Fund	50,000.00		50,000.00	0.00%
49260	Transfer from Other Funds-Debt Service	50,000.00		50,000.00	0.00%
	<b>Total Other Financing Sources</b>	<b>100,000.00</b>	<b>2,350,000.00</b>	<b>(2,250,000.00)</b>	<b>(95.74%)</b>
	<b>TOTAL REVENUES</b>	<b>8,209,304.46</b>	<b>11,492,675.00</b>	<b>(3,283,370.54)</b>	<b>(28.57%)</b>
<b>EXPENDITURES</b>					
Public Works-Highway					
53110	Hwy-Administration	297,598.46	338,277.73	40,679.27	12.03%
53120	Hwy-Engineer	155,741.53	252,201.85	96,460.32	38.25%
53191	Hwy-Other Administration	327,890.77	333,809.28	5,918.51	1.77%
53210	Hwy-Employee Taxes & Benefits	(626,104.81)	1,612,034.11	2,238,138.92	138.84%
53220	Hwy-Field Tools	27,300.95	(832.98)	(28,133.93)	3,377.50%
53230	Hwy-Shop Operations	247,719.07	256,841.04	9,121.97	3.55%
53232	Hwy-Fuel Handling	(14,851.79)	(23,105.00)	(8,253.21)	35.72%
53240	Hwy-Machinery Operations	(944,044.89)	343,319.63	1,287,364.52	374.98%
53260	Hwy-Bituminous Ops	172,681.06	229,437.92	56,756.86	24.74%
53262	Hwy-Bituminous Ops	126,177.61		(126,177.61)	0.00%
53266	Hwy-Bituminous Ops	1,548,937.36	1,874,692.32	325,754.96	17.38%
53270	Hwy-Buildings & Grounds	157,570.31	183,568.29	25,997.98	14.16%
53290	Hwy-Salt Brine Operations	(43,128.38)		43,128.38	0.00%
53291	Hwy-Salt Brine Operations	26,836.45	150.00	(26,686.45)	(17,790.97%)
53281	Hwy-Acquisition of Capital Assets	102,508.47		(102,508.47)	0.00%
53310	Hwy-Maintenance CTHS		21,351.82	21,351.82	100.00%
53311	Hwy-Maint CTHS Patrol Sectn	2,019,477.15	1,887,686.10	(131,791.05)	(6.98%)
53312	Hwy-Snow Remov	657,462.80	890,438.04	232,975.24	26.16%
53313	Hwy-Maintenance Gang	205,182.62	103,303.39	(101,879.23)	(98.62%)
53314	Hwy-Maint Gang-Materials	3,841.40	2,900.00	(941.40)	(32.46%)
53320	Hwy-Maint STHS	1,451,208.83	1,109,246.76	(341,962.07)	(30.83%)
53323	Hwy-Maint STHS PBM	56,417.45		(56,417.45)	0.00%
53330	Hwy-Local Roads	1,198,254.05	1,126,479.33	(71,774.72)	(6.37%)
53340	Hwy-County-Aid Road Construction	263,634.42	475,418.61	211,784.19	44.55%
53341	Hwy-County-Aid Bridge Construction	140,683.89	129,393.16	(11,290.73)	(8.73%)
53490	Hwy-State & Local Other Services	443,355.32	517,068.91	73,713.59	14.26%
	<b>Total Public Works-Highway</b>	<b>8,002,350.10</b>	<b>11,663,680.31</b>	<b>3,661,330.21</b>	<b>31.39%</b>
Capital Outlay					

County of Wood  
 DETAILED INCOME STATEMENT W/SUBTOTALS  
 Highway Departmentwide  
 Friday, December 31, 2021

		2021			
		Actual	Budget	Variance	Variance %
57310	Highway Capital Projects	3,038,001.09	2,294,738.29	(743,262.80)	(32.39%)
	Total Capital Outlay	3,038,001.09	2,294,738.29	(743,262.80)	(32.39%)
	Other Financing Uses				
59260	Transfer to Enterprise	100,000.00		(100,000.00)	0.00%
	Total Other Financing Uses	100,000.00		(100,000.00)	0.00%
	TOTAL EXPENDITURES	11,140,351.19	13,958,418.60	2,818,067.41	20.19%
	NET INCOME (LOSS) *	(2,931,046.73)	(2,465,743.60)	(465,303.13)	18.87%

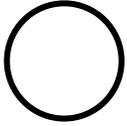
WOOD COUNTY, PARKS & FORESTRY - FOREST ADMINISTRATOR  
REVENUE REPORT & TIMBER SALE BALANCES

# JANUARY (December 2021 Revenue)

CONTRACT	TRACT	CONTRACTOR	CONTRACT AWARD AMOUNT	CONTRACT AWARD DATE	CONTRACT EXPIRATION DATE	\$ RECEIVED CURRENT MONTH	AMOUNT BILLED TO DATE CURRENT YR	AMOUNT RCVD TO DATE CURRENT YR	ENDING MONTH BALANCE
741	8-15	THURS LOGGING	26,388.62	04/07/16	03/31/22		\$0.00	\$0.00	\$0.00
744	2-16	DELANEY FP	*27,384.5	04/07/16	03/31/22		\$0.00	\$0.00	\$0.00
748	5-16	FUTUREWOOD	*18,522.1	10/06/16	12/31/22		\$0.00	\$0.00	\$0.00
749	6-16	FUTUREWOOD	33,638.00	10/06/16	12/31/22		\$0.00	\$0.00	\$0.00
758	13-16	FUTUREWOOD	37,074.50	11/14/17	12/31/22		\$0.00	\$0.00	\$0.00
762	4-17	FUTUREWOOD	14,431.60	11/14/17	12/31/22		\$0.00	\$0.00	\$0.00
764	6-17	FUTUREWOOD	14,091.00	11/17/17	12/31/22		\$10,262.46	\$10,262.46	\$0.00
775	9-18	COUNTRY F.P.	37,260.00	03/29/19	04/01/22		\$0.00	\$0.00	\$0.00
777	1-19	KOERNER	38,680.50	03/29/19	04/01/22	\$17,141.19	\$48,298.12	\$48,298.12	\$0.00
779	8-19	LAMBERT FP	15,255.00	06/10/20	06/01/22		\$0.00	\$0.00	\$0.00
780	2-16	YODER LOGGING	42,886.00	07/10/20	06/01/23		\$0.00	\$0.00	\$0.00
781	5-19	YODER LOGGING	9,720.00	07/10/20	06/01/22		\$0.00	\$0.00	\$0.00
783	1-20	KOERNER	116,380.00	06/01/21	12/01/23	\$17,313.19	\$104,037.20	\$104,037.20	\$0.00
784	2-20	LAMBERT FP	12,900.00	06/01/21	12/01/23	\$1,323.27	\$7,271.96	\$5,559.65	-\$1,712.31
785	4-20	KOERNER	136,058.00	06/01/21	12/01/23	\$0.00	\$73,700.38	\$72,696.76	-\$1,003.62
786	5-20	FLINK F.P.	13,126.60	06/01/21	12/01/23	\$3,472.89	\$13,982.01	\$13,982.01	\$0.00
787	1-21	KOERNER	111,269.60	06/01/21	12/01/23	\$71,178.03	\$110,424.06	\$71,178.03	-\$39,246.03
755		FIREWOOD				\$50.00	\$0.00	\$0.00	

Payments Received This Month: \$110,478.57 (41,961.96)

<b>2021 Budgeted Total Revenues</b>		<b>\$350,000</b>	Jobs Finished
<b>2021 Total County Forestry Revenues this month (90%)</b>		<b>\$ 99,430.71</b>	Jobs Started
<b>2021 Total Township Revenues this month (10%):</b>		<b>\$11,047.86</b>	Jobs Continuing/Reactivated
			Jobs Gone Inactive
*Contract extension w/increase			
<b>2021 TOTAL NET FORESTRY REVENUE TO DATE:</b>		<b>\$ 496,932.29</b>	



SMG

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

INTENT & SYNOPSIS: Approval of the 2022 Wood County Forest Annual Work Plan.

FISCAL NOTE: Potential loss of State Aid Revenues of \$49,180.

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

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

WHEREAS, the Highway Infrastructure and Recreation Committee approved the 2022 Wood County Annual Work Plan (see attached documents) at their monthly meeting held January 6, 2022 and

WHEREAS, the Wood County Board of Supervisors adopted the 2022 Wood County Parks & Forestry Budget at the November County Board Meeting, and

NOW, THEREFORE, THE WOOD COUNTY BOARD OF SUPERVISORS HEREBY RESOLVES to, approve and adopt the 2022 Wood County Forest Annual Work Plan.

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

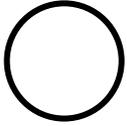
( )

_____	Jake Hahn (Chairman)	_____	x
_____	John Hokamp	_____	x
_____	Lee Thao	_____	x
_____	Al Breu	_____	x
_____	Dennis LaFontaine	_____	x

Adopted by the County Board of Wood County, this \_\_\_\_\_ day of \_\_\_\_\_ 20 22 .

County Clerk

County Board Chairman



RESOLUTION#

Introduced by
Page 1 of 1

Highway Infrastructure & Recreation Committee

ITEM#

DATE January 18, 2022

Effective Date Upon passage of publication

Committee

SMG

Motion: Adopted: Lost: Tabled: Absent:
Number of votes required:
[x] Majority [ ] Two-thirds
Reviewed by: , Corp Counsel
Reviewed by: , Finance Dir.

INTENT & SYNOPSIS: Approval of the Wood County Forest 15-Year Comprehensive Land Use Plan.

FISCAL NOTE: None.

Source of Money: N/A

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

WHEREAS, Wood County has lands enrolled as County Forest pursuant to §28.11 of the Wisconsin Statutes; and

WHEREAS, subsection (5)(a) of said statute requires that a Comprehensive County Forest Land Use Plan be prepared by the County Park & Forestry Committee with said plan to encompass a 15-year period with subsequent plan revisions to be completed at fifteen-year intervals thereafter; and

WHEREAS, said Plan is a dynamic document to be revised as changing conditions require, and

WHEREAS, said Plan is required pursuant to §28.11 (5)(a) to contain land use designations, land acquisition, forest protection, annual allowable timber harvests, recreational developments, fish and game management activities, roads, silvicultural operations, an inventory of the of the County Forest documented with maps, records and priorities and a listing of the involved management activities needed during said plan period; and

WHEREAS, this plan highlights; the incorporation of third party forest certification; the incorporation of the access management plan; re-establishment of the County Forest boundary, protection of unique natural resources; integrated resource management; implementation of geographical information system technology; and

WHEREAS, the County's goals, objectives, policies and operating procedures with respect to implementation of said Plan are also enumerated in the Plan; and

WHEREAS, subsection (5)(a) of the above referenced statute requires that said Plan be approved by the County Board of Supervisors and the Department of Natural Resources; and

WHEREAS, the Plan for the fifteen-year period encompassing 2021-2035 has been prepared by the Park & Forestry Committee and submitted for approval of the Wood County Board of Supervisors;

NOW, THEREFORE, BE IT RESOLVED, that the Wood County Board of Supervisors, in consideration of the contents of said Plan hereby approve it, and direct the Forest Administrator to forward an official copy of the Plan to the Wisconsin Department of Natural Resources for their approval.

( )

Jake Hahn (Chairman)

Lee Thao

David LaFontaine

John Hokamp

Al Breu (Vice Chair)

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

County Clerk

County Board Chairman

**PROPERTY AND INFORMATION TECHNOLOGY COMMITTEE  
MEETING MINUTES**

**DATE:** Monday, January 3, 2022  
**TIME:** 9:00 a.m.  
**PLACE:** Wood County Courthouse – Room 114

**PRESENT:** Al Breu, Dennis Polach, Bill Winch, Brad Hamilton  
**EXCUSED:** Laura Valenstein

**OTHERS PRESENT** (for part or all of the meeting): Nicole Gessert, **See attached list.**

1. The meeting was called to order at 9:00 a.m. by Chair Breu.
2. Public Comments: None.
3. Approve minutes from the previous meeting.

**Motion (Hamilton/Polach) to approve the minutes from the previous meeting. Motion carried unanimously.**

4. (a) Supervisor Winch asked for clarification on items within the Information Technology vouchers. Amy Kaup answered general questions pertaining to her department's vouchers.

**Motion (Hamilton/Polach) to approve the vouchers for the Information Technology Department. Motion carried unanimously.**

(b) Information Technology Director, Kaup shared several projects that her department has been working on as indicated in her Monthly Letter of Comments. Discussion ensued.

(c) Kaup shared information that Jason Grueneberg from Planning and Zoning would be requesting approval from the next CEED meeting regarding an intergovernmental agreement with Brown County relating to broadband. Kaup just wanted the PIT Committee to be aware she would be working together with Grueneberg. Kaup will share the final agreement document with PIT Committee before it goes to County Board.

5. (a) Supervisors Winch, and Polach asked for clarification on items within the Maintenance vouchers. Van Tassel answered general questions pertaining to his department's vouchers.

**Motion (Hamilton/Polach) to approve the vouchers for the Maintenance Department. Motion carried unanimously.**

(b) Facilities Manager, Van Tassel shared information regarding projects that his department has been working on as indicated in his Monthly Letter of Comments. Discussion ensued.

6. Van Tassel indicated the tentative start date for the Courthouse elevator upgrade is set for the second week in January from the last update he received. Discussion ensued.
7. Van Tassel shared updated information regarding the Jail project. Discussion ensued.
8. Agenda items for the next meeting:
  - Twelfth Street Property

- Seventeen Avenue Property

9. The next Committee meeting will be Monday, February 7, 2022 at 9:00 a.m.

10. Chair Breu declared the meeting adjourned at 10:10 a.m.

Minutes recorded and prepared by Nicole Gessert. Minutes in draft form until approved at the next PIT meeting.





# Wood County WISCONSIN

## INFORMATION TECHNOLOGY

---

### December 2021

1. Wood County internet and intranet website updates, especially those concerning COVID-19, are being posted continually as we work to keep employees and citizens informed.
2. Implemented DUO in the three remaining departments. Two factor is now used Countywide to provide additional security of the County network and resources.
3. Completed migration to the new Mobile Device Management (MDM) platform. Worked with Department Managers to identify staff that should have permission to County systems from mobile devices. This project spanned over several months, and the final devices were added to the new MDM on December 21<sup>st</sup>.
4. Worked on the mass update process for updating all Nekoosa EMS addressing to Wisconsin Rapids Fire and EMS. This is for the 911 dispatch system to properly handle any calls that will no longer be covered by Nekoosa EMS and will switch over to Rapids fire afterhours on December 29<sup>th</sup>.
5. Applied latest updates to the HR and Finance Payroll System, HRMS.
6. Support for Norwood Healthcare Center and Edgewater Haven Matrix software is ongoing. Over the past several months Norwood and Edgewater staff turnover, especially billing and accounting positions, has had an impact increasing IT support time.
7. Viewed demo for new voting system for County Board.
8. Worked with DocuSign, the county's new eSignature provider, on a final quote. Communicated with departments on the final information to move forward with the 2022 purchase.
9. Continued working with Konect Parks to implement a new Park Reservations system. Training of staff and system setup began in late November. Transition activities will continue through the 2022 camping season.



# Wood County WISCONSIN

## INFORMATION TECHNOLOGY

10. Continued work with the Parks and Forestry department to update the remote gate control and monitoring systems for Dexter and Wazeecha dams. Updates are needed to the management software and its server. New gate level hardware will be added at the Dexter site.
11. Continued setup and testing of Laserfiche document management in the Human Services department. Non-clinical documents for Human Services, Norwood, and Edgewater will be migrated into the Laserfiche system over the coming months, and all related business units will begin using a paperless process as much as possible utilizing the Laserfiche software.
12. Began work on developing an updated internal employee web portal with a new, easier to update and easier to navigate design.
13. RtVision OneGov permit system for additional permit types for the Highway Department continues. This permit system is available for public applications and payment processing on the Wood County website.
14. Support for GCS property tax systems increased significantly during the property tax bill writing season. Issues were due to a major GCS vendor management and support change and to adjustment needs resulting from the application server migration off Citrix. New software update procedures include escorted vendor upgrade sessions as new servers are protected by DUO, dual authentication, and Sophos virus/malware. A second demo to further discuss the replacement property tax software will be scheduled for IT and Treasurer. The current property tax software version end-of-life is set for Fall of 2023.
15. Development for adding new well water permits into the Planning & Zoning Department system continues.
16. The IT Security Team continues the Security Awareness Program. To remain in compliance with the KnowBe4 guarantee simulated Phishing tests need to be completed regularly, at minimum once a month.
17. Applied numerous security patches to servers. These updates include fixes for functionality and security patches that keep servers as secure as possible. Multifactor authentication and improved virus scanning is also being added to servers to help limit potential exposure and protect County infrastructure and data.



# Wood County WISCONSIN

## INFORMATION TECHNOLOGY

- 
18. Discovery phase is scheduled for a system to provide an online property tax lottery credit search for property owners. The search utility will help reduce tax payer expense and increase county revenues.
  19. The TimeStar, electronic time card and time tracking software is under new ownership. The TimeStar system configuration changes is ongoing. IT works to adjust settings as change requests occur. PBJ reports are submitted to CMS (Centers for Medicare & Medicaid) using TimeStar data for both the Edgewater and Norwood Facilities.
  20. Legacy data migration from TCM to SmartCare continues.
  21. Providing continual support of Webex Meetings Webex Room Kit. The County has been using Cisco Webex Meetings, Teams, and Room kits for video conferencing and Cisco Jabber for phone access.
  22. For the month of November, 619 helpdesk requests were created, with staff completing 627 tickets and leaving 140 open requests. These numbers represent service requests from departments throughout the County. There are currently 299 project requests from departments.
  23. Staff continued to roll out more security to the IT infrastructure. This includes installing our advanced threat detections software, dual factor authentication, and the Desktop Central agent.
  24. Due to substantial delays in receiving hardware, the first PC replacement order for 2022 has been placed and staff have begun to collect information for the second order for 2022.
  25. Work to encrypt storage on Workstations continues. This will help ensure that data will not be exposed in the event of a lost or stolen hard drive.
  26. A new network analyst position was approved in the 2022 budget. Current System Technician, Josh Wolf has been promoted to the network Analyst position effective January 3, 2022. IT has begun recruitment to fill his current position.



# Wood County

## WISCONSIN

Reuben Van Tassel  
Facilities Manager

---

### Letter of Comments December 2021

#### Ongoing Projects and Planning

**Jail** – As I reported last month, we are now entering the design development phase of our project. During the month of January, we also expect to see an updated project cost estimate; this will give us an idea where the construction market is, and will also begin to show what some of the more cost-effective materials will be for portions of the project.

**Courthouse** – We received bids for the first phase of third floor remodeling and have awarded contracts to begin constructing the future Clerk of Courts office space.

The start date for our elevator upgrade continues to be a moving target. The contractor has acknowledged the inconvenience created when the schedule continues to be changed and has assured me that they are doing their best to avoid unnecessary delays; they are currently hoping to start in January.

**River Block** – Window replacement is complete. With the new windows, we have already noticed a difference for our HVAC system; we will continue to monitor and adjust our heating program as winter progresses.

#### Miscellaneous

Attended PIT and Operations Committee, and numerous project meetings.

**MINUTES**  
McMillan Memorial Library  
Personnel Committee  
December 1, 2021

**DRAFT**  
Subject to  
Approval

Chairperson Kellogg called the meeting of the McMillan Memorial Library Personnel Committee to order at 5:00 p.m.

Mr. Kellogg established that this was a public meeting and appropriate public notice was given.

ROLL CALL ATTENDANCE:

Committee members present: Scott Kellogg, Andrea Galvan, Craig Broeren, Ryan Austin, Karen Schill, and Susan Feith.

Other Board members present: William Clendenning, Kim Heniadis, and Eric Montag.

Administration: Andrew Barnett and Vicki Steiner

Minutes from previous personnel committee meeting was discussed.

Mr. Barnett opened the discussion of a proposed change to the vacation policy. (copy attached to original Minutes) Discussion followed.

**A motion to approve items 1 and 3 of the vacation policy and suspend the vacation carryover for the period of one year was made by Mr. Broeren, second by Ms. Feith. Motion carried.**

**A motion to table the wage increase for 2022 was made by Mr. Broeren, second by Mr. Austin. Motion carried.**

Clarification of the Library's Sick Leave Policy was discussed.

Clarification of the salaries and wages budget line item was discussed.

Mr. Kellogg distributed a planning schedule for topics to be discussed at future personnel committee meetings.

Future topics for discussion will include a compensation and classification study of library staff

A review of the Employee Handbook.

Job descriptions and the employee evaluation process will be discussed at the next Personnel committee meeting.

A wage increase for 2022 when number is available from the City.

**A motion to adjourn was made by Mr. Broeren, second by Ms. Schill. Motion carried and the meeting adjourned at 6:14 p.m.**

The next meeting of the Personnel Committee will be held on January 5, 2022 at 5:00 pm.

Respectfully submitted,  
Vicki Steiner, Secretary

## MEETING NOTES

**DATE:** Monday, January 10, 2022  
**TIME:** 9:45 a.m.  
**PLACE:** Wood County Courthouse – Room 114

**PRESENT:** Lance Pliml, Adam Fischer, Joe Zurfluh, Ed Wagner, Donna Rozar, Jake Hahn, Bill Clendenning, Mike Feirer, Ken Curry, Al Breu (via Webex)

**OTHERS PRESENT** (for part or all of the meeting, in person or via Webex): Brad Hamilton, Dennis Polach, Bill Winch, Jason Grueneberg, Shawn Becker, Quentin Ellis, Reuben Van Tassel, Amy Kaup, Chad Schooley, Erik Engel, Kyle Theiler, Shane Wucherpennig, Ed Newton, Kelli Francis, Raymond Bossert

County Board Chair Pliml called the meeting to order at 9:45 a.m.

Pliml explained that the purpose of the special meeting is to discuss the usage and process of disbursement of American Rescue Plan Act of 2021 (ARPA) funding.

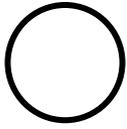
Pliml opened up the topic of the decision making process for discussion. Discussion ensued at length. The general consensus of the group was that developing an ad hoc committee to forward proposals to the full County Board for a super majority vote would be appropriate.

Additional discussion ensued at length regarding various topics including public engagement, the process for proposals, and potential categories that the funds could be allocated to.

Pliml stated that there will be another meeting of this group next month to put a formal plan in place.

Pliml adjourned the meeting at 10:53 a.m.

Notes recorded and prepared by Kelli Francis.



RESOLUTION#

Introduced by County Board Chair Pliml
Page 1 of 1

Motion: Adopted: Lost: Tabled: Absent:
Number of votes required:
[X] Majority [ ] Two-thirds
Reviewed by: , Corp Counsel
Reviewed by: , Finance Dir.

TDS

INTENT & SYNOPSIS: To approve the fire warden list for 2022.

FISCAL NOTE: None

WHEREAS, in accordance with Section 26.13(3) and Section 26.14(3) of the Wisconsin Statutes, we recommend the following individuals to act as authorized Emergency Fire Wardens for the prevention and suppression of forest fires in the County for the 2022 calendar year:

Table with 5 columns: NO, YES, A, and two unnamed columns. Rows list names like LaFontaine, D, Rozar, D, Feirer, M, etc.

Towns of Dexter
Scott Bloyd

Town of Remington
Vanessa Kremer

Town of Grand Rapids
Jewell Ninneman
Peggy Doughty

Town of Saratoga
Jess Pacyna

NOW, THEREFORE, BE IT RESOLVED to approve the above list of fire wardens and authorize the Chairman to sign the list.

{ }

Lance A. Pliml
[Signature lines]

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

County Clerk

County Board Chairman