

OPERATIONS COMMITTEE

DATE: Tuesday, October 5, 2021
TIME: 9:00 a.m.
LOCATION: Wood County Courthouse – Room 114
400 Market St.
Wisconsin Rapids, WI

1. Call meeting to order
2. Public Comments
3. **CONSENT AGENDA**
 - (a) Review/approve minutes from previous committee meetings
 - (b) Review monthly letters of comment from department heads.
 - (c) Approval of departments vouchers – County Board, County Clerk, Finance, Human Resources, Risk Management, Treasurer, and Wellness.
4. Review items, if any, pulled from consent agenda
5. Discuss American Rescue Plan Act
6. Discuss Staffing Approval Procedure (oversight committee review of filling vacant positions)
7. **Wellness**
 - (a) Wellness Coordinator Update
8. **Treasurer**
 - (a) Resolution to sell tax deed properties.
 - (b) Josh Barbian & Michele Wiberg, PMA, discussion on investing Jail/CIP Funds and Financial Advisory Services.
9. **Finance**
 - (a) Finance Department update
 - (b) Draft Refunding Bond resolution
 - (c) CIP update
10. Consider any agenda items for next meeting
11. Comments from the Chair
12. The Committee may go into closed session pursuant to Wis. Stats. §19.85(1)(f) to consider an employee appeal regarding a County-offered insurance benefit
13. Return to open session
14. Set next regular committee meeting date
15. Adjourn

Join by phone

+1-408-418-9388 United States Toll
Meeting number (access code): 2497 148 1636

Join by WebEx App or Web

<https://woodcountywi.webex.com/woodcountywi/j.php?MTID=mdd7e9a24bee6681dbd307188cd940cb9>

Meeting number (access code): 2497 148 1636
Meeting password: OP1005

OPERATIONS COMMITTEE MEETING MINUTES

DATE: Tuesday, September 7, 2021
TIME: 9:00 a.m.
PLACE: Wood County Courthouse – Room 114

PRESENT: Ed Wagner, Donna Rozar, Adam Fischer, Mike Feirer, Lance Pliml

OTHERS PRESENT (for part or all of the meeting, in person or via Webex): Dennis Polach, Bill Clendenning, Ken Curry, Trent Miner, Ed Newton, Heather Gehrt, Adam Fandre, Kim McGrath, Kelli Francis, Reuben Van Tassel, Amy Kaup, PaNyia Yang, Nick Flugaur, Sue Kunferman, Kyle Theiler, Brandon Vruwink, Mary Schlagenhaft, Nancy Turyk, Mary Solheim

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

There were no public comments.

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

Pliml provided updated information to the Committee regarding the guidance on ARPA fund spending. Pliml shared that there are some things on CIP that will likely be allowable and that more clarity is anticipated to be provided each day.

Nancy Turyk provided the Committee with information on progress with the Strategic Plan as well as an overview of the role of the Committee in the Strategic Plan. Discussion ensued regarding communication and marketing the County from an Economic Development standpoint. Pliml stated that he would have preliminary conversations with some organizations regarding how Wood County can help with attracting tourists and residents.

County Clerk Miner presented his department's 2022 budget.

Motion (Rozar/Feirer) to accept the County Clerk's 2022 budget as presented. Motion carried unanimously.

Wellness Coordinator Fandre provided a brief update on Wellness activities.

Treasurer Gehrt presented her department's 2022 budget.

Motion (Fischer/Pliml) to accept the Treasurer's 2022 budget as presented. Motion carried unanimously.

Gehrt presented seven resolutions to sell properties back to former owners.

Motion (Fischer/Feirer) to approve the seven resolutions to sell properties back to former owners. Motion carried unanimously.

Gehrt presented a resolution for the Investment Policy. Gehrt explained that the policy was last updated in 1985 and was in need of updates, among those being to allow the Treasurer to do some longer term investing. Brief discussion ensued.

Motion (Rozar/Pliml) to approve the resolution on Investment Policy. Motion carried unanimously.

Gehrt discussed the option of investing some of the ARPA funds rather than holding them all as liquid assets. Gehrt explained that the current interest rate is .03% and will earn approximately \$2,100. She further explained that, if the funds are invested for a term of two years, the interest rate would be .16% and could potentially earn around \$11,000. Discussion ensued at length, including investing with local financial institutions with much higher interest rates.

Motion (Rozar) to put \$3.5 million of the ARPA funds in a 2 year investment. Motion dies for lack of a second.

Gehrt informed the Committee that there is a current lawsuit from Marshfield Clinic against the City of Marshfield for \$2.8 million regarding over taxation/illegal taxation. Gehrt explained that the County's liability is approximately \$602,000 that would need to be repaid if Marshfield Clinic wins the lawsuit. Discussion ensued.

Gehrt stated that an oversight occurred a couple of years ago on a property that was sold in the Treasurer's office. Gehrt provided details on the error to the Committee and stated that the impacted mortgage company is seeking damages of \$104,000 and that the County sold the property for \$15,000. She further explained that, if the claim proceeds, the insurance deductible for legal aid is \$10,000.

Finance Director Newton stated that he submitted the first ARPA reporting. The next reporting will be for the quarter ending September 30th and is due on October 31st.

Newton provided an overview of the CIP after oversight committees reviewed their departments' requests. He stated that the current CIP is \$4.6 million. He reminded the Committee that there is \$455,000 in carryover from the Parks & Forestry Department that can be utilized, so the total threshold for CIP is \$3.9 million. Discussion ensued at length. The Committee will review the CIP and the items that may be eligible for ARPA funds to have a final CIP prior to the budget resolution being presented in October.

Newton presented his department's 2022 budget.

Motion (Rozar/Feirer) to accept the Finance Department's budget as presented. Motion carried unanimously.

Newton provided an overall budget update. He stated that we are right about where we were at last year at \$4 million over budget. Discussion ensued. The Committee set the budget meeting for September 24, 2021 at 9:00 a.m.

Human Resources Director McGrath presented her department's 2022 budget. Brief discussion regarding the Anthem administrative fees ensued. McGrath will work with the Horton Group to monitor the administrative fees.

Motion (Rozar/Pliml) to approve the Human Resources budget as presented. Motion carried unanimously.

Wagner shared with the Committee that he received an appeal from an employee concerning the Flexible Spending Dependent Care benefit. He explained that an appeal was denied by the benefit administrator and that the Committee is being asked to review it. McGrath stated that a decision is needed prior to the end of the fiscal year.

Rozar expressed that she believed the oversight committee review of positions prior to filling them was going to be on the agenda for this month's meeting. Rozar stated that Department Heads are continuing to follow the direction of the Committee by presenting information and asking for permission to fill open positions prior to posting them. She explained that this process is taking up an inordinate amount of time and she would like to see it reviewed. Fischer requested that this topic be placed on the next agenda.

Items for next agenda: Oversight Committee review of positions prior to filling them
Employee Benefit Appeal (Closed Session)

The next regular Committee meeting is scheduled for October 5, 2021 at 9:00 a.m.

Wagner declared the meeting adjourned at 10:38 a.m.

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

OPERATIONS COMMITTEE MEETING MINUTES

DATE: Friday, September 24, 2021
TIME: 9:00 a.m.
PLACE: Wood County Courthouse – Conference Room 114

PRESENT: Ed Wagner, Donna Rozar, Lance Pliml, Adam Fischer, Mike Feirer

OTHERS PRESENT (for part or all of the meeting, in person or via Webex): Bill Clendenning, Jake Hahn, Dennis Polach, Ken Curry, Ed Newton, PaNyia Yang, Kelli Francis, Marissa Kornack, Brandon Vruwink, Kyle Theiler, Jason DeMarco, John Peckham, Mary Schlagenhaft, Amy Kaup, Trent Miner, Mary Solheim, Quentin Ellis, Rock Larson, Kathy Alft, Erik Engel, Sue Kunferman, Chad Schooley, Sarah Christensen, David Patton, Reuben Van Tassel, Nanci Olson, Mary Anderson, Peter Kastenholz, Brent Vruwink, Tiffany Ringer, Craig Lambert, Shane Wucherpennig, Jason Grueneberg, Michele Newman, Kim McGrath, Heather Gehrt

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

There were no public comments.

Finance Director Newton shared a brief overview of the 2022 budget as a whole as of the current date. Newton thanked departments for their work on preparing the budget as well as Deputy Finance Director Yang.

Budget Meetings

Health: Health Director Kunferman and Public Health Manager Kathy Alft presented the Health budget. General discussion followed.

Veterans: Veterans Service Officer Larson presented the Veterans budget. General discussion followed.

Edgewater Haven: Human Services Director Vruwink presented the Edgewater Haven budget. No questions or discussion followed.

Norwood: Human Services Director Vruwink presented the Norwood budget. Questions and general discussion followed.

Human Services: Human Services Director Vruwink presented the Human Services budget. No questions or discussion followed.

Highway: Highway Accounting Supervisor John Peckham presented the Highway budget. Peckham explained that the levy increase was due to a decrease made last year in the road aid and bridge aid funds with the understanding that the money would be allocated back this year. Questions and general discussion followed.

Parks & Forestry: Parks & Forestry Director Schooley presented the Parks & Forestry budget. Discussion regarding the compensation for seasonal LTE's ensued.

Sheriff: Chief Deputy Ellis presented the Sheriff budget. No questions or discussion followed.

Dispatch: Emergency Management Director Christensen presented the Dispatch budget on behalf of Dispatch Manager Heideman. No questions or discussion followed.

Communications: Communications Director Engel presented the Communications budget. General discussion followed.

Coroner: Coroner Patton presented the Coroner budget. Brief discussion of cremation permit cost followed.

Humane Officer: Finance Director Newton presented the Humane Officer budget. No questions or discussion followed.

Emergency Management: Emergency Management Director Christensen presented the Emergency Management budget. No questions or discussion followed. The Committee congratulated Christensen on passing her exam to become a Certified Emergency Manager.

Break at 10:05 a.m. Reconvene at 10:10 a.m.

Circuit Courts: Register in Probate Mary Anderson presented the Circuit Court budgets. No questions or discussion followed.

Corporate Counsel: Corporation Counsel Kastenholz presented the Corporate Counsel budget. No questions or discussion followed.

Register of Deeds: Register of Deeds Ringer presented the Register of Deeds budget. General discussion followed.

Child Support: Child Support Director Vruwink presented the Child Support budget. No questions or discussion followed.

Clerk of Courts: The committee reviewed the Clerk of Courts budget. No questions or discussion followed.

Criminal Justice Coordinator: Finance Director Newton presented the Criminal Justice Coordinator budget. No questions or discussion followed.

District Attorney: District Attorney Lambert presented the District Attorney budget. No questions or discussion followed.

Victim Witness: Finance Director Newton presented the Victim Witness budget. No questions or discussion followed.

Land & Water Conservation: County Conservationist Wucherpennig presented the Land & Water Conservation budget. No questions or discussion followed.

UW Extension: The committee reviewed the UW Extension budget. No questions or discussion followed.

Information Technology: IT Director Kaup presented the IT budget. No questions or discussion followed.

Transportation & Economic Development: Planning & Zoning Director Grueneberg presented the Transportation & Economic Development budget. Grueneberg explained that the increase in the budget is due to an increased number of economic development grant requests. Questions and general discussion followed.

Planning & Zoning: Planning & Zoning Director Grueneberg presented the Planning & Zoning budget. Questions and general discussion followed.

Library: Finance Director Newton presented the Library budget. Questions and general discussion followed.

UW Marshfield: Supervisor Rozar presented the UW Marshfield budget. Rozar stated that the increase in the budget is primarily due to the Marshfield fire protection charge. Questions and general discussion followed.

Marshfield Fairgrounds: The Committee reviewed the Marshfield Fairgrounds budget. Supervisor Fischer asked about the timeline of the loan being paid off. Supervisor Feirer stated that it is up in 2022, but more funds will likely be requested.

Ho-Chunk: Finance Director Newton presented the Ho-Chunk budget. No questions or discussion followed.

Contingency: Finance Director Newton presented the Contingency budget. No questions or discussion followed.

PILOT: Finance Director Newton presented the PILOT budget. No questions or discussion followed.

County Clerk: County Clerk Miner presented the County Clerk budget. No questions or discussion followed.

Treasurer: Treasurer Gehrt presented the Treasurer budget. No questions or discussion followed.

Human Resources: Human Resources Director McGrath presented the Human Resources budget. No questions or discussion followed.

Finance: Finance Director Newton presented the Finance budget. No questions or discussion followed.

The Committee discussed the need for a future meeting to discuss CIP. The consensus of the Committee was to cancel the meeting set for Wednesday, September 29, 2021 and have the CIP discussion as an agenda item for the next regular Committee meeting in October. Brief discussion regarding ARPA funds ensued.

Fischer expressed that he was very impressed with all of the budgets presented. Pliml stated that he felt all of the oversight committees did a great job and that the cooperation with Finance has been extraordinary.

Chair Wagner adjourned the meeting at 11:30 a.m.



Wood County WISCONSIN

OFFICE OF THE
COUNTY CLERK

Trent Miner

Letter of Comments – October 2021

- I will be out of the office, but working from home starting Tuesday, October 5th for what I hope is about a week due to medical leave. I will be working from home during that time and will be available via email, and cell phone/home phone.
- I attended the WCA Conference in LaCrosse as this corresponds to the fall meeting of the County Clerks Association. We had our usual education session with UW-Green Bay and an update from the Wisconsin Election Commission. As it is with the WCA Conference for county board supervisors, this fall meeting of the clerks is a great way to network and hear different ideas from other counties in the state.
- Here is one of the photos from the WCA Conference, taken by Child Support Director Vruwink. I'll let you caption it in any manner you wish. I can think of a couple.... 😊





Wood County WISCONSIN

HUMAN RESOURCES DEPARTMENT

September 30, 2021

To: Wood County Operations Committee

From: Kimberly McGrath, Director- Human Resources

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

Human Resources Activity

	September 2021	2021 Year-to-Date
Applications Received	60	1,035
Positions Filled	25	150
Promotions/Transfers	1	59
New Hire Orientations	14	82
Terminations, Voluntary	19	108
Terminations, Involuntary	0	10
Retirements	0	15
Exit Interviews	1	37

Human Resources Narrative

General Highlights

1. In light of President Biden's recently announced series of proposals to combat the COVID-19 pandemic more aggressively (including plans for a new Emergency Temporary Standard (ETS) from OSHA requiring private employers with 100 or more employees to mandate that their workers be vaccinated or undergo weekly testing, new vaccination mandates for healthcare employees, federal employees, and federal contractors), we have been keeping a very close eye on the topic and the implications for our workforce. The HR department attended many webinars/virtual roundtables on this topic that were offered by our external partners including Cottingham & Butler, The Horton Group, SHRM, MRA, SPAHRA, and Dietrich VanderWaal. An informational email was sent to Department Heads and the Operations Committee on September 16th. An employee email was sent on September 17th. As of current, we are still waiting on the final ETS to be released as well as firm guidance from DSPS on if or how municipalities will be impacted.
2. Began the initial preparation for the 2021 Department Head Retreat to be held at the Nepco Shelter Building on November 10th. Mark O'Connell, Andy Phillips, and Kyle Christianson, all of WCA, will be presenting a variety of leadership and county government topics. We are extremely grateful to all of internal and external partners for the ability to work together to bring this event back for our Department Heads this year.
3. Finalized the Human Resources/Risk Management budget for 2022 and presented to the Operations Committee on September 7th and 24th. We are happy to share that our final and approved 2022 budget was an overall decrease compared to the 2021 annual budget.

Meetings & Trainings

1. Attended the Operations Committee Meeting on September 7th and 24th.
2. Attended County Board on September 21st.
3. Attended preliminary DocuSign Discovery virtual calls/demos on September 2nd and 22nd.
4. Attended SPAHRA Half Day Conference on September 8th. Topics presented were “No Thanks, I Took Another Offer” by Jeff Kortess and “Central to Success: Recruiting & Retention Initiative” by Gordon Crow of Centergy.
5. Met with IT and Finance on September 9th to discuss the DocuSign process for internal forms.
6. Held individual staff and team meetings to discuss and provide updates on the department’s progress towards our 2021 goals.
7. Staff attended various meetings including:
 - a. SPAHRA Board Meeting on September 7th
 - b. Cottingham & Butler Total Rewards 2021 Seminar on September 8th
 - c. CWSHRM Leading through Uncertainty Webinar on September 9th
 - d. SHRM External Affairs Webcast on September 30th

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 August.
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. Continued communication with Employee Benefits Corporation (EBC) to meet requirements of the COBRA subsidy under the American Rescue Plan Act (ARPA).
8. Organized the annual presentations for Boston Mutual voluntary insurance options and implemented the addition of Accident and Critical Illness options. Developed a new procedure to connect new hires with the information at hire, eliminating the need for annual presentations.
9. Began preparations for annual open enrollment including creation and finalization of the 2022 Benefit Guide, development of the PowerPoint presentation with assistance from The Horton Group, and updated dates, premiums, and pay periods in our electronic systems.
10. Completed the Leading Age Survey submitting data for the healthcare facilities.

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. Began preparations to attend the local Business Expo/Job Fair on November 3, 2021 at Outpost Ranch.
6. Worked with IT Department to ensure our vacancies are linked to Indeed.

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

<u>Refilled Position</u>	<u>Department</u>	<u>Position</u>	<u>Status</u>
Replacement	Child Support	Case Worker	Position posted, deadline 10/10/2021.
Replacement – Eligibility List	Dispatch	Dispatchers (3)	One position filled, checking references on the 2 nd and 3 rd vacancies. Eligibility list established.
Replacements	Edgewater	CNA, RN, LPN and Dietary Assistant – (Multiple)	Ongoing recruitment- positions posted, applications reviewed, interviews, references, backgrounds, onboarding. Deadline 12/5/2021.
COVID Relief	Health	COVID Vaccine Coordinator	Position posted, deadline 10/4/2021.
Replacement	Highway	Mechanic (2)	Positions posted, interviews conducted, both positions filled on 9/27/2021.
New position	Humane Officer	Humane Officer	Position posted, deadline 10/25/2021.
Replacements	Human Services	Bus Driver (Part-time)	Position posted, deadline 10/24/2021.
Replacements	Human Services	Crisis Interventionists (Casual)	Position posted, deadline 10/25/2021. Two positions filled. Will continue recruitment in order to establish eligibility list for future vacancies.
Replacement	Human Services	Crisis Interventionist – Full-time (Days)	Interviews conducted. Final candidate selected, references/background completed. Offer accepted, filled 10/4/2021.
Replacement	Human Services	Youth Mentor Case Manager	Interviews conducted. Final candidate selected, references/background completed. Offer accepted, filled 9/20/2021.
Replacement	Human Services	Economic Support Specialist (2)	Positions posted, interviews conducted, one position filled. Checking references/background on 2 nd position as of 9/22/2021.
Replacement	Human Services	Administrative Assistant II – Admin/FS Transcriptionist	Interviews conducted. Final candidate selected, references/background completed. Offer accepted, filled 9/20/2021.
Replacement	Human Services	Family Interaction Workers	Position posted, deadline 10/24/2021.
*Replacement	Human Services	Crisis/Mental Health Therapist	*Position posted, deadline 10/17/2021. May be filled as licensed or unlicensed.
*Replacement	Human Services	Crisis/Mental Health Therapist-Unlicensed	*Position posted, deadline 10/17/2021. May be filled as licensed or unlicensed.
Replacement	Human Services	Admin Asst II – General	Interviews conducted. Final candidate selected, references/background completed. Offer accepted, filled 9/13/2021.
Replacement	Human Services	EMH/MH Adult Protective Services Coordinator	Position posted, interviews conducted, filled internally 9/27/2021.
Replacements	Human Services	Social Workers-Ongoing (2)	One position filled 9/20/2021, other vacancy posted until 10/25/2021.
Replacement	Human Services	Social Worker – IA (WR)	Interviews conducted. Final candidate selected, references/background completed. Offer accepted, filled 8/30/2021.

Replacement	Human Services	Discharge Case Manager/ Planner	Position posted, deadline 9/27/2021.
New/Replacement	Norwood	COTA, Occupational Therapist, Therapy Asst., Dietary Aide, RN, LPN and CNA's Multiple	Ongoing recruitment by Norwood.
Replacement	Norwood	Psychiatrist	Position posted, deadline 12/12/2021.
Replacement	Norwood	Social Worker-Inpatient	Interviews conducted. Final candidate selected, references/background completed. Offer accepted, filled 10/18/2021.
Replacement	Norwood	Inpatient Social Services Coordinator	Position posted, deadline 9/16/2021.
Replacement	Parks	LTE Summer (1)	Position posted, filled 9/20/2021.
Replacements	Sheriff	Part-time Deputies (Reserves)-Eligibility List	Position posted, deadline 10/31/2021.

IMPACTED POSITIONS DUE TO HIRING FREEZE (Positions currently on hold)	
Department	Position
Clerk of Courts	Administrative Services 4
Human Services	Bus Driver-Casual
Human Services	Mental Health Therapist

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 and Norwood Safety Committee meetings.
4. Completed scripts for updated Training Presentations to be recorded in Captivate system.

NEW Workers' Compensation Claims (2)

1. 7/29/21 – Sheriff's (Corrections) – Employee had bloodborne pathogen exposure when performing intake on inmate (late report)
2. 8/24/21 – Sheriff's – Employee strained R leg while at Honor Guard training (initially reported as First Aid only)

OPEN Workers' Compensation Claims (2)

1. 4/20/21 – Highway – Employee strained R elbow shoveling asphalt on roadway
2. 8/30/21 – IT – Employee injured L wrist, both knees and R elbow slipping on water in hallway

CLOSED Workers' Compensation Claims (3)

1. 8/4/20 – Highway – Employee fractured L elbow in fall at asphalt plant (surgery required)
2. 8/18/21 – Edgewater – Employee struck R hand/wrist while door was being opened
3. 7/14/21 – Maintenance – Employee cut R hand lifting manhole cover

First Aid Injuries (5)

1. 8/30/21 – Sheriff's – Employee was bitten on L ankle by K9 during training
2. 9/1/21 – Norwood – Employee was struck on the R side of the jaw by an uncooperative resident

3. 9/1/21 – Norwood – Employee was struck in the neck/collarbone area by an uncooperative resident
4. 9/10/21 – Edgewater – Employee suffered L side back pain while assisting resident in bathroom
5. 9/20/21 – Human Services – Employee had medication sprayed into eyes/face following syringe malfunction (no BBP exposure)

Property/Vehicle Damage Claims (3)

1. 9/7/21 – Sheriff's Rescue – Windshield replacement for Rescue 3 (actual cost \$399.98)
2. 9/19/21 – Sheriff's – Squad #33 was damaged while clearing deer from roadway (est. cost \$1,150.00) – will be recovered through restitution
3. 9/19/21 – EM – Van slid into tree at Powers Bluff (est. damage unknown)

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.

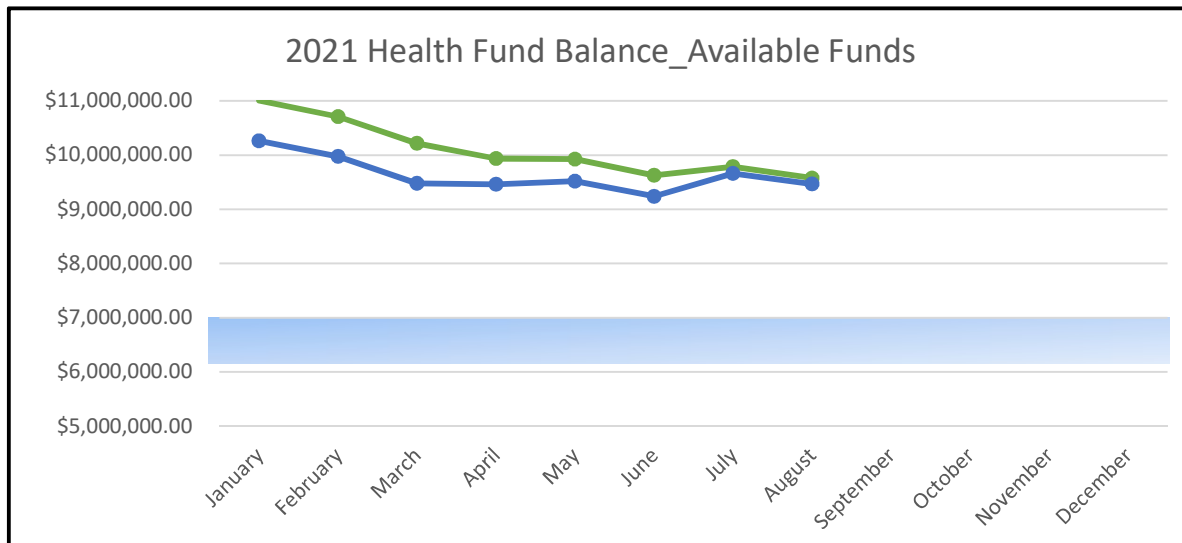
CLOSED EEOC/ERD Claims (2)

1. 6/21/19 - Related to a 2016 claim alleging violation of the Wisconsin Fair Employment Act- Wood County successfully defended the claim at the Initial Determination stage and again after a four-day Hearing to Determine Probable Cause. The Complainant then appealed to the Labor and Industry Review Commission (LIRC). On September 1, 2021 we received affirmation of the original decision from LIRC; the compliant has been dismissed.
2. 5/3/21 – Former Norwood contracted employee submitted a claim alleging violation of the Wisconsin Fair Employment Act. On September 1, 2021 we received an Initial Determination of No Probable Cause; the complaint has been dismissed.

Other

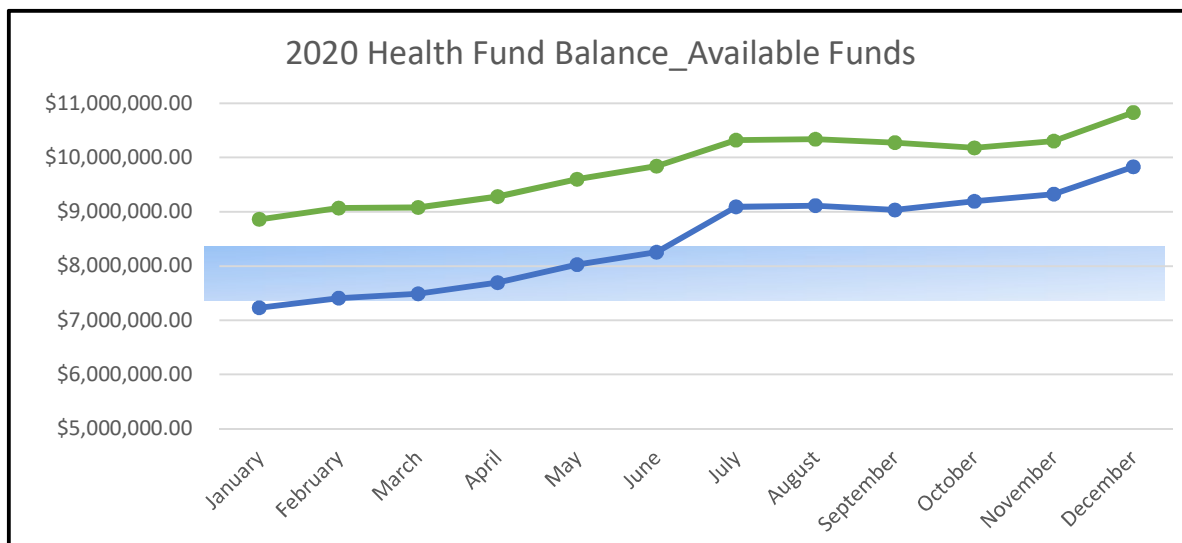
1. Years of Service Recognition items were ordered and received from various vendors. Items were distributed to Department Heads to be meaningfully presented to employees.
2. Worked with Unemployment Insurance (UI) to provide additional information regarding multiple claims. Worked with various departments to compile information needed.
3. Reconciled and processed the August Unemployment Insurance payment.
4. Worked with multiple departments to develop new job descriptions or to revise existing descriptions.
5. Received and processed multiple invoices for HR, Safety & Risk, and Wellness.
6. Responded to various requests for employees/employee representatives to obtain a copy of their personnel files.
7. Facilitated New Hire Orientation on September 7th, 13th, 20th, and 27th.
8. Conducted an exit interview on September 16th.
9. Responded to various verifications of employment.
10. Replied to multiple requests from surrounding counties with varied information.
11. Met with several County employees and managers individually over the month to listen to concerns, provide advice, counsel, resources, and appropriate follow-up.

Months	2021		2020	
	Total	Available	Total	Available
January	\$ 11,005,587.80	\$ 10,261,473.82	\$ 8,859,244.13	\$ 7,228,926.49
February	\$ 10,710,181.62	\$ 9,972,678.38	\$ 9,064,996.83	\$ 7,409,523.04
March	\$ 10,216,683.96	\$ 9,478,341.34	\$ 9,079,691.15	\$ 7,488,748.95
April	\$ 9,935,399.73	\$ 9,457,063.69	\$ 9,279,880.64	\$ 7,691,704.49
May	\$ 9,923,879.65	\$ 9,518,856.96	\$ 9,599,909.66	\$ 8,026,137.54
June	\$ 9,623,261.99	\$ 9,238,695.09	\$ 9,840,229.19	\$ 8,254,329.92
July	\$ 9,786,923.19	\$ 9,658,473.47	\$ 10,321,385.10	\$ 9,087,944.61
August	\$ 9,575,356.85	\$ 9,462,636.66	\$ 10,335,598.89	\$ 9,112,572.26
September			\$ 10,276,396.74	\$ 9,033,305.33
October			\$ 10,175,941.90	\$ 9,194,424.53
November			\$ 10,306,696.67	\$ 9,326,076.42
December			\$ 10,830,812.12	\$ 9,826,870.72



2021 Total Balance - Green Line

2021 Available Funds - Blue Line



2020 Total Balance - Green Line

2020 Available Funds - Blue Line

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



Wood County

WISCONSIN

OFFICE OF THE
TREASURER

Heather L. Gehrt

LETTER OF COMMENTS—OCTOBER 2021

1. Attended Wisconsin Counties Association zoom meetings on Mondays in September.
2. Attended Operation Committee meeting on September 7 and September 24.
3. Met with Representatives from WoodTrust Bank on September 8 and September 15 to set up new software for Remote Capture function for daily deposits.
4. Met with Representatives from WoodTrust Bank on September 9 to set up a new account for the Jail/CIP monies that were deposited into the general account.
5. Attended Census Review & Redistricting Committee Meeting on September 13.
6. Attended WebEx meeting with Finance and Sheriff's Departments to discuss how the funding procedures would go for the building of the jail on September 15.
7. Met with Jason from Planning & Zoning to discuss upcoming United Way fundraiser ideas for the month of October on September 16.
8. Attended Rural Housing Board of Directors meeting in Wisconsin Dells on September 20.
9. Attended County Board meeting on September 21.
10. Participated in the bonding call with Finance and others on September 27.
11. Participated in a conference call with Finance and Baird to discuss the bonding and repayment of NAN for the Jail/CIP project on September 28. Also coordinated with PMA on presenting information to the Committee at the next meeting.
12. Participated in the Land Council Meeting on September 29.
13. Held sealed bid opening in the office for 5 properties that were taken by tax deed on September 29. 4 of the properties received bids on them and the resolution will be in your packet.
14. Participated in United Way Loaned Executives Zoom meeting on September 30.



Wood County

WISCONSIN

Employee Wellness

Adam Fandre

Letter of Comments – October 2021

- InBody appointments wrapped up with appointments being completed at River Block, the courthouse, Edgewater Haven Nursing Home, and Steinle Plaza. As mentioned previously, turnout was excellent, and this service will be returning in March 2022.
- The quarter 3 wellness challenge, *Nutritious and Delicious*, kicked off September 20, 2021, and participants are now starting their third week of six. Feedback received so far has been very positive regarding the more in-depth content focusing on the intricacies of nutrition and how these effect health and well-being.
- Follow-up health coaching appointments will be starting this month. During these meetings I touch-base with participants on the goals they set earlier in the year, assess progress, discuss ways to overcome challenges they are facing, and set new goals if needed.
- Planning and preparation for the 2021 flu shot clinics is underway with four clinics tentatively scheduled to be held at the River Block and one at Steinle Plaza throughout the month of October. Although not ideal for those not located at either one of these locations, the nursing shortage has made scheduling challenging and to utilize all of the vaccine ordered, this was the decision that was made. Flu shots are available to all Wood County employees and any dependents (12 years and older) on health insurance. Just like last year, appropriate COVID-19 protocols and safety measures will be taken. I will report the finalized numbers once completed.
- I am continuing to monitor the various activities offered through the Wellness Program and send appropriate communication and reminders when needed. Similarly, I continue to assist employees in navigating the wellness portal and answering any questions that arise. Engagement from the new hires that I meet with on a regular basis continues to be very positive.
- I met with leadership at several departments to review ergonomic assessment results of five employees who had ergonomic assessments completed in late August and early September. This process involves reviewing appropriate measures to be taken to lessen the symptoms employees are experiencing in addition to what equipment would benefit them.

COUNTY BOARD CLAIMS

Aug-21

August-21

Paid Sept 2021

CLAIMANT	MONTH		PER DIEM \$	MILEAGE \$	EALS/PK HOTEL \$	TOTAL \$
Robert Ashbeck	August-21		400.00	80.64		\$480.64
Allen Breu	August-21		480.00	67.20		\$547.20
William Clendenning	August-21		465.00	211.12		\$676.12
Ken Curry	August-21		365.00	15.68		\$380.68
Michael Feirer	August-21		365.00	154.56		\$519.56
Adam Fischer	August-21		380.00	117.60		\$497.60
Jake Hahn	August-21		415.00	100.80		\$515.80
Brad Hamilton	August-21		300.00	7.84		\$307.84
John Hokamp	August-21		400.00	47.04		\$447.04
David La Fontaine	August-21		400.00	114.80		\$514.80
Bill Leichnam	August-21		480.00	53.76		\$533.76
Lance Pliml	August-21		700.00	11.20		\$711.20
Dennis Polach	August-21		350.00	26.15		\$376.15
Donna Rozar	August-21		365.00	98.56		\$463.56
Lee Thao	August-21		400.00	26.32		\$426.32
Laura Valenstein	August-21		350.00	51.86		\$401.86
Ed Wagner	August-21		315.00	110.88		\$425.88
William Winch	August-21		400.00	49.28		\$449.28
Joe Zurfluh	August-21		250.00	12.32		\$262.32
Beverly Ghiloni	September-21		50.00	5.60		\$55.60
Thomas Heiser	September-21		50.00	5.60		\$70.60
Linda Schmidt	August-21		50.00	13.44		\$73.44
Mitch Waite	September-21		50.00			\$50.00
			\$7,780.00	\$1,382.25	\$0.00	\$9,187.25

Chairman

Operations Committee

Committee Report

County of Wood

Report of claims for: COUNTY CLERK

For the period of: SEPTEMBER 2021

For the range of vouchers: 06210085 - 06210126

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
06210085	STAPLES ADVANTAGE	Training Supplies - Elections	08/31/2021	\$10.76	P
06210086	STAPLES ADVANTAGE	Training Supplies - Elections	08/26/2021	\$15.42	P
06210087	AMAZON CAPITAL SERVICES	Training Supplies - Elections	08/31/2021	\$14.44	P
06210088	AMAZON CAPITAL SERVICES	2022 Office Calendars	09/03/2021	\$66.72	P
06210089	STAPLES ADVANTAGE	Office Supplies	09/03/2021	\$16.08	P
06210090	STAPLES ADVANTAGE	Office Supplies	09/03/2021	\$79.99	P
06210091	UNITED PARCEL SERVICE	Replenish UPS Account	09/04/2021	\$250.00	P
06210092	CASTLEROCK VETERINARY CLINIC	Animal Claim - Rabies Exam	08/16/2021	\$96.00	P
06210093	UNITED MAILING SERVICE	Mail Fees - August 2021	08/31/2021	\$1,275.42	P
06210094	WISCONSIN MEDIA	Various Ads - August 2021	08/31/2021	\$374.48	P
06210095	SOUTH WOOD COUNTY HUMANE SOCIETY	2021 CONTRACT PMT TO HS	09/24/2021	\$2,500.00	
06210096	BOUMA KARMEN M	2021 DOG LISTER PAY T/ARPIN 21	09/28/2021	\$54.50	
06210097	AUE JAMES	2021 DOG LISTER PAY T/AUBU 21	09/28/2021	\$41.50	
06210098	LILLEY CHARLES ASSESSOR	2021 DOG LISTER PAY T/DEXT 21	09/28/2021	\$51.00	
06210099	TOWN OF GRAND RAPIDS	2021 DOG LISTER PAY T/GR R 21	09/28/2021	\$558.50	
06210100	MARTINSON PAMELA	2021 DOG LISTER PAY T/HANS 21	09/28/2021	\$39.50	
06210101	KROSTAG SORAYA YASMEEN	2021 DOG LISTER PAY T/HILE 21	09/28/2021	\$10.50	
06210102	BELL JANET	2021 DOG LISTER PAY T/LINC 21	09/28/2021	\$83.50	
06210103	DANHOF RENEE	2021 DOG LISTER PAY T/MFLD 21	09/28/2021	\$55.00	
06210104	CEGIELSKI ANDREW ASSESSOR	2021 DOG LISTER PAY T/MILLA 21	09/28/2021	\$41.00	
06210105	SORENSEN MICHELLE	2021 DOG LISTER PAY T/PT ED 21	09/28/2021	\$67.00	
06210106	HAASL BRENDA J	2021 DOG LISTER PAY T/REMI 21	09/28/2021	\$17.00	
06210107	PERNSTEINER TAMMI	2021 DOG LISTER PAY T/RICH 21	09/28/2021	\$91.00	
06210108	ANDERSON LISA	2021 DOG LISTER PAY T/AROCK 21	09/28/2021	\$61.00	
06210109	HULCE AMY	2021 DOG LISTER PAY T/RUD 21	09/28/2021	\$49.50	
06210110	KESTER BILLIE JO M	2021 DOG LISTER PAY T/SARA 21	09/28/2021	\$393.00	
06210111	RADTKE JOAN	2021 DOG LISTER PAY T/SENE 21	09/28/2021	\$60.00	
06210112	HAAS LINDA M	2021 DOG LISTER PAY T/SHER 21	09/28/2021	\$37.00	
06210113	LARSON DAWN M	2021 DOG LISTER PAY T/SIGEL 21	09/28/2021	\$78.00	
06210114	TRITZ RALPH J	2021 DOG LISTER PAY T/WOOD 21	09/28/2021	\$48.00	
06210115	RICHARDSON JILL	2021 DOG LISTER PAY V/ARPIN 21	09/28/2021	\$9.50	
06210116	MARTH DALE R	2021 DOG LISTER PAYV/AUBURN 21	09/28/2021	\$41.00	
06210117	WITT PAM	2021 DOG LISTER PAY V/BIRON 21	09/28/2021	\$66.00	
06210118	BURR MARY JANE	2021 DOG LISTER PAY V/HEWIT 21	09/28/2021	\$68.50	

COUNTY CLERK - SEPTEMBER 2021

06210085 - 06210126

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
06210119	KING KAY F	2021 DOG LISTER PAY V/MILL 21	09/28/2021	\$16.50	
06210120	VILLAGE OF PORT EDWARDS TREAS	2021 DOG LISTER PAY T/PT ED 21	09/28/2021	\$62.50	
06210121	PAWELSKI SANDRA	2021 DOG LISTER PAY V/RUD 21	09/28/2021	\$21.00	
06210122	SCHALOW DEBRA E	2021 DOG LISTER PAY V/VESP 21	09/28/2021	\$25.50	
06210123	CITY OF MARSHFIELD TREASURER	2021 DOG LISTER PAY C/MFLD 21	09/28/2021	\$346.50	
06210124	CITY OF NEKOOSA TREASURER	2021 DOG LISTER PAY C/NEK 21	09/28/2021	\$61.50	
06210125	HAHN TAMI	2021 DOG LISTER PAY C/PITT 21	09/28/2021	\$84.00	
06210126	CITY OF WIS RAPIDS TREASURER	2021 DOG LISTER PAY C/WR 21	09/28/2021	\$254.00	
Grand Total:				\$7,592.31	

Signatures

Committee Chair:

Committee Member:

Committee Member:

Committee Member:

Committee Member:

Committee Member:

Committee Member:

Committee Member:

Committee Member:

Committee Report

County of Wood

Report of claims for: FINANCE

For the period of: SEPTEMBER 2021

For the range of vouchers: 14210161 - 14210188

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
14210161	CITY OF MARSHFIELD	2021 PILOT PAYMENT	09/01/2021	\$35,269.62	P
14210162	CITY OF MARSHFIELD	2021 PILOT PAYMENT	09/01/2021	\$28,329.77	P
14210163	PORT EDWARDS SCHOOL DISTRICT	2021 PILOT PAYMENT	09/01/2021	\$4,964.33	P
14210164	TOWN OF GRAND RAPIDS	2021 PILOT PAYMENT	09/01/2021	\$899.91	P
14210165	VILLAGE OF PORT EDWARDS TREAS	2021 PILOT PAYMENT	09/01/2021	\$4,442.21	P
14210166	WISCONSIN RAPIDS SCHOOL DISTRICT	2021 PILOT PAYMENT	09/01/2021	\$3,438.39	P
14210167	AMAZON CAPITAL SERVICES	OFFICE SUPPLIES	09/06/2021	\$50.56	P
14210168	AMT	GARNISHMENT PAYMENT	09/09/2021	\$276.00	P
14210169	DEPARTMENT OF CORRECTIONS	GARNISHMENT PAYMENT	09/09/2021	\$100.00	P
14210170	MESSERLI & KRAMER PA	GARNISHMENT PAYMENT	09/09/2021	\$353.57	P
14210171	MUTUAL OF OMAHA INSURANCE COMPANY	BASIC LIFE/SUPP (VOL) LIFE INS	09/09/2021	\$3,966.47	P
14210172	MUTUAL OF OMAHA INSURANCE COMPANY	LONG TERM DISABILITY INSURANCE	09/09/2021	\$2,297.40	P
14210173	MUTUAL OF OMAHA INSURANCE COMPANY	SHORT TERM DISABILITY INSUR	09/09/2021	\$4,209.67	P
14210174	SCHUELKE SUSAN A	VOLUNTEER DEBT AMORTIZATION	09/09/2021	\$73.64	P
14210175	SUPPORT PAYMENT CLEARINGHOUSE	AZ CHILD SUPPORT PAYMENT	09/09/2021	\$355.85	P
14210176	STAPLES ADVANTAGE	CALCULATOR	09/11/2021	\$65.35	P
14210177	AMT	GARNISHMENT PAYMENT	09/23/2021	\$276.00	P
14210178	DEPARTMENT OF CORRECTIONS	GARNISHMENT PAYMENT	09/23/2021	\$100.00	P
14210179	MESSERLI & KRAMER PA	GARNISHMENT PAYMENT	09/23/2021	\$338.34	P
14210180	MUTUAL OF OMAHA INSURANCE COMPANY	LONG TERM DISABILITY INSURANCE	09/23/2021	\$2,303.96	P
14210181	MUTUAL OF OMAHA INSURANCE COMPANY	SHORT TERM DISABILITY INSUR	09/23/2021	\$4,204.78	P
14210182	MUTUAL OF OMAHA INSURANCE COMPANY	BASIC LIFE/SUPP (VOL) LIFE INS	09/23/2021	\$3,962.99	P
14210183	SCHUELKE SUSAN A	VOLUNTEER DEBT AMORTIZATION	09/23/2021	\$73.64	P
14210184	SUPPORT PAYMENT CLEARINGHOUSE	AZ CHILD SUPPORT PAYMENT	09/23/2021	\$355.85	P
14210185	AMAZON CAPITAL SERVICES	OFFICE SUPPLIES	09/16/2021	\$20.63	
14210186	AMAZON CAPITAL SERVICES	OFFICE SUPPLIES	09/19/2021	\$52.88	
14210187	AMAZON CAPITAL SERVICES	OFFICE SUPPLIES	09/21/2021	\$13.36	
14210188	PEDEN BENSEN	9/23/21 DIRECT DEPOSIT RETURN	09/23/2021	\$119.98	
Grand Total:				\$100,915.15	

Signatures

Committee Chair: _____
Committee Member: _____
Committee Member: _____
Committee Member: _____
Committee Member: _____

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Committee Member: _____
Committee Member: _____
Committee Member: _____

Committee Report

County of Wood

Report of claims for: HUMAN RESOURCES

For the period of: SEPTEMBER 2021

For the range of vouchers: 17210080 - 17210093

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
17210080	NATIONWIDE TRUST CO FSB	PEHP	09/07/2021	\$11,455.13	P
17210081	HORTON GROUP INC THE	Consulting Fees - Sept 2021	09/08/2021	\$2,083.33	P
17210082	WI DEPT OF WORKFORCE DEVELOPMENT	Unemployment Charges Aug 2021	08/31/2021	\$1,710.20	P
17210083	CHAMBER OF COMMERCE	Job Fair	08/25/2021	\$400.00	P
17210084	DIETRICH VANDERWAAL SC	Legal Fees	09/06/2021	\$1,647.50	P
17210085	STAPLES ADVANTAGE	Office Supplies	09/15/2021	\$4.69	P
17210086	STAPLES ADVANTAGE	Office Supplies	09/10/2021	\$9.06	P
17210087	AMAZON CAPITAL SERVICES	Recognition Program Supplies	09/10/2021	\$28.97	P
17210088	OPPORTUNITY DEVELOPMENT CENTER	Recognition Program	09/13/2021	\$671.00	P
17210089	PAUL GROSS JEWELERS INC	Recognition Program	09/13/2021	\$80.96	P
17210090	QUALITY PLUS PRINTING INC	2022 Benefit Guides	09/17/2021	\$545.00	P
17210091	US BANK	P Card Charges	09/16/2021	\$1,202.42	
17210092	CONCENTRA HEALTH SERVICES INC	Drug & Alcohol Testing	08/01/2021	\$785.00	P
17210093	BLUE WATER BENEFITS CONSULTING LLC	2021 Qtr 3 Reporting	09/27/2021	\$947.40	
Grand Total:				\$21,570.66	

Signatures

Committee Chair: _____

Committee Member: _____

Committee Member: _____

Committee Member: _____

Committee Member: _____

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Committee Member: _____

Committee Member: _____

Committee Report

County of Wood

Report of claims for: RISK MANAGEMENT

For the period of: SEPTEMBER 2021

For the range of vouchers: 23210041 - 23210047

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
23210041	PROASSURANCE CASUALTY COMPANY	Prof Liability Ins Qtrly Prem	09/01/2021	\$7,398.00	P
23210042	PROASSURANCE CASUALTY COMPANY	Extended Reporting Endorsement	09/08/2021	\$7,221.00	P
23210043	SAFELITE FULFILLMENT INC	Vehicle Damage - Rescue 3	09/08/2021	\$399.98	P
23210044	AMAZON CAPITAL SERVICES	Respirator Supplies - HY	09/14/2021	\$327.87	P
23210045	WI COUNTY MUTUAL INS CORP	Addtl Ins End - CW State Fair	09/14/2021	\$25.00	P
23210046	JACKSON LEWIS P.C.	Liability Deductible	09/20/2021	\$2,100.00	P
23210047	MID-STATE TECHNICAL COLLEGE	BLS/CPR Training 8/24 & 8/25	09/22/2021	\$70.00	
Grand Total:				\$17,541.85	

Signatures

Committee Chair:

Committee Member:

Committee Member:

Committee Member:

Committee Member:

Committee Member:

Committee Member:

Committee Member:

Committee Member:

Committee Report

County of Wood

Report of claims for: TREASURER

For the period of: SEPTEMBER 2021

For the range of vouchers: 28210228 - 28210256

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
28210228	BADGER TITLE LLC	TAX OVERPAYMENT REFUND	09/08/2021	\$16.39	P
28210229	CITY OF MARSHFIELD	AUGUST SPECIAL CHARGES	09/08/2021	\$466.85	P
28210230	CITY OF NEKOOSA TREASURER	AUGUST SPECIAL CHARGES	09/08/2021	\$1,083.03	P
28210231	CITY OF PITTSVILLE TREASURER	AUGUST SPECIAL CHARGES	09/08/2021	\$1,205.46	P
28210232	CITY OF WISCONSIN RAPIDS	AUGUST SPECIAL CHARGES	09/08/2021	\$273.19	P
28210233	GOWEY ABSTRACT	TAX OVERPAYMENT REFUND	09/08/2021	\$21.05	P
28210234	HOFER ANITA	TAX OVERPAYMENT REFUND	09/08/2021	\$67.93	P
28210235	NATIONAL PEN	OFFICE SUPPLIES	09/08/2021	\$408.90	P
28210236	SEIDEL EILEEN	TAX OVERPAYMENT REFUND	09/08/2021	\$41.00	P
28210237	TOWN OF PORT EDWARDS	AUGUST SPECIAL CHARGES	09/08/2021	\$56.53	P
28210238	TOWN OF SARATOGA	AUGUST SPECIAL CHARGES	09/08/2021	\$1,456.72	P
28210239	TOWN OF CAMERON	AUGUST SPECIAL CHARGES	09/08/2021	\$232.79	P
28210240	TOWN OF GRAND RAPIDS	AUGUST SPECIAL CHARGES	09/08/2021	\$459.54	P
28210241	TOWN OF HANSEN	AUGUST SPECIAL CHARGES	09/08/2021	\$306.88	P
28210242	TOWN OF RICHFIELD	AUGUST SPECIAL CHARGES	09/08/2021	\$496.75	P
28210243	VILLAGE OF HEWITT	AUGUST SPECIAL CHARGES	09/08/2021	\$1,217.81	P
28210244	VILLAGE OF MILLADORE	AUGUST SPECIAL CHARGES	09/08/2021	\$1,175.04	P
28210245	VILLAGE OF PORT EDWARDS TREAS	AUGUST SPECIAL CHARGES	09/08/2021	\$839.15	P
28210246	VILLAGE OF RUDOLPH	AUGUST SPECIAL CHARGES	09/08/2021	\$3,357.32	P
28210247	WI DEPT OF ADMINISTRATION	AUGUST WI LAND INFO	09/08/2021	\$9,352.00	P
28210248	WOOD COUNTY REGISTER OF DEEDS	TAX DEED RECORDING FEES	09/08/2021	\$60.00	P
28210249	STATE OF WISCONSIN TREASURER	AUGUST CLERK OF COURTS REVENUE	09/22/2021	\$125,817.34	P
28210250	WISCONSIN CO TREAS ASSN SEC TR	OCTOBER TREASURER'S CONFERENCE	09/22/2021	\$125.00	P
28210251	WOODTRUST BANK	AUGUST MONTHLY SERVICE FEES	09/22/2021	\$227.47	P
28210252	US BANK	CONFERENCE HOTEL	09/29/2021	\$246.00	P
28210253	CITY OF MARSHFIELD	NSF CHECK DUE TO CITY	09/29/2021	\$1,491.59	P
28210254	FAGBEMI SETH & OLUBUKOLA	TAX OVERPAYMENT REFUND	09/29/2021	\$146.01	P
28210255	MORK AMBER	TAX OVERPAYMENT REFUND	09/29/2021	\$25.39	P
28210256	WISCONSIN DEPT OF REVENUE	LOTTERY CREDIT REFUND	09/29/2021	\$169.30	P
Grand Total:				\$150,842.43	

Signatures

Committee Chair: _____

Committee Member: _____

Committee Member: _____

Committee Member: _____

Committee Member: _____

Committee Member: _____

Committee Member: _____

Committee Member: _____

Committee Member: _____

Committee Report

County of Wood

Report of claims for: WELLNESS

For the period of: SEPTEMBER 2021

For the range of vouchers: 34210008 - 34210008

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
34210008	ASPIRUS OCCUPATIONAL HEALTH	Advisor/Mileage/HRA/Bios/Labs	09/01/2021	\$5,095.00	P
Grand Total:				\$5,095.00	

Signatures

Committee Chair: _____

Committee Member: _____

Committee Member: _____

Committee Member: _____

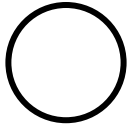
Committee Member: _____

Committee Member: _____

Committee Member: _____

Committee Member: _____

Committee Member: _____



RESOLUTION#

Introduced by Operations Committee
Page 1 of 2

ITEM#
DATE October 19, 2021
Effective Date October 19, 2021

Committee

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

Adopted:
Lost:
Tabled:
Absent:

Number of votes required:
☒ Majority ☐ Two-thirds

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

INTENT & SYNOPSIS: To accept offer of sale of tax deeded property.

FISCAL NOTE:	Offered Amount	\$118,201.00
	R.E. Taxes	(21,413.46)
	Special Charges	(6,582.06)
	Delinquent Utilities	(145.60)
	Special Assessments	(1,299.97)
	Publication Fees	(271.12)
	Tax Deed Expense	(544.00)

GAIN \$87,944.79

WHEREAS, a sealed bid process was held and these were the best offers received on the below mentioned properties, and,

WHEREAS, it is beneficial for Wood County to sell tax deeded property so as to obtain deficient tax revenues and to place the property back on the tax roll:

THEREFORE BE IT RESOLVED, that the following offers be accepted

City of Marshfield

33-01063 Lot 16 of Block 92 of the City of Marshfield, Wood County, Wisconsin.

<u>MINIMUM BID</u>	<u>OFFER</u>
\$6,000.00	\$7,611.00

Property is vacant land located at 315 W 5th St, City of Marshfield.

City of Marshfield

33-01088 Lot 10, except the South 21 feet 8 inches, Block 94 of the First Addition to the City of Marshfield, Wood County, Wisconsin.

<u>MINIMUM BID</u>	<u>OFFER</u>
\$40,000.00	\$50,200.00

Property is located at 440-442 S Central Ave, City of Marshfield.

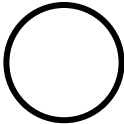
City of Marshfield

33-02062B Lot 11 of Assessor’s Plat No. 2-A, except the Westerly 1.75 feet for street purposes, City of Marshfield, Wood County, Wisconsin.

{ }

ED WAGNER, CHAIRMAN	
MICHAEL FEIRER	
ADAM FISCHER	
LANCE PLIML	
DONNA ROZAR	

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



RESOLUTION#

ITEM#

DATE

Effective Date:

Introduced by
Page 2 of 2

Committee

MINIMUM BID
\$15,000.00

OFFER
\$30,290.00

Property is located at 719 W Adler Rd, City of Marshfield.

City of Wisconsin Rapids

34-02776 Lot 25 of West Side Assessor’s Plat No. 3, City of Wisconsin Rapids, Wood County, Wisconsin.

MINIMUM BID
\$20,000.00

OFFER
\$30,100.00

Property is located at 351 13th Ave S, City of Wisconsin Rapids.

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

County Clerk County Board Chairman



Wood County

WISCONSIN

Office of
Finance Director

Edward Newton
Finance Director

Date: October 5, 2021
To: Operations Committee

Subject: Finance Department Update
From: Ed Newton

Departmental Activities

- Preparation and assisting departments with budget and questions.
- Ongoing audit/single audit discussions with WIPFLI.
- Ongoing consulting with CLA.
- Ongoing discussions with Baird on jail and CIP financing and bonding issues.
- ARPA reporting.
- EMMA reporting.

Ongoing/Upcoming Projects

- Year-end procedures.
 - Fixed asset gathers, reconciliation and schedule.
 - Audit gathers and checklists.
 - Cost Plan gathers and checklists.
- 2020 Annual Report preparation.
- 2020 Cost Plan preparation.
- 2020 Form A preparation and preliminary filing.
- 2020 Annual Audit completion.
- Continue to refine Questica – improve current reports, create new reports, and training.
- Refresh of Capital Improvement Plan and determine borrowing needs.
- Staff development - succession planning.
- American Rescue Plan Act discussion.
- Prepare Preliminary Official Statement – Baird – Debt financing.
- Moody rating call.

Meetings, Webinars and Conferences

- Meeting budget discussions - operations committee supervisor.
- Various discussions with CLA and La Crosse County regarding ARPA.
- Attend various webinars regarding ARPA and ARPA reporting.
- Attend County Board meeting.
- Attend various committee meetings (budget).
- Attend TID – City of Marshfield
- Meeting DocuSign – IT department.
- Meeting various topics - HR.
- Discuss (ARPA, CIP funds and Investing) – Treasurer.
- Meeting regarding new jail project vendor invoice process
- Various discussion with WIPFLI – single audit and annual report.
- Various discussions/meetings with Baird, and Quarles & Brady regarding debt and forms.

Wood County, WI
Capital Plan
2022

PROJECTS BY FUNDING SOURCE
Presented as of 9/24/2021 to Operations Committee

Debt

Source	Department	Project #	Priority	Proposed 2022	Oversight Approve 2022	APRA Funds? 2022	OC Approve 2022	Notes
Sidewalk and Parking Lot Repairs	UWSP-Marshfield	UW-22-001	Necessary	12,000	12,000			Health and Safety issue
200 Ton Chiller	UWSP-Marshfield	UW-22-002	Urgent	90,000	90,000			Committee moved to 2022 (ARPA????)
				102,000	102,000	-	-	
Road/Parking Lot Resurfacing	Parks	21-22-002	Necessary	80,000	80,000			Per Committee meeting
Trail Improvements and Development	Parks	21-22-003	Necessary	80,000	80,000			Per Committee meeting
Tractor Replacement	Parks	21-22-005	Necessary	40,000	40,000			Per Committee meeting
Playground Equipment Replacement	Parks	21-22-006	Necessary	50,000	50,000			Per Committee meeting
Dexter Firewood Shed	Parks	21-22-007	Urgent	20,000	-			Moved to 2021
Dexter Swimming Pond Construction	Parks	21-22-010	Urgent	100,000	100,000			Per Committee meeting
				370,000	350,000	-	-	
Gym Doors	Norwood	20-22-001	Necessary	14,500	14,500			Priority-Life and Safety Issue - Fire issue
Kitchen Camshelving	Norwood	20-22-002	Urgent	16,000	16,000			Priority-Safety Issue - May be cited (chips)
Pathways Renovation Phase 4	Norwood	20-22-003	Necessary	145,000	40,000			4 of the 17 rooms
HVAC Renovations Phase 5	Norwood	20-22-004	Necessary	105,000	25,000			Upgrade fewer zones (ARPA)-Full amount if ARPA funds
Power Transfer Switches	Norwood	20-22-005	Necessary	50,000	50,000			Life and Safety issue (Switch issues)
Kitchen Compressor #2 Replacement	Norwood	20-22-006	Necessary	8,000	8,000			Security issue-Compressor too much heat(open Doors)
Building Security	Norwood	20-22-007	Necessary	45,000	20,000			Adjust scope.
Pass-Thru Food Warmer	Norwood	20-22-008	Necessary	5,300	5,300			Very old
Lawn Mower	Norwood	20-22-009	Necessary	22,500	-			Postpone
				411,300	178,800	-	-	
Core Switch Upgrade	IT	27-22-001	Urgent	147,000	147,000			No Change
Courtroom Audio (1, 2, 3 & 4)	IT	27-22-002	Urgent	105,900	105,900			No Change
4th Courtroom Video Conferencing	IT	27-22-003	Urgent	157,500	157,500			Possible 1/2 in 2022 and 1/2 2023
				410,400	410,400	-	-	
Bituminous Overlays/Construction	Highway	16-22-001	Necessary	2,516,756	2,500,000		2,500,000	Per Committee meeting
300 Wings Boilers	Edgewater	12-22-001	Urgent	200,000	200,000			Urgent-life and safety-ARPA-carbon monoxide
400 Wing Boiler Pump/Stack	Edgewater	12-22-002	Necessary	39,000	39,000			Heating-health and safety
EZ Stand with Scale	Edgewater	12-22-003	Necessary	11,000	11,000			Gradually replace - safety issues
Dining Room Tables	Edgewater	12-22-004	Necessary	12,000	12,000			ARPA-Infection Control issue-cleaning agent damage top of table
400 Wing Shower	Edgewater	12-22-005	Necessary	36,000	36,000			Asbestos abatement-from the 70's
Parking Lot Lights	Edgewater	12-22-006	Desirable	13,000	-			Can be moved to later-current light not functioning
400 Wing Room Updates	Edgewater	12-22-007	Desirable	78,000	-			Can be delayed
500 Wing Patio	Edgewater	12-22-008	Desirable	35,000	-			Can be delayed
				424,000	298,000	-	-	
Communications Vehicle	Communications	10-22-001	Necessary	36,500	-			Postpone
HVAC Equipment	Communications	10-22-002	Necessary	40,000	40,000			Per Committee meeting
				76,500	40,000	-	-	
River Block Windows	Maintenance	19-22-005	Necessary	75,000	-			Moved to 2021
CH Remodel-4th Court, Jury Room, C.O.C.	Maintenance	19-22-006	Necessary	750,000	750,000			Split between 2022 and 2023 (\$400,000 and \$350,000)????
				825,000	750,000	-	-	
CIP Carryover from 2020				(455,000)	(455,000)	-	(455,000)	Unused CIP from 2020
Debt Total				4,680,956	4,174,200	-	2,045,000	

Tax Levy

				Proposed	Oversite Approve	APRA Funds?	OC Approve	
Source	Department	Project #	Priority	2022	2022	2022	2022	Notes
Vehicles	Sheriff	25-22-001	Urgent	260,190	-	-	-	Move to Other Funding-Public Safety meeting
Snowmobiles	Sheriff	25-22-002	Urgent	39,000	-	-	-	Move to Other Funding-Public Safety meeting
				299,190	-	-	-	
Nextgen 911	Dispatch	08-22-001	Urgent	31,000	31,000			
Fleet Vehicle Replacement	Parks	21-22-001	Necessary	40,000	40,000			Per Committee meeting
Dump Truck Replacement	Parks	21-22-004	Necessary	40,000	40,000			Per Committee meeting
				80,000	80,000	-	-	
Radios	Emergency Mgmt.	12-22-001	Necessary	12,000	12,000			
Tax Levy Total				422,190	123,000	-	-	

Departmental Rent

				Proposed	Oversite Approve	APRA Funds?	OC Approve	
Source	Department	Project #	Priority	2022	2022	2022	2022	Notes
Courthouse/Jail M.E.P. Updates	Maintenance	19-22-001	Urgent	75,000	75,000			
Courthouse Update and Repairs	Maintenance	19-22-002	Necessary	50,000	50,000			
River Block Update and Repairs	Maintenance	19-22-003	Necessary	75,000	-		-	Removed by Reuben 8/2/21 PIT Meeting
Security Updates	Maintenance	19-22-004	Necessary	25,000	25,000			
12 Street Updates	Maintenance	19-22-007	Necessary	50,000	50,000			
Departmental Rent Total				275,000	200,000	-	-	

User Fees

				Proposed	Oversite Approve	APRA Funds?	OC Approve	
Source	Department	Project #	Priority	2022	2022	2022	2022	Notes
Drum for Asphalt Plant	Highway	16-22-002	Necessary	500,000	500,000			
Two (2) Patrol Trucks	Highway	16-22-003	Necessary	500,000	500,000			
Chipper	Highway	16-22-004	Necessary	70,000	70,000			
Quad Axle Truck	Highway	16-22-005	Necessary	150,000	150,000			
Fork-Lift	Highway	16-22-006	Necessary	15,000	15,000			
Ground Mount Solar Panels	Highway	16-22-007	Desirable	28,000	28,000			Grant \$257,400 User \$28,000 Other \$14,600
User Fee Totals				1,263,000	1,263,000	-	-	

State/Federal Grant

				Proposed	Oversite Approve	APRA Funds?	OC Approve	
Source	Department	Project #	Priority	2022	2022	2022	2022	Notes
South Park Storm Shelter	Parks	21-22-008	Urgent	560,000	-		-	Grant \$560,000 Other \$80,000 (Not Selected)
Dexter Beach House Shelter Construction	Parks	21-22-009	Urgent	250,000	250,000			Grant \$250,000 Other \$250,000
Bituminous Overlays/Construction	Highway	16-22-001	Necessary	470,744	470,744			Debt \$2,516,756 Grant \$470,744
Ground Mount Solar Panels	Highway	16-22-007	Desirable	257,400	257,400			Grant \$257,400 User \$28,000 Other \$14,600
Grant Total				1,538,144	978,144	-	-	

Other

				Proposed	Oversite Approve	APRA Funds?	OC Approve	
Source	Department	Project #	Priority	2022	2022	2022	2022	Notes
Bus Purchase	Human Services	40-22-001	Desirable	59,200	59,200			Donations \$59,200 Other \$14,800
Bus Purchase	Human Services	40-22-001	Desirable	14,800	14,800			Donations \$59,200 Other \$14,800
Vehicles	Sheriff	25-22-001	Urgent	-	260,190			Move From Levy by Public Safety meeting
Snowmobiles	Sheriff	25-22-002	Urgent	-	39,000			Move From Levy by Public Safety meeting
South Park Storm Shelter	Parks	21-22-008	Urgent	80,000	-		-	Grant \$560,000 Other \$80,000 (Not Selected)
Dexter Beach House Shelter Construction	Parks	21-22-009	Urgent	250,000	250,000			Grant \$250,000 Other \$250,000
Ground Mount Solar Panels	Highway	16-22-007	Desirable	14,600	14,600			Grant \$257,400 User \$28,000 Other \$14,600
Other Total				418,600	637,790	-	-	

GRAND TOTAL 8,597,890 7,376,134 - 2,045,000