

AGENDA FOR SEPTEMBER 20, 2023 – 9:30 A.M.
WOOD COUNTY BOARD OF SUPERVISORS
WOOD COUNTY BOARD ROOM

CALL TO ORDER

ROLL CALL

INVOCATION: Supervisor Hamilton

READING OF THE MINUTES OF THE PREVIOUS MEETING

EXCUSALS:

RESIGNATIONS:

APPOINTMENTS/Re-APPOINTMENTS

ADRC-CW Advisory Committee – Athena Boardman, Faith Peaslee

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

ADRC Update – Mike Rhea, Executive Director

SET DATE FOR NEXT COUNTY BOARD MEETING – Tuesday, October 17, 2023

ADJOURN

Join by phone

+1-408-418-9388 United States Toll
Meeting number (access code): 2490 502 8789

Join by WebEx App or Web

<https://woodcountywi.webex.com/woodcountywi/j.php?MTID=mafab8663e7a9222b71db44c2ae2cc4d8>
Meeting number (access code): 2490 502 8789
Meeting password: 092023

PROCEEDINGS OF WOOD COUNTY BOARD OF SUPERVISORS

August 15, 2023 – 9:30 a.m.

The Wood County Board of Supervisors composed of nineteen members convened in the Wood County Boardroom at the Courthouse in Wisconsin Rapids, Wisconsin on Tuesday, August 15, 2023.

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

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

Excused was Vice Chair Valenstein.

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

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

Motion by Hamilton/Leichtnam to appoint Supervisor Valenstein (Chair), and Supervisors Breu, LaFontaine, Hahn & Zurfluh to the Census Review & Redistricting Committee. Motion carried by voice vote.

There were no public comments.

There were no referrals.

Committee minutes presented: Operations

RESOLUTION 23-8-1

Introduced by: Operations Committee

INTENT & SYNOPSIS: Resolution authorizing the issuance of \$31,000,000 General Obligation Promissory Notes and authorizing the issuance and establishing parameters for the sale of not to exceed \$31,000,000 Note Anticipation Notes in anticipation thereof.

Motion by Hamilton/Wagner to adopt Resolution 23-8-1. Clarification offered by Financial Planner Justin Fischer. Motion carried. Voting no was Winch. Excused was Valenstein.

RESOLUTION 23-8-2

Introduced by: Operations Committee

INTENT & SYNOPSIS: Resolution authorizing the issuance and establishing parameters for the sale of not to exceed \$31,000,000 General Obligation Refunding Bonds.

Motion by Clendenning/Hamilton to adopt Resolution 23-8-2. Motion carried. Voting no was Winch. Excused was Valenstein.

RESOLUTION 23-8-3

Introduced by: Operations Committee

INTENT & SYNOPSIS: To cancel stale dated checks as recommended by the auditors. Said checks from County General Account as per office of the County Treasurer.

FISCAL NOTE: As per resolution-total to be canceled \$1,636.26.

Motion by Hamilton/LaFontaine to adopt Resolution 23-8-3. Motion carried unanimously. Excused was Valenstein.

Chairman Pliml indicated his intention on acting on the following four resolutions with one vote. No objections heard.

RESOLUTION 23-8-4

Introduced by: Operations Committee

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

FISCAL NOTE: Paid Amount \$2,819.06

Motion by Breu/Zurfluh to adopt Resolution 23-8-4. Motion carried unanimously. Excused was Valenstein.

RESOLUTION 23-8-5

Introduced by: Operations Committee

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

FISCAL NOTE: Paid Amount \$2,455.34

Motion by Breu/Zurfluh to adopt Resolution 23-8-5. Motion carried unanimously. Excused was Valenstein.

RESOLUTION 23-8-6

Introduced by: Operations Committee

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

FISCAL NOTE: Paid Amount \$9,601.45

Motion by Breu/Zurfluh to adopt Resolution 23-8-6. Motion carried unanimously. Excused was Valenstein.

RESOLUTION 23-8-7

Introduced by: Operations Committee

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

FISCAL NOTE: Paid Amount \$12,053.87

Motion by Breu/Zurfluh to adopt Resolution 23-8-7. Motion carried unanimously. Excused was Valenstein.

Committee minutes presented: Health & Human Services, North Central Community Action Program Board, Edgewater Haven Donation Adhoc, Conservation, Education, & Economic Development, North Central ITBEC, Land Information Council, Judicial & Legislative, Residential Options, Highway Infrastructure & Recreation.

RESOLUTION 23-8-8

Introduced by: Highway Infrastructure & Recreation Committee

INTENT & SYNOPSIS: To withdraw land from the Wood County Forest for the purpose of constructing a Wood County Highway Department salt shed in the Dexterville Area.

FISCAL NOTE: Loss of productive forest land will result in a minor loss of future timber revenue.

Motion by LaFontaine/Hamilton to adopt Resolution 23-8-8. Motion carried unanimously. Excused was Valenstein.

Committee minutes presented: Property & Information Technology, Central Wisconsin State Fair Board of Directors, Fairgrounds Commission, South Central Library Board of Trustees, Wood County Library Board

RESOLUTION 23-8-9

Introduced by: Wood County Library Board Chair

INTENT & SYNOPSIS: To request the Operations Committee to maintain the level of reimbursement to libraries that serve residents that live in a municipality without a library at 100%.

FISCAL NOTE: None. This resolution is only a directive of the county board to the Operations Committee to set the library funding for 2024 at a certain level; the county board will retain the ability to determine the final amounts via the 2024 budget process.

Motion by Leichtnam/Hamilton to adopt Resolution 23-8-9. Motion carried. Voting no was Fischer. Excused was Valenstein.

SPECIAL ORDER OF BUSINESS 2022 Parks & Forestry Annual Report

Parks & Forestry Director Chad Schooley presented the 2022 Annual Report highlighting the various projects and activities completed in 2022. He also reviewed the financials of the department.

City of Marshfield Mayor Lois TeStrake greeted the board and encouraged continued support and attendance at the upcoming Central Wisconsin State Fair.

Without objection, Chairman Pliml adjourned the meeting at 10:22 a.m. Next scheduled county board meeting is September 20, 2023.

Trent Miner
County Clerk

REFERRALS FOR AUGUST 15, 2023 – COUNTY BOARD

- Letter from Jackson County announcing community information meetings in regards to the building of a new jail facility in Jackson County. Referred to Sheriff Becker, Facilities Manager Van Tassel, and Vice Chair Valenstein.

MINUTES OPERATIONS COMMITTEE

DATE: Tuesday, August 15, 2023
TIME: 9:15 AM
PLACE: Courthouse – County Board Room

MEMBERS PRESENT: Ed Wagner, Donna Rozar, Lance Pliml, Adam Fischer

MEMBER EXCUSED: Laura Valenstein

OTHERS PRESENT: Trent Miner, County Clerk; Heather Gehrt, County Treasurer,
other county board supervisors & department heads in the room

1. Chairman Wagner called the meeting to order at 9:15 AM.
2. There was no public comment.
3. Treasurer Gehrt presented 4 resolutions selling back tax deeded property to the former landowners. Motion by Rozar/Fischer to approve the resolutions and forward onto the county board for their consideration. Motion carried unanimously.
4. Chair Wagner declared the meeting adjourned at 9:16 AM.

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

MINUTES OPERATIONS COMMITTEE

DATE: Tuesday, September 12, 2023

TIME: 9:00 AM

PLACE: Courthouse – Room 114

MEMBERS PRESENT: Ed Wagner, Lance Pliml, Laura Valenstein, Adam Fischer, Donna Rozar (via WebEx)

OTHERS PRESENT: Trent Miner, County Clerk; See attached sign-in list

1. Chairman Wagner called the meeting to order at 9:00 AM.
2. There was no public comment.
3. Motion by Fischer/Pliml to approve the consent agenda. Motion carried unanimously.
4. Pliml provided an ARPA update and indicated that once the county budget is done, the ARPA Committee will review all the requests and move forward.
5. Finance Director Newton provided a brief synopsis of the county budget.
6. County Clerk Miner presented the 2024 County Clerk budgets, reviewed variances, and answered questions. Motion by Valenstein/Pliml to approve the County Clerk budgets as presented. Motion carried unanimously.
7. Wellness Coordinator Boeshaar highlighted items on his report.
8. Boeshaar presented a newly updated Wellness Program Policy document for review. This document clarified the policy and actual practice. Motion by Rozar/Valenstein to approve the updated policy with the change from Executive Committee to Operations Committee reference in the document. Motion carried unanimously.
9. Treasurer Gehrt presented a resolution to deed a recent tax deeded property back to the former owner due to the filing of bankruptcy. Motion by Fischer/Pliml to approve the resolution and forward to the county board for their consideration. Motion carried unanimously.
10. Gehrt presented the 2024 County Treasurers budgets, reviewed variances, and answered questions. Motion by Pliml/Fischer to approve the County Treasurer budgets as presented. Motion carried unanimously.
11. Gehrt provided information regarding a parcel of land the county owns next to the Domtar property in the Village of Port Edwards. The parcel holds a statue of John Alexander and is of historical significance in the village and to Domtar. Domtar wishes

to survey the county land to carve out a section that would include the statue. Motion by Fischer/Pliml to allow the survey at Domtar's cost. Motion carried unanimously.

12. Newton provided a Finance Dept. update.
13. Newton presented a resolution to amend the 2023 DATCP budget within Land & Water Conservation for carryover funding from 2022. Motion by Fischer/Valenstein to approve the resolution and forward to the county board for their consideration. Motion carried unanimously.
14. Newton presented the 2024 Finance budget, reviewed variances, and answered questions. Motion by Valenstein/Pliml to approve the Finance budget as presented. Motion carried unanimously. Rozar excused at 10:00 AM.
15. Human Resources Director McGrath reviewed the county's current policy in regards to post-offer, pre-employment drug testing and the issues being faced by the current method of conducting those tests, as well as a department head survey taken regarding same. Motion by Fischer/Valenstein to move to a 4-panel, rapid test for the post-offer, pre-employment drug testing. Motion carried unanimously.
16. McGrath brought forward a referral by the HIRC Committee on holiday pay. Highway Commission Hawk stated that past practice has been to allow Highway Dept. employees to claim 10 hours of holiday pay while the highway department was working 4-10 hour days during the summer months. McGrath noted current county policy allows for only 10 holidays per year with a total of no more than 80 hours regardless of employee status. The committee requested more information regarding the various scenarios in the county a decision might affect.
17. McGrath presented the results from the recently conducted employee benefits survey.
18. McGrath presented the 2024 Human Resources budgets, reviewed variances, and answered questions. Motion by Pliml/Fischer to approve the Human Resources budgets as presented. Motion carried unanimously.
19. Items to be considered for next meeting:
 - a. Holiday Benefit hours
 - b. Limited Friday hours
20. The next regular meeting will be held on Tuesday, October 3rd at 9:00 AM.
21. The chair declared the meeting adjourned at 10:45 AM.

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

Operations Committee
September 12, 2023

NAME		REPRESENTING
Bill Clendinning		WC Dist 15
Jeff Furkovich		WCB #11
Kim McChrath		HR
Ed Newton		Finance
Mark Young		Public Works
Dennis Polach		WCB-14
Heather Gehrt		Treasurer
Roland Hawk		Hwy Dept.
Jason DeMarco		IT
Amy Kamp		IT
Nicole Gessert		Mtnce
Ryan Boeshaar		Wellness
Victoria Wilson		Planning + Zoning
Kathy Aft		Health
Pamela Yang		Finance
Nick Flugaur		HR
Mary Schlegenhart		Human Services
Melissa Schuerman		HR
Kelli Francis		HR
Mary Solheim		Human Services
Sarah Christensen		Emergency Mgmt



Wood County

WISCONSIN

OFFICE OF THE
COUNTY CLERK

Trent Miner

Letter of Comments – September 2023

- I recently made a change to the position titles in our department. Sheri has gone from Deputy County Clerk to Chief Deputy County Clerk, and Katie has gone from Program Assistant to Deputy County Clerk/Program Assistant. By deputizing Katie, and giving her an oath of office, she is able to do some things, such as notarizing, that she was not able to do with just a Program Assistant title. The position descriptions have not changed at this point and they remain in their current pay grades.
- I will be attending the WCA Conference at the Kalahari in the Wisconsin Dells, as this coincides with the Fall Conference of the Wisconsin County Clerks Association. Our organization is bringing in some speakers specifically geared towards county clerks and have left some time for attending breakout sessions if desired. The Elections Commission will also be there providing an update as well.
- We coordinated all of the preventative maintenance and upgrades for the election equipment last month. ES&S demands that all machines be brought to one place and be worked on here. This year, it was time to replace the batteries within the machines. The cost is only \$200.00 but ES&S will not bill out to the owner of the machines anymore. They only want to bill out to the county, and then make the county go back and bill for each municipalities cost. So, a \$200.00 budget expenditure turned into \$7,644.00 for the county. We will be reimbursed by the munis but I will still need to do a budget resolution at the end of the year for that expense, as well as the other unexpected costs that I have been warning you about throughout the year. And, again, we have the non-lapsing fund to cover ALL of those expenditures.
- The Elections Commission approved the new absentee envelope designs in August and I am getting some quotes for printing. None of the old envelopes will be able to be used and will have to be destroyed. We did get our grant funding to help fund this but it does not cover the total amount. Again, this unexpected expense will be included in that clean up resolution.
- Now that a suit has been filed with the State Supreme Court as it relates to the legislative maps that were drawn a couple of years ago, in talking with both Planning & Zoning Director Grueneberg and Chairman Pliml, it was decided to get a Census Review & Redistricting Committee named and approved in case we need to move quickly if something changes with the maps that affect our wards and districts. The havoc that this could cause is something of great concern to county clerks.....especially if a decision comes down after the start of the next election season, which begins December 1st.
- Secretary of State Sarah Godlewski stopped by my office on Friday, August 18th where we had a frank and candid conversation. She talked about modernization within her department and how it will eventually affect County Clerks in filings we need to do with her office.



Wood County WISCONSIN

HUMAN RESOURCES DEPARTMENT

August 31, 2023

To: Wood County Operations Committee

From: Kimberly McGrath, Director- Human Resources

Subject: Human Resources (HR) Monthly Letter of Comments – August 2023

Human Resources Activity

	August 2023	2023 Year-to-Date
Applications Received	143	975
Positions Filled	13	128
Promotions/Transfers	3	40
New Hire Orientations	11	88
Terminations, Voluntary	*13	71
Terminations, Involuntary	0	18
Retirements	0	14
Exit Interviews	5	33

*Eight of these terms were casual

Human Resources Narrative

General Highlights

1. Completed the Q2 2023 Wood County Core Value Awards process. To be nominated, a Wood County employee would have been witnessed exemplifying one or more of the six identified Wood County Core Values. A total of 16 nominations were received for the quarter, of which Department Heads reviewed and voted on at their Q3 Department Head meeting. The following employees were selected to receive a Core Values Award:

- Integrity: Wendy Baker, Human Services
- Professionalism: Darrin Steinbach, Human Services
- Service*: Bryan Peterson, Sheriff and Carolynn Martin, IT
- Compassion: Kayla Pleshek, Human Services
- Initiative: Initiative: Rachel Krause, Highway

*Since there were no nominations received for Diversity, Department Heads were able to select two awards for Service.

The program feedback received from employees has been outstanding! I have attached some of the recent comments to share with the committee which highlight how well received this program has been. Selected employees will receive their merit pay award on the September 7th payroll.

2. Continued discussions on the implementation of Act 4 in 2024. This act provides the opportunity for Corrections Officers (Jailers) to opt-in to WRS Protective Status. This continues to be an

evolving topic as the effective date approaches and there will be more information to come in the following months.

3. As we start to plan for 2024 Open Enrollment, we developed and distributed an all-employee benefit survey to Wood County staff. The reason for the survey was two-fold: periodically it is important to gauge our employee's perception of their benefits package and we wanted to solicit feedback on the 529 College Savings Program benefit as we evaluate if this would be a welcome addition to our benefit offerings. The results of this survey will be shared with the committee at their September meeting.
4. Continued research and discussions related to the current post-offer, pre-employment drug testing requirement. The current timeline to receive results is lengthy, there has been a significant increase in the number of positive marijuana test results (seemingly coinciding with the legalization of CBD and Delta-8 products) which are presenting onboarding challenges for many departments. We have identified a few solutions to consider and have requested feedback from all departments. This will be further shared and discussed with the committee at their September meeting.

Meetings & Trainings

1. Attended the Operations Committee on August 1st.
2. Attended the Steven's Point Area Human Resource Association's August membership meeting on August 9th for the annual Employment Law Legal Update presentation.
3. Attended the Central WI HR Roundtable in Rib Mountain on August 10th.
4. Attended County Board on August 15th.
5. Attended von Briesen's August Public Sector Town Hall webinar on August 16th titled "Collective Bargaining".
6. Held the monthly conference call with The Horton Group on August 22nd to discuss various benefit topics.
7. Attended the Q3 Department Head Meeting on August 23rd.
8. Held individual staff and team meetings to discuss and provide updates on the department's identified 2023 goals.
9. Staff attended various webinars related to benefits, employment law, and compliance.

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, EBC admin fees, and stop loss admin fees.
3. Reconciled monthly enrollments for health, dental, vision, life, and disability insurances.
4. Assisted multiple employees with questions related to FMLA, leaves of absence, retirement, and benefit claims concerns.
5. Processed COBRA notifications for dependents on the health plan reaching age 26.

Recruitment

1. Updated the Status of Open Positions and Headcount Sheet (FTE Control) spreadsheets.
2. Assisted Dispatch with testing at MSTC on Saturday, August 26th.
3. Worked with Edgewater administration to incorporate WisCaregiver program on webpage and job postings.
4. Preparing to attend the 2023 Portage County Business Council Job Fair on Wednesday, September 6th.
5. Reported new hires with the Wisconsin New Hire Reporting Center.
6. Posted multiple vacancies on Cyber Recruiter and other pertinent employment sites based on the Request for Hire submitted.

7. Closed multiple positions in Cyber Recruiter upon successful acceptance of an offer and notified all remaining applicants of position status.
8. Communicated with multiple applicants, employees, and supervisors regarding varying positions.
9. Working with Edgewater, Norwood, and Human Services to review and update/pause/re-instate subscriptions with Indeed. Looking into different options to ensure we are reaching out to interested candidates in a timely manner.
10. Scheduled multiple post-offer, pre-employment drug tests with multiple testing locations for applicants offered employment.

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

<u>Refilled Position</u>	<u>Department</u>	<u>Position</u>	<u>Status</u>
Replacement	Clerk of Courts	Court Clerk – Traffic	Position posted, interviews conducted, references completed, offer extended and accepted, filled 9/5/2023.
Replacement	Clerk of Courts	Bookkeeper	Position posted, interviews conducted, references completed, offer extended and accepted, filled 9/5/2023.
Replacements	Coroner	Deputy Coroner	Two positions filled, onboarding completed, filled 8/4/2023 and 9/1/2023.
Replacements/ Eligibility List	Dispatch	Dispatchers (3 vacancies), Establish eligibility list	Position posted, testing conducted, interviews scheduled 9/13/2023.
Replacements	Edgewater	CNA, RN, LPN and Dietary Assistant – (Multiple) & Therapy Activity Aide	Ongoing recruitment- positions posted, applications reviewed, interviews, references, backgrounds, onboarding. Deadline 10/23/2023.
Replacement	Highway	Truck Operator	Position posted, interviews conducted, references completed, offer extended and accepted, filled 8/28/2023.
Replacement	Highway	Mechanic I	Position posted, interviews conducted, references completed, offer extended and accepted, filled 9/5/2023.
Replacement	Human Services	Bus Driver-Casual	Position posted, deadline 9/18/23023.
Replacements	Human Services	Support & Service Coordinator (2)	Positions posted, interviews conducted, one position filled 7/31/2023, 2 nd position filled 9/11/2023.
Replacement	Human Services	Family Interaction Worker	Position posted, interviews conducted, references and background completed, offer extended and accepted, filled 8/21/2023.
Replacement	Human Services	Crisis Interventionists – Casual (2)	Position posted, one position filled 5/22/23, interviews being conducted.
Replacement	Human Services	Family Resource Coordinator	Position posted, interviews conducted, references and background completed, offer extended and accepted, filled 8/28/2023.
Replacement	Human Services	EMH/APS Coordinator	Position posted, interviews conducted, references and background completed, offer extended and accepted, filled 9/11/2023.
Replacement	Human Services	Support & Service Coordinator	Position posted, deadline 9/18/2023.

Replacement	Human Services	AODA Counselor	Position posted, deadline 9/11/2023.
Replacement	Human Services	Economic Support Specialist	Position posted, interviews being conducted.
Replacement	Human Services	Crisis Interventionist (7 pm to 7 am)	Position posted, deadline 9/18/2023.
Replacement	Human Services	Crisis Interventionist (50%)	Position posted, deadline 9/18/2023.
Replacement	Human Services	Crisis Interventionist (7 am to 7 pm)	Position posted, deadline 9/18/2023.
Replacement	Human Services	CCS/CSP Program Manager	Position posted, deadline 9/11/2023.
Replacement	Human Services	Accounting Assistant	Position posted, interviews conducted, background and references being completed.
Replacement	IT	Project Coordinator/ Systems Analyst	Position posted, interviews scheduled.
New position	Maintenance	Lead Maintenance Tech	Promoted current tech, possible promotion to Maintenance Supervisor in January 2024.
Replacements	Norwood	Mental Health Technicians, Dietary Aides, RN, LPN, and Therapy Assistant	Ongoing recruitment by Norwood.
Replacement	Sheriff	Correction Officers	Position posted, deadline 9/25/2023.
Replacement	Sheriff	PT Deputies	Position posted, deadline 10/31/2023.

Safety/Risk Management

1. Continuing the process of updating the Written Programs and Safety/Risk Manual appendices/forms.
2. Managed open claims with Aegis/Charles Taylor throughout the month.
3. Conducted 3-day appraisal of County buildings and property in the open (PITO) with County Mutual/AssetWorks contractor on July 31st - August 2nd.
4. Corresponded with various insurers regarding claims, including for the River Block power failure in March of 2023 (updated detail listed below).
5. Attended Edgewater Safety Committee August 2nd and Norwood Safety Committee on August 8th.
6. Attended Parks Summer Wrap-Up Meeting at South Park on August 10th to talk about safety and risk.
7. Worked with Maintenance and Emergency Management to engage vendor to remove tree that has the potential to damage neighboring structure, in order to mitigate future liability claim(s).
8. Updated and released Annual Safety Training for all non-care facility employees on August 7th.
9. Conducted N95 fit testing at Edgewater Haven on August 17th for 8 staff.
10. Participated in various webinars with Everbridge and County staff on August 15th and 24th regarding the new mass notification system implementation.

NEW Workers' Compensation Claims (2)

1. 7/26/23 – Highway – Employee cut 2 fingers on L hand while changing cutting edge in shop
2. 8/8/23 – Human Services – Employee suffered head injury when hit on top of head by bus speaker that became dislodged

OPEN Workers' Compensation Claims (2)

1. 4/29/23 – Sheriff's (Corrections) – Clipper disinfectant splashed into R eye of employee while performing cleaning duties (late report)
2. 6/20/23 - Norwood – Employee (1 of 2) had scabies exposure from resident (late report)
3. 6/9/23 – Sheriff's (Corrections) – Employee injured R thumb while restraining combative inmate

CLOSED Workers' Compensation Claims (5)

1. 12/31/22 – Edgewater – Employee strained L shoulder transferring resident with EZ lift
2. 4/8/23 – Edgewater – Employee suffered abdominal injury while lifting resident in bathroom
3. 4/29/23 – Norwood – Employee suffered broken R wrist/head injury when kicked by aggressive patient
4. 6/20/23 – Norwood – Employee (2 of 2) had scabies exposure from resident (late report)
5. 7/19/23 – Highway – Employee suffered overheating/dehydration while working at the asphalt plant

First Aid Injuries (6)

1. 8/1/23 – Edgewater – Employee strained abdominal muscle while repositioning resident
2. 8/3/23 – Sheriff's (Corrections) – Employee injured L ankle/heel while running to retrieve naloxone
3. 8/6/23 – Sheriff's (Corrections) – While talking to agitated inmate, spit landed on employee's face and lips
4. 8/7/23 – Sheriff's – Employee suffered cuts, scrapes, and bruises while apprehending fleeing subject
5. 8/23/23 – Norwood – Employee strained R groin muscle preventing wheelchair from falling down ramp in MMC parking lot
6. 8/31/23 – Parks & Forestry – Employee injured R ring finger opening overhead door at North Park

Property/Vehicle Damage Claims (1)

The claim for the power loss at River Block has been accepted by Hartford Steam Boiler, and will be paid under the County's equipment breakdown coverage. As of 6/30/23, a total of \$65,003.34 in damages and business losses has been submitted. Less the County's deductible, we received a settlement payment of \$39,589.09. The claim will be reopened when permanent restoration work is completed and invoiced. Timeframe for this is unknown at this time.

Liability Claims (2)

1. 7/12/23 – Highway – Claimant's established garden was mistakenly mowed by Highway Department personnel (est. damage \$150.00) – investigation underway
2. 5/25/23 – Highway – Claimant alleges windshield damaged by debris from Highway Department trailer (est. damage \$420.00) – investigation underway. UPDATE: Claim denied, 8/29/23
3. Concurrent claims were filed with two of the County's insurers for the incident involving resident funds at Norwood Health Center. Total damages are unknown at this time, and both claims are in the determination stage as the date of this meeting.

OPEN EEOC/ERD Claims (2)

1. 2/14/22- Former Norwood employee submitted a claim alleging violation of the Wisconsin Fair Employment Act. We received a Notice of Complaint on February 16, 2022. Chubb Insurance assigned external counsel to Jackson Lewis. Our position statement was drafted, finalized, and submitted to the EEOC on April 15, 2022. No recent activity.
2. 2/24/22- Former Norwood employee submitted a claim alleging violation of the Wisconsin Fair Employment Act. We received an Initial Determination of No Probable Cause on August 26, 2022. The claimant filed a timely appeal and a hearing was held on July 19 & 20, 2023. Our post-hearing brief was submitted on September 6, 2023.

OPEN WRS/ETF Appeal (1)

1. 9/25/22- Former Humane Officer submitted an appeal to the Department of Employee Trust Funds to appeal the County's decision on her eligibility determination. A case hearing was held on July 18th in which both the County and the appellant agreed the amended effective date for becoming a participating employee was January 1, 2018; the final decision and order was received on August 17th confirming such. We are currently working with our assigned representative at WRS/ETF to make the required changes.

Other

1. Sent notifications for the 3rd Quarter DOT random list to participating departments.
2. Continuing to work on updating all job descriptions based on completed JDQs when vacancies occur.
3. Continued to onboard the HR Coordinator and train on duties such as new hire orientation, office manager functions, and benefit enrollment reconciliations.
4. Worked with Unemployment Insurance (UI) to provide additional information regarding multiple claims. Worked with various departments to compile information needed.
5. Reconciled and processed the July Unemployment Insurance payment.
6. Received and processed multiple invoices for HR, Safety & Risk, and Wellness.
7. Facilitated New Hire Orientation on August 7th, 14th, 21st, and 28th.
8. Conducted exit interviews on August 17th, 18th, and 29th.
9. Responded to multiple 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.



Wood County

WISCONSIN

OFFICE OF THE
TREASURER

Heather L. Gehrt

LETTER OF COMMENTS—SEPTEMBER 2023

1. Attended Wisconsin Counties Association weekly calls on Mondays in August.
2. Attended the Operations Committee meeting on August 1 and August 15.
3. Attended United Way Board of Directors meeting on August 9.
4. Attended County Board meeting on August 15.
5. With the assistance of the Sheriff's and Maintenance Departments, inspected and locked up properties for upcoming tax deed sealed bid sale on August 16.
6. Paid out all taxing jurisdictions settlement payments on August 21.
7. Attended United Way Campaign training on August 22.
8. Attended Department Head meeting at Riverblock on August 23.
9. Turned in finalized budget to Finance Department on August 23.
10. This office sent out a little over 1,000 notices for all years' delinquent taxes (2020-2022) to try to lessen tax certificates being issued on September 1 for the delinquent 2022 taxes. Total amount as of that printing outstanding was just under \$3 million.
11. Fun fact.....we have 2 out of 34 municipalities that have current year delinquent taxes only!!! The Town of Milladore has 12 and the Village of Auburndale has only 1. This has not happened before 😊



Wood County

WISCONSIN

Employee Wellness

Ryan Boeshaar

Letter of Comments – August 2023

- The Quarter 3 Wellness Challenge, *Stress Less*, is wrapping up this week. The goal of the Stress Less program was to better understand your unique stressors, prepare for managing your stress, and equipping you with effective coping techniques you can apply in the future. Weekly communications and helpful toolkit material on ways to banish burnout were also shared. There was a total of 143 who participated in the Stress Less challenge.
- InBody body composition testing will be back for the months of September and October held at the various Wood County locations. As a reminder, the InBody is a piece of equipment that quickly measures a person's body composition. This includes weight, BMI, body fat mass and percentage, and skeletal muscle mass. Appointments have been created in the Managewell portal and an additional communication on how to sign-up will be sent this week to all employees.
- I have started to plan and prepare for the 2023 flu shot clinics as these are expected to be held in October and November. The flu shots will be available to all Wood County employees and any dependents (12 years and older) on health insurance. I am working with the nursing staff on necessary supplies and scheduling dates in which the nursing staff are available to administer the vaccines. More details to follow in the next coming months.
- In collaboration with Human Resources, there have been a few recommendations for some revisions to the Employee Wellness Program policies booklet. The purpose for the changes is to provide employees with better clarification and understanding towards certain areas within the wellness program. These changes are provided and highlighted within the agenda packet.
- I am continuing to work with new hires and/or employees who have previously not enrolled in the Wellness Program to get accounts setup on www.managewell.com so they may begin the process of completing the qualifying activities and become more involved in the Wellness Program.



WOOD COUNTY EMPLOYEE WELLNESS PROGRAM

Wellness Program Mission Statement

To provide a worksite culture and environment which supports making healthy lifestyle choices. Implement a comprehensive worksite wellness program which educates, empowers, and engages Wood County employees and families to adopt and maintain healthy lifestyle behaviors.

Program Overview

Wood County recognizes that in order for employees to be effective in their roles, they need to be physically, mentally, emotionally, and spiritually healthy. To that end, management will make every effort to support employees in achieving their wellness goals. To assist employees in maintaining healthy lifestyles, Wood County implemented the Wood County Employee Wellness Program (Wellness Program).

Objectives

1. To provide a culture of wellness where employees feel supported and empowered to work toward their individual wellness goals.
2. To contribute to a workforce that is healthy, present, and productive.
3. To provide flexibility during work hours to maximize well-being.

Funding for the Wellness Program and incentives comes from the Wood County Health Insurance Fund. Dollars are contributed to this fund by employees enrolled in Wood County health insurance and by Wood County Departments on behalf of all benefit-eligible employees.

Eligibility

All current Wood County employees are eligible to participate in the **voluntary** Wellness Program and activities. Only benefit-eligible employees of Wood County are eligible to receive incentives for participation in wellness activities and events. Other individuals, such as contracted staff, interns, and non-benefit-eligible employees may participate in employee wellness initiatives, provided there is no cost to Wood County for the activity or event. Spousal participation may be offered for those enrolled in Wood County's health insurance but spouses are not eligible to receive incentives.

Program Outline

Participation in the Wellness Program consists of three (3) core activities and a variety of supporting activities. The three core activities are:

1. Biometrics Screening
2. Health Risk Assessment (HRA)
3. Health Coaching Session

The first two core activities must be completed by March 31st of each year, and the third core activity must be completed by June 30th of each year to qualify for the health insurance premium incentive for the following calendar year. Supporting activities are optional and may be completed to earn an annual wellness incentive bonus. The three core activities must be completed in order to be eligible for the



WOOD COUNTY EMPLOYEE WELLNESS PROGRAM

annual incentive bonus. Supporting activities, applicable point value, and wellness incentive bonus amounts are set annually and defined in the Annual Wellness Program brochure. The annual incentive bonus is paid through payroll, on a regular pay date in January of the following year. In order to be eligible for the bonus payment, the participant must be an active employee as of the selected pay date. All bonus amounts are considered taxable earnings.

Wellness Portal

All individual Wellness Program activity progress is tracked through www.managewell.com. The ManageWell wellness portal is a personalized and confidential online resource that serves as a single point access for Wood County employees, integrating and organizing a broad range of information and services- ranging from personal health records and health assessments, to educational content and wellness challenges. Employees are provided with a ManageWell account upon hire. Questions regarding access to the portal can be directed to the Wellness Coordinator.

New Employee Eligibility

New employees will automatically receive the health insurance premium incentive for the calendar year in which they were hired and are eligible to participate in the supporting activities immediately. To receive the health insurance premium incentive for the following calendar year, new employees must complete the three core activities by the deadlines specified or within 90 days of hire, whichever is greater. An overview of the program, process, and deadlines is provided at New Employee Orientation. This is the same process for employees with a mid-year change (Qualifying Event).

Late Participant Policy

Employees who miss any of the deadlines listed in the Program Outline are considered late participants. Late participants are still able to participate in the program and are encouraged to communicate directly with the Wellness Coordinator to schedule their missed appointments as soon as possible.

Late participants will be subject to a loss of their health insurance premium incentive for the number of months that directly correlates to the number of months they were beyond the deadline for any of the three core activities. For example, if an employee completes their Biometrics Screening and HRA on time but forgets to schedule their Health Coaching session by the June 30th deadline, and instead completes the coaching on July 20th, they will lose their health insurance incentive for one month. If an employee misses multiple deadlines, the loss of the health insurance premium incentive will be based on the highest number of months missed. For example, if an employee misses their Biometrics Screening by one month, their Health Risk Assessment by two months, and completes their Health Coaching session three months late, they will lose their health insurance premium incentive for three months.

An employee who fails to complete each of the three core activities at any time in the current year is not considered a participant in the Wellness Program and will not receive the health insurance premium incentive for the following year.



WOOD COUNTY EMPLOYEE WELLNESS PROGRAM

An employee who elects to participate in the County offered health insurance program at Open Enrollment, and has not completed the three core activities, will be given the opportunity to complete them and receive the premium discount. However, they will pay the full premium until all three core activities are complete.

For purposes of this policy, the loss of the health insurance premium incentive will equate to two pay periods per month.

Appeal Process

While the deadlines indicated above are important to maintain the Wellness Program's structure and integrity, in the event that an employee misses any deadline and believes they have a valid and extenuating reason for doing so, the following appeal process may be utilized in an effort to potentially avoid losing their health insurance premium incentive:

1. **Appeal to Wellness Coordinator:** Any employee wishing to appeal a missed deadline of the Wellness Program or a decision made by the Wellness Coordinator should first discuss the problem with the Wood County Wellness Coordinator, within ten (10) working days of the missed deadline that is the subject of the appeal. A meeting will be held, either by phone or in-person, to discuss the complaint at a mutually agreeable time between the Wellness Coordinator and the employee. The Wellness Coordinator shall give an answer to the complaint, in writing, within ten (10) working days from the date the initial appeal meeting was held. If any employee is uncomfortable addressing their appeal directly with the Wellness Coordinator, they may request assistance from Human Resources.
2. **Appeal to the Executive Committee:** If the employee is not satisfied with the response or decision of the Wellness Coordinator, the employee may present a written appeal directed to the Wood County Executive Committee. Written appeals shall be delivered to the Wellness Coordinator within ten (10) working days of the Wellness Coordinator's initial appeal response. Upon receiving the written appeal, the Wellness Coordinator will remove any and all personally identifiable information before presenting the appeal to the Executive Committee. The written appeal must include the specific deadline the employee is wishing to appeal, the date of the deadline, the reason for missing the deadline, the proposed resolution, and as much supporting information as possible. It is recommended, but not required, that the employee use the established Wellness Appeal Process Form. If the initial appeal does not provide the required information (as listed above), the employee will be notified and given ten (10) working days from the date it was submitted to provide this information. Unless there are significant mitigating circumstances, failure to provide the required information before the ten (10) working days will invalidate the appeal.



WOOD COUNTY EMPLOYEE WELLNESS PROGRAM

The Executive Committee shall review the written appeal and any relevant documentation, as presented by the Wellness Coordinator, at their next regularly scheduled meeting. The majority vote of the Committee will either approve or deny the appeal. In the event that an appeal is denied, the Wellness Coordinator will provide a letter or email to the employee within ten (10) working days. The letter will contain the reason for denial and any incentives lost, in the current year or the year to follow, as they pertain to the employee. In the event that an appeal is approved, the Wellness Coordinator will work with the employee and Human Resources to ensure that any activities missed as a result of the appeal are completed within a reasonable amount of time and any incentives, in the current year and/or the year to follow, are awarded appropriately.

Timelines and submission dates detailed above may be modified by mutual agreement of the parties involved at that step of the appeal process, up to twice the original response time. If such an agreement is reached, it should be put in writing for future reference.

Failure of an employee to submit a written appeal to the Wellness Coordinator within ten (10) working days of the Wellness Coordinator's original response or the missed deadline in question will be considered as a denial and a written letter or email will be sent to the employee and, at a minimum, contain the reason for denial and any incentives lost, in the current year or the year to follow, as they pertain to the employee.

No-Show Procedure

To further maintain the Wellness Program's structure and integrity, it is important that employees sign-up in advance for Health Coaching sessions and arrive on time for scheduled appointments. This policy establishes a standardized process for the dismissal of participants from the Wood County Employee Wellness Program for the calendar year, if the employee fails to attend scheduled appointments three (3) times.

The Wellness Coordinator will monitor "no-shows" and cancellations. The specific data will be shared with the Human Resources Director and a joint decision will be made regarding dismissal for excessive no-shows and/or cancellations as outlined below. Although Wood County strives to provide compassionate and excellent care for all Wellness Program participants, certain occurrences may make it necessary to dismiss a participant from the Wellness Program. In that event, the following procedure will apply:

Definitions

No-Show: any time a participant does not show for a scheduled coaching appointment or cancels same day.

Late Cancellation: any time an employee cancels a scheduled appointment with less than 24 hours advance notice.

Late Arrival: arriving 10 minutes or more past the employee's scheduled appointment time.



WOOD COUNTY EMPLOYEE WELLNESS PROGRAM

Procedure

1. Upon the first no-show or cancellation by a participant, the Wellness Coordinator will notify the participant via e-mail or letter. The correspondence will contain, at minimum, the following components:
 - a. Notification of the dismissal procedure
 - b. Instructions for scheduling a new appointment
2. After the second no-show or cancellation by a participant, the Wellness Coordinator will notify the participant via e-mail or letter. The correspondence will contain, at minimum, the following components:
 - a. Notification of the dismissal procedure
 - b. Instructions for scheduling a new appointment
 - c. Notification that a third no show will result in dismissal from the Wellness Program for the remainder of the year
3. After the third no-show or cancellation by a participant, the Wellness Coordinator will notify the Human Resources Director. A dismissal letter will be generated and will contain, at minimum, the following components:
 - a. Reason for dismissal
 - b. Elimination of any health insurance premium incentive for the following year

The letter will be mailed to the participant via certified mail, with a return receipt requested.

Employees who miss one of the three core activities, and therefore lose their health insurance premium incentive, are still eligible to participate in the supporting activities but are not able to earn an annual incentive bonus.

In the event that an employee is dismissed from the Wellness Program and believes they have a valid and extenuating reason for missing scheduled appointments, they may utilize the appeal process to potentially avoid losing their health insurance premium incentive.

Influenza Vaccination Policy

Annually Wood County offers influenza vaccination clinics where vaccinations are offered free of charge to all current Wood County employees (regardless of health insurance coverage) and Wood County health insurance covered dependents over the age of six. Dependents must bring a current Wood County health insurance card. Adult dependents must bring one form of identification to receive the vaccine and minors must be accompanied by a parent or guardian. All employees and dependents must register in advance of the clinics to ensure an adequate supply of vaccinations are available.



WOOD COUNTY EMPLOYEE WELLNESS PROGRAM

Sit/Stand Workstations and other Ergonomic Equipment

In order to ensure the appropriate purchase of sit/stand workstations or other ergonomic equipment, departments will work with the Wellness Coordinator and Facilities Manager to select materials

approved by the Executive Committee or recommended by an occupational health professional skilled in ergonomic assessment. The Wellness Coordinator will connect employees with such professionals with the approval of the Department Head whenever sit/stand or other ergonomic materials are needed or are being considered. Costs associated with professional ergonomic assessments that are approved by the Wellness Coordinator and the Department Head will be reimbursed through the Wellness Program budget. Specific equipment purchased will be at the expense of the department employing the individual receiving the equipment. The team will also work with the Safety & Risk Specialist and the Purchasing Clerk to order equipment to ensure best quality, price, and warranty.

Ergonomic Computer Workstation Evaluations

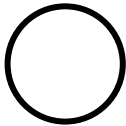
When an employee files an injury report or has complaints of pain, numbness, tingling, etc. or they sit at a computer terminal for greater than five hours a day, an ergonomic assessment should be considered. An ergonomic specialist can identify problem areas and make recommendations to decrease pain or prevent future problems.

An ergonomic specialist will complete a comprehensive evaluation that includes:

- Observation of employee at their workstation
- A thorough history of signs and symptoms, and any related issues
- Workstation measurements
- Workstation modifications, if possible
- Recommendations for changes
- Suggestions for equipment needs

Wellness Break

During work hours, one means of providing wellness support is to allow employees to use their lunch and other breaks collectively to work toward their wellness goals. Employees who wish to combine their breaks for wellness activities should consult the Wellness Policy in the Employee Policy Handbook for more details.



RESOLUTION#

Introduced by
Page 1 of 1

Operations Committee

ITEM#
DATE
Effective Date

September 20, 2023

September 20, 2023

HLG

Motion:

Adopted:

1st

Lost:

2nd

Tabled:

No: Yes: Absent:

Number of votes required:

X

 Majority Two-thirds

Reviewed by: , Corp Counsel

Reviewed by: , Finance Dir.

INTENT & SYNOPSIS: To have recently tax-deeded property deeded back to the prior owner due to the prior owner having filed for bankruptcy and the application of the bankruptcy laws 'look back' provisions.

FISCAL NOTE: Technically, none. The county will recover the overdue taxes via payments made through the bankruptcy proceedings as opposed to selling the property.

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

WHEREAS, the property owners had not paid their real property taxes on their home at 330 14th Street North, Wisconsin Rapids, and

WHEREAS, the Wood County Treasurer’s Office utilized the appropriate statutory procedures to tax deed the property to the county for the unpaid taxes and by means of Resolution 23-7-1 the Wood County Board of Supervisors did authorize the property to be taken by tax deed by the county, which was then done, and

WHEREAS, the prior owners of the property filed a Ch. 13 bankruptcy petition on August 11, 2023, and

WHEREAS, the bankruptcy code allows for a debtor, such as the property owners, to recover to the bankruptcy estate any property of the debtor’s conveyed within the past two years for which full value of the property was not given and courts have construed this to include property taken by tax deed, and

WHEREAS, counsel for the debtors have asked the county to deed the property back to the former owners/debtors in lieu of having a hearing on same and have agreed that the real estate taxes will be paid via the bankruptcy payment plan, and

WHEREAS, the county has a right to recover the overdue property taxes from the bankruptcy estate and its right to do so is given priority over most other claims, and

WHEREAS, the Corporation Counsel is recommending the County Board voluntarily deed the real property here back to the former owners and recover the overdue taxes via the bankruptcy proceeding, as opposed to forcing a hearing on the matter, in as much as the law is clear that the county will have to turn over the property to the former owners, and

WHEREAS, the Treasurer would prefer not to have responsibility for the property if we are not able to immediately attempt to sell same,

NOW, THEREFORE, THE WOOD COUNTY BOARD OF SUPERVISORS HEREBY RESOLVES to, authorize and direct the County Clerk to sign a deed that conveys the property located at 330 14th Street North, Wisconsin Rapids to its recent former owners.

{ }

ED WAGNER, CHAIR

DONNA ROZAR, VICE CHAIR

ADAM G FISCHER

LANCE A PLIML

LAURA VALENSTEIN

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

County Clerk

County Board Chairman

MINUTES

HEALTH & HUMAN SERVICES COMMITTEE

DATE: Thursday, August 24, 2023
TIME: 5:00 PM
PLACE: River Block – Auditorium Room 206

MEMBERS PRESENT: Adam Fischer, Donna Rozar (WebEx), Tom Buttke, John Hokamp (WebEx), Lee Thao, Kristin Iniguez (WebEx), Lori Nordman, Rebecca Spiros (WebEx, joined at 5:15 PM), Mary Jo Wheeler-Schueller (WebEx)

OTHERS PRESENT: Trent Miner, County Clerk; See attached sign-in list

1. Chairman Fischer called the meeting to order at 5:00 PM and declared a quorum present.
2. There were no public comments.
3. The consent agenda was presented for approval. Fischer pulled page 13 for further discussion. Director Vruwink provided an update to the ongoing criminal investigation of the former Norwood employee and the appeal process of the citations the facility received. Motion by Buttke/Thao to approve the consent agenda. Motion carried unanimously.
4. Health Officer Smith reviewed with the committee how to obtain information on municipal water test data for any municipal wells in the state. The website will allow for search and drilling down per county and municipality.
5. Director Smith and Public Health Manager Alft presented the 2024 Health Dept. budgets, reviewed variances, and answered questions. Motion by Buttke/Wheeler-Schueller to approve the Health Dept. budgets as presented and forward to the Operations Committee. Motion carried unanimously.
6. County Veterans Service Officer Larson presented the 2024 Veterans budget, reviewed variances, and answered questions. Motion by Thao/Nordman to approve the Veterans budgets as presented and forward to the Operations Committee. Motion carried unanimously.
7. Chair Fischer reviewed the current practice of the committee chair taking minutes in closed sessions, and asked the committee if they would be agreeable to the County Clerk, or his staff/designee, taking the closed session minutes. Consensus of the committee was to allow the County Clerk or his staff/designee to take closed session minutes going forward.

8. Spiros complemented the Human Services Department for a recent communication sent to her and the effort they put forth.
9. Future meetings:
 - a. Thursday, August 31st at 5:00 PM – River Block Room 206 – Human Services Budget presentation
 - b. Thursday, September 28th at 5:00 PM – Wood County Annex & Health Center in Marshfield
10. Chairman Fischer declared the meeting adjourned at 5:52 PM.

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

August 24, 2023

28

MINUTES
HEALTH & HUMAN SERVICES COMMITTEE

DATE: Thursday, August 31, 2023
TIME: 5:00 PM
PLACE: River Block – Auditorium Room 206

MEMBERS PRESENT: Adam Fischer, Donna Rozar (WebEx), Tom Buttke, John Hokamp, Lee Thao, Lori Nordman, Rebecca Spiros (WebEx), Mary Jo Wheeler-Schueller (WebEx)

EXCUSED: Kristin Iniguez

OTHERS PRESENT: Trent Miner, County Clerk; Brandon Vruwink, Reuben Van Tassel, Ed Newton, Mary Schlagenhaft, Marissa Kornack, Bill Clendenning, Justin Cieslewski (WebEx), Mary Solheim

1. Chairman Fischer called the meeting to order at 5:00 PM and declared a quorum present.
2. There were no public comments.
3. Director Vruwink presented the 2024 Human Services Dept. budgets, including Edgewater Haven, Norwood, and Community, reviewed variances, and answered questions. Of note was the difficulty in hiring and retention in the dietary departments. Motion by Spiros/Wheeler-Schueller to refer the matter of a wage study of dietary staff at both Norwood and Edgewater Haven to the Operations Committee. Motion carried unanimously. Motion by Buttke/Thao to approve all Human Services budgets as presented and forward to the Operations Committee. Motion carried unanimously.
4. Chairman Fischer declared the meeting adjourned at 6:05 PM.

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

Edgewater Haven Donation Ad Hoc Committee
Thursday, August 24, 2023, 4:00 pm
River Block, auditorium room 206
111 West Jackson Street, Wisconsin Rapids, WI

Attendees: Justin Cieslewicz, John Hokamp (webex), Rebecca Spiros (webex), Matt Passineau, Tom Buttke, Tracey Draper, Brandon Vruwink and Kathy Zellner

1. Called to order 3:59pm

2. Declaration of quorum- quorum present

3. Public comments- no public present

4. Update on donation balance- \$71,361.77 (none of the items approved were paid for from July)

Estimated \$63,856.62 after the July items are paid for

- Monthly aquarium fee
- Well under budget with 5-high style chairs \$2593.27
- Finalizing a few items- waiting for approval of the placement of water foundations on August 28; \$1250.00 on plaque, \$6000.00 for 500-wing nurses station remodel (lower countertops, mailboxes, etc)
- Bench for main entrance- \$386.59; sets of patio furniture- \$4219.98

Estimated \$34,591.62 left after all the prior approvals

5. Review plaque options and discussion on old plaque-

Old plaque last updated in 2007, no tracking on the specific dollar amount of a donations from donors. Have received some really nice donations in the past, nothing as substantial like received from this gift

Discussed guidelines and tiers for future donations to be posted on the new plaque

- Tier 1: \$5000-\$9999
- Tier 2: \$10,000-\$24,999
- Tier 3: \$25,000-\$49,999
- Tier 4: \$50,000+

Staff will send thank you notes for all amounts, including smaller gifts

Plan to re-do the old plaque since there is more open space on it than donor tags with dates at the top

Motion: all in favor- motion carries

6. Review new quotes

Quote for removal of glass wall on 500-wing in dining room \$5590.00 for a local contractor to come in and remove glass wall- \$6000 maximum

Motion: all in favor- motion carries

Quote for table and bench by the Hopa tree- bench is currently in the ground so will replace the wood seating of the bench with composite \$825.00 for both bench replacement and movable table option Motion: all in favor- motion carries

Quote for commercial grade replacement one table and 6 chairs in the family room by lobby (current ones are breaking)

\$3559.80 plus shipping. \$3750.00 maximum

Motion: all in favor- motion carries

7. Review other requests

500 unit-Tovertafel interactive table for dementia patients: <https://www.tover.care/us/tovertafel/seniors-dementia>

Looking to potentially get a demo of item first; cost \$11,000-\$15,000

Come back to next meeting with info about the table

Compost area: not used currently, removed by master gardeners if they have any compost. Area does not have anything to do with residents so likely would not use these funds toward that. Will come back with what to do with compost area- removing it sounds like the best direction.

If we went with new items- roughly \$23,000 would be left in budget without dementia table so tentatively \$8000.00 would be left in the budget afterward. Aquarium is on-going payment \$179.00 a month for future, so these would likely be the purchases for now for a while.

8. Future Agenda Items- Tovertafel, compost area, schedule a meeting at EW once things come in so we can see everything set up

9. Set next meeting date- October 26 at River block auditorium, 4pm. Use September to demo the table and work on some other items

10. Adjourn- 4:25pm

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

ADMINISTRATIVE REPORT – SUE SMITH, RN, MSN

Child Care Access

We continue to work with First Children's Finance as they facilitate task force meetings through our Dream Up! Grant. We are working on concrete goals and objectives and a budget for the \$75,000 grant award. Our core team is also revamping our ARPA request to scale it down and assure it is measureable and more sustainable than the previous request.

Opioid Settlement Planning Update

The Wisconsin Counties Association Opioid Task Force is planning the next Opioid Summit for county leadership statewide. I will also be participating in the next National Association of Counties (NACo) Opioid Leadership Network meeting at the end of August in Milwaukee.

Water Issues and Air Quality Complaints in Grand Rapids

You may recall an issue with a private well in Grand Rapids testing positive for benzene (found in gasoline). All of the wells surrounding that contaminated well have tested negative for benzene. The DNR is retesting the residential well (located on 48th Street) for benzene levels. DNR's Remediation and Redevelopment Program will be working with the homeowner to get a new well installed. The DNR will update us with the retest results.

We also received a complaint regarding individuals with burning and watery eyes and respiratory issues. We are going to borrow a DustTrak II from Wisconsin DHS. This measures PM 2.5 (particle pollution from fine particulates) and we can compare with state levels and provide recommendations/guidance at a local level. These symptoms could be related to the wildfires that recently caused poor air quality statewide.

COMMUNITY HEALTH IMPROVEMENT PLANNER REPORT – KRISTIE RAUTER EGGE, MPH

Policy

Staff drafted recommendations to ensure public health and safety are considered in the City of Wisconsin Rapids' ATV/UTV ordinance and shared at the City Legislative Committee meeting.

Health Equity

The department received a technical assistance grant to develop a better narrative around health equity in our work.

Performance Management

Staff met to discuss the performance metrics for Healthy People Wood County.

Communication/Branding

Updates continue to be made to the Healthy People Wood County (HPWC) website. The HPWC Communication Plan has been updated and was shared at the Advisory Council meeting for feedback. Additional updates and procedures for communicating with the public are being made/developed. A message map was created for staff to use when communicating with the public to ensure a consistent message is being delivered.

Community Health Assessment (CHA)

- Held quarterly HPWC Advisory Council meeting, which included a presentation on the new ALICE Report Data.
- Cole Minsaas, the new Wood County Health Department intern, started his service with the department. Cole's project is focused on the Secondary Data collection for the upcoming Community Health Assessment (CHA). Cole will work alongside the department's AmeriCorps member to research other counties' CHA's and to start collecting relevant data for Wood County's CHA.
- Staff are partnering with the Hispanic and Hmong Resilience Network (H2N) to do focus groups and/or interviews with the Hispanic/Latinx community through the Qualitative Data Grant we have from DHS. Staff, along with health system partners, are finalizing the CHA survey and developing a dissemination plan to begin surveying in September.

Community Health Improvement Plan (CHIP)

Updated CHIP Monitoring Plan based on biannual updating meetings with staff.

Housing

Staff attended the North Central Continuum of Care meeting to discuss homelessness and housing opportunities in Wood County and surrounding areas.

IMPACT – Substance Use

- IMPACT met on July 12 and was joined by Human Services who shared on available funding for room and board at treatment facilities for opioid use disorders. Goodwill also presented on programs available to the community. IMPACT celebrated being recognized by Northwoods Coalition for our policy change around the Delta 8 ordinance in Wood County. The next IMPACT meeting will take place September 6 from 1-2:30pm.
- *RX Committee*: Members of the IMPACT RX committee met to get an early start on promotion of the October 28 prescription drug take back event. The team worked on reaching out to different pharmacies to see what would work best to promote the event. A problem with the past events has been promoting too late and not allowing the pharmacies enough time to get materials out to their customers. The RX Committee also worked with the Parks Department to install an outdoor sharps kiosk at the Wisconsin Rapids Zoo parking lot. The kiosks were donated by Marshfield Custom Fabrications and will serve as a place to dispose of used sharps/syringes in an unmonitored and safe way. These efforts aim to reduce community sharps litter, improve public safety, and encourage improving overall health by not using a syringe more than once.
- *Drug Free Communities Grant Progress report*: Recipients of the Drug Free Communities (DFC) grant are required to submit annual progress reports. In the past, progress reports were due every 6 months but the CDC has switched them to be due annually. DFC paid staff worked on the DFC progress report for the period of August 1, 2022 through July 31, 2023. Along with the progress report, grant recipients are required to submit a data management plan, a collation classification tool, and core measure data. The reports will be submitted in August.
- *THC Committee*: Members of IMPACT met with representatives of the Clark County Health Department to share the steps taken to address availability of Delta 8 THC. Clark County is interested in taking similar steps to addressing hemp-derived cannabinoids. Presentation materials were shared with the department for their upcoming county board meeting in August.
- *Providers and Teens Communicating for Health (PATCH)*: Despite the Teen Educators being off for summer break, the PATCH Program is actively preparing for the coming program year. The new PATCH Coordinator has finished the onboarding process and is preparing for the Teen Educator training that starts at the end of August. The new PATCH Coordinator, as well as the previous coordinator, are working together for the Teen Educator initial training. Local speakers, program schedules, and goals for the program year have been set. The PATCH program will be anticipating 12 Teen Educators this program year; 8 of them are new to the program and 4 are returning from last year.
- *Central Wisconsin Partnership for Recovery (CWPR)*: The CWPR group met in July and received a presentation on Stigma in Substance Use Disorders. There were updates provided on the group's sustainability plan, including plans for sustaining the RentReady Program in Wood County to offer longer term recovery housing for individuals who tend to be excluded from early housing (Oxford Houses) and long-term rentals due to past criminal justice involvement. This program offers individuals with 6 months of abstinence from substance use the ability to apply for housing if they complete Rent Smart training curriculum, build a recovery maintenance plan, and work with a peer recovery coach (contract through Three Bridges Recovery). The program has had 37 total applicants from 7 communities, offered 31 interviews, and accepted 28 people into the program.
- *MACY Drug Task Force*: The MACY Drug Task Force discussed having an educational fair booth at the Central Wisconsin State Fair and participation in the October 28 drug take back event. The group is also completing State Opioid Response grant projects around substance use prevention initiatives, and collaborating with law enforcement to improve alcohol conditions in the Marshfield area.
- *LifePoint Program*: The LifePoint Program served eight individuals in July (direct and indirect contacts). This is similar to the number served in June (7). The program continues to operate once a week with an average of 1 individuals utilizing the program per week. Some individuals have come to the Health Department outside of the program hours, which may indicate a need for adjusting the program to suit the need of participants.
- *Narcan Direct Program*:
 - The Health Department offered four Overdose Prevention/Narcan Administration trainings for 49 people. Six individuals have lived experience with substance use, and the remaining attendees work with populations who may be experiencing substance use disorder. One local organization was connected to Wisconsin Voices for Recovery following the Narcan Training and is now planning to install a Nalox-ZONE box for free community access to the lifesaving medication.
 - First responder data shows that Wisconsin Rapids EMS and Wood County law enforcement agencies responded to six overdoses in July, administering 10 doses of naloxone, and saving each person's life. One Narcan kit was left by EMS with loved ones of an individual who had experienced an overdose. Seven months of first responder naloxone data shows that females (15) are overdosing at a similar rate of males (16), and the average age of overdose is 38.5 years. In the past 3 years, males had more than doubled the number of overdoses experienced by females, but the average age of the person overdosing has remained around 38-39 years.
 - The River Block Nalox-ZONE box was accessed four times in July with 10 Narcan kits taken. This useful community resource is helping reverse accidental opioid overdoses in homes throughout the area.
- *Public Health Vending Machine*: Wood County Health Department's Public Health Vending Machine project began July 1; contracts have not yet been received from the state. The Health Department is waiting on contracts before moving forward on installing the vending machines in the county.

Mental Health Matters

- A meeting was held with Midstate Independent Living Choices (MILC), the WISE – Initiative for Stigma Elimination (WISE), and the Wood County Health Department to discuss the *Up to Me* disclosure and storytelling curriculum created by WISE. If MILC is interested in the curriculum, they will start to incorporate the *Up to Me* training into the onboarding and continuing education of their staff both at MILC and the local clubhouses for the certified peer specialists. MILC and the clubhouses would then incorporate *Up to Me* into their core curriculum and service structure to help individuals with disclosure choices and storytelling. MILC will make a decision on the *Up to Me* curriculum in August.
- Staff met a representative from the JONAH project of Eau Claire to discuss pressing needs communities throughout Wisconsin face in regards to mental health challenges.

Increased Access to Healthy Food

- It is definitely the height of the farmer's market season! The Regional Farmers Market Coordinator has been busy doing data collection at the five participating markets, with over 450 customer surveys collected by the halfway point in the season. In addition to these markets, they have visited some additional markets including the Weston Farmers Market and the Clintonville Farmers Market. The coordinator is actively involved with the Waupaca Farmers Market and continues to help them. Staff have also been working on the feasibility of EBT programs within the next year for the Wausau and Stevens Point Farmers Market.
- In honor of National Farmer's Market week (August 6-12), a celebration that highlights the vital role farmers markets play in our community's food system, we will be hosting kid's activities for prizes. Not only will the week help to boost market attendance and visibility, it is also a great opportunity to showcase how much value our markets bring to the community.
- In July, there have been a total of 83 market vendors and community business and the management booth has processed:
 - \$1,526 in Debit/Credit
 - \$871 in Food Share EBT
 - \$320 in Aspirus Fruit and Veggies RX redeem
 - \$63,157 in sales reported by market vendors

Recreation and Transportation

Staff wrote and submitted a grant to support the bike share programs in Wood County. The grantor is the Wood County CEED committee. Staff attended the committee meeting and it was recommended they receive the funding they requested, which was a total of \$5,000. These funds will help support the 2024 bike season.

Safe Kids Wood & Clark Counties Coalition

Staff scheduled Facebook posts for the month of August and ordered & supplied helmet giveaways for Hub City Days event at the end of July in Marshfield. A Safe Kids Coalition meeting was held and the group discussed starting Safety City again next year. Staff attended National Night Out with a Safe Kids Booth on bike safety and gave out Frisbees, activity books, and helmets to those in need. Child Death Review cases were entered and a training was completed to improve data entry.

ENVIRONMENTAL HEALTH REPORT – BEN JEFFREY, R.S.

Trainings

Jill Ibarra completed a refresher course on Mobile Food Establishments and Transient Food Establishments ran by Wisconsin Department of Agriculture, Trade, and Consumer Protection. A WI Environmental Health Association (WEHA) training was also made available to staff on hoarding and best practices on providing resources to those that may be in need. Staff also completed a training provided by the Wisconsin Department of Natural Resources on Sanitary Surveys and a new data entry system for Transient-Non Community water systems.

New Businesses and Consultations

Staff completed a pre-licensing inspection for Black Monarch Beauty, a new body art establishment in the Wisconsin Rapids area. A pre-licensing inspection was completed for a prepackaged mobile establishment called Seafood Shack. The Dollar General in Grand Rapids, WI completed a pre-licensing inspection. A pre-licensing inspection was completed for "Bits n' Pieces," a new retail establishment. A pre-licensing inspection was completed for GT Hawaiian BBQ in the Marshfield area. Staff completed a consultation for a wine bar during July. A pre-licensing inspection was completed for a short-term rental last month as well.

Complaint Investigations

Twelve complaint investigations were completed in the month of July.

- A complaint was received regarding living conditions inside of a home. An order has been issued to the property owner.
- A caller requested information on preventative measures for bedbugs. Staff provided information.
- A caller reported some quality complaints at a licensed lodging establishment. Staff were onsite and completed an inspection.
- A complaint was received regarding cleanliness and date-marking at a local food establishment. Staff went on-site and observed hair restraints on all staff as well as a clean facility at the time of inspection.

- A complaint was reported regarding an illness possibly due to a local food establishment. Staff were onsite but did not find any violations nor were there any food employees that had recently been ill.
- A caller reported poor living conditions inside an apartment unit. Staff notified the landlord and scheduled an onsite visit after cleaning took place. The apartment unit did not contain any health hazard violations by the time of the inspection.
- A complaint was received regarding the condition of a manufactured home. Staff provided information on resources and a referral to the local building inspector for more information on possible fixes.
- A caller shared concern for the living conditions of an individual. Staff provided information for possible resources as well as pest control information.
- A complaint was received regarding cockroaches in an apartment complex. Staff worked with the landlord and pest control treatment has been started.
- A complaint was received regarding mold in an apartment unit. Staff were onsite, but the mold had been cleaned up and was not visible at the time of inspection. The complainant was moving out shortly, but wanted the issue on record. The landlord has been notified.
- A complaint was received regarding a drain clog in the basement of a rental unit. All sewage and water utilities are operational in the home. Staff explained that the maintenance issue is not a health hazard at this time and must be worked out between the tenant and landlord.
- A caller reported that a new plate was not used at a licensed food establishment serving a buffet style dinner. Staff spoke to the person in charge, and the employee has been educated on the violation.

HEALTH PROMOTION AND CHRONIC DISEASE TEAM REPORTS

Oral Health Program – Nicole Burlingame, RDH

Healthy Smiles received our Award Letter from Wisconsin Seal-A-Smile for the 2023-24 school year. We will be paid for providing screenings, sealants, multiple fluoride varnish applications, and entering data. Wisconsin Seal-A-Smile will be holding their annual meeting in Marshfield September 6-7,

COMMUNICABLE DISEASE & FAMILY HEALTH AND INJURY PREVENTION REPORTS – ERICA SHERMAN, MSN, RN, IBCLC

Parents as Teachers (PAT)

- Our first national PAT Affiliate Report has been completed and submitted. This will show data from Wood County's PAT program from March-June. Affiliate reports will be completed yearly in July moving forward. We expect to receive feedback by early fall.
- PAT "Day at the Farmer's Market" in Wisconsin Rapids was a great success with five families in attendance to network and learn how to use WIC and EBT. Families also learned how to navigate the market and about the nutritious food options available and how to prepare them. This event will be replicated in Marshfield in August.

WOOD COUNTY HUMAN SERVICES DEPARTMENT REPORT August 2023

Director's Report by Brandon Vruwink

The past several weeks have been spent working on the 2024 budget. Because of our budget's size and scope, this is a very long process for our department. Each year brings new challenges, and this year is no exception. Additional support for children and families, including mental health services, is among the top issues on the community side of the budget. On the positive side, Medicaid rate increases have offered relief for Edgewater Haven and Norwood Health Center. I am working to compile my annual budget narrative, which provides an in-depth review of the key changes from 2023 to 2024.

I have continued to discuss modifications to the River Block Building with Facilities Manager Reuben Van Tassel. We have discussed building additional offices on the second floor of River Block for about the past year. In a recent meeting with Reuben, he shared that the plan is to complete the buildout by the end of 2023. We appreciate Reuben and his team's efforts to create a plan that will best meet our Department's needs.

While the state budget process has concluded, another concern would require federal legislative action to make a change. We are advocating changes to administrative requirements for the Birth to 3 program. These changes would require a federal legislative fix. Currently, anyone receiving Birth to 3 services has to complete a form that allows counties to bill their insurance for Birth to 3 services. If they choose not to, the county must cover the expense. With a rising number of Birth to 3 enrollee's, we have seen the county's share continue to increase. While it may be a long shot, I plan to advocate for legislative changes once we work through the budget process and time allows.

July was my second month serving on the Edgewater Donations Ad Hoc Committee. I am pleased to report that several of the projects approved by the committee are underway. As I step off the committee to make way for Administrator Cieslewicz's appointment, I want to convey my appreciation to the committee and the generous donor who made it possible. Many projects that will improve the resident experience at Edgewater Haven now and into the future have been approved. In particular, I greatly appreciate the committee's support of the staff serving on the committee and your willingness to take their suggestions and go with them. Your support means a great deal to the team at Edgewater Haven and, most importantly, our residents.

Deputy Director Update by Mary Solheim

Wisconsin Department of Health Services On-Site Visit: Last month we reported we were pleased to have an on-site visit with the Department of Children and Families Administrator of Safety and Permanence and the Bureau of Youth Services Director. We are equally as pleased to report the month of July brought a representative from the Department of Health Services to our River Block location for an on-site visit. The purpose of this visit was to engage in a face-to-face meeting and discuss our Adolescent Diversion Program (ADP) which was implemented with the receipt of grant funding to serve youth ages twelve to seventeen. As you may recall from prior updates, we serve youth with similar program components who are ages ten and eleven through the award of a Legacy Grant fund. As part of this meeting, we also discussed parts of our performance report, which was then finalized and submitted in late July.

Putting Families First: As promoted by the Department of Children and Families, “Every family needs help sometimes, and we all play a key role in helping build a system supportive of healthy, thriving families and communities.” Starting in 2018, our state has been working to increase focus on families and supporting children and their families in their homes. A key to this movement includes federal legislation, namely the Family First Prevention Services Act. Putting families first seeks to reduce the number of children who intersect with the child welfare and youth justice systems who are placed in out-of-home care. As part of Putting Families First, Wisconsin has three transformative priorities: supporting families in-home, keeping children in family settings, and supporting our workforce. As a Department, we have continued to connect with our internal and community partners and stakeholders to increase messaging surrounding Putting Families First and the corresponding change in our practice. Please see the following link for additional information: [Putting Families First Overview | Wisconsin Department of Children and Families](#).

Permanency for Wood County Children: Each year, we continue to work with children under the guise of the child welfare system. When this results in our intersection with the legal system and a child is part of a Court action that results in an order, there is always a corresponding permanency plan which identifies two out of a series of goals, the most common of which are reunification, guardianship, or termination of parental rights with a noted plan for adoption. In the child welfare system, a case remains open for a period of time after reunification occurs, but traditionally closes out with a guardianship or termination of parental rights and adoption. Over time, we have identified a continuing need to provide support to families who have children in their care as the result of a guardianship or adoption. In particular, over the past few years, we have had a number of families reach out to us directly or through the Court system seeking assistance with children who are experiencing mental health, emotional, or other needs resulting from past trauma. In response, we transitioned a position which was vacant to a Permanency Support Coordinator whose responsibility is focused on prevent permanency disruptions through strength-based interventions along with clinical services as capacity allows. Please see the Family Services Division Administrator update as to the status of filling that position. We look forward to seeing the growth of this position and the positive impact we believe it will have.

Administrative Services Update by Mary Schlagenhaft

Administrative Services Team members attended various meetings specific to their job duties during the month. These included, but not limited to:

- Health & Human Service 2024 Budget and 2023 monthly Budget projection meetings (all locations), Operations, County Board, Team Building, Division Specific Management, Process and Individual Progress Meetings. Performance Evaluations for team members. All team members worked together to cover shortages in immediate needs due to absences and vacancies.
- Currently no Vacancies in this Division
- Additional accomplishments: Preparation and Presentation of 2024 Budget to Division Administrators at all locations, Ongoing EHR Smartcare learning, workflows and processes.

Accounting and Accounts Payable Team

- Audits from Contracted vendors reviewed and excess allowable profits requested to be returned by contract coordinator
- 2024 Budget work coordinated with Accounting and Fiscal Team
- NHC Accountant attended Hospital Price Transparency Webinar

- WIPFLI meeting discussing SP Award, MA Rates, GL setup for cost reporting and other items
- Community Acct Clerk onboarding with specific duty training.
- PPS project work continues
- Worked with Team member to ensure coverage during upcoming LOA
- Met with APS Supervisor to discuss us of remaining C19 APS grant
- Completed 2024 ADP Budget and submitted timely

Support Services Team

- 1 staff on intermittent FMLA
- *Behavioral Health Clinic* service note: As of 8/9/2023 notes entered w/in 14 days from dictation Clinicians are doing a hybrid mix of entering their own notes and some dictation
- *July Records release statistics: Behavioral Health 74, Family Services 25*
- Monitor 2023 Administration Budget and prepare 2023 Year End Projections and 2024 Needs
- HIPAA:
 - 0 FS Confidentially/HIPAA breach in July
- Attend monthly Admin Services Managers' meeting
- Attend SmartCare meetings, and provide updated R6 upgraded version links, support and training to Support staff
- Provide 1 to 1 training and developed training schedule for new hires who provide Community Reception coverage at Riverblock and DC Steinle Location.
- OPC Reviewers/Transcribers were provided productivity reports weekly
- Work with Unit Support Services and OPC Clinic staff assist w/fixing & monitoring errors/weekly signing of OPC service notes
- Work on destruction of RB- FS in locked File Room, completion estimate by September 30
- Met with 13 support services staff for scheduled one on one progress update, by phone and/or in person; ensure reception areas and all essential duties have coverage

Claims & Accounts Receivable, Client Interactions

- Ongoing Smartcare meeting, testing, progress and workflows
- PPS Smartcare testing continues, coming to final testing for State reporting
- Hired long term temp for Outpatient Clinic reception duties while 2 team members on MLoA, training and onboarding complete
- Electronic Fiscal records at both Nursing Homes locations successfully launched 7/10/2023
- BCBS Contract at Edgewater Haven completed, effective 8/1/2023
- BCBS Contract for NHC Facility and Professional in review
- GHEC and WPS Arise Health Insurance contract complete for Edgewater
- GHEC Insurance contract complete for Norwood

Insurance claims created and submitted for current reporting

- Norwood: 233 claims submitted in the amount of \$917,954
- Edgewater: 53 claims submitted in the amount of \$313,095
- Community: 5,773 claims submitted in the amount of \$518,316
- Community: Accounts Receivable receipts: \$301,583

Service Admission Intakes - by location

- NHC Admissions: 27, SNF 0
- Bridgeway: 10
- Edgewater: 12
- Community
 - 47 Intakes conducted, 68 updates and 14 walk in
 - 1,226 Appointments Scheduled, 803 Attended (65%) (July)

2023 TRIP Monies received YTD:

- Norwood: \$21,208
- Community: \$35,192

Family Services Update by Jodi Liegl

Foster Care Grant: The Wood County Foster Care team applied for the Act 260 Foster Parent grant and are pleased to share we were awarded \$10,640 in the category of training. Fifty-one agencies across the state applied for the grant, and we were one of nineteen recipients. The overall use of the grant funding is to provide education, support and tangible tools that foster parents can utilize for children in their care.

Personnel: Megan Kessler has accepted the newly created Permanency Support Coordinator position. Megan has been the Kinship Coordinator for the past two years. Tessa Christensen accepted the Kinship Coordinator position. Tessa had been a Family Resource Coordinator for a year. The transitions left a vacancy for a Family Resource Coordinator position, which we are recruiting for. Shelbi Noffke joined the Youth Justice team. JoAnn Wormet accepted the Access and Initial Assessment Supervisor position. She has been with the team since 2001 and previously served as an Initial Assessment Social Worker, Access Social Worker, and most recently as the Lead Social Worker on the team.

Community Resources Update by Olivia Lloyd

Transportation: In July, we provided 778 bus rides. Of these rides, 231 were for employment, and 88 were for medical. This is a decrease from July 2022 with 845 bus rides. We had a new volunteer driver start in July and continue to recruit for volunteer drivers and 1 casual bus driver. We are currently working on the 5310 grant for a new bus in Wisconsin Rapids.

WHEAP: Since the 2023 heating season began October 1, 2022, Wood County has provided Energy Assistance services to 2694 households. This is a slight decrease of 3.58% from last year. The regular heating season ended May 15th. Applications for the 2024 season are expected to come out with in the next few weeks.

Child Care: Ariel Zdun has been meeting with child care partners through Child Caring and DCF. Wood County currently has 16 providers, which DCF reports is significantly more than comparable counties.

Edgewater Haven Update by Justin Cieslewicz

I began my role as Administrator of Edgewater Haven on July 24, 2023, and have made routine rounds of the facility to familiarize myself with our residents and staff. I have met with the facility

management to understand their roles and to allow them to gain familiarity of my leadership style. Through rounding and meetings, it is clear that our employees are dedicated to providing the highest quality of care, and it is resonated with our resident satisfaction of Edgewater Haven.

Census Updates: In the month of July we had 13 admissions and 8 readmissions. Current Memory Care census is 17 residents.

Census comparison to last year:

July 2022 – 45.87 average census with 3.29 rehab

July 2023 – 41.13 average census with 6.10 rehab

Admissions/Discharges Comparison:

July 2022 – Admissions 3/Discharges 6/Readmissions 8/Deaths 0

July 2023 – Admissions 13/Discharges 5/Readmissions 8/Deaths 3

Personnel Updates: Open positions of writing this: Nursing – CNAs: .97 CNA, .90 CNA, .50 CNA. LPNs: .60 LPN. Dietary: 1.00 Dietary Aide

COVID-19: Effective August 5, 2023, CMS (Centers for Medicare/Medicaid Services) ended the requirement related to staff vaccination for all provider types. By ending this requirement CMS will no longer enforce staff vaccination compliance. Human Resources has been provided updates on the rule change that job postings may be modified to remove the COVID-19 vaccination requirement.

Quality Assurance Performance Improvement: Edgewater Haven conducted its quarterly Quality Assurance Performance Improvement (QAPI) meeting on July 25, 2023. At the meeting, quality metrics were reviewed to determine if there were any trends within the facility, and if so, what action shall be taken.

Medical Director / Physician Services: Oak Medical began providing Medical Director and physician services on July 1, 2023. With a new medical provider, nursing staff are adjusting to process changes as it relates to physician/nurse practitioner communication, resident orders, and resident change of conditions. Oak Medical utilizes an electronic platform for communication to medical staff, which is a significant change to nursing staff. Dr. Ramnanan rounded at Edgewater Haven and conducted physician visits to 46 residents to ensure compliance.

Norwood Health Center Update by Marissa Kornack

The CMS COVID-19 Vaccine Mandate expired on August 5, which subsequently allowed the county's COVID-19 vaccination policy to expire. Staff are no longer required to be vaccinated against COVID-19, the language regarding vaccination was removed from job postings, and current staff that had granted exemption requests are no longer required to wear masks.

The criminal investigation of a former employee and their alleged misappropriation/exploitation of funds is open and ongoing. Charges are still not filed and the Department of Safety and Professional Services (DSPS) has still not taken action on the former employee's license. This means they are free and clear to obtain another job working with vulnerable individuals.

Related to the citations received due to this former employee's actions, we engaged in the informal dispute resolution (IDR) process with the Division of Quality Assurance and their contracted reviewer. We were extremely disappointed to learn all of the citations were upheld at the original

scope and severity level. There is much advocacy work that needs to be done to increase the transparency and fairness of the IDR process. Despite this, we continue to work with attorneys who specialize in nursing home regulatory issues to determine next steps in appealing the citations at the next level. We are also still waiting on the letter from the Centers for Medicare and Medicaid Services (CMS) notifying us of the dollar amount of the Civil Money Penalties (CMP) fine we will be required to pay related to these citations.

Norwood Nursing Department by Liz Masanz

We continue to utilize three agency CNAs to fill our vacancies and many FMLA leaves. Staffing on the NOC shift has been the most challenging to cover. The nursing department has 2.5 CNA FTEs and a 1.00 LPN FTE vacant.

Admissions Unit: The average census for the month of July was 4.32 with an average census of 7.35 year to date. There were twenty-seven admissions and twenty-nine discharges. The average length of stay year to date is 8.74. Census at the other county/state psychiatric hospitals was also slow in July.

Head nurse, Krissy and health information manager, Jerin continued to work on submitting patient level quality reporting data to CMS.

Long Term Care: The long-term care unit had no admissions and one discharge in July, with an average census of 12.71 on Crossroads and 13.58 on Pathways year to date. Megan, client services assistant, has continued to cover all of the social work duties on the LTC unit since the departure of the social services coordinator in June on top of her job duties. The social services coordinator job has been posted and we will be conducting interviews. Amanda, head nurse, is continuing with her wound care certification training.

The LTC team continues to help sort out the misappropriation situation. The team has been working on credit checks, providing evidence to law enforcement, and contacting banking institutions/credit card companies with the affected residents to get the frauds reported and corrected. Marissa has been working with our attorneys to file the informal dispute resolution with the state regarding the citations we received.

Norwood Health Information Department by Jerin Turner

Each year, the hospital unit is required to submit abstracted data specified by CMS on all discharges to a program called Quality Net. This year, the requirement changed from submitting facility based data to patient specific data. To aid with collection, CMS designed a program called CART (CMS Abstraction and Reporting Tool) that entities used to input data to satisfy this requirement. This year, the department had to abstract on 300 individual discharges.

As this was the first year CART was available for use, it inevitably came with its share of issues and difficulties that needed to be worked through. Between data entry in the department, Wood County IT, and Quality Net, these issues were resolved so submission could take place. Everything was submitted well before the August 15th deadline.

Norwood Dietary Department by Larry Burt

Congregate meals for the month of July were 5,753 with revenue of \$41,690. Meals for the year are 41,006 with revenue of \$297,135.

As of writing this, we have 2.00 dietary aide FTEs and 1.00 cook FTE open. This has presented many challenges in covering the schedule.

Norwood Maintenance Department by Lee Ackerman

A/C chiller communication issues- I am relieved to report that the A/C chiller communication line has been restored. The computer card that was suspected of failing checked out good, but a programming error was found and corrected. It was worth taking the time to look into this problem more before purchasing replacement parts.

Building Security projects- A number of the tasks in this project have been completed. The security film installation is complete, the bollards are in place, and the video intercoms have been installed for the Bridgeway and West entrances. We are waiting for the installation of one last component that will indicate to Bridgeway staff when their exterior door is left open. This will further secure this entrance that is used by clients and staff to enter and leave the building. The engineering and design portion of the Lobby Security construction has been slow to start, but I have been in contact with Ratsch Engineering in order to keep this moving forward.

Capital Improvement Project Updates

- Pathways Renovation- we have begun installing the replacement doors for Pathways. With 53 doors in total, this process is expected to last into fall of this year.
- Parking Lots- have been sealed and striped. The process was expected to take two days, but ended up taking all week to complete due to rain interruptions and the contractor's scheduling. Staff did a great job cooperating during this trying week.
- HVAC Renovations- The thermostats have finally arrived and installation is underway. This last section should take another month to complete.
- For Norwood's 2023 CIP, there are two projects that are somewhat related; the HVAC Renovations (Phase 6) I just mentioned, and the Air Handler Rebuild (Phase 1). The former is focused on updating the aging Building Automation System (BAS) by replacing all pneumatic HVAC controls and migrating those functions to the existing digital format, Desigo. The latter focuses on replacing worn parts on the main air handler fans that provide heating/cooling to the various parts of the building. Both projects are intended to improve the HVAC infrastructure, ensuring better reliability and longevity. Both are funded with ARPA dollars.
 - The HVAC Phase 6, which is in its final phase, is projected to come in under budget by nearly \$50,000. This can be attributed to the cost of materials did not increase as was expected and by having Maintenance staff perform a large portion of the installation work. Conversely, the Air Handler project is trending to use more budget than expected, due to increased cost in those materials (pulleys, bearings, and motors) and the condition of some units being poorer than anticipated.
 - For these reasons, we inquired with Finance Director Newton whether surplus funds from the HVAC project could be used towards the Air Handler work and he agreed this would be an acceptable action. The added dollars will allow us to expand the scope of this phase and address much needed updates in worn equipment.

- I am excited to be able to address more issues at this time and would be glad to offer more details on those plans if the Board requests. At this time I will keep this report brief.

Other updates

- All of the new furniture has arrived and been placed throughout the building. The updates have gone a long way in improving the aesthetic and comfort of our residents' home.
- Fax Lines- There has been ongoing issues with fax lines not operating in the facility this month due to a variety of factors, including failed VoIP server components and damage to the aging Frontier copper phone lines. IT has been able to restore all but one line as of the time of this report.
 - The other contributing factor was that the installation of the bollards is believed to have damaged the Frontier phone service line. Though this damage would be the responsibility of the contractor to repair, it was determined that moving the 2-3 lines still using this deteriorating infrastructure to new fiber optic lines would be the best option. The copper line has been unreliable due to its age and IT has been moving phone service to fiber optic service for several years. Frontier wanted to repair the line, even though IT planned to end use of their service, however, this would have required a portion of the front parking lot, sidewalk, and grass to be dug up, at Wood Co. expense. I discussed this with Marissa and Reuben, and our consensus was to have the Frontier service canceled and use the newer services from Charter and Solarus already in place. Frontier agreed to abandon the line on our property.
- Housekeeping- We continue to see increased oversight of our Housekeeping team which has translated into more consistent services. In the course of working with a manager from a Portage Co. facility here to offer that assistance, we realize that the service we received at Norwood falls short of the level at their site. There are learning of many excellent ideas that that I hope to see implemented here as well, including improved linen management and counts, water management techniques, and improvements in paper supplies and dispensers.

Youth Programming Updates by Angela O'Day

Youth Mentor Karriann Teresinski had the opportunity to attend the Wisconsin Restorative Justice Summit with a mentee in Madison on 07/27/23. The focus was using your radical imagination to seek ways in which youth voice, especially marginalized youth of color or youth with disabilities, can be elevated in their communities to advocate for change. One of the breakout sessions took them through an interactive scenario and highlighted the different ways the justice system can have unintended consequences for youth. Another conference activity had attendees write down what they would do if they were "10x bolder." The activity facilitator shared that this goal is really what our heart wants to accomplish and our boldness will help us get there. The youth who attended said, "I left inspired to follow my goals and be bolder" and "getting to connect with other restorative justice advocates was awesome." The youth was also able to learn more about upcoming youth led initiatives that are meant to empower young people to use their voice for positive change in their lives and their communities. The summit also allowed Karriann and her mentee to make supportive connections with other trailblazers in the state. They can't wait for next year!

Mural Project: The youth programming team designed and painted a mural in the Edgewater cafeteria in July. Multiple youth and case managers worked on the project over several weeks. The image evolved based on input from residents and youth over the course of painting. While it's hard to tell in the image below, each element is made up of small swirls, giving it a whimsical flair in person. The team is celebrating the mural with Edgewater residents on 8/17 with a small reception.



Employment & Training Programs Update by Lacey Piekarski

*** Serving Wood, Portage, Adams, Marathon, Lincoln, Langlade, Vilas, Oneida & Forest counties*

FSET Program:

The FSET Program finalized the month of July with a slight decrease in the regional caseload total, primarily due to a new policy update allowing for disenrollment of customers without contact from 90 to 60 days. Through the month of July, the NorthCentral FSET Program enrolled 60.33% of those customers referred to the program (as compared to the state enrollment rate of 51.11%). Outreach to customers includes phone on-demand enrollment, individual or group enrollment appointments.

FSET Personnel: The Wood County HSD FSET team welcomed a new Case Manager on 8/8/23 to fulfill a vacancy, now with 4 total full-time FSET Case Managers supporting the Wood County – Wisconsin Rapids customer caseload.

Independent Living Program:

On July 19, 2023, the Department of Children and Families (DCF) hosted the 11th annual Foster Youth Graduation Celebration at the Governor's Executive Residence in Madison. This event is a special celebration for our Independent Living Program youth, including speeches from special guests and recognition of the graduates. Brooklynn and Katie, our IL Regional Coordinators, had 2 youth attend the event.

Every year at the Graduation Celebration, DCF recognizes two youth who have been a Champion of Change in their efforts to improve youth-serving, working on change at an individual level to better themselves, which can also have a positive impact on their community. We are excited to share that Austin S. was awarded the Champion of Change Award, his nomination below:



eventually open up his own Tea Shop.

Austin moved out of care on his 18th birthday, which was on March 24th, 2022, and continued on with his high school career after moving into his own place, and graduated in May 2023! From this writer's perspective, it could have been so easy to drop out of school without the structure/guidelines that Austin once had. Austin had the motivation to get up every morning, get to the bus, and make it to school, and then after school, he would go to his place of employment at Culvers so he had adequate funding to pay for his rent, and then bike miles home to wake up and do it again the following day. Austin continues to work towards his goals, and would like to

I am also very excited to share that our very own Brooklynn Elliott (Far right in photo) was nominated by her youth (Far left in photo) for the DCF'S PATHS to Success Award. Brooklynn was selected and presented the award by Governor Evers, First Lady Evers, and DCF Secretary - Emilie Amundsen.



Please join me in congratulating all of our IL youth graduating, Austin – Champion of Change Award winner, and Brooklynn – DCF PATHS to Success Award winner!

*** Youth attending the event and included in photos have granted permission for sharing. Additional photos included are of youth attending the event.*

CVSO Report to the Wood County Health and Human Services Committee

Meeting Date: August 24, 2023

July 2023 Activity: During the month of July we completed/submitted 541 federal forms (32% increase over June) to include:

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

Activities:

1. Completed as of August 17, 2023:
 - a. July 20 – Wisconsin Department of Veterans Affairs monthly training (virtual).
 - b. July 25 – North-Central Continuity of Care meeting (regional homelessness).
 - c. August 1 – CCS Coordination meeting.
 - d. August 8 – Tomah VA CVSO & Congressional Liaison meeting.
 - e. August 10 – Veteran Service Commission meeting.
 - f. August 15 - Milwaukee VA Regional Office Directors VSO call in.
 - g. August 17 - Wisconsin Department of Veterans Affairs monthly training (virtual).
2. Near Future:
 - a. August 22-27 CVSO Booth at the Central Wisconsin State Fair.
 - b. September 8 – Retiree Appreciation day Fort McCoy retirement services office.
 - c. September 18-19 Wisconsin Counties Association Conference (CVSO Association has a break - out session and booth).
 - d. September 21 - Wisconsin Department of Veterans Affairs monthly training (virtual).
 - e. October 6 – Marshfield Senior Fair, table with the Tomah VA Medical Center.
 - f. October 9-13 CVSO fall training conference Kenosha WI.

Office updates:

1. State Supplemental grant (\$19,178 to be used 2023-2024)update:
 - Marketing/Advertising. First payment made for local television (WAOW) and targeted Wood County Digital advertising (collaborating with Portage County) \$7,250.00 initial budget.
 - Veterans' video conference/meeting room estimated Original estimate of \$7,000 was high and is now \$5,658.
 - Software change/upgrade small investment in tablets for digital signatures (IT is procuring tablets for digital signature)
 - Digital lobby displays (estimate not received to date. IT has talked with facilities (Courthouse and Annex and measured for size).

Agenda Item 4b – Consent Veterans Department Head Narrative page 2

- Vertical Monitors either as additional or replacement of a current screen at each workstation. Changes in Federal VA programing creates viewing issues of veteran's files. (Estimate not received to date).

Sustainment of these initiatives will be covered by annual grant (and its increase in 2024 budget).

2. **UPDATE** State Biennium Budget increase in CVSO Grant by 25% or ~~\$3,575 increase for a total of \$17,875.~~ Unfortunately, because the state estimated population for Wood County is now once again below 75,000 the tier we fall under will result in only a 10.58 % increase of \$1,513. It will still be used to support the sustainment of initiatives funded by the supplemental grant, outreach to veterans and inflationary increases of continued grant budgeted programs.

**MINUTES
PUBLIC SAFETY COMMITTEE**

DATE: Monday, August 14, 2023

TIME: 9:00 a.m.

PLACE: Courthouse – Room 114

MEMBERS PRESENT: Joseph Zurfluh, William Voight, Brad Hamilton (via WebEx),
Dennis Polach, William Winch

OTHERS PRESENT: Trent Miner, County Clerk; See attached sign-in list

1. Chairman Zurfluh called the meeting to order at 9:00 AM.
2. The minutes of the July 10, 2023 meetings were reviewed. Motion by Hamilton/Winch to accept them as presented. Motion carried unanimously.
3. The next meeting will be held on Monday, September 11th at 9:00 AM in Room 114.
4. There was no public comment.
5. The Communications Dept. presented their report and bill listing. Information concerning the length and terms of the Nekoosa Tower lease was requested by the committee.
6. The Emergency Management Dept. presented their report and bill listing.
7. The Dispatch Dept. presented their report and bill listing, highlighting their current staffing.
8. The Coroner presented their report and bill listing, highlighting current staff changes.
9. Sheriff Becker reviewed the following within his report.
 - a. Introduced Mitzi Forde as the new Office Manager, replacing Kelli Trzinski.
 - b. The Sheriff's Dept will have a booth at the Central Wisconsin State Fair next week.
 - c. A number of active shooter drills have been completed recently.
 - d. Work continues on a 1999 missing persons case with interviews recently held.
10. A resolution on Correction Officer pay was presented, reviewed, and discussed. It was noted that the state corrections officers received an \$11.00/hour raise in the state's budget, whereby necessitating this resolution. Motion by Voight/Polach to approve the resolution and forward onto the county board for their consideration. Motion carried 4-1. Winch voted no.

11. Motion by Voight/Hamilton to approve the voucher listings for Communications, Coroner, Dispatch, Emergency Management, and Sheriff's Department. Motion carried unanimously.

12. Agenda items for next meeting:
a. 2024 Department Budgets

13. Chairman Zurfluh declared the meeting adjourned at 9:36 AM

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

Public Safety Committee

August 14, 2023

[illegible]

**MINUTES
PUBLIC SAFETY COMMITTEE**

DATE: Monday, September 11, 2023

TIME: 9:00 a.m.

PLACE: Courthouse – Room 114

MEMBERS PRESENT: Joseph Zurfluh, William Voight, Brad Hamilton, Dennis Polach,
William Winch

OTHERS PRESENT: Trent Miner, County Clerk; See attached sign-in list

1. Chairman Zurfluh called the meeting to order at 9:00 AM.
2. A moment of silence was observed commemorating the loss of life on September 11, 2001.
3. The minutes of the August 14, 2023 meetings were reviewed. Motion by Hamilton/Voight to accept them as presented. Motion carried unanimously.
4. The next meeting will be held on Monday, October 9th at 9:00 AM in Room 114.
5. There was no public comment.
6. The Communications Dept. presented their report and bill listing.
7. Communications Director Engel presented the 2024 Communications budget, reviewed variances, and answered questions. Motion by Hamilton/Polach to approve the Communications budget as presented and forward to the Operations Committee. Motion carried unanimously.
8. The Emergency Management Dept. presented their report and bill listing.
9. Christensen informed the committee that she would be changing a position description within her department from Emergency Preparedness Coordinator to Deputy Director, as has been done in the past. There will be no monetary implications nor any job duty changes.
10. Emergency Management Director Christensen presented the 2024 Emergency Management budgets, reviewed variances, and answered questions. . Motion by Hamilton/Polach to approve the Emergency Management budgets as presented and forward to the Operations Committee. Motion carried 4-1. Winch voted no.
11. The Dispatch Dept. presented their report and bill listing.

12. Dispatch Manager Bastien presented the 2024 Dispatch budget, reviewed variances, and answered questions. Motion by Hamilton/Polach to approve the Dispatch budget as presented and forward to the Operations Committee. Motion carried unanimously.
13. The Coroner presented their report and bill listing.
14. Coroner Patton presented the 2024 Coroner budget, reviewed variances, and answered questions. Motion by Hamilton/Voight to approve the Coroner budget as presented and forward to the Operations Committee. Motion carried unanimously.
15. Sheriff Becker reviewed, and highlighted, the following within his report.
 - a. Recent Investigation Division successes in cases.
 - b. A successful appearance of the Sheriff's Department during the Central Wisconsin State Fair.
 - c. Recent Badger State Sheriff's Association district meeting held in Wood County.
16. Sheriff Becker and Chief Deputy Ellis presented the 2024 Humane Officer budget, reviewed variances, and answered questions. Motion by Hamilton/Winch to approve the Humane Officer budget as presented and forward to the Operations Committee. Motion carried unanimously.
17. Sheriff Becker and Chief Deputy Ellis presented the 2024 Sheriff's Dept. budgets, reviewed variances, and answered questions. Motion by Voight/Polach to approve the Sheriff's Dept. budgets as presented and forward to the Operations Committee. Motion carried unanimously.
18. A resolution to amend the Sheriff's Dept. budget for unanticipated revenue from the state for additional seat belt enforcement was presented. Motion by Hamilton/Voight to approve the resolution and forward onto the county board for their consideration. Motion carried unanimously.
19. Motion by Hamilton/Voight to approve the voucher listings for Communications, Coroner, Dispatch, Emergency Management, and Sheriff's Department. Motion carried unanimously.
20. Chairman Zurfluh declared the meeting adjourned 10:10 AM.

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

Public Safety Committee
September 11, 2023

[illegible]



August Monthly Report

Wood County Sheriff's Rescue

Submitted by: Ann Burger, WCSR Secretary

August Training Descriptions

Date	Type	Description
7-Aug	Business Meeting	August Business Meeting
14-Aug	Project Lifesaver	Retrieval of transmitter in groups of two near garage.
21-Aug	Extrication	Stabilization using bars; lifting using the spreaders; roof removal with the cutters; cutting out windshield.
28-Aug	Extrication	Joint training with Pittsville FD and their electric tools.

Call Summary

Call #	60	61	62	63	64
Date	8/1/2023	8/5/2023	8/9/2023	8/14/2023	8/14/2023
Time	16:43	15:52	13:04	16:51	17:33
Day of Week	Tuesday	Saturday	Wednesday	Monday	Monday
Township	Wisconsin Rapids	Pittsville	Saratoga	Saratoga	Wisconsin Rapids
Location	1000 E RIVERVIEW EXPRESSWAY	32ND ST S & GRIFFITH	CTH Z & TEN MILE AVE	STH 73 S & 7TH DRIVE	1402 21ST AVE S
Rescue 3	M. Klein	J. Habeck	E. Moreno	J. Habeck	J. Habeck
Rescue 4		B. Diggles			
Rescue 5	T. Young				
10-22ed					
Call Type	Demo	Traffic/Scene Containment	10-50 w/ Injuries	10-50 w/ Injuries	Mutual Aid
Medical/Extrication					
Ambulance			WRFD	WRFD	WRFD
EMR			Saratoga	Saratoga	
Fire			Nekoosa	Rome	
Air					
Tools/Equipment Used		Stop signs			
Notes	National Night Out	Car Cruise			
Other members on scene		M. Klein	B. Diggles	B. Franz	

Call Summary

Call #	65	66	67	68	
Date	8/15/2023	8/19/2023	8/19/2023	8/28/2023	
Time	13:44	7:09	9:10	17:44	
Day of Week	Tuesday	Saturday	Saturday	Monday	
Township	Grand Rapids	Rudolph	Wisconsin Rapids	Pittsville	
Location	40TH ST S & AIRPORT AVE	CTH O & CTH PP	8TH ST S & EAST GRAND AVENUE	5388 4TH AVE	
Rescue 3	C. Pidgeon	J. Habeck	J. Habeck	D. Westfall	
Rescue 4			T. Young		
Rescue 5					
10-22ed					
Call Type	10-50 w/ Unknown Injuries	10-50 w/ Injuries	Traffic/Scene Containment	Other	
Medical/Extrication					
Ambulance	UEMR	UEMR			
EMR	Grand Rapids	Rudolph			
Fire	Grand Rapids	Rudolph		Pittsville	
Air		LifeLink III			
Tools/Equipment Used					
Notes					
Other members on scene		T. Young M. Klein		B. Franz J. Habeck B. Diggles J. Van Ert M. Klein C. Cesar	

Special Events Summary

Date	8/1/2023	8/5/2023			
Day of Week	Tuesday	Saturday			
Event	National Night Out	Central Wisconsin Car Cruise			
Host					
Location	1000 E RIVERVIEW EXPRESSWAY	32ND ST S & GRIFFITH			
Vehicle Used	R3, R5	R3, R4			
Tools/ Equipment Used					
Event Description	Show and tell at National Night Out.	Traffic control for the Central WI Car Cruise.			



WOOD COUNTY SHERIFF'S DEPARTMENT



SHAWN BECKER, SHERIFF

September 1, 2023

MEMORANDUM FOR Sheriff Becker; Public Safety Committee

SUBJECT: Monthly Crime Stoppers Report – August 2023

The Crime Stoppers program received 35 tips in the month of August 2023 that were forwarded to the appropriate agencies for follow-up, as reported by P3.

The last monthly board meeting was held on August 9, 2023. The next regular meeting will be on September 13, 2023, at 6:30 P.M.

Respectfully Submitted,

Aaron J. Anderson
Investigator Sergeant
Wood County Sheriff's Department



WOOD COUNTY SHERIFF'S DEPARTMENT



SHAWN BECKER, SHERIFF

August K9 Report

	TRAINING HOURS	USEAGE/ DEPLOYMENTS	DEMO/ COMMUNITY
K9 Sig	12	0	3
K9 Ace	13	0	1
K9 Timo	14.5	7	2
K9 Rosco	12	3	0
K9 Bingo	12	0	0

TRAINING (MONTHLY) –

During the month of August Sergeant Arendt with K9 Timo, Sergeant B. Christianson with K9 Ace & K9 Bingo, Deputy Pidgeon with K9 Sig, and Deputy Beathard with K9 Rosco trained with the Wisconsin Rapids Police Department, Marshfield Police Department, and Nekoosa Police Department K9 units for monthly training. During this training teams focused on narcotic detection (buildings, open area, vehicle, and lockers), building search for person civil find, and tracking. Training venues included WOSO/WRPD range house, Port Edwards High School, and properties available to NKPD.

TRAINING (INDIVIDUAL) –

- K9 Timo completed 2.5 hours of on duty training. During these hours, K9 Timo trained narcotic detection and obedience around the reward ball.
- K9 Sig worked on traffic stops with narcotics.
- K9 Rosco worked on narcotic searches both on and off lead with distractions. K9 Rosco also worked on obedience.
- K9 Bingo worked on hand signals for sit, down, and heel with no vocal commands.

USEAGE –

- Sergeant Arendt and K9 Timo had seven deployments. Four of these deployments were narcotic sniffs of vehicles. Of those sniffs, one sniff resulted in no indication and three sniffs resulted in indications and vehicle searches. These searches revealed, 2.83g methamphetamine, .68g fentanyl, suspected heroin and numerous items of drug paraphernalia. One of these deployments was an open area search for narcotics where drug paraphernalia was located.



WOOD COUNTY SHERIFF'S DEPARTMENT



SHAWN BECKER, SHERIFF

Another deployment was for a track of two armed robbery suspects and the final deployment was an open area search to assist Portage County in locating an 87 year old dementia missing person.

- Deputy Beathard and K9 Rosco had three deployments for the month of August. Two were vehicle sniffs resulting in THC and Meth and the third was a track for a missing elderly subject.

DEMO/COMMUNITY –

- All Wood County K9 teams attended the 2023 Swing Fore Paws golf outing at the Ridges Golf Course in Wisconsin Rapids. This golf outing was to raise money for the Wood County Sheriff's Department K9 unit.
- Sergeant Arendt and K9 Timo attended 2023 National Night Out at Crossview Church.
- K9 Sig attended the brat fry fundraiser at Wheelers in Wisconsin Rapids and Marshfield and spent time at our booth at the Central Wisconsin State Fair.
- K9 Ace also spent time in our booth at the Central Wisconsin State Fair.

ADDITIONAL INFORMATION –

- Sergeant Arendt with K9 Timo and Sergeant Christianson with K9 Ave assisted Wisconsin Rapids Police Department with their August drug interdiction.

Respectfully,

Nathan Dean

Nathan Dean
Patrol Lieutenant



WOOD COUNTY SHERIFF'S DEPARTMENT



SHAWN BECKER, SHERIFF

HUMANE OFFICER

07-23-23 to 08-17-23

Animal Bites:	<u>Dog</u>	<u>Cat</u>
• NKPD	0	1
• PEPD	0	0
• WRPD	5	2
• GRPD	0	0
• PIPD	0	0
• Saratoga	1	0
• Vesper	1	0

Neglect/Abuse Case: 2

Abandonment: 0

Animal vs Animal: 0

Abatement Order: 0

Animals at Large: 0

Major Incidents: 0

Follow-up-Brooke: 6

Follow-up-Susa: 1

Training Hours: 0

Meeting Hours: 0

Submitted by:

Sgt. Matt Susa



WOOD COUNTY SHERIFF'S DEPARTMENT



SHAWN BECKER, SHERIFF

Department of Natural Resources Patrols

August 2023

ATV

- Patrol Hours- 40
- Citations- 1
- Warnings- 0

BOAT

- Patrol Hours- 24
- Citations- 0
- Warnings- 1

SNOWMOBILE

- N/A

Submitted by

Sgt. Matt Susa



WOOD COUNTY SHERIFF'S DEPARTMENT



SHAWN BECKER, SHERIFF

Operations Overtime/Comp Time Totals

AUGUST 2023 (08/06/23to 09/02/23)

Patrol

Overtime hours:	105.08
Comp time hours:	316.85
Holiday Pay/Comp hours:	0

Investigations

Overtime hours:	35.25
Comp time hours:	30.625

Security Services

Overtime hours:	30
Comp time hours:	15.5

TOTAL CALL OUT:	0
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Submitted By: Charles Hoogesteger – Operations Captain



Wood County

WISCONSIN

SHERIFF'S
DEPARTMENT

Shawn Becker
SHERIFF

Public Safety Committee Meeting

Security Services August 2023 Report

For the month of August 2023, the total number of prohibited items prevented from entering the Courthouse are:

Guns -	0
Knives -	95
O.C. -	11
Misc. Items -	12

The miscellaneous items that were located were five (5) pairs of scissors, two (2) wrenches, self-defense tool, screwdriver, paint scrapper, package of razor blades and a tall can of beer, still cold.

Security Services screened 9,306 people entering the courthouse in August. Security Services had 29 security requests from different departments within the Courthouse for the month and had one jury trial. We also served eight papers on individuals for the Civil Process Sergeant and executed an eviction for him as well.

We handled four complaints in the jail this month. The reports were for criminal damage to property, threats to a Correction Officer and drugs found in a wallet. Security services also arrest three individuals on warrants that entered the courthouse.

For the month, we were called to the Clerk of Courts Office for an unruly male subject. We also found and returned a lost cell phone and a lost credit card.

During the Month of August, I utilize part-time employees for 41 hours to fill employee shortage hours. Several shifts ran short due to no part-time employees able to help.

Report submitted by: Lieutenant Bryan D. Peterson

WOOD COUNTY JAIL

January - June 2023

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	204	81	39	210	93	33	204	94	26	212	76	31	186	87	32	193	84	25
2	201	81	39	204	91	32	203	97	26	213	76	31	185	87	32	189	84	25
3	200	81	37	202	95	32	200	95	26	214	76	30	189	84	30	186	80	24
4	196	82	37	197	93	32	196	100	26	207	76	31	192	84	28	189	80	23
5	201	81	37	195	91	29	200	100	26	203	78	31	196	86	27	191	80	23
6	198	79	36	197	91	29	200	100	25	200	81	32	197	92	28	188	80	22
7	196	77	36	196	91	29	202	100	26	197	80	31	198	92	28	185	80	23
8	198	77	36	204	90	30	201	99	26	201	84	30	203	92	28	186	82	23
9	199	77	36	210	97	30	203	99	27	206	84	30	204	92	27	183	87	22
10	201	75	34	205	98	29	203	97	27	205	84	29	201	90	27	184	91	24
11	193	75	34	205	97	29	209	96	27	209	82	31	198	94	27	186	91	24
12	195	75	34	204	97	27	207	95	27	208	81	33	201	93	28	185	91	24
13	192	79	34	208	97	27	212	95	26	206	81	33	198	93	28	189	90	24
14	200	83	33	206	95	27	207	93	28	205	80	31	202	93	27	185	89	24
15	198	83	29	207	95	28	209	89	28	212	78	31	198	93	25	188	88	27
16	193	83	28	206	94	27	210	87	28	212	78	31	192	89	25	195	88	28
17	196	86	30	216	96	27	206	86	27	214	78	31	188	85	26	196	86	29
18	193	84	31	216	99	27	206	85	28	208	77	31	191	85	26	198	86	29
19	191	85	32	218	99	27	211	85	28	198	75	31	192	89	26	198	86	29
20	194	85	31	219	99	27	213	85	28	194	76	31	193	85	26	195	85	29
21	201	83	31	215	96	28	203	79	27	196	81	31	193	85	26	190	85	29
22	202	83	31	212	92	28	207	80	29	194	82	32	194	85	26	186	85	28
23	204	83	31	208	98	28	209	80	29	197	83	32	190	83	29	185	83	26
24	196	82	31	207	98	28	202	80	31	199	83	32	197	81	27	185	81	25
25	206	83	31	201	98	27	208	77	32	202	82	34	193	83	27	189	81	25
26	211	88	30	203	97	27	211	77	31	199	81	34	193	81	28	193	81	24
27	205	91	30	209	97	27	214	77	31	195	80	33	193	86	27	186	79	24
28	205	90	31	205	94	27	215	75	33	191	84	33	197	86	27	186	76	23
29	208	90	31				209	73	33	187	87	33	197	86	27	186	81	24
30	208	90	30				208	74	33	186	87	32	200	86	27	183	84	25
31	207	89	30				213	71	32				194	85	27			
WCJail	199.74			206.61			206.48			202.33			195.00			188.60		
Shipped	82.61			95.29			87.74			80.37			87.48			84.13		
EMP	32.90			28.50			28.29			31.53			27.39			25.13		
Avg Length of Stay (Days)	37.80			43.20			34.80			36.40			30.00			29.60		

WOOD COUNTY JAIL

July - December 2023

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	184	88	24	179	89	25	182	83	22	0	0	0	0	0	0	0	0	0
2	185	88	24	184	87	25	184	86	23									
3	187	88	23	184	87	23	189	85	23									
4	183	87	23	181	85	23	189	85	21									
5	185	87	22	179	86	24	190	85	20									
6	183	90	22	180	86	24												
7	183	91	22	184	86	24												
8	187	90	22	186	86	22												
9	190	90	22	186	85	23												
10	187	90	22	192	82	22												
11	181	88	22	188	82	22												
12	183	90	23	190	83	22												
13	187	94	24	192	83	22												
14	188	92	24	193	83	21												
15	189	89	25	188	81	21												
16	190	89	25	180	78	21												
17	189	89	25	180	78	21												
18	185	86	24	183	82	21												
19	185	85	25	182	85	21												
20	186	83	25	183	85	19												
21	185	79	25	186	85	19												
22	182	82	27	184	84	19												
23	181	82	26	181	83	19												
24	188	82	26	182	82	20												
25	181	81	25	177	80	21												
26	182	80	25	175	79	21												
27	184	84	25	178	79	21												
28	176	84	25	179	79	21												
29	178	90	26	180	80	22												
30	175	89	25	186	79	22												
31	178	89	25	190	78	22												
WCJail	184.10			183.61			186.80			0.00			0.00			0.00		
Shipped	86.97			82.81			84.80			0.00			0.00			0.00		
EMP	24.13			21.71			21.80			0.00			0.00			0.00		
Avg Length of Stay (Days)	39.00			0.00			0.00			0.00			0.00			0.00		

2023 Yearly Averages

Total	194.81
Safekeeper	85.80
EMP	26.82
LENGTH of STAY	35.83

SK Total
WP 75
AD 15
SK 90

Color indicates low population	185	05/02/23
Color indicates high population	219	02/20/23

WOOD COUNTY JAIL & SAFE KEEPER

January - June 2023

DAILY POPULATION BREAK DOWN BY LOCATION

Day	January			February			March			April			May			June		
	Wood	WP	AD	Wood	WP	AD	Wood	WP	AD	Wood	WP	AD	Wood	WP	AD	Wood	WP	AD
1	78	67	14	77	78	15	75	79	15	96	61	15	60	72	15	76	69	15
2	74	67	14	74	76	15	72	82	15	97	61	15	58	72	15	73	69	15
3	75	67	14	68	80	15	71	82	13	99	61	15	68	69	15	76	65	15
4	70	67	15	65	78	15	62	86	14	91	61	15	73	69	15	80	65	15
5	76	66	15	68	76	15	66	86	14	85	64	14	76	71	15	82	65	15
6	76	64	15	70	76	15	67	86	14	76	67	14	70	77	15	79	65	15
7	77	62	15	69	76	15	68	86	14	76	65	15	71	77	15	75	65	15
8	79	62	15	77	75	15	67	84	15	78	69	15	76	77	15	75	67	15
9	80	62	15	76	82	15	69	84	15	83	69	15	76	78	14	68	72	15
10	86	60	15	71	83	15	71	82	15	83	69	15	77	76	14	62	76	15
11	78	60	15	72	82	15	78	81	15	87	67	15	70	79	15	63	76	15
12	80	60	15	73	82	15	75	80	15	87	66	15	74	78	15	63	76	15
13	72	64	15	77	82	15	82	80	15	85	66	15	70	78	15	70	75	15
14	77	68	15	77	80	15	78	78	15	87	65	15	76	78	15	67	74	15
15	79	68	15	77	80	15	84	74	15	96	63	15	74	78	15	68	74	14
16	75	68	15	78	79	15	87	72	15	96	63	15	72	74	15	74	73	15
17	74	71	15	86	81	15	85	72	14	98	63	15	71	70	15	77	71	15
18	70	69	15	81	84	15	84	70	15	93	62	15	72	70	15	79	71	15
19	68	70	15	84	84	15	89	70	15	85	60	15	70	74	15	79	71	15
20	72	70	15	85	84	15	91	70	15	80	61	15	75	71	14	77	70	15
21	79	69	14	83	81	15	88	65	14	77	66	15	75	71	14	71	70	15
22	81	69	14	85	78	14	88	65	15	73	68	14	76	71	14	69	70	15
23	83	69	14	75	83	15	91	65	15	74	68	15	72	69	14	72	68	15
24	76	68	14	74	83	15	83	65	15	77	68	15	83	67	14	75	66	15
25	85	68	15	67	83	15	91	62	15	79	67	15	77	68	15	79	66	15
26	86	73	15	70	82	15	95	62	15	77	66	15	78	66	15	84	66	15
27	77	76	15	76	82	15	98	62	15	76	65	15	74	71	15	78	64	15
28	77	75	15	75	79	15	99	60	15	68	69	15	78	71	15	83	62	14
29	80	75	15				95	59	14	61	72	15	77	71	15	77	66	15
30	81	75	15				93	59	15	61	72	15	80	71	15	70	69	15
31	81	74	15				101	56	15				75	71	14			
WOOD	77.48			75.36			82.03			82.70			73.35			74.03		
WPSO	67.84			80.32			73.03			65.47			72.74			69.20		
ADSO	14.77			14.96			14.71			14.90			14.74			14.93		
TOTAL	199.74			206.61			206.48			202.33			195.00			188.60		

MONTH	High	Low
January	86	68
February	85	65
March	101	62
April	99	61
May	83	60
June	84	62

WOOD COUNTY JAIL & SAFE KEEPER

July - December 2023

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	68	74	14	61	74	15	74	68	15	0	0	0	0	0	0	0	0	0
2	69	74	14	68	72	15	72	71	15									
3	72	74	14	70	72	15	78	70	15									
4	69	73	14	69	70	15	79	70	15									
5	71	73	14	64	71	15	81	70	15									
6	67	76	14	66	71	15												
7	65	76	15	70	71	15												
8	71	75	15	74	71	15												
9	74	75	15	74	70	15												
10	71	75	15	84	67	15												
11	68	73	15	80	67	15												
12	67	75	15	81	68	15												
13	66	79	15	83	68	15												
14	69	77	15	85	68	15												
15	72	74	15	82	66	15												
16	73	74	15	77	63	15												
17	72	74	15	77	63	15												
18	72	71	15	75	67	15												
19	72	70	15	73	70	15												
20	75	68	15	76	70	15												
21	77	64	15	79	70	15												
22	69	67	15	78	69	15												
23	69	67	15	76	68	15												
24	76	67	15	77	67	15												
25	71	66	15	73	65	15												
26	73	65	15	72	64	15												
27	71	69	15	75	64	15												
28	63	69	15	76	64	15												
29	57	74	16	75	65	15												
30	57	74	15	81	64	15												
31	60	74	15	87	63	15												
WOOD	69.23			75.42			76.80			0.00			0.00			0.00		
WPSO	72.13			67.81			69.80			0.00			0.00			0.00		
ADSO	14.84			15.00			15.00			0.00			0.00			0.00		
TOTAL	184.10			183.61			186.80			0.00			0.00			0.00		

2023 Safe Keeper Averages		
WOOD Co Jail	76.27	108
WAUPACA Co	70.93	75
ADAMS Co	14.87	15
Total Population	194.81	198

Yellow Shut down for COVID

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

SAFE KEEPER DIFFERENCE 2023

MONTH	BED DAYS	WOOD CTY COSTS \$34.55/DAY	OUT OF COUNTY Including Wages/mileage \$44.78/DAY	DIFFERENCE	YTD TOTAL AMOUNT	2022 TOTAL AMOUNT
January	2561	\$88,482.55	\$114,681.58	\$26,199.03	\$26,199.03	\$36,829.80
February	2668	\$92,179.40	\$119,473.04	\$27,293.64	\$53,492.67	\$32,038.30
March	2720	\$93,976.00	\$121,801.60	\$27,825.60	\$81,318.27	\$35,586.60
April	2411	\$83,300.05	\$107,964.58	\$24,664.53	\$105,982.80	\$34,421.10
May	2712	\$93,699.60	\$121,443.36	\$27,743.76	\$133,726.56	\$35,599.55
June	2524	\$87,204.20	\$113,024.72	\$25,820.52	\$159,547.08	\$33,229.70
July	2696	\$93,146.80	\$120,726.88	\$27,580.08	\$187,127.16	\$33,061.35
August	2567	\$88,689.85	\$114,950.26	\$26,260.41	\$213,387.57	\$34,990.90
September	424	\$14,649.20	\$18,986.72	\$4,337.52	\$217,725.09	\$34,291.60
October	0	\$0.00	\$0.00	\$0.00	\$217,725.09	\$36,842.75
November	0	\$0.00	\$0.00	\$0.00	\$217,725.09	\$31,999.45
December	0	\$0.00	\$0.00	\$0.00	\$217,725.09	\$30,419.55
TOTAL	21283	\$735,327.65	\$953,052.74	\$217,725.09		\$409,310.65

\$34.55

\$44.78

Electronic Monitoring 2023 Monthly Savings vs. Out of County Housing

Month	Monthly Average	Monthly Savings	YTD 2023 Total Amount	2022 Total Amount
January	32.90	\$33,432.32	\$33,432.32	\$39,438.39
February	28.50	\$26,158.44	\$59,590.76	\$38,616.23
March	28.29	\$28,747.73	\$88,338.49	\$39,583.71
April	31.53	\$31,006.60	\$119,345.10	\$40,346.10
May	27.39	\$27,833.17	\$147,178.27	\$39,411.14
June	25.13	\$24,712.84	\$171,891.11	\$38,825.43
July	24.13	\$24,520.42	\$196,411.53	\$43,453.07
August	21.71	\$22,061.27	\$218,472.80	\$42,372.20
September	0.00	\$0.00	\$218,472.80	\$41,726.13
October	0.00	\$0.00	\$218,472.80	\$42,481.19
November	0.00	\$0.00	\$218,472.80	\$39,493.47
December	0.00	\$0.00	\$218,472.80	\$38,675.41
TOTAL	109.79	\$218,472.80	\$218,472.80	\$484,422.47

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

Bed Days x \$32.78 = Monthly Savings



SAFE KEEPER HOUSING

2023

MONTH	Other Facility	Other Facility	ADAMS	WAUPACA	MONTH TOTAL	2023 YTD TOTAL	2022 YTD TOTAL
JANUARY	\$0.00	\$0.00	\$16,275.00	\$82,125.00	\$98,400.00	\$98,400.00	\$98,400.00
FEBRUARY	\$0.00	\$0.00	\$14,700.00	\$82,125.00	\$96,825.00	\$195,225.00	\$195,225.00
MARCH	\$0.00	\$0.00	\$16,275.00	\$82,125.00	\$98,400.00	\$293,625.00	\$293,625.00
APRIL	\$0.00	\$0.00	\$16,275.00	\$82,125.00	\$98,400.00	\$392,025.00	\$392,025.00
MAY	\$0.00	\$0.00	\$16,275.00	\$82,125.00	\$98,400.00	\$490,425.00	\$490,425.00
JUNE	\$0.00	\$0.00	\$16,275.00	\$82,125.00	\$98,400.00	\$588,825.00	\$588,825.00
JULY	\$0.00	\$0.00	\$16,275.00	\$82,125.00	\$98,400.00	\$687,225.00	\$687,225.00
AUGUST	\$0.00	\$0.00	\$16,275.00	\$82,125.00	\$98,400.00	\$785,625.00	\$785,625.00
SEPTEMBER	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$785,625.00	\$884,025.00
OCTOBER	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$785,625.00	\$982,425.00
NOVEMBER	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$785,625.00	\$1,080,825.00
DECEMBER	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$785,625.00	\$1,179,225.00
TOTALS	\$0.00	\$0.00	\$128,625.00	\$657,000.00	\$785,625.00		\$1,179,225.00

2023 is a 90 average (Housing contracts end 12/2023)

Waupaca \$36.00 per bed day (75)

Adams \$35.00 per bed day (15)

Wood County Sheriff's Department Kitchen Report 2023						
MONTH	Breakfast	Lunch	Dinner	Special	Total meals	Food Cost plus Labor
January	3102	2988	2975	0	7279	\$25,200.70
February	2408	2294	2350	0	7052	\$19,637.56
March	2581	2467	2528	0	7576	\$20,231.45
April	3254	3104	3158	0	9516	\$25,190.61
May	2432	2343	2403	0	7178	\$19,954.84
June	568	553	546	0	1667	\$5,107.68
July	580	573	564	0	1717	\$4,773.26
August	0	0	0	0	0	\$0.00
September	0	0	0	0	0	\$0.00
October	0	0	0	0	0	\$0.00
November	0	0	0	0	0	\$0.00
December	21407	20645	20880	0	61146	\$174,592.41
TOTAL	36332	34967	35404	0	103131	\$294,688.51

Cost per meal **\$2.86**

Cost per day **\$8.57**

Wood County Jail Kitchen Expenses					
	2013	2014	2015	2016	2017
Food & Labor	\$335,733.47	\$312,317.25	\$285,692.96	\$275,088.44	\$289,481.66
Number of Meals	103,993	86,637	77,044	88,993	118,016
Cost per Meal	\$3.23	\$3.60	\$3.71	\$3.09	\$2.45
Cost per Day	\$9.69	\$10.81	\$11.12	\$9.27	\$7.36

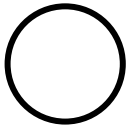
	2018	2019	2020	2021	2022
Food & Labor	\$262,016.71	\$262,906.02	\$233,270.65	\$251,935.30	\$247,728.79
Number of Meals	122,668	111,439	81,970	86,838	80,356
Cost per Meal	\$2.14	\$2.36	\$2.85	\$2.90	\$3.08
Cost per Day	\$6.41	\$7.08	\$8.54	\$8.70	\$9.25

	2023	2024	2025	2026	2027
Food & Labor	\$174,592.41	\$0.00	\$0.00	\$0.00	\$0.00
Number of Meals	61,146	0	0	0	0
Cost per Meal	\$2.86	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!
Cost per Day	\$8.57	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!

WOOD COUNTY SHERIFF'S DEPARTMENT
JAIL DIVISION
TEK84 INTERCEPT BODY SCANNER 2023

MONTH	FOUND ITEMS Male or Female		CONTRABAND FOUND INTERNAL EXTERNAL		DRUGS MALE or FEMALE	
JANUARY	0	0	0	0	0	0
FEBRUARY	0	0	0	0	0	0
MARCH	0	0	0	0	0	0
APRIL	0	0	0	0	0	0
MAY	0	0	0	0	0	0
JUNE	0	0	0	0	0	0
JULY	0	0	0	0	0	0
AUGUST	0	0	0	0	0	0
SEPTEMBER	0	0	0	0	0	0
OCTOBER	0	0	0	0	0	0
NOVEMBER	0	0	0	0	0	0
DECEMBER	0	0	0	0	0	0
TOTALS	0	0	0	0	0	0

TOTAL MALE	SCANNED FEMALE	Monthly
		Total
125	60	185
122	44	166
144	41	185
131	53	184
159	59	218
122	33	155
122	43	165
0	0	0
0	0	0
0	0	0
0	0	0
0	0	0
925	333	
TOTAL SCANNED		
1258		



RESOLUTION#

Introduced by
Page 1 of 1

Public Safety Committee

ITEM# 3-
DATE September 20, 2023
Effective Date January 1, 2024

Motion:

Adopted:

1st

Lost:

2nd

Tabled:

No:

Yes:

Absent:

Number of votes required:

X

 Majority

Two-thirds

Reviewed by:

PK

, Corp Counsel

Reviewed by:

EN

, Finance Dir.

QAE

INTENT & SYNOPSIS: To advance Sheriff’s Department Corrections Officers who are not yet at a Grade G, Step 6 of the Wood County General Pay Structure to step 6 and to begin new hires within that pay grade at Step 6. This would move all Corrections Officers to a minimum of a Grade G, Step 6 and supervisors who are compressed as a result would be moved to the next step that allows for a 5% separation from those they supervise.

FISCAL NOTE: Wages: \$133,300.13
Fringe: \$36,377.60
Total: \$169,677.73

Source of funding: unused funds from the 2023 budget. The remaining funds would be included in the 2024 budget process.

WHEREAS, in July of 2023, the State of Wisconsin’s approved budget included a provision that will increase the starting wage for State Corrections Officers to \$33 per hour, and

WHEREAS, Act 4 takes effect on January 1, 2024 in which Corrections Officers are provided a one-time option of electing into protective status of the Wisconsin Retirement System (WRS) at an employee contribution rate of 14.3%, or an increase of 7.4% over their current general status employee contribution rate, causing a potential dramatic impact to their net wages, and

WHEREAS, the Sheriff’s Department is currently allowed to pay Corrections Officers a starting wage between Grade G, Step 1, \$22.74 per hour and Grade G, Step 6, \$26 per hour according to the 2023 Wood County General Pay Structure, and

WHEREAS, the Sheriff’s Department has already had difficulty retaining and hiring qualified candidates and anticipates significant difficulties if the disparity in starting wage continues, and

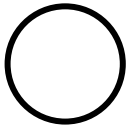
WHEREAS, increasing wages will make these positions more attractive and increase the Department’s ability to retain current employees, and

THEREFORE BE IT RESOLVED, Effective January 1, 2024, Sheriff’s Department Corrections Officers who are not yet at a Grade G, Step 6 of the Wood County General Pay Structure will be advanced to Step 6 and newly hired Corrections Officers will have a starting pay at pay Grade G, Step 6. Additionally, Corrections Supervisors whose wages are compressed upon as a result of the increase will be advanced to the next step that allows for a 5% separation from those they supervise.

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Joseph Zurfluh, Chairman
William Voight, Vice Chair
Dennis Polach
Brad Hamilton
William Winch

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



RESOLUTION#

Introduced by
Page 1 of 1

ITEM# 3-
DATE September 20, 2023
Effective Date Upon passage and posting

TDM

Motion:

Adopted:

1st

Lost:

2nd

Tabled:

No:

Yes:

Absent:

Number of votes required:

Majority

X

 Two-thirds

Reviewed by: PK

, Corp Counsel

Reviewed by: EN

, Finance Dir.

INTENT & SYNOPSIS: To provide for unanticipated revenue from the Bureau of Traffic Safety, housed with the Wisconsin Department of Transportation’s Division of State Patrol, to finance additional patrol for seat belt enforcement from October 1, 2023 through December 31, 2023.

FISCAL NOTE: The costs to be funded in the 2023 budget are in lines 101-2504-52140-000-115 (Traffic Police Overtime). The adjustment to the budget is as follows:

Account	Account Name	Debit	Credit
52140	Sheriff Traffic		\$7,187.25
43521	State Traffic Aids	\$7,187.25	

WHEREAS, it is a benefit to the citizens of Wood County to provide additional traffic patrol within the boundaries of Wood County over the 2023 operational year, and

WHEREAS, the Wood County Sheriff’s Department overtime budget is restricted in nature and would be compensated \$7,187.25 for additional patrol for seat belt enforcement through December 2023, and

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

WHEREAS, Wood County Sheriff’s Department will allocate a portion of the \$7,187.25 awarded grant funds to Wisconsin Rapids Police Department, Marshfield Police Department, Grand Rapids Police Department, Nekoosa Police Department, Port Edwards Police Department and Pittsville Police Department to assist with the additional traffic patrol within the boundaries of Wood County.

THEREFORE BE IT RESOLVED, to amend the Wood County Sheriff Traffic (52140) Budget for 2023 to add \$7,187.25 of unanticipated revenue from the Bureau of Traffic Safety into the traffic revenue account (43521) known as State Traffic Aids.

BE IT FURTHER RESOLVED, that pursuant to Wis Stats 65.90(5) the County Clerk is directed to post a notice of this budget change within 15 days.

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

MINUTES
CONSERVATION, EDUCATION, & ECONOMIC DEVELOPMENT COMMITTEE

DATE: Wednesday, September 6, 2023

TIME: 9:00 AM

PLACE: Courthouse – Room 114

MEMBERS PRESENT: Bill Leichtnam, Dave LaFontaine, Laura Valenstein, Jake Hahn, Tom Buttke, Carmen Good

OTHERS PRESENT: Trent Miner, County Clerk; See attached sign-in list

1. Chairman Leichtnam called the meeting to order at 9:00 AM and declared a quorum present.
2. There was no public comment.
3. Correspondence included the CEED Tour, scheduled for Friday, September 29th. Let Planning & Zoning know by September 22nd if attending. Legislation dealing with the FSA member on the Land Conservation Committees, as well as a resolution from Clark County on foreign owned farm land.
4. Motion by LaFontaine/Buttke to approve the consent agenda. Motion carried unanimously.
5. Grueneberg introduced the new County Planner, Emily Arndt, and the new Code Technician, Bradley Cook.
6. Grueneberg reviewed the open records request sent to municipalities requesting assessor information to be included on our GIS site. Because this information is housed with a third party entity, they will only provide the information for a charge. Other avenues are being explored.
7. Grueneberg presented six 2024 Planning & Zoning Dept. budgets, reviewed variances, and answered questions. Motion by LaFontaine/Buttke to approve the Planning & Zoning budgets as presented and forward to the Operations Committee. Motion carried unanimously.
8. The South Wood County Airport is requesting the release of the 2023 Economic Development grant funds totaling \$15,000. Airport Manager Jeremy Sickler provided and update and fielded questions. Motion by LaFontaine/Valenstein to approve the release of \$15,000 Economic Development grant funding to the South Wood County Airport. Motion carried unanimously.

9. Grueneberg provided an update on broadband in the county and informed the committee about an upcoming special order of business at county board from Bug Tussel outlining their progress.
10. Grueneberg updated the committee on the Uniquely Wisconsin broadcast featuring Wood County. Filming was done at the water ski show recently. A draft of the program should be available around the time of the WCA Conference.
11. The Economic Development budget was presented and discussed. Motion by Valenstein/LaFontaine to approve the Economic Development budget as presented and forward to the Operations Committee. Motion carried unanimously.
12. Wucherpennig invited the committee to attend a Grazing Tour, being held in Wood County. Anyone attending needs to inform the County Clerk's office so it can be posted as a meeting in compliance with the Open Meetings Law.
13. Wucherpennig presented a resolution for unanticipated revenue from DATCP. Motion by Hahn/Valenstein to approve the resolution and forward to the county board for their consideration. Motion carried unanimously.
14. The DNR requires a standard authorizing resolution, approved by the committee and signed by the chair, for the 2024 Surface Waters grant. Motion by LaFontaine/Hahn to approve the resolution as presented. Motion carried unanimously.
15. Wucherpennig presented the 2024 Land & Water Conservation Dept. budgets, reviewed variances, and answered questions. Motion by Buttke/LaFontaine to approve the Land & Water Conservation budgets as presented and forward to the Operations Committee. Motion carried unanimously.
16. Solin reminded the committee of the upcoming Clean Sweep occurring September 9th at the Town of Saratoga. Funding for next year's Clean Sweep has been approved.
17. Solin presented the 2024 Extension budget, reviewed variances, and answered questions. Motion by LaFontaine/Hahn to approve the Extension budget as presented and forward to the Operations Committee. Motion carried unanimously.
18. The next regular meeting will be held on Wednesday, October 4th at 9:00 AM.
19. Agenda items for next meeting:
 - a. Farm Service Agenda representative legislation
 - b. Clark County resolution, re: foreign ownership of farm land
 - c. Discussion of Economic Development carryover funds
 - d. Economic Development definitions
20. Motion by Buttke/LaFontaine to adjourn. Motion carried unanimously at 10:47 AM.

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

Conservation, Education, & Economic Development Committee
September 6, 2023

[illegible]



- Extension Wood County staff led, delivered, planned or collaborated on all of the following activities:

4-H POSITIVE YOUTH DEVELOPMENT

Laura Huber, 4-H Program Educator

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

- On August 14, Wood County 4-H hosted Outdoor Adventure Camp at Dexter Park. This special day camp featured a great list of activities: archery, campfire cooking, canoeing, fire-building, and fishing. Classes were taught by Extension staff and volunteers (both youth and adult.)
 - A rainy forecast kept some youth away, but luckily the rain stayed away until the program ended. Ultimately, 24 youth from 4 counties joined us for this fun and engaging program. Evaluations showed that this camp introduced youth to archery, fire building, and canoeing for their first times. Many youth had only participated in our Outdoor Adventure Camp activities once or twice before. Youth also shared that next time, they'd like to be able to cook over the campfires they built and try kayaks in addition to canoes.
- A hands on educational activity where Wood County youth in 3rd grade and up visited the local Farmer's Market to gather ingredients to cook a meal. The goal of the class was to expose youth to local farmers and vendors, learn and practice kitchen and cooking skills, and to try new foods.



AGRICULTURE

Matt Lippert, Agriculture Educator

- Participated in pasture walks held in various locations around the state through the 2022 growing season. The goal of these events is to highlight specific methods and solutions that farmers can implement to improve their success in grazing.
- Planning for a small ruminant management program for goat producers, typically members of plain faith communities so that they may improve their production practices, profitability and sustainability of their goat management programs.
- Planning for development of factsheets/articles, longer publications, and videos on nutrition, genetics, & reproduction topics. The goal of this effort is to increase farmer, nutritionist, veterinarian, and other agribusiness professionals understanding of management of these topics to help improve farm sustainability and economic viability.



COMMUNITY DEVELOPMENT

Kayla Rombalski, Community Development Educator

- A series of subgroup meetings of the Wood County Rural Economic Development Initiative (REDI) plan for community stakeholders in which specific topic areas are addressed and action steps moved forward (i.e.: Broadband Task Force, Child Care Task Force & Dream Up! Grant Opportunity, Entrepreneurial Ecosystem Steering Committee).
- A strategic planning session for a small non-profit organization {JusticeWorks, LLC} where board members and staff reflected on the organization's history and made decisions about its future. The purpose of this session was to allow space for stakeholders to discuss the organization's future in an open and safe environment, supported by me as a facilitator.
- Continued discussions with a foundation {Legacy Foundation} on strategies to sustainably increase affordable, safe child care options in their service area {Greater Wisconsin Rapids Area}. The goal of these discussions is to educate and discuss the feasibility of next steps.

CRANBERRIES

Allison Jonjak, Cranberry Educator

- A large scale field research project studying the efficacy of registered and experimental chemistries against cranberry flea beetle in cranberry marshes was developed. This will enable growers to control the pest while maintaining crop health and safety.
- A research project studying the efficacy of registered and experimental chemistries against blunt-nosed leafhopper adults (the vector of an incurable disease), in cranberry marshes was developed. This will enable growers to control the pest and prevent transmission of the disease.
- A research project studying the efficacy of registered and experimental chemistries against blunt-nosed leafhopper nymphs (the vector of an incurable disease), in cranberry marshes was developed. This will enable growers to control the pest and prevent transmission of the disease.
- A Cranberry Field Day and Summer Trade Show was held for 500+ cranberry growers and associates, featuring hour-long bus tours (MiniClinics On the Marsh) of UW-Madison research. The tours allowed the broadest attendance of growers to interact directly with UW faculty and understand the applications of current research.
- Research was conducted assessing remaining chemical controls of the cranberry flea beetle, on a four-acre field scale donated by a grower. Growers use this research to cope with a difficult late-season feeding insect.
- A tour was given to DNR staff of the Wisconsin Cranberry Research Station, enabling their understanding of cranberry cultivation and the importance of water access for cranberry growing, as well as cranberry soils' capability of water filtration.



FOODWISE

Hannah Wendels, FoodWise Nutrition Educator

Mallory McGivern, FoodWise Administrator

- A 6-week nutrition education series (Around the Table) for teens in the 4-SIGHT program, a program through CW Solutions and Wood County Human Services department, where the youth engage in hands-on cooking, conversations, and interactive activities that build a healthy connection to food, self, and their community. (Hannah Wendels)
- A partnership with ADRC, United Way, FOCUS Food Pantry, and the Housing Authority of Wisconsin Rapids that provides "Stockboxes for Seniors", a monthly food box service where low-income seniors can receive at least 10 pounds of pantry staples and nutritious foods. The goal of this partnership is to promote the boxes with community partners with the overall goal to improve food security, (Hannah Wendels)

HORTICULTURE

Janell Wehr, Horticulture Educator

- A community of practice for horticulture educators where we explore strategies and resources to expand horticulture education and outreach to underrepresented audiences. The goal of participating in this group is to dig into ways we can locally continue to grow and enhance our horticulture programs to reach more diverse audiences.
- Planning for the creation of a repository of existing horticultural resources in multiple languages for home/community gardeners of all abilities. The goal of this effort is to make this repository accessible on the Horticulture Topic Hub.
- Developing informal learning communities utilizing the Horticulture Program's social media for all Wisconsin gardeners, including underserved populations. The goal of this effort is to provide accurate, practical and up-to-date information to the public primarily through the topic hub in order to bolster educational outreach efforts in support of addressing the Horticulture Program objectives.

HUMAN DEVELOPMENT AND RELATIONSHIPS

Jackie Carattini, Human Development and Relationships Educator

- A 3-session Rent Smart train-the-trainer event that prepares social service providers to lead this curriculum that helps participants find and keep safe and affordable housing. Rent Smart is a course for renters where participants learn how to find and apply for rental housing, understand their responsibilities as a renter, how to communicate effectively with their landlords, and manage housing expenses. Through this, homeless populations and those who have negative rental records are able to increase their ability to find and keep safe affordable housing, thereby increasing their stability and decreasing their reliance on public supports.



- A 7-session course that helps adults of all ages to make end-of-life financial, healthcare, and final wishes decisions in order to reduce the stress experienced by survivors and to ensure that their wishes are honored. (Jackie Carattini)
- Two online workshops ("Rent Smart" in the Wood County Jail) per month where participants gain knowledge and skills essential for a successful renting experience. This effort is designed to encourage safe and sober housing stability.
- Financial coaching sessions with residents where we support them in setting and developing financial goals, designed to assist clients in developing the skills to meet basic needs.
- A series of monthly, in-person workshops (Rent Smart) for renters where participants gain knowledge and skills essential for a successful renting experience. This effort is to encourage safe and sober housing stability.
- An online program (Money Matters) for participants who want to improve their financial knowledge, where they complete 1-12 modules on different financial topics. The goal of the Money Matters modules is to increase participants' knowledge on topics such as credit scores and reports, making a spending plan, what to do when you can't pay your bills, and identifying financial strengths so that participants can apply these skills in the future.
- An online 6-session course for renters where participants learn how to find and apply for rental housing, understand their responsibilities as a renter, how to communicate effectively with their landlords, and manage housing expenses. Through this, homeless populations and those who have negative rental records are able to increase their ability to find and keep safe affordable housing, thereby increasing their stability and decreasing their reliance on public supports.

NATURAL RESOURCES

Anna James, Natural Resources Educator

- Participation in the advisory panel of a local producer-led watershed group for farmers, conservationists and community members of the Big Eau Pleine watershed, by assisting with planning and facilitating activities geared toward increasing the awareness and adoption of conservation and ultimately water quality of the Big Eau Pleine and Wisconsin River watersheds.
- A pilot workshop for producers and agronomists, where participants learned about the Nitrate Leaching Calculator. This workshop was designed to provide an opportunity for producers and agronomist to demo the calculator while estimating potential nitrate leaching simulations of various management scenarios
- A facilitated discussion for Farmers of the Roche-A-Cri, a producer-led watershed protection group, where they discussed the upcoming producer-led watershed grant application. Through this discussion, producers identified future outreach opportunities, planned for research and demonstration plots, and reviewed the vision, mission, and goal of their group.
- A social indicator survey for producers in the 10-Mile and 14-Mile Watersheds where producers participate in one on one interviews to share perspectives on water quality, details of production systems, and implemented conservation practices. The goal of this effort is to gain information about awareness, attitudes, constraints, capacity, and behaviors that are expected to lead to water quality improvement and protection.

An EEO/AA employer, University of Wisconsin-Madison Division of Extension provides equal opportunities in employment and programming, including Title VI, Title IX, the Americans with Disabilities Act (ADA) and Section 504 of the Rehabilitation Act requirements.



- A regional gathering for producer members and collaborators of producer-led watershed protection groups in the North Central Region, where participants get to connect, collaborate, and have candid conversations about being in a producer-led watershed group. The goal of the gathering is to strengthen relationships between groups, identify regional conservation concerns, and discuss the desires of each group.
 - The efforts of producer-led watershed protection group are generally focused on a local watershed ecosystem, but the importance of regional collaborations should not be overlooked. Producer members and conservation educators in the Wisconsin River basin recognized the importance for regional collaboration and decided to host a regional gathering for the 7 producer-led groups in the North Central area. During the gathering, 24 producers and collaborators participated in a guided question and answer session led by Anna James, to identify regional resources concerns, discuss successes and hardships, examine group needs, and talk about the statewide producer-led program. The regional gathering ultimately served as a space for groups to strengthen their relationships through candid conversations.
 - An evaluation form, created by Anna, was distributed to participants at the end of the guided question and answer session. Out of 20 respondents, 17 either agreed or strongly agreed that the guided Q&A session was an effective way to share thoughts about producer-led groups or the program as a whole. Eighteen participants stated they agree or strongly agree that attending the North Central Region Gathering increased their understanding of other producer-led groups in their region, and 12 participants indicated that they discussed or made plans for collaborating with another producer-led group in their region. Anna hopes to host another regional gathering in the coming years as 80% of respondents to this evaluation identified that they would like the North Central Region Gathering to be an annual event.



Wood County, Wisconsin LAND AND WATER CONSERVATION DEPARTMENT

Activities Report for Barb Peeters - August 2023

- Answered phones, replied to emails and processed incoming and outgoing LWCD mail.
- Worked with I.T. to have nonmetallic mining information/documents and LWCD staff information updated on the Wood County Land & Water Conservation web page.
- Compiled LWCD payroll percentages and forwarded to Finance prior to Aug. 10 and Aug. 24 payroll.
- Reviewed payroll reports and payroll registers.
- Scheduled Golden Sands RC&D (9/21/23) meeting in Riverblock auditorium (Room 206) and reserved meeting room for 2024 monthly meetings.
- Ordered office supplies and processed invoice(s).
- Processed Nonmetallic Mine permit fee; created 2024 permit fee spreadsheet to track payments.
- Met with Finance for budget training on 2024 LWCD budget and Questica program.
- Finalized details for Grazing Tour on 9/6/23 at Behlen Farm, updated flyer, posted flyer on LWCD website, arranged catering for Grazing Tour lunch and recorded RSVP's.
- 2024 LWCD Budget: calculated/entered information for eight budgets/programs (*LWCD, DATCP, Nonmetallic Mining, Multi-Discharge Variance, Wildlife, Mill Creek, 14-Mile and Innovations/LMNP Grant budgets*). Estimated and entered 2nd half 2023 payroll; calculated and entered 2023 Annual Estimates for all line items. Reviewed all budget line items with Director and adjusted as needed. Updated LWCD Mission statement. (The budget took up a significant amount of my time in August.)
- Worked with Finance to adjust 2024 payroll allocations to optimize grant dollars and decrease tax levy.
- Created change orders for cost-share contracts (streambank/shoreland protection and two livestock fencing projects).
- Recorded cost-share contracts with the Register of Deeds office.
- Scheduled, attended and typed minutes for July 31, August 9 and August 31 staff meetings.
- Assisted with orientation of new Land Conservation Specialist (Kendra Kunderinger).
- Verified wildlife damage general ledger and assembled all invoices and attachments for second quarter reimbursement request.
- Initiated credit card request for new Conservation Specialist and submitted to Finance.
- Processed no-till drill payments and AWO (animal waste ordinance) permit payments.
- Typed Budget Resolution to rollover 2022 DATCP grant funds and assisted with creation of Water Surface Grant Resolution. Submitted to Finance/Legal for review. Submitted resolutions to Clerk of Courts and CEED Committee for review/approval at Sept. 6th meeting.
- Processed Nutrient Management Plan Farmer Education class reimbursements.
- Typed cost-share agreements (waste storage facility closure, well decommissioning) and tracked cost-share totals in Bond/SEG spreadsheet.
- Registered LWCD Director & Land Conservation Specialist for the North Central Land & Water Region Summer Tour in Forest County and 4 LWCD staff for EPPIC Cover Crop Field Day in Colby.
- Completed Annual Safety training. Participated in the Quarter 3 Wellness Challenge.
- Processed cost-share reimbursements to landowners (R. Armagost-livestock fencing, R. Schill-grass waterway/roof runoff structure, L. Keuffer-establish permanent pasture).
- Processed 2nd quarter wildlife reimbursement payment.
- Electronically submitted staff reports/packet materials to the County Clerk's office for CEED packet.
- Organized County Board packet and electronically submitted to the County Clerk's office.

August Staff Report
Clinton Sabers – Summer Intern

- Moved grain drill from farm to farm
- Collected soil samples from pasture and crop ground
- Helped with crop damage assessments
- Water and stream baseflow sampling
- Prepared bags of seedling root gel
- Participated in a conservation field day
- Worked on fence inspection
- Completed topographic survey with engineering technician
- Worked on final internship presentations for college credit

NOTE: Internship ended on 8/23/23

Activities Report for Emily Salvinski

-August 2023-

- **Thursday, August 3.** Gathered previous cost-share information by looking at previous GIS map work ahead of a meeting with a farmer to talk about next cost-share options. Put together a handout explaining our new harvestable buffer program.
- **Friday, August 4.** Prepared a nutrient management database ahead of a farmer meeting.
- **Wednesday, August 9.** Attended staff meeting. Met with farmer to work on nutrient management plan. Made some fixes to plan back at the office. Saved information from plan so they could get soil test cost reimbursed through the NMFE class grant (Nutrient Management Farmer Education).
- **Tuesday, August 15.** Worked on No-Till cost-share contracts using MDV money (DNR's multi-discharge variance money). Sampled sites for phosphorus analysis throughout the Mill Creek watershed.
- **Wednesday, August 16.** Made buffer map for farmer and map of what fields are in cost-share contract for cover crops.
- **Thursday, August 17.** Added updated maps of large farms 2023 NMP to NMP database. Created tracking spreadsheet for new innovation grant (grant where buffer money will be coming from).
- **Tuesday, August 22.** Took streamflow measurements at 2 of the 6 locations that are measured once per month (4 of 6 were not flowing/dry). Took data off instrument and added to files and to DNR's online monitoring database. Made changes to contracts and phosphorus reductions, added to maps.
- **Wednesday, August 23.** Attended Badger Crop Connect. Received surface water sampling results and entered them into spreadsheets. Completed annual safety training.
- **Thursday, August 24.** Worked on entering information and acres into NMFE final report. Organized and added notes to a list of 6 contracts for one farmer to be used next week. Tweaked his NMP.
- **Monday, August 28.** Attended annual nutrient management meeting put on by DATCP (Dep. of Ag Trade Consumer Protection).

Activities Report for Kyle Andreae – August, 2023

- August 1 – Armagost as-built, Pankratz design
- August 2 – Weiler bid opening, Weiler site visit, Pankratz design
- August 3 – Fuller site visit, Pankratz design, no till drill repair
- August 4 – no till drill move, contractor coordination, Keuffer site visit
- August 7 – Gust construction, Keuffer construction
- August 8 – Gust construction/ as-built, Keuffer construction
- August 9 – Staff meeting, Gust as-built, Keuffer construction, Bauer site visit
- August 10 – Gust as-built, Keuffer construction, Bauer contractor communications
- August 11 – Keuffer construction, Palo site visit
- August 14 – Pankratz design, Gust site visit
- August 15 – Keuffer site visit, Bauer site visit, Palo design
- August 16 – Palo design, Pankratz design, Bauer design
- August 17 – Palo site visit, Pankratz design
- August 18 – Bauer design, Annual safety training
- August 21 – Bauer design, No till drill, Keuffer construction
- August 22 – Bauer design, Keuffer construction
- August 23 – Bauer design, Bauer site visit, Keuffer construction
- August 24 – Bauer site visit, Bauer design
- August 25 – Bauer design
- August 28 – Bauer design
- August 29 – Bauer design
- August 30 – Bauer design
- August 31 – Bauer design, Keuffer site visit



Activities Report for Kendra Kunderling – August 2023

- Monday, August 7th start date.
- Orientation.
- Completed all new hire paperwork and trainings.
- Transported no-till drill from Grosskreutz's to Hannum's for inter seeding pasture with Timothy.
- Transported no-till drill from Hannum's to Roth's for seeding vegetative buffer strips.
- Field visit to Kueffer's with Kyle and Clinton to check on progress of rotational grazing fencing project.
- Met and discussed the innovation grant with the Roth's regarding cost-share options for vegetative buffers.
- Attended the August 9th staff meeting.
- Field visit to Gust's to see streambank erosion project and remove permits as project is complete.
- Continual learning of department procedures and job duties.
- Attended the EPPIC Cover Cropping Field Day in Colby, WI.
 - Discussed companion cropping in 60" row and 30" row corn.
 - Rainfall simulator – demonstration of how soil erosion and water infiltration change with different cropping practices.
- Worked on the Lake Monitoring and Protection Network (LMPN) grant application.
 - Completed the cooperative agreement (scope of work) and pre-application.
 - Typed authorizing resolution for CEED Committee approval.
- Verified and evaluated Japanese Knotweed location on Highway Z with the Wood County Highway Department.
- Assisted with producer calls requesting use of the no-till drill.
- Transported no-till drill from Roth's to Olszewski's for planting a cover crop.
- Transported no-till drill from Olszewski's to Forestry Shed.
- Transported no-till drill from Forestry Shed to Armagost's for planting a cover crop.
- Transported no-till drill from Armagost's to Behr's for inter seeding a pasture with Timothy.
- Attended the North Central Area Land and Water Conservation Association Summer Tour in Forest County.
 - Toured Potawatomi Farms – displayed and discussed aquaponics, growing produce in high tunnels, bison grazing, wood chip composting, maple syrup processing, commercial kitchen and courses offered, and future plans.
 - Toured Mole Lake Fish Hatchery – displayed and discussed current walleye stocking processes and future plans with indoor aquaculture.
 - Attended the North Central Land and Water Conservation Association business meeting.

Activities Report for Rod Mayer – AUGUST 2023

- Re-did non-metallic exemption form (pond build) and pond brochure. Changed GIS map layers directions to correspond with changes made by GIS on-line. Updated new wetland contact info with DNR.
- Researched Peas/Oats forage appraisal methods with APHIS.
- Pond info – discussions sent to landowner.
- Website updates for NMM exemption changes.
- Waerski Act 82 crop damage shooting permits enrollment: create enrollment application, permit application, field maps. Landowner signatures. Update DNR database – send to DNR for permits.
- Weinferter – New Enrollment - Act 82 crop damage shooting permits enrollment: create enrollment application, permit application, field maps & calculate acres. Landowner signatures. Update DNR database – send to DNR for permits.
- Slattery – New Enrollment - Act 82 crop damage shooting permits enrollment: create enrollment application, permit application, field maps & calculate acres. Landowner signatures. Update DNR database – send to DNR for permits.
- Building site complaint follow up – complete complaint forms, maps, DNR email & correspondence.
- Field visit to Eisenhower mine site with Felts – go over shaping, vegetation needed to consider reclaimed. Download pics – update file notes.
- Meeting with County GIS (Paul) – new system for NMM mapping of mine sites.
- Met with Brad Brehm (B&R mine site) – went over fee – etc. for active mine site.
- Knuth Peas/Oats forage appraisal on one field. Update DNR database.
- Financial Assurance correspondence for B&R mine site with Corp Counsel. Issues outlined and sent to landowner, insurance agent, and bonding company. Financial assurance denial letter sent. Correspondence sent to DNR for stormwater check. Met with landowner – discussed.
- Urban Act 82 crop damage shooting permits enrollment: create enrollment application, permit application, field maps. Landowner signatures. Update DNR database – send to DNR for permits.
- Vobora Act 82 crop damage shooting permits enrollment: create enrollment application, permit application, field maps. Landowner signatures. Update DNR database – send to DNR for permits.
- Completed 2nd ¼ Wildlife Damage reimbursement report (23 pages) – sent to DNR.
- Updated NMM software for changes in Fees and FA.
- Met with landowner and operator (Dean Francis) for pond exemption details and rules.
- Linzmeier pond – wetland scrape completion – process in spreadsheet.
- Reviewed and set 2024 tree sale prices with Barb.
- Reviewed – updated Earth 186 mine site financial assurance.
- Turner Creek Cranberry – New Enrollment - Act 82 crop damage shooting permits enrollment: create enrollment application, permit application, field maps & calculate acres. Landowner signatures. Update DNR database – send to DNR for permits.
- Attended Epic Field Day – Companion cropping difference between 60” and 30” rows – difficulties in tough growing season – rainfall simulator.
- Example bonds accepted sent to insurance company for mine site financial assurance.
- Completed Knuth 3rd crop alfalfa appraisal – map, acres calc., tons damaged calcs, update DNR database and forms.
- Review deer donation info from DNR.



LAND AND WATER CONSERVATION DEPARTMENT

Activities Report for Shane Wucherpennig - August 2023

- August 1 – Field visit, emails, phone correspondence
- August 2 – Bid opening for Al Weiler pit closure. CEED committee meeting.
- August 3 – Field visits, emails, phone correspondence, Database updates
- August 4 – Virtual meeting, Met with Tyler Bulgrin Nutrient management plan update.
- August 7 – Conservation Specialist position employee first day. Worked on Office orientation with Kendra Kunder and schedule field visits with landowners.
- August 8 – Virtual meeting, land owner contacts, Field visits.
- August 9 – Worked on LWCD budgets and had a meeting with Barb Peeters to go over department budgets.
- August 10 – Worked on Department budgets
- August 11 – Budget review with Finance and Barb Peeters on department budgets.
- August 14 – Update budget, review budget, virtual meeting.
- August 15 – County Board, move no-till drill, field visits.
- August 16 – Field work, Termination paperwork for 2023 summer intern, meetings.
- August 17 – Review Department budgets with Barb Peeters, Attended EPPIC cover cropping Field Day by Colby, WI
- August 18 – PACRS meeting on Castle Rock, Moved No-till Drill.
- August 21 – Meetings, Attended Citizens Groundwater group meeting at River block. Field visits.
- August 22 - Field visit, emails, phone correspondence
- August 23 – Department Head meeting, Moved no-till drill, Planning meeting with Fox City builders on the Bauer's Breezy Acres farm for a dairy expansion project.
- August 24 - Field visits, emails, phone correspondence
- August 25 – North Central Association Summer Tour in Florence County.
- August 28 - Review Department budgets with Barb Peeters, virtual meeting, Move the no-till drill.
- August 29 – Off
- August 30 – Database management, emails, Landowner correspondence manure complaint follow up.
- August 31 – Staff meeting, field Visit, Move no-till drill

CITIZENS (WOOD COUNTY) GROUNDWATER GROUP MEETING

DATE: Monday August 21, 2023

TIME: 2:00 p.m.

LOCATION: Wood County Riverblock Building, Conference Room 206 & Teleconference via WebEx

Present (In person or via WebEx): Bill Leichtnam, Bill Clendenning, Ben Jeffrey, Tim Wuebben, Dave Joosten, Rhonda Carrell, Sandra Cain, Bruce Dimick, Ronald E Hall and Tamas Houlihan

1. Chair Leichtnam called the meeting to order at 2:00 p.m.
2. There was no public comment.
3. Motion by Carrell/Leichtnam to approve the minutes from July 17th, 2023 meeting. Motion carried unanimously.
4. Leichtnam shared information regarding a lawsuit against Ahlstrom-Munksjö Rhinelander plant alleging the mill used PFAS-contaminated sludge as fertilizer and spread it on potato fields surrounding the community, which has resulted in extremely high levels of chemicals being found in local wells. The DNR's annual report on drinking water in Wisconsin included a report on a project that gave municipalities an opportunity to test their municipal water for contaminants. Of the almost 1/4 that participated, 99% of them met all health based contaminant standards. A member of the Judicial and Legislative Committee made a motion to: "coordinate efforts to determine and then publish the extent of water pollution (to include PFAS, PFOS, nitrates, herbicides, neonicotinoids, etc.) found in all Wood County municipal systems by July 1, 2024. This coordination to include initially the Judicial & Legislative Committee, then going forward to include the CEED & Health & Human Services Committees." Motion carried 3-2, with Clendenning & Wagner voting no.
5. Continued Discussion – "WCCGG Next Step":
 1. Meeting Frequency?
Moved to last.....
 2. Meeting Location/Time (Secretary/Staff presence)?
Motion by Clendenning/Hall to keep the meetings at same time and place. Motion carried unanimously.
 3. Merge with another group?
Motion by Dimick/Hall not to merge with another group at this time. Motion carried unanimously.
 4. Bi-Laws?
No bi-laws by consensus of the group.
 5. Committees (Work Groups)?
Bill shared a list of 11 ideas this group could be doing.
 6. Members Handout (w/logo) describing WCCGG?
Clendenning suggested the group be called the Citizen's Water Group.
Gordy Gottebeheut's daughter has volunteered to create a promo/logo for the group.
 7. Speaker's Bureau & Speakers List
Motion by Clendenning/Carrell to form a "Speakers Bureau". Motion carried unanimously.
 8. Discussion topics-nitrates only or other contaminants?
Motion by Carrell/Hall to broaden our focus to be about clean water in general and incorporate prevention, education and remediation. Motion carried unanimously.
 9. Project Ideas:
 - a. Water Testing "Elite Team" – suggestion to have a one or two page flyers

- b. Booth @ CWSF. No discussion took place.
 - 10. Membership recruitment drive? No discussion took place.
 - 11. Other
-
- 6. October 4th, 2023 Producer Led Water Protection group will host a field day open to the public at Feltz Dairy Farm highlighting work in Little Plover Water Shed.
 - 7. Ken Winters spoke to Bill about doing another large group presentation similar to the one in Nekoosa in 2020. Bill suggested Kevin Masarik, Groundwater Education Specialist at UW-Extension, College of Natural Resources, as a speaker.
 - 8. Bill is considering having Steven Elmore, Drinking Water Program Director for the DNR.
 - 9. Carrell asked for an update from Rep. Shankland or Krug on efforts being made on the state level.
 - 10. Next Meeting – Mon., September 25th, 2023
 - 11. Bruce Dimick declared the meeting adjourned at 3:39 pm.

Notes by Victoria Wilson, Planning & Zoning Office



Wood County WISCONSIN

OFFICE OF PLANNING AND ZONING

TO: Conservation, Education & Economic Development Committee

FR: Jason Grueneberg, Planning & Zoning Director
Emily Arndt, Planner
Paul Bernard, Land Records Coordinator
Jeff Brewbaker, Code Administrator
Brad Cook, Code Technician
Victoria Wilson, Program Assistant
Kayla Rautio, Program Assistant

RE: Staff Report for September 6, 2023

1. Economic Development (Jason Grueneberg)

Entrepreneurial Ecosystem Team – On August 7th the Wood County Entrepreneurial Ecosystem Team held a kickoff meeting. The team will be working towards mapping out entrepreneurial resources in Central Wisconsin, and connecting entrepreneurs with those resources.

REDI Roundtable – On August 10th I participated in the monthly REDI roundtable meeting. Meeting notes are attached to this report.

University of Wisconsin Extension Broadband Training - I participated in 4 training session pertaining to broadband facilitated by UWEX. The sessions were held to prepare Counties for upcoming Public Service Commission and Broadband Equity Access and Deployment (BEAD) grant funding opportunities that Internet Service Providers (ISPs) in Wood County will be applying for.

Digital Equity Solutions Team (DEST) – I participated in the DEST meeting on August 17th. Some of the priority items that this team is working on is the Request for Information process that will be conducted on September 7th, promoting broadband speed testing (reference attachment), and participating in upcoming state and federal grant funding opportunities for broadband.

Wisconsin Towns Association (WTA) Meeting – On August 18th Highway Commissioner Roland Hawk and I presented at the Wood County Unit WTA meeting on permitting utilities in road right-of-way. This presentation was requested based on the large volume of requests by contractors to install conduit and fiber optic in town road right-of-way for broadband.

Uniquely Wisconsin Stories – Work on the Wood County Uniquely Wisconsin stories continues. The draft video editing work for the Wisconsin State Water Ski Show story is complete. Recording for the podcast will begin in early September and likely air by the end of the month. Dates for shooting video for the C2 Makerspace and Powers Bluff story will take place in September and October. I encourage everyone to check out the Discover Wisconsin

website and download the DW app so that when the stories and podcast are released you can view readily view them and share them with friends and family.

Wind Energy – In the past month I have continued to talk with Alliant Energy representatives regarding the possibility of locating wind turbines on or near 4 Wood County-owned properties located in Marathon County. The properties are leased to the UW Board of Regents for use by their Agricultural Research Station. I will include discussion of this on a future CEED Committee agenda when there is more information to share and review.

County-Owned Properties - In the past few weeks I have been involved in discussions regarding possible ownership transfer and redevelopment of 2 properties in the Village of Port Edwards that the County owns. The properties were acquired by the County through the tax deed process. Both properties are blighted and the goal is to redevelop/clean up the sites and get them into the hands of private ownership and back on the tax role.

2. Planning & Zoning (Emily Arndt)

Hello! My name is Emily Arndt; my first day on the job was August 14th. My first week consisted of mostly onboarding tasks and learning the office. During the past two weeks, I applied for the Heart of Wisconsin Leadership Program and obtained an American Planning Association Membership. I have been reviewing planning documents to become familiar with past planning processes, and I am starting to pick up where Adam left off with the development of the Town of Cameron community survey. I am excited to work with you all!

3. Land Records (Paul Bernard)

- NG911 GIS Data Preparation
- Various custom map requests
- Hydrography lines/polygon data development
- Working with municipalities to get assessor information

4. Code Administrator (Jeff Brewbaker & Brad Cook)

07-26-2023- Verified camper violation.

07-27-2023- Inspected holding tank install TN: 15, Insp Sewer lines and force main TN: 22, Soils, hydrograph, conventional plan review, issued rep conv TN: 07, Reconnect holding tank permit TN: 06, Soils eval, plan, permit Elgen product mound, new permit TN: 18.

07-28-2023- Shoreland/floodplain violation meeting in office TN: 18.

07-31-2023- (1) well permit TN: 18, Reviewed (2) soil test TN: 21-20, Soils, plan, permit, issued A+0 mound TN: 21, Holding tank reconnect TN: 01 .

08-01-2023- (5) septic system inspection TN : 13, 02, 13, 07, 28, Numerous shoreland/wetland onsites TN: 21, 18, 02.

08-02-2023- (3) septic inspections TN: 21, 07, 02, (5) well permits issued.

08-03-2023- (3) septic inspections TN: 21, 18, 11, Wetland onsite TN: 22, Reviewed soils, hydrograph, plan review, issued permit for replacement conventional TN: 18.

08-04-2023- (1) septic inspection TN: 02, (2) shoreland/wetland/floodplain viol TN: 02, 07.

08-07-2023- Floodplain permit for fiber optic TN: 19, Insp mound cell TN: 02, Soil review, hydrograph, plan, issued sanitary permit TN: 18, Conventional system inspection TN: 18.

08-08-2023- (3) Mound system inspections TN: 15, 02.

08-09-2023- Shoreland zoning inspection TN: 02, Mound system inspection TN: 11.

08-10-2023- (2) well permits, (1) holding tank insp. TN: 04, (1) conventional insp TN: 18, (4) soils, plan, permit review, TN: 08, 18, 12, 10.

08-11-2023- (1) mound inspection TN: 10, ATV bridge in the floodplain TN: 07 .

08-14-2023- Bridge in the floodplain 48th St. TN: 07, (1) mound inspection TN: 07.

08-15-2023- (1) mound inspection TN: 20, (2) conventional insp TN: 18, (2) Soils, plan, and permit TN: 11, TN: 15, Floodplain meeting TN: 13.

08-16-2023- (1) mound insp TN: 20, (2) Soils, mound plan, permit, TN: 11, TN: 15.

08-17-2023- (1) mound insp TN: 20, (1) holding tank insp TN: 03 (1) holding tank, mound, conv soils and plan review TN:15, 03, 18.

08-18-2023- (1) mound inspection TN: 01, (1) inspection conv TN: 18, Elevation check TN: 18, Shoreland inspection TN: 07, Well in the floodplain elev work TN: 09.

08-21-2023- (1) mound insp TN: 21.

08-22-2023- (3) well permits, Shoreland permit to repair violation in wetland fill TN: 18, (3) mound insp TN: 16, 08, (1) conventional insp TN: 18.

08-23-2023- (1) In-ground pressure insp TN: 07, (1) mound insp TN: 08.

08-24-2023- (1) holding tank insp TN: 03, (1) mound insp TN: 02, (1) IGP system TN: 07, (1) soil eval TN: 08.

08-25-2023- (2) mound insp TN: 21, 02, (2) conventional insp TN: 07, 07, Shoreland/floodplain/wetland onsite TN: 04

5. Office Activity (Victoria Wilson & Kayla Rautio)

- a. Monthly Sanitary and Well Permit Activity – There were twenty six sanitary permits, one shoreland permit, one floodplain permit and nineteen well permits issued in August 2023.
- b. Budgets – Victoria and Jason worked on budget numbers and submitted all seven budgets for Planning & Zoning and Transportation & Economic Development to Finance on August 23rd.
- c. CEED Tour – Victoria is working with Land & Water Conservation and UW Extension to finalize details for the CEED Tour.
- d. Attended the following meetings/trainings & activities:
 - i. August 2nd CEED meeting (VW)
 - ii. August 21st Citizen's Groundwater Group (KR & VW)

Rural Economic Development Initiative (REDI) Roundtable Meeting Minutes

Thursday, August 10, 2023 from 9:30-11:30 at
Alexander Field - South Wood County Airport and on Zoom



Attendance:

- **Angel Whitehead**- Centergy
- **Bobbi Damrow**- Mid-State Technical College
- **Craig Bernstein**- Mid-State Technical College
- **Denise Sonnemann**- Marshfield Area Chamber
- **Jason Grueneberg**- Wood Co. Planning & Zoning
- **Jay Shrader**- Marshfield Clinic Health System
- **Jeremy Sickler**- Alexander Field
- **Karen Olson**- Marshfield Area Chamber
- **Kayla Rombalski**- Extension Wood County
- **MaryAnn Lippert**- MaryAnn Lippert Consulting
- **Matt McLean**- Visit Marshfield
- **Patrick Gatterman**- SBDC
- **Sam Wessel**- NCWi Regional Plan Commission
- **Staci Kivi**- Heart of Wisconsin Chamber
- **Tari Jahns**- United Way of S. Wood & Adams Co.

Minutes:

1. **Welcome and introductions** were shared.
2. A brief review of last meeting minutes was held. [W Minutes 2023-07-13 REDI Roundtable](#) Clarification provided on "distressed designation" - was a 1:3 match for programs, now is 1:1. We are unsure (unlikely) that the designation will remain in effect for next fiscal year, so need to capitalize on these programs and the reduced match ASAP.
3. **REDI Strategy Group Updates**
 - a. **Broadband / Digital Equity Solutions Team**
 - i. Previous meetings' minutes: [E Minutes 07-20-2023 DEST](#)
 - ii. Next meeting is: [E 08-17-2023 DEST Agenda](#)
 - iii. Pushing speed test participation. This is really important to ensure that Wood County has accurate mapping which directly correlates to funding. Current participation at 3% - Seeking 10%+
 1. Please share this graphic widely, and encourage participation in the speed test: [Wood County Speed Test Graphic.jpg](#)
 2. Suggestion to capture data from school districts. Schools ask whether or not a student has access at home. Can we pull the nos and enter that data into the mapping application.
 3. Note that this is for residences across Wi. Take the test even if you don't live in Wood County, and/or if you have a vacation home or multiple properties - take it from each.
 - iv. RFI process is in play. Lots of interest from ISPs. Committee will review on September 7.
 - b. **Entrepreneurial Ecosystem Steering Committee**
 - i. Previous meetings' minutes: [W Minutes 2023-08-07 Entrepreneurial Ecosystem Kickoff Meeting.docx](#)
 - ii. Next meeting is: Monday, Sept. 18th @ 2-3:30 pm at Wood County Courthouse 114
 - iii. Bobbi shared that this group is ready to reinvigorate REDI! :) Starting point is to categorize/catalog who is working on what.
 - iv. North Central Wi Regional Plan Commission has a new [North Central Wisconsin Entrepreneurship Portal](#) which will be a great tool for this committee.
 - c. **Child Care Task Force**
 - i. Task Force has met multiple times in the past month. Strategizing as part of the DCF Dream Up! grant opportunity. SMART Goals and budget are due to DCF/First Children's Finance by Sept. 1.

- ii. Continued conversations with Legacy Foundation and S Wood Co YMCA regarding child care in the greater WI Rapids area.
- iii. Angel shared that the Governor might call a special session just for child care. Will update when she knows more!
- d. **Housing Task Force**
 - i. Will be launching in late August/early September. Contact Kayla if interested in this team.
- e. **Branding Oversight Committee & Outdoor Recreational Mapping Team**
 - i. No updates at present. Coming soon.

4. Roundtable Updates

- a. **Meredith Kleker**- *Wisconsin Rapids CVB* (submitted by email): The Wisconsin Rapids area continues to see an uptick in visitors for the summer. Updates include: Visiting Groups: July 11th – July 16th Wisconsin State Trap Shoot, July 20th – 23rd, the 56th Annual Wisconsin State Water Ski Show Championships which were live streamed by Visit Central Florida and the Uniquely Wisconsin crew filmed for an episode of Uniquely Wood County, July 21st – 25th Wisconsin Legion Baseball U-17 State Tournament, August 11th – 13th WBA Dairyland League Regional Baseball Tournament Regular Summer Activities that draw Visitors: Central WI BMX races, Wisconsin Rapids Rafters games, Wisconsin Rapids Redhawks, WRYSA, and Legion baseball. We are working on our next official Visitors Guide to be distributed in January 2024. If interested in updating municipal or attraction information (parks, etc.) or in advertising please contact our office 715-422-4650 or marketing@VisitWisRapids.com.
- b. **Angel Whitehead**- Centergy: rural focus developer tour and central to success website
- c. **Bobbi Damrow & Craig Bernstein**- Mid-State Technical College: FireFighter program - received Legacy grant to expand program for HS juniors/seniors as retention tool. Can be supplemented with scholarship when stay local. Dental Assistant Grant - Kicks off Jan. 1. Program is tuition free if student completes the program and commits to stay in a rural community (which by the grant's definition is anything other than Stevens Point city proper). Marshfield on Central - has had a lot of activity for those who are looking for upskilling/reskilling. Also installing a kiosk right on site at Marshfield Clinic for those interested in healthcare careers. Visit Rome is the sponsor of a culinary foundations certificate - students get first semester free and possibly their entire education in that program. BIG NEWS! Wisconsin Technical College System has ranked Mid-State as the #1 growing technical college in the State! Congratulations!!!
- d. **Staci Kivi**- Heart of Wisconsin Chamber: Many summer programs and events. [Downtown Grand Affair](#) is September 9. Selling Cran Cash Raffle Tickets. Have created a sponsorship booklet. Specifically seeking sponsors for Community and Teen Leadership programs. Teen Leadership has been completely redesigned. Seeking tour stops and speakers that align with DPI's career clusters - linking to jobs right here in this area, college options and Youth Apprenticeship.
- e. **Tari Jahns**- United Way of S. Wood & Adams Co.: Two supports for child care through Childcaring funded by United Way. Seeing the need. United Way hosts Homelessness Roundtable which will directly correlate to the REDI Housing Task Force group. Seeing a record number of kids registered for free school supplies - 1100 kids served this year in S Wood alone. To qualify for the program you must qualify for Free & Reduced Lunch through the schools. Will have to use more of the reserves for that program to meet the need, will put the program at a tougher start for next year.
- f. **Patrick Gatterman**- SBDC: Wood County ranks 26th in the State for business starts. For 2023-2024 Wood, Waupaca, and Oneida counties are the focus for SBDC - more consulting and more mentorship in those Counties. Surge pitch competition is October 12, 2023 at Lamplight (former Mission Coffee House) in Mosinee. Looking at smaller pitch competitions within communities. A Wood Co pitch competition could be a Strategic Doing project. Looking to hire consultants for SBDC - this area needs consultants and mentors. Contact Patrick if you know anyone.
- g. **Jason Grueneberg**- Wood Co. Planning & Zoning: Finally fully staffed! Emily Zeddies, Wood County Planner, starts Monday. If name is familiar, she was previously in the Town of Rome.

Working on County budgets - CEED grants coming in totalled \$1.8 million, committee approved \$627,000. Operations Committee will likely ask for that number to be brought down further. Uniquely Wisconsin - ski show shoot was successful. Working on an accompanying podcast. Next shoots are C2 Makerspace, during Maple Fall Fest and Powers Bluff during the Bluff 2 Bluff Road Race. Uniquely Wisconsin is a partner to Discover Wisconsin. Discover WI is focused on the places, Uniquely WI on the people and economic development. Please download the [Discover Wisconsin app](#) and take a look at the deliverables they share there. Have been contacted by Marie Spilmon with the Wisconsin Procurement Institute. In process of working with Chambers for a coffee event to introduce businesses to the process of getting registered for a government contract. Also a possible topic for a future Centergy EDO/Municipality meeting. Lots of calls and discussion around Solar. Rome has a proposal and a grant project in the news. They're looking at the biggest solar array in the area. [Town of Saratoga's new comp plan](#). Page 59.

- h. **Sam Wessel**- NCWi Regional Plan Commission: [North Central Wisconsin Entrepreneurship Portal](#) is live! Starting work on Wood County Comprehensive Plan which will include a robust housing chapter that will really be its own stand alone housing plan. Stay tuned. Town of Saratoga just completed their comp plan.
- i. **Jay Shrader**- Marshfield Clinic Health System: Staff changes- Bob Chaloner is new president of Marshfield and Neillsville region. Christopher Soska is new president of region including Stevens Point and Wisconsin Rapids. Dr. David Herman is CEO of the entire health system. Patti Bell is no longer with the organization. MCHS is redefining that community engagement function. [Essentia Health & Marshfield Clinic Health System](#) have signed an integration agreement - joining as a merger of equals. MCHS is involved in many of the REDI focuses as new regulations are released around addressing the social drivers of health.
- j. **Matt McLean**- Visit Marshfield: Hub City Days was a great success! Current focus is on marketing for summer events. Music headliners for the [Central Wisconsin State Fair](#) are attracting visitors. Working with a design team ([O2 Planning + Design](#)) on Jurustic Park. O2 Design has worked on the Minneapolis Sculpture Park and other larger parks. Recruiting volunteers for [Maple Fall Fest](#), and planning for 2024 Visitor's Guide.
- k. **Denise Sonnemann & Karen Olson**- Marshfield Area Chamber: summer golf outing was yesterday. Gearing up for Leadership Marshfield class.
- l. **MaryAnn Lippert**- MaryAnn Lippert Consulting: It's been a busy summer in Pittsville! Had a successful downtown market. Regrouping on Rural Economic Analysis project with a meeting at the end of August. N. Wood County and Dexter parks have had a good camping season which affects Pittsville tourism. Looking forward to school starting.

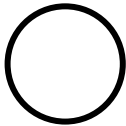
5. **Adjourn.** Next meeting is Thursday, September 14 at [Simplicity Credit Union Marshfield Mortgage Center](#) 103 S Central Ave, Marshfield, WI 54449. Hosted by Kaelie Gomez at Main Street Marshfield

6. **Tour of South Wood County Airport - Alexander Field** w/ Airport Manager Jeremy Sickler

Upcoming Meetings: Second Thursday from 9:30-11:30 AM.

- **September 14**- Main Street Marshfield (Simplicity Credit Union Marshfield Mortgage Center)
- **October 12**- (tentative) Marshfield Airport
- **November 9**- Heart of Wisconsin Chamber
- **December 14**- Marshfield Chamber
- **January 11, 2024**- Aspirus Riverview Mid-State Simulation Center

Submitted by K. Rombalski, Wood County Extension



RESOLUTION#

Introduced by
Page 1 of 1

CEED and Operations Committee

ITEM# 4 -
DATE September 20, 2023
Effective Date Upon Passage and Publication

Motion:

Adopted:

1st

Lost:

2nd

Tabled:

No:

Yes:

Absent:

Number of votes required:

Majority

X

 Two-thirds

Reviewed by:

PK

, Corp Counsel

Reviewed by:

EN

, Finance Dir.

LAR

INTENT & SYNOPSIS: To seek County Board approval to amend the 2023 Wood County Department of Agriculture, Trade and Consumer Protection (DATCP) grant budget for unanticipated state aid monies and to appropriate those monies to the DATCP grant budget expenditures.

FISCAL NOTE: No cost to Wood County. The source of the funding is unanticipated revenue from the DATCP in the form of 2022 DATCP Bond grant funds.

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

Account	Account Name	Debit	Credit
56122	DATCP Grant		\$35,292.96
43586-480	State Aid	\$35,292.96	

WHEREAS, the Land & Water Conservation Department received 2022 grant funds in the amount of \$35,292.96 to disburse as cost-share payments to landowners, and

WHEREAS, the 2022 grant funds were not rolled over and not included in the 2023 budgeted amount, and

WHEREAS, the \$35,292.96 will have no impact on the county tax levy, and

THEREFORE BE IT RESOLVED, that the Wood County State Aid Land & Water Conservation Department account (43586-480) be amended to accept \$35,292.96 of state aid monies and appropriate those monies to the DATCP Grant budget expenditures (56122) for disbursing as cost-share payments for participants, and

BE IT FURTHER RESOLVED, that pursuant to §65.90 (5), Wisconsin Statutes, the County Clerk is directed to post a notice of this budget change within fifteen (15) days.

{ }

Bill Leichtnam (Chair)

Tom Buttke

Jake Hahn

Dave LaFontaine

Laura Valenstein

Carmen Good – Citizens Member

Ed Wagner (Chair)

Donna Rozar

Adam Fischer

Lance Pliml

Laura Valenstein

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

County Clerk

County Board Chairman

MINUTES
JUDICIAL & LEGISLATIVE COMMITTEE

DATE: Thursday, September 7, 2023

TIME: 1:00 PM

PLACE: Courthouse – Room 114

MEMBERS PRESENT: Bill Clendenning, Bill Leichtnam, William Voight, Ed Wagner

EXCUSED: Joseph Zurfluh

OTHERS PRESENT: Trent Miner, County Clerk; See attached sign-in list

1. Chairman Clendenning called the meeting to order at 1:00 PM.
2. There was no public comment.
3. The minutes of the July 31, 2023 meeting were reviewed. Motion by Voight/Leichtnam to accept them as presented. Motion carried unanimously.
4. The claim of Sharon Schladweiler was reviewed and will be forwarded to the county board.
5. The vouchers and monthly reports from the departments the committee oversees were reviewed. Motion by Wagner/Voight to approve them all as presented. Motion carried unanimously.
6. The committee reviewed the following budgets, with department heads discussing variances and answering questions.
 - a. Branch 1/Register in Probate: Judge Potter & Tara Jensen presenting. Motion by Wagner/Voight to approve the Branch 1 & Register in Probate budgets as presented and forward to the Operations Committee. Motion carried unanimously.
 - b. Branch 2 & 3: Judge Potter presenting. Motion by Wagner/Leichtnam to approve the Branch 2 & 3 budgets as presented and forward to the Operations Committee. Motion carried unanimously.
 - c. Branch 4: Judge Potter and Judge Gebert presenting. Motion by Voight/Leichtnam to approve the Branch 4 budget as presented and forward to the Operations Committee. Motion carried unanimously.
 - d. Clerk of Courts: Kimberly Stimac presenting. Motion by Leichtnam/Wagner to approve the Clerk of Courts budget as presented and forward to the Operations Committee. Motion carried unanimously.
 - e. Corporation Counsel: Peter Kastenholz presenting. Motion by Leichtnam/Voight to approve the Corporation Counsel budget as presented and forward to the Operations Committee. Motion carried unanimously.

- f. Criminal Justice Coordinator: Motion by Voight/Wagner to approve the Criminal Justice Coordinator budget as presented and forward to the Operations Committee. Motion carried unanimously.
 - g. District Attorney: Craig Lambert presenting. Motion by Voight/Leichtnam to approve the District Attorney budget as presented and forward to the Operations Committee. Motion carried unanimously.
 - h. Register of Deeds: Ed Newton, Finance Director presenting. Motion by Voight/Leichtnam to approve the Register of Deeds budget as presented and forward to the Operations Committee. Motion carried unanimously.
 - i. Victim Witness: Michelle Newman presenting. Motion by Wagner/Leichtnam to approve the Victim Witness budget as presented and forward to the Operations Committee. Motion carried unanimously.
 - j. Child Support: Brent Vruwink presenting. Motion by Wagner/Voight to approve the Child Support budget as presented and forward to the Operations Committee. Motion carried unanimously.
7. Supervisor Leichtnam provided an update on the Citizens Groundwater meeting held on August 21st.
8. Supervisor Leichtnam provided an update on the municipal well contamination motion that passed the committee last month. He has met with Health Director Smith, and have come up with a plan to provide an infographic on well contamination in the future.
9. Supervisor Clendenning asked for per diem reimbursement for a Wisconsin County Highway Association fall breakfast being held on October 6th in Stevens Point. Motion by Wagner/Leichtnam to approve this expense. Motion carried unanimously.
10. The next meeting will be held on Thursday, October 5th at 1:00 PM.
11. Chairman Clendenning declared the meeting adjourned at 1:53 PM.

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

September 7, 2023

107

MINUTES OF THE RESIDENTIAL OPTIONS COMMITTEE

DATE: Monday, August 21, 2023
TIME: 9:02 a.m.
LOCATION: Room 115, Wood County Courthouse
TIME ADJOURNED: 9:16 a.m.
MEMBERS PRESENT: See attached list

1. At 9:02 a.m., the meeting was called to order.
2. Public comments. None at this time.
3. The minutes for the August 7, 2023, meeting were reviewed. **Moved by Goldberg, seconded by Miloch, to approve the minutes. All ayes.**
4. Discussion had regarding placement status update of L.K. At the previous meeting, two homes had been sent to law enforcement for investigation the morning of the meeting. Both options were ultimately denied due to the presence of children at adjacent properties.

There has been a large number of new home listings on the market. Of these, only three properties were outside of the protected areas and cleared to be sent to law enforcement. One home had an accepted offer the day it was listed, another was denied as a placement option after being sent to law enforcement for review due to the number of surrounding homes with children present, and the final property was sent to law enforcement the morning of the meeting and will be investigated same day. This one does not seem like a promising location due to the number of surrounding homes.

The Committee has created an additional search list of Wood County properties with a purchase price greater than \$200,000. This was created with the intention of monitoring all properties on the market, monitor if there are price drops, and see how many properties in this price range are outside of protected areas. The Committee will reach out to the State Department of Health Services to see if there are any approved vendors that will purchase homes valued greater than \$200,000.

No response has been received from the Wood County landlord the Committee contacted. Law enforcement will work to provide additional names the Committee can reach out to.

The Committee is checking with the Department of Health Services and Department of Corrections to see if a current placement individual in Wood County will be vacating within the next few months due to progress in the program. If so, this would enable a review of our current location for this placement need.

5. The next committee meeting will be September 5, 2023, at 11:00 a.m.
6. Meeting adjourned by consensus at 9:16 a.m.

Minutes taken by Erin Trantow and are in draft format until approved at the next meeting.

Residential Options Committee Meeting

Date: August 21, 2023

[illegible]

MINUTES OF THE RESIDENTIAL OPTIONS COMMITTEE

DATE: Tuesday, September 5, 2023
TIME: 11:01 a.m.
LOCATION: Room 115, Wood County Courthouse
TIME ADJOURNED: 11:24 a.m.
MEMBERS PRESENT: See attached list

1. At 11:01 a.m., the meeting was called to order.
2. Public comments. None at this time.
3. The minutes for the August 21, 2023, meeting were reviewed.
Moved by Goldberg, seconded by Miloch, to approve the minutes.
All ayes.
4. The Committee discussed L.K.'s placement search status. At the previous meeting on August 21, 2023, the Committee was awaiting conclusions by law enforcement on whether a home listed the morning of the meeting would be approved as a residential placement option. The following day it was determined by law enforcement that a newly certified daycare was located within 1,000' of the property in question. This daycare was added to our search map for protected areas and the home was therefore denied as a placement option.

Of the 24 newly listed homes on the market, only two met placement requirements to be sent to law enforcement for review of the surrounding areas. Both locations were denied as placement options due to one being in close proximity to another newly discovered certified daycare, and the other having children present in adjacent properties. More research will be completed regarding home listings of greater than \$200,000 to see if there are any that may work as placement options and do not overly exceed the \$200,000 purchase limitation. The state does not have any known vendors who will purchase homes with a value greater than \$200,000, however, the vendor Wood County is currently working with will entertain the idea of going slightly over their preferred cap. Furthermore, the Committee discussed the desire to search single family homes that are listed as rental properties and the question was posed on where best to search for these listings. Scott Timm, Supervised Release Contract Specialist, answered with Craigslist previously being the most common search tool, however, Facebook Marketplace is now a very common avenue for rental listings to be posted. Additionally, there are websites such as Rent.com that can be used in the search for available rental listings. Corporation Counsel will add rentals to their search to attempt to remain as diligent as possible in finding a placement option.

The Committee requested information projecting possible program discharge of an active placement individual in Wood County. This was requested to determine whether there may be a vacancy in the near future as there are currently two individuals placed in the home which is the preferred max number of residents. The Committee was informed this is not a possibility as there is approximately one year remaining in the term of the agreement for this individual continuing in the current placement location. In addition, the Committee researched adding a third individual at this home in Wood County. It is unclear whether there are laws restricting the ability to place three individuals in one home, however, after discussion with the landlord of the property, they are unwilling to place a third individual within the same home due to their training with the program. The Committee requested a copy of the lease to verify that the state does not have the ability to place a third subject in the home irrespective of the landlord's preference and the state's preferred practices.

Law enforcement shared they are still working on gathering contact information of Wood County landlords for the Committee. Lastly, Corporation Counsel reached out to county contacts inquiring on individuals who own farmland that may have a home on the property that is not in use. Two contacts were found and they were both reached out to, to inquire on interest of working with the county on this matter. One individual responded positively to working with the county and will contact Corporation Counsel in a number of days with locations they feel may be appropriate and meet the necessary placement requirements.

5. The Committee discussed preparing an update report to the court. **Approved by consensus of the Committee to prepare and send a report to the court.**
6. The next committee meeting will be Tuesday, September 19, 2023, at 8:00 a.m.
7. Meeting adjourned by consensus at 11:24 a.m.

Minutes taken by Erin Trantow and are in draft format until approved at the next meeting.

Residential Options Committee Meeting

Date: September 5, 2023

[illegible]

NOTICE OF INJURY AND CLAIM
(APPENDIX Q)

RECEIVED

AUG 18 2023

Office of
Wood County Clerk

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

cc: Corp Counsel
HR
Hwy

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

THE INCIDENT

Date: 5-25-2023
Time: 9:30 AM
Place: Near exit 186 on Hwy 10 Auburndale, WI 54412

The circumstances giving rise to my claim are as follows:

I was traveling East on Hwy 10. I was following an Orange County truck, about 3 miles before highway 186 a rock got kicked up from the county truck and hit my windshield on the drivers' side and put a 3/4" rock imprint and instantly spider webbed my windshield. The county truck turned right onto Hwy 186, I pulled over into the emergency only lane.

I was driving a 2013 Black GMC Truck. The county truck looked newer and was pulling a trailer filled with material.

The names of county personnel involved are: Spoke on the phone after the incident to Trent?

The names of other witnesses are: I was alone in the vehicle.

THE CLAIM

I request the following relief: Replacement windshield 430.00 through Safelite

8-15-2023
Date

Sharon Schladeweiler
Signature
Print Name: Sharon Schladeweiler
Address: 10531 Schultz Ave
Auburndale, WI 54412

715 451 2879



Wood County WISCONSIN

**CHILD SUPPORT
AGENCY**

SEPTEMBER 2023

MONTHLY REPORT TO THE JUDICIAL AND LEGISLATIVE COMMITTEE

Prepared by Child Support Director Brent Vruwink

- I have completed the 2024 Child Support Budget. The budget was forwarded to Finance on August 22nd.
- I completed the Department of Justice Criminal Justice Audit.
- I attended the Department Head Meeting on August 23rd.
- The Bureau of Regional Operations will visit the agency on September 6th to complete the annual check in.
- I will be attending the WCA Annual Conference on September 18th. I will be working the vendor booth for the Wisconsin Child Support Enforcement Association.
- As we approach the end of the Federal Fiscal Year we are on target to meet and exceed all 4 performance measures. The current support collection rate continues to hover right around the 80% benchmark.
- The current IV-D case count is 3,590.



Wood County

WISCONSIN

Kimberly A. Stimac

CLERK OF
CIRCUIT COURT

September 2023

Monthly Report to the Judicial and Legislative Committee
Prepared by Kimberly Stimac, Clerk of Circuit Court

July 31 – Attended the Judicial and Legislative Committee meeting.

August 4 – Attended and clerked the Investiture of Honorable Timothy Gebert.

August 7 – Attended the Property and Information Technology Committee meeting virtually.

August 15 – Attended the Wood County Board meeting.

August 16 – Sharon Meulenbelt provided her retirement resignation. Sharon is our main telephone receptionist and completes record requests and bulk scanning for the department. She will be missed but we wish her all happiness in her retirement! I will be reviewing her position description and posting that position shortly.

August 22 – Attended and took minutes for the Condemnation Commission Meeting.

Throughout the month I worked on and completed the 2024 Budget.

Staffing:

On August 28th we have Karissa Friday starting as the Family and Paternity Clerk.

On September 5th we have Michele Haas starting as the Bookkeeper and Mari Schlice as the Traffic Clerk.

We are all excited for the new staff members to start! We are officially full staffed until October 2nd when Sharon retires.



Wood County WISCONSIN

CORPORATION
COUNSEL OFFICE

Peter A. Kastenholtz
CORPORATION COUNSEL

MONTHLY REPORT TO THE JUDICIAL AND LEGISLATIVE COMMITTEE
September 2023

1. Residential Options Committee: The committee is still looking for a placement but the listings of homes for sale have significantly diminished recently, so the prospects do not look promising. Meanwhile the case is set for a status conference on September 5. My expectation is that counsel for the subject will request a hearing wherein they will seek to impose some obligations or sanctions on the County. The sanctions for the County not locating a placement within 120 days of the court order are actual damages to the subject to be placed as well as exemplary damages of not less than \$100 per day. (Generally, any damages that would be imposed on the County go to the State and are designated for use in paying for the cost of individuals on supervised release; they do not go to the person under commitment.) In a similar scenario in Kenosha County, the circuit court ordered the Kenosha County to build a placement facility and for the State to reimburse the county for doing so. In an unpublished (non-precedential) opinion, the court of appeals upheld the circuit court's decision. This matter has the potential of being costly so I will certainly keep you posted on developments.
2. Marshfield Clinic property assessment. The Marshfield Clinic has contested its property valuation and a trial on the matter is scheduled to commence in mid-September 2023. Negotiations as to resolving this matter are ongoing as of this writing. The County is not a party to the negotiations. Any outcome to the matter will financially affect Wood County, potentially significantly. There are other appeals of real property assessments going on in the county, including the mill property here in Wisconsin Rapids. These appeals can take five years or more to make their way through the system, which means that any change in the valuation will have a multi-year impact on the taxing jurisdictions (which includes the County). The State of Wisconsin Department of Revenue performs the assessments and the initial appeals go to the Board of Assessor Appeals in Madison. From there, appeals go to the Tax Appeals Commission. The Department of Revenue is the party that defends the assessments that are appealed to the Tax Appeals Commission and beyond. Sometimes one or more of the local units of government will retain specialized counsel to represent their interests before the Tax Appeals Commission or subsequent forums. For future reference, it would not be out of the ordinary for the other local taxing jurisdictions, like the County, to be approached by a city or village to share pro rata in the retention of the specialized counsel. I will keep you posted on developments when I am apprised of them. Likely, the Finance Director will report the precise impact of any bad news to you as well.
3. Central Wisconsin Fair Board. Fair Director Dale Christianson recently sought my advice on a contractual dispute between the Fair and the Wood County Republican Party. As with many of the entities that the County has representation on but does not control, I provided some assistance but do not plan on getting involved in litigation should it come to that. Since this is a political matter, I thought that I should bring it to your attention should you have any questions or concerns.
4. County Board Supervisor Education. Over the years, I have prepared numerous memos to the county board covering federal and state laws, parliamentary procedure, open meetings and public records, County policies and procedures and generally the role of a county board supervisor.

These memos are available on the County's intranet site and I encourage you to review the various topics covered so that you have an idea of what is out there. If you have an interest in additional reference material being developed for your use, please let me know. Meanwhile, I wanted to make sure that you were all aware that the WCA retains some of its program materials on its website, wicounties.org. If you go to that site and scroll down to resources and click on WCA webinars, you will see a listing of various prior webinars as well as the power points that accompanied them. They are very educational and convenient.

5. Public (Open) Records. Sometimes County staff are interested in making public record requests of other governmental entities and my assistance is sought. In this case, the Land Record Coordinator has sought my guidance in obtaining data from municipal clerks in the county having to do with local property assessments. The data sought is clearly an open record but many of the municipalities have entered into a contract with a specific vendor, at the behest of the State, and the contract calls for payment for access to the records. Since a municipality cannot hide behind a contractor or the terms of a contract with a third party vendor with respect to complying with the Public Records law and the fee provisions therein, these folks are in a bind. The Land Records Coordinator has decided not to pursue his record requests at this time. Since we are dealing with other governmental entities, it seemed appropriate to let you know what is going on.



Wood County WISCONSIN

REGISTER IN
PROBATE

Hon. Gregory J. Potter
Circuit Court Branch I

Hon. Nicholas J. Brazeau, Jr.
Circuit Court Branch II

Hon. Todd P. Wolf
Circuit Court Branch III

September 2023

MONTHLY REPORT TO THE JUDICIAL AND LEGISLATIVE COMMITTEE

Prepared by Register in Probate, Tara Jensen

- One of the packets available for purchase out of our office is for juvenile guardianships. Once an individual has completed the packet we set up a time to meet with them and assist them through the process. In the past month the Juvenile Clerk in our office met with 3 individuals to open juvenile guardianships.
- In the month of August 56 new cases were opened in our office. Those case types included adoption, juvenile delinquency, CHIPS (Child in Need of Protection and Services), TPR (termination of parental rights), mental commitments (adults and juveniles), estates and guardianships (juvenile and adult).

Meetings Attended:

- 8/4 - Investiture Ceremony for Judge Gebert
- 8/7 - Property and IT Committee meeting
- 8/7 - WI Counties Association County Leadership virtual weekly meeting
- 8/21- WI Counties Association County Leadership virtual weekly meeting
- 8/23 - Department Head Meeting
- 8/25 - Monthly Judges Meeting
- 8/28 - WI Counties Association County Leadership virtual weekly meeting
- 7/31 - WI Counties Association County Leadership virtual weekly meeting

Tara Jensen
Register in Probate
Probate Registrar

Karrie Moore
Deputy Register in Probate
Juvenile Clerk

VICTIM WITNESS SERVICES REPORT

Michele Newman, Coordinator

May 23nd to August 21, 2023

Victims/Witnesses Served:

830 total contacts // 702 Victims or Witnesses made contact with via phone

112 Victims or Witnesses met with in person

0 Victims assisted with preparation of Crime Victim Compensation Application

316 Initial contact packet information sent

94 No contact order information

54 No prosecutions notification

183 Victims or Witnesses were notified of all hearings

102 Victims or Witnesses were notified of plea agreement/sentencing

0 Victims or Witnesses notified of sentencing after revocation

44 Victims with restitution requested

50 Victim Impact Statements

95 Victims registered Vine service.

0 Victims notified of appeals court proceedings

Total services/events // Total unique parties = **1493 /656**

Trainings/Meetings/Other: none

MINUTES
HIGHWAY, INFRASTRUCTURE & RECREATION COMMITTEE

DATE: Wednesday, August 30, 2023
TIME: 9:00 a.m.
PLACE: Highway Dept. – Conference Room

MEMBERS PRESENT: Jake Hahn, Dave LaFontaine, John Hokamp, Lee Thao, Al Breu (via WebEx)

OTHERS PRESENT: Trent Miner, County Clerk, see attached sign-in sheet

1. Chairman Hahn called the meeting to order at 9:00 AM and declared a quorum present.
2. Under public comment, Finance Director Newton provided an overall budget update and an explanation of the carryovers.
3. Highway Commissioner Hawk and Accounting Supervisor Peckham presented the 2024 Highway Dept. budgets, reviewed variances, and answered questions. Finance Director Newton explained that the current borrowing for Highway projects is set at \$2.0 Million. Motion by Hahn/Breu to keep the borrowed CIP amount at \$2.7 Million and forward that request to the Operations Committee. Motion carried unanimously. Motion by Hahn/LaFontaine to approve the Highway Dept. budgets as presented and forward to the Operations Committee. Motion carried unanimously.
4. Parks & Forestry Director Schooley presented the 2024 Parks & Forestry Dept. budgets, reviewed variances, and answered questions. Motion by LaFontaine/Breu to approve the Parks & Forestry budgets as presented, subtracting 1-LTE position and the 2nd dumping station project at North Park, and forward to the Operations Committee. Motion carried unanimously.
5. Chairman Hahn declared the meeting adjourned at 10:03 AM.

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

Highway Infrastructure & Recreation Committee
August 30, 2023

[illegible]

MINUTES

HIGHWAY, INFRASTRUCTURE & RECREATION COMMITTEE

DATE: Thursday, September 7, 2023
TIME: 9:00 a.m.
PLACE: Highway Dept. – Conference Room

MEMBERS PRESENT: Jake Hahn, Dave LaFontaine, John Hokamp, Lee Thao, Al Breu (via WebEx)

OTHERS PRESENT: Trent Miner, County Clerk, see attached sign-in sheet

1. Chairman Hahn called the meeting to order at 9:00 AM and declared a quorum present.
2. There was no public comment
3. The minutes of the August 3, 2023 meeting were reviewed. Motion by LaFontaine/Breu to accept them as presented. Motion carried unanimously.
4. The Parks & Forestry staff reports were reviewed.
5. The South Park Storm Shelter Building bids were opened and after review, the entire project is over by \$286,531. Schooley is looking for option on how to reduce costs. There might need to be a meeting before county board to reject all of the bids and start the design process over. Motion by LaFontaine/Thao to postpone this issue until more information is gathered. Motion carried unanimously.
6. Schooley provided a Powers Bluff project update. The trail contractor should be on site yet this month, however work continues on some of the trail with county staffing. Initial approval of a stewardship grant for the shelter building has been received, however this is not the official approval.
7. Schooley proposed moving \$100K of ARPA funds allocated to the Dexter Swim Area to the new Powers Bluff Maintenance Shop project. Motion by LaFontaine/Breu to approve the request, pending Corp Counsel opinion of procedure needed. Motion carried unanimously.
8. Parks & Forestry revenue reports were reviewed.
9. Motion by LaFontaine/Hokamp to approve the Parks & Forestry vouchers. Motion carried unanimously.
10. The fall Parks & Forestry/Highway Tour will be held in conjunction with the next regular meeting, scheduled for Thursday, October 5th. The meeting will begin at 8:00 AM at the Powers Bluff Shelter Building, with the tour commencing afterwards.

11. The Highway Dept. staff report was reviewed. Hawk introduced the new Highway Dept. Engineer, Brandon Whipple.
12. Motion by LaFontaine/Hokamp to approve the Highway Dept. vouchers. Motion carried unanimously.
13. Hawk discussed the federal grant proposal for CTH A. After discussions, it was determined not to move forward with the proposal this year since no engineering has been done on the project as of yet and obtaining the grant would probably not be successful. Hawk suggested moving forward with the engineering portion to put the county in a better position for the next grant funding cycle. Motion by LaFontaine/Breu to move forward with the engineering. Motion carried unanimously.
14. Hawk reported that a number of municipalities when requesting winter maintenance from the Highway Dept. want to have the graders used, however the state charge for graders does not cover the cost of that equipment since they are not used much any other time of the year. He proposed moving the rate from \$95.00/hour to \$120.00/hour in order to recoup the county's actual costs. Motion by Hahn/LaFontaine to approve moving the rate of the grader for winter maintenance from \$90.00/hour to \$120.00/hour. Motion carried unanimously.
15. Hawk updated the committee on the new Mack patrol trucks that have been budgeted for. One of them is due to be delivered next week. The other will not be received until next year and will cost an additional \$30K. After review, it was decided to move forward with the Mack truck as quoted with the increase, as the other comparable trucks all had a similar increase in cost.
16. The Wisconsin County Highway Legislative breakfast will be on October 6th in Stevens Point. Interested committee members will need to let Hawk know if they wish to attend. Motion by LaFontaine/Hokamp to approve committee attendance at this conference. Motion carried unanimously.
17. The next meeting will be held on Thursday, October 6th at 8:00 AM at the Powers Bluff Shelter Building, with the fall tour to follow.
18. Chairman Hahn declared the meeting adjourned at 10:00 AM.

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

September 7, 2023

124



Wood County

WISCONSIN

OFFICE OF
HIGHWAY COMMISSION

Roland Hawk
COMMISSIONER

August 30, 2023

To: Highway, Infrastructure & Recreation Committee

From: Roland Hawk, Highway Commissioner

Subject: Commissioner Report for September 7 2023 HIRC meeting

Department Activities

Personnel/Administration

All positions are currently filled. Engineer started on August 14, truck operator started August 28, and mechanic I started on September 5.

Highway/Facility Projects

2023 Construction Projects:

- Roundabout at CTH W & 48th Street
 - CTH W intersection is behind schedule by one week due to utility delays
 - Utilities have been relocated
 - All R/W was acquired by the start of the project
 - All removals, grading, base course, storm sewer, curb & gutter have been installed
 - Islands will be complete by September 1
 - Conduit for overhead lighting is installed
 - Concrete pavement will begin September 5
 - Restoration and landscaping in progress
 - Anticipating open to traffic late September early October
- Pavement replacement on CTH W between 32nd St – 80th St (CTH U)
 - Cold-in-place recycled asphalt was complete August 23
 - Asphalt surface will be installed mid-September after the concrete surface is complete on Roundabout project.
- Pavement replacement on CTH F between CTH HH – US 10
 - CIR Project completed June 29. Pavement/resurfacing completed August 17
- Pavement replacement of CTH U between STH 54 – North Biron Road
 - Project completed June 29.
- Town/Municipal Projects
 - Culvert and small bridge replacement projects
 - Completed 13 of 26 to date
 - Resurfacing & Reconstruct projects
 - Completed 10 of 31 to date
 - Misc/Patching/Mastic/Brushing/Chip Seal/Accident Repairs/Road Ratings
 - Completed 13 of 24 to date
- Other County Highway Departments and other Wood County Department Projects
 - Completed 3 of 7 to date

2023 Engineering Projects

- Delayed CTH Z & 48th St Intersection.
- WisDOT STP Project CTH F & HH Intersection
 - Design Engineering 45% Complete
- WisDOT STP Bridge CTH N (STH 186 – CTH N)
 - Contract with WisDOT approved, design services started late August 2023.
- WisDOT STP Urban (BIL) CTH U Village of Biron
 - 20% Design complete prior to submitting grant application. Commissioner negotiating final design contract.
 - Several virtual meetings with WisDOT, WDNR, ND Paper, & CWPCo.
 - Public Information Meeting will be scheduled in late 2023

HG Meigs proposed a study on JBand a product designed to improve asphalt joint performance where centerline rumble strips are installed. As WisDOT and more counties are installing centerline rumble strips as a safety measure to reduce vehicles from inadvertently crossing into oncoming traffic, there have been documented failures of the centerline joint where the rumble strips allow water to pool. Meigs provided the material and contractor to cut in rumble strips on a section of CTH F approximately one mile south of CTH C to one mile north of CTH C as a pilot project and study area. This portion of CTH F has had a history of crashes and presents a good location for the study.

Mathy Construction Company contacted commissioner to assist with a research pilot project to install 150 tons of 80 percent recycled asphalt produced with microwave technology on a route with heavy truck traffic. Mathy will supply the microwave recycled asphalt mix and Wood County will place it on CTH F (17th Ave) between CN RR and Bono Avenue. Mathy will warranty the product and assist with milling in butt joints and supplying tack coat to the existing surface. The location on CTH F is adjacent to Mathy's facility where the mix will be produced.

Highway Department is working with Reuben Van Tassel, Facilities Manager for design of a women's locker room facility at the Wisconsin Rapids shop. A local architect will be providing plans for construction to begin in late 2023.

Highway Maintenance

Work in June included:

- Sign replacements
- Mowing
- Crushing & recycled chip production
- Culvert and small bridge replacement,
- Base patching and asphalt overlays

Eight intersections have been identified to have a history of drivers failing to yield or failing to stop. The Highway Department has ordered Solar Flashing Stop Ahead signs to be installed at these eight intersections. Flashing Stop Ahead signs provide more advance warning of an intersection compared to Flashing Stop signs. These signs will be installed before end of 2023. The cost of one sign to be installed is approximately \$2500 - \$3000. Two signs will be installed at each of the proposed intersections, one for each leg with a stop sign. Total cost is estimated at \$5000 to \$6000 per intersection.

WCHA Events & Misc. Meetings

Commissioner attended the following events/meetings:

- July 6 – HIRC Meeting
- July 10 – WCHA Executive Committee Meeting
- July 12 – STH 173 Local Officials Meeting
- July 12 – Preconstruction Meeting for CTH W Roundabout
- July 12 – Grand Rapids Public Works Committee Meeting to discuss 48th St & CTH Z
- July 13 – CTH U Contract scoping meeting
- July 13 - LRIP Pilot Program Meeting WisDOT/WTa/WLM/WCHA, virtual
- July 13 – NRRA Research Centerline Rumble Strip Project meeting with HG Meigs
- July 17 – July 31 Vacation
- August 3 – HIRC Meeting
- August 4 - LRIP Pilot Program Meeting WisDOT/WTa/WLM/WCHA, virtual
- August 8 – Meeting with WisDOT DTSD Administrator (WCHA)
- August 8 – Meeting with Senator Tomczyk & Rep. Callahan staff to discuss green light legislation (WCHA)
- August 11 – Virtual meeting with US Cong. Van Orden’s staff to discuss Local Road Issues.
- August 14 – WCHA Executive Committee Meeting, virtual
- August 15 – County Board Meeting
- August 16 – NCR Highway Commissioner meeting, Rhinelander
- August 17 – Highway Managers joint meeting with Dispatch
- August 17 – Work Zone Awareness Planning meeting for NW & Central Wisconsin
- August 17 - LRIP Pilot Program Meeting WisDOT/WTa/WLM/WCHA, virtual
- August 18 – Presentation to Wood County Towns Association, Auburndale
- August 22 – WCHA BOD Meeting, Portage County of Wood
- August 23 – Wood County Department Head Meeting, River Block
- August 23 – Meet with Vil. of Port Edwards Public Works to discuss CTH Z & Range Line Rd
- August 28 – Meet with Glacier Lake Cranberry to discuss impacts to CTH D
- August 29 – Meeting with WisDOT and Design Consultant to discuss Stadt Road Bridges & Contracts
- August 30 – HIRC Budget Meeting
- August 31 – Meet with Reuben Van Tassel & Architect to review WR Shop improvements

EQUIPMENT

One of two Mack patrol trucks is in final stage of build, should be delivered in September. Second patrol truck is on hold. Kriete Truck Center informed shop superintendent that Mach chassis will be \$30K more for our next truck. Shop is researching options.

One of Highway’s two rubber tire CAT excavators is slated for replacement in 2024. Replacement to be delivered in spring 2024. The excavator to be replaced has a dealer buyback plan that can be optioned or shop may sell on auction with a minimum bid.

Commissioner submitted a request to WisDOT for a second high capacity brine maker to be installed at Marshfield shop. Delivery is expected in 2024 or 2025 depending whether a brine making building is ready.

Accounting Supervisor Report

By John Peckham, Wood County Highway Department Accounting Supervisor

HIRC Meeting

Revenues

Revenues are as anticipated. We have been working on several Road Aid and Bridge Aid projects so the revenue will be booked as those projects get completed. Asphalt revenues continue to come in as we run the plant full-time. Revenues from the State are on target.

Expenses

Expenses are as anticipated.

Other

As of the date of HIRC, the budget has been promoted to Finance and the Operations Committee.

County of Wood
DETAILED INCOME STATEMENT W/SUBTOTALS
 Highway Departmentwide
 Thursday, August 31, 2023

	Actual	2023 Budget	Variance	Variance %
REVENUES				
Intergovernmental Revenues				
43300 Federal Grants-American Recovery & Reinvest Act	\$600,000.00	\$2,600,000.00	(\$2,000,000.00)	(76.92%)
43531 State Aid-Transportation	1,734,248.97	2,497,341.00	(763,092.03)	(30.56%)
43534 State Aid-LRIP		995,000.00	(995,000.00)	(100.00%)
Total Intergovernmental	2,334,248.97	6,092,341.00	(3,758,092.03)	(61.69%)
Licenses and Permits				
44101 Utility Permits	31,807.71	16,000.00	15,807.71	98.80%
Total Licenses and Permits	31,807.71	16,000.00	15,807.71	98.80%
Public Charges for Services				
46813 County Forest Revenue	28,540.85		28,540.85	0.00%
Total Public Charges for Services	28,540.85		28,540.85	0.00%
Intergovernmental Charges for Services				
47230 State Charges	865,064.59	1,029,390.00	(164,325.41)	(15.96%)
47231 State Charges-Highway	186,869.93	288,990.00	(102,120.07)	(35.34%)
47232 State Charges-Machinery	16,976.93		16,976.93	0.00%
47233 State Charges-Performance Based Maintenance	119,236.84		119,236.84	0.00%
47300 Local Gov Chgs	468,703.34	521,679.00	(52,975.66)	(10.15%)
47330 Local Gov Chgs-Transp	371,445.45	1,121,957.00	(750,511.55)	(66.89%)
47332 Local Gov Chgs-Roads		424,793.00	(424,793.00)	(100.00%)
47333 Local Gov Chgs-Bridges		84,227.00	(84,227.00)	(100.00%)
Total Charges to Other Governments	2,028,297.08	3,471,036.00	(1,442,738.92)	(41.57%)
Interdepartmental Charges for Services				
47470 Dept Charges-Highway	872,643.78	2,224,867.00	(1,352,223.22)	(60.78%)
Total Interdepartmental Charges	872,643.78	2,224,867.00	(1,352,223.22)	(60.78%)
Total Intergovernmental Charges for Services	2,900,940.86	5,695,903.00	(2,794,962.14)	(49.07%)
Miscellaneous				
48340 Gain/Loss-Sale of Salvage and Waste	6,695.05	6,700.00	(4.95)	(0.07%)
48520 Grants/Contribution-ATV Route Signage		20,000.00	(20,000.00)	(100.00%)
Total Miscellaneous	6,695.05	26,700.00	(20,004.95)	(74.92%)
Other Financing Sources				
49110 Proceeds from Long-Term Debt		1,189,403.00	(1,189,403.00)	(100.00%)
Total Other Financing Sources		1,189,403.00	(1,189,403.00)	(100.00%)
TOTAL REVENUES	5,302,233.44	13,020,347.00	(7,718,113.56)	(59.28%)
EXPENDITURES				
Public Works-Highway				
53110 Hwy-Administration	238,082.64	386,321.12	148,238.48	38.37%
53120 Hwy-Engineer	59,077.20	266,622.56	207,545.36	77.84%
53191 Hwy-Other Administration	237,780.98	344,381.70	106,600.72	30.95%
53210 Hwy-Employee Taxes & Benefits	(835,815.86)	0.39	835,816.25	#####
53220 Hwy-Field Tools	(22,798.74)	58.61	22,857.35	38,999.06%
53230 Hwy-Shop Operations	238,263.89	323,926.73	85,662.84	26.45%
53232 Hwy-Fuel Handling	(6,902.21)	(23,105.00)	(16,202.79)	70.13%
53240 Hwy-Machinery Operations	(1,004,346.82)	(514,120.38)	490,226.44	(95.35%)
53250 Hwy-Crushing Operations	29,056.95		(29,056.95)	0.00%
53251 Hwy-Crushing Operations Production	117,372.77		(117,372.77)	0.00%
53260 Hwy-Bituminous Ops	74,447.04	231,275.79	156,828.75	67.81%
53262 Hwy-Bituminous Ops		42,745.47	42,745.47	100.00%
53266 Hwy-Bituminous Ops	1,122,676.20	1,951,426.62	828,750.42	42.47%
53270 Hwy-Buildings & Grounds	179,571.19	269,410.81	89,839.62	33.35%
53290 Hwy-Salt Brine Operations	(5,874.73)	(0.35)	5,874.38	#####
53291 Hwy-Salt Brine Operations	12,601.91	(0.35)	(12,602.26)	3,600,645.71%
53281 Hwy-Acquisition of Capital Assets	633,263.71	600,000.00	(33,263.71)	(5.54%)
53310 Hwy-Maintenance CTHS		22,884.11	22,884.11	100.00%
53311 Hwy-Maint CTHS Patrol Sectn	1,402,521.32	2,958,691.62	1,556,170.30	52.60%
53312 Hwy-Snow Remov	802,125.27	907,384.45	105,259.18	11.60%
53313 Hwy-Maintenance Gang	125,795.78	111,393.31	(14,402.47)	(12.93%)
53314 Hwy-Maint Gang-Materials	2,252.87	3,160.00	907.13	28.71%
53320 Hwy-Maint STHS	946,540.90	1,029,389.85	82,848.95	8.05%
53323 Hwy-Maint STHS PBM	80,114.92		(80,114.92)	0.00%
53330 Hwy-Local Roads	995,913.32	1,121,957.41	126,044.09	11.23%
53340 Hwy-County-Aid Road Construction	257,176.51	478,363.90	221,187.39	46.24%
53341 Hwy-County-Aid Bridge Construction	355.99	134,226.51	133,870.52	99.73%

County of Wood
 DETAILED INCOME STATEMENT W/SUBTOTALS
 Highway Departmentwide
 Thursday, August 31, 2023

		2023			
		Actual	Budget	Variance	Variance %
53490	Hwy-State & Local Other Services	512,557.51	521,678.94	9,121.43	1.75%
53491	Hwy-ATV Route Signage	188.75	39,999.78	39,811.03	99.53%
Total Public Works-Highway Capital Outlay		6,191,999.26	11,208,073.60	5,016,074.34	44.75%
57310	Highway Capital Projects	1,161,486.59	3,164,881.67	2,003,395.08	63.30%
Total Capital Outlay		1,161,486.59	3,164,881.67	2,003,395.08	63.30%
TOTAL EXPENDITURES		7,353,485.85	14,372,955.27	7,019,469.42	48.84%
NET INCOME (LOSS) *		(2,051,252.41)	(1,352,608.27)	(698,644.14)	51.65%



Parks & Forestry Department Reports

September 7, 2023

Director Report, by Chad Schooley

- Continue assisting with South Park storm shelter project. Bids are due September 5th. I will bring summary to the meeting to award bids.
- Began process of job description review for Administrative Assistant position. Due to an upcoming retirement we will be posting this position over the next few weeks.
- Continue assisting staff on multi-use trail construction project at Powers Bluff.
- Continue attending monthly Friends Of Powers Bluff meetings
- I would like to redirect funds that were approved in the 2022 budget, and carried over to the 2023 budget, for the Dexter Park swimming pond. I would like the \$100,000 to instead go towards the Powers Bluff maintenance shop construction project. I will bring more details to the meeting.
- Met with President of the Nepco Lake District to discuss future MOU regarding using Lake Nepco Park for future docking and offloading of the weed harvester. Once I receive their draft MOU, I will forward to Peter K. for review, and bring before the HIRC when appropriate.
- **Special Use Permits**
-None at this time

Maintenance Program Supervisor Report, by Dan Vollert

Construction Projects

- South Park Shop Bay upgrade is close to completion. Insulating, walling off, concrete, electrical work, liner steel and new insulated garage door are done. Furnace was installed by Ron's Refrigeration.
- South Park Storm Shelter-prepping site for contractor. Blacktop, tree and stump removal, and walk trail relocate completed.
- Dexter Park's 2nd wood storage building's concrete slab was completed by Eagle Construction. Car Port is up and American Fence has put cyclone fencing around.
- Dexter Dam Electrical upgrade being completed by ECON Electric and Oakdale Electric Co.
- North Park Suspension Bridge repair updates. Working with Highway bridge inspection crew on getting a plan together and quotes to follow.
- North Park, NEPCO, Dexter parking lots: getting quotes for crack filling and repainting lines.
- Powers Bluff- ECON electric put new overhead lines to bathroom and shop areas. ECON is also installing 3 new towline shut off buttons outside of upper tow operating buildings.

Maintenance Operations

- New South Park 1-ton plow truck ordered from Wheelers.
- Maintenance on shelters and bathrooms with parks open and reservations in full swing.
- South Park-prepping for Loop #2 bathroom interior remodel.
- Dexter Park-Pine Point park road overlayed with roadbase.
- North Park-prepping for Hawthorne Hill 50 amp electrical pedestal upgrade.
- Working on berm upgrades to bottom of Powers Bluff tube hill area.

- Powers Bluff Multi-use trail: hauling and spreading of breaker run (rock base) and roadbase overlay completed on wooded portion of trail. Shellrock base and roadbase overlay being currently work on with Parks Staff and HWY Staff in field portion of trail.

Employee Matters

- Looking at need for First Responders for upcoming winter season at PB.
- LTE's finishing up for the summer in all three main park locations. Finishing up evaluations and having conversations about winter work at Powers Bluff.
- Setting up annual safety training, with Safety Coordinator, for FTEs to go along with Open Enrollment for Insurance.

Snowmobile/ATV

- Updating paperwork for upcoming AWSC meeting, at Sherriland Ballroom, to share with snowmobile clubs.
- Snowmobile Grants have been awarded for Auburndale (DH) bridge and Rudolph-Plum Road Culvert Project. Working with Jewell Engineering on bidding out projects.
- Installing culverts on Hay Creek ATV Trail, mowing back trail with Highway's brush trimmer, and prepping for road base. Bridge bidding being performed by Jewell Engineering.
- Preparing Application to DNR for New Trail Snowmobile trail section for Rudolph River Rover Snowmobile Club. Proposed route would run from County Line Road, north of Rudolph, west to County Highway C, to join the Vesper Snowdrifter trail system.

Office Supervisor Report, by Stacie Kleifgen

- Created spreadsheets to compile budget information and entered into Questica.
- Organized project folders and developed tracking spreadsheets.
- Trained on Timberbase and completed billings.
- Weekly Ranger reconciliation, accounts receivable and deposits
- Month End Revenue Reports
- Weekly shelter calendars and shelter code reminder letters
- Train on Accounts Payable
- Met with Reservation System Rep to train on back end of reservation system for updating fees, calendars, photos and ability to enter new shelters and/or campgrounds.
- Updating "how-to" manuals

Forest Administrator Report, by Fritz Schubert

- Timber Sales: Six active timber sales in August. Currently ground conditions are excellent, with some areas usually only operable in winter being accessible now. Many contractors are taking advantage of this situation statewide. However markets are filling up, and this spike in production may not last.
- Worked with neighboring landowner and Enbridge Pipeline Company on timber sale access.
- Continued oversight and work on ditch cleaning project. Closed Hazelnut Trail for one week to allow next phase of ditch cleaning to take place. Cranberry grower has cleaned ditch along Hazelnut Trail but ditch south of Battermain Road remains to be cleaned. They will be doing final grading and leveling of Hazelnut ditch bank in a week or two.
- Cleaned Shooting Range two times. Shooting activity has increased this past month and will likely continue until deer season.
- Timber Sale establishment (compartments 32, 52 & 53).

- Completed County Forest parcel withdrawal paperwork (for HWY Dept. salt shed) and submitted to DNR.
- Worked with new Office Supervisor on forestry billings and procedures.
- Forestry Technician: Recon, cleaned and mowed shooting range, Powers Bluff Multi-use trail construction, grading, and improvements. South Park new shelter site preparations, Fecon brush on future planting site.
- Attended Parks and Forestry Department summer employee meeting/picnic.

**WOOD COUNTY PARKS & FORESTRY DEPARTMENT
REVENUE SUMMARY 2023**

AUGUST REVENUE - SEPTEMBER HIRC

BUDGETED REVENUES	46721 SOURCE	FEES	YTD REVENUE 2023	YTD REVENUE 2022	AUGUST REV 2023	AUGUST REV 2022	ACTUAL REV 2022
\$ 570,000.00	Camping Reservations	\$10 Resv. Fee+/\$20/\$25/\$28/\$35	\$451,463.76	\$ 411,846.02	\$71,825.59	\$ 77,834.59	\$ 530,122.88
\$ 40,000.00	Campground Firewood Sales	\$7 per rack	\$37,848.99	\$ 32,668.26	\$8,499.34	\$ 9,680.58	\$ 42,160.18
\$ 7,500.00	Ice	\$4 (7 lbs.) /\$7 (20 lbs.)	\$9,153.55	\$ 6,562.08	\$2,231.28	\$ 1,943.13	\$ 7,509.00
\$ 3,500.00	Non-Camper Dump Station	\$20	\$2,508.05	\$ 2,373.47	\$509.00	\$ 791.47	\$ 3,432.24
\$ 250.00	Camper Storage	\$15/wk - \$60/mo	\$186.73	\$ 113.74	\$28.44	\$ 113.74	\$ 284.36
\$ 600.00	Washer/Dryer/Showers	\$2 wash / \$2 dry/\$1 Laundry Pods	\$572.51	\$ 294.08	\$276.78	\$ 72.04	\$ 560.19
\$ 53,000.00	Shelters Enclosed	Various Fees based on 4 or 8 hrs or all day.	\$41,339.69	\$ 34,368.48	\$5,867.29	\$ 6,042.65	\$ 51,682.24
\$ 12,000.00	Shelters - Open	Various Fees based on location of shelter.	\$8,763.03	\$ 9,573.45	\$592.42	\$ 2,417.06	\$ 10,876.77
\$ 3,000.00	General Park User Fees (Use of open areas within parks)	\$50 / \$10 per picnic table	\$94.79	\$ 2,302.36	\$0.00	\$ 17.06	\$ 2,984.83
\$ 20,000.00	Powers Bluff Winter Recreation Tickets, Parties, Rentals & Concessions	\$12/\$20/\$300/\$400/\$500/\$550/\$600	\$35,612.13	\$ 26,540.52	\$0.00	\$ -	\$ 27,061.85
\$ 5,000.00	Trail Passes (Ski/Snowshoe/Multi-Use)	\$8/daily; \$30/annual; \$60/family	\$3,812.33	\$ 2,059.01	\$327.96	\$ -	\$ 2,424.90
\$ 4,000.00	Disc Golf	\$2 / \$4 / \$20 / \$40	\$6,863.00	\$ 3,314.71	\$679.62	\$ 596.21	\$ 3,896.07
\$ 500.00	Parks Pulpwood	Market Price	\$0.00	\$ -	\$0.00	\$ -	\$ -
\$ 23,000.00	Boat Launch	\$25/annual; \$7/daily	\$20,246.16	\$ 21,234.04	\$1,982.94	\$ 2,097.73	\$ 22,910.64
\$ 27,150.00	Miscellaneous*		\$3,483.30	\$ 6,188.07	\$967.01	\$ 164.00	\$ 28,943.81
\$ 5,000.00	Gift Certificates	Gift Certificates	\$113.74	\$ 100.00	\$0.00	\$ -	\$ 4,942.00
\$ 774,500.00	Balance in 46721 after PP Deposit:		\$622,061.76	\$559,400.30	\$93,787.67	\$101,770.26	\$739,791.96
Misc. *PB Land Rental, General Donations, Hay Cutting, Scrap Metal, Cost of replacement of damaged materials in campgrounds (firepits), etc.							
\$ 500.00	48500 - Powers Bluff Project Donations Non-Lapsing	Informational purposes only.	\$0.00	\$ -	\$0.00	\$ -	\$ -
\$ 350,000.00	46813 - Timber Sales & Wood Cutting (90%/County & 10%/Townships) Monthly totals = NET Revenue	CONTRACTED	\$144,544.25	\$ 286,289.67	\$10.00	\$ 45,702.09	\$ 378,720.19
\$ 6,500.00	48300 - Auctions - Non-Lapsing	WI Surplus	\$27,010.50	\$ -	\$0.00	\$ -	\$ 19,104.88
\$ 500.00	45123 - Violations (non-tax)	\$50.00	\$700.00	\$ 947.00	\$150.00	\$ 250.00	\$ 1,247.00
		TOTAL REVENUE:	\$794,316.51	\$846,636.97	\$93,947.67	\$147,722.35	\$1,138,864.03

**WOOD COUNTY, PARKS & FORESTRY - FOREST ADMINISTRATOR
REVENUE REPORT & TIMBER SALE BALANCES**

September (August Revenue) 2023

CONTRACT	TRACT	CONTRACTOR	CONTRACT AWARD AMOUNT	CONTRACT AWARD DATE	CONTRACT EXPIRATION DATE	\$ RECEIVED CURRENT MONTH	AMOUNT BILLED TO DATE	AMOUNT RCVD TO DATE	BALANCE
748	5-16	FUTUREWOOD	\$18,522.10	10/6/2016	12/31/2023		\$0.00	\$0.00	\$0.00
749	6-16	FUTUREWOOD	\$33,638.00	10/6/2016	12/31/2023		\$0.00	\$0.00	\$0.00
758	13-16	FUTUREWOOD	\$37,074.50	11/14/2017	12/31/2023		\$0.00	\$0.00	\$0.00
780	2-16	YODER	\$42,886.00	7/10/2020	6/1/2023		\$20,012.67	\$20,012.67	\$0.00
781	5-19	YODER	\$9,720.00	7/10/2020	6/1/2023		\$0.00	\$0.00	\$0.00
788	2-21	YODER	\$35,900.00	11/24/2021	12/3/2023		\$0.00	\$0.00	\$0.00
789	3-21	KOERNER	\$10,570.00	11/24/2021	12/3/2023		\$0.00	\$0.00	\$0.00
790	4-21	SCHREINER	\$15,600.00	11/24/2021	12/3/2023		\$0.00	\$0.00	\$0.00
793	7-21	NW HARDWOODS	\$163,302.00	11/24/2021	12/3/2023		\$0.00	\$0.00	\$0.00
794	8-21	SCHREINER	\$28,965.00	11/24/2021	12/3/2023		\$9,173.31	\$0.00	-\$9,173.31
795	1-22	LAMBERT	\$46,070.00	5/27/2022	6/30/2024		\$47,241.21	\$47,241.21	\$0.00
796	2-22	KOERNER	\$110,780.80	5/27/2022	6/30/2024		\$100,338.14	\$100,338.14	\$0.00
797	3-22	SCHREINER	\$30,770.00	5/27/2022	6/30/2025		\$0.00	\$0.00	\$0.00
798	4-22	KOERNER	\$194,468.10	5/27/2022	6/30/2024		\$74,220.57	\$67,240.53	-\$6,980.04
799	5-22	SCHREINER	\$20,200.00	5/27/2022	6/30/2024		\$0.00	\$0.00	\$0.00
800	6-22	SCHREINER	\$16,440.00	5/27/2022	6/30/2024		\$0.00	\$0.00	\$0.00
801	7-22	WILSON	\$11,750.00	8/4/2022	7/30/2025		\$0.00	\$0.00	\$0.00
802	8-22	FLINK	\$15,958.40	11/16/2022	12/3/2024		\$3,352.42	\$3,352.42	\$0.00
803	9-22	KOERNER	\$21,057.80	11/16/2022	12/3/2024		\$0.00	\$0.00	\$0.00
804	10-22	KOERNER	\$84,093.60	11/16/2022	12/3/2024		\$0.00	\$0.00	\$0.00
805	11-22	YODER	\$17,390.00	11/16/2022	12/3/2024		\$0.00	\$0.00	\$0.00
806	12-22	KOERNER	\$12,847.00	11/16/2022	12/3/2024		\$0.00	\$0.00	\$0.00
807	13-22	FLINK	\$9,450.00	12/31/2022	12/31/2025		\$2,274.03	\$2,274.03	\$0.00
808	1-23	BIEWER	\$86,633.00	6/1/2023	6/1/2025		\$0.00	\$0.00	\$0.00
809	2-23	KOERNER	\$66,089.00	6/1/2023	6/1/2025		\$0.00	\$0.00	\$0.00
810	3-23	KOERNER	\$36,615.00	6/1/2023	6/1/2025		\$0.00	\$0.00	\$0.00
812	4-23	FLINK	\$11,813.85	6/1/2023	6/1/2025		\$4,681.76	\$0.00	-\$4,681.76
813	5-23	MEDDA ENT.	\$127,000.50	6/1/2023	6/1/2025		\$0.00	\$0.00	\$0.00
814	6-23	YODER	\$21,055.00	6/1/2023	6/1/2025		\$0.00	\$0.00	\$0.00
755		FIREWOOD				\$10.00	\$0.00	\$0.00	

Payments Received This Month:

\$10.00

AMOUNT BILLED TO DATE

AMOUNT RCVD TO DATE

(20,835.11)

						\$ RECEIVED CURRENT MONTH			
2023 Budgeted Total Revenues				\$350,000			Jobs Finished		
2023 Total County Forestry Revenues this month (90%)				\$9.00			Jobs Started		
2023 Total Township Revenues this month (10%):				\$1.00			Jobs Continuing/Reactivated		
							Jobs Gone Inactive		
2023 TOTAL NET FORESTRY REVENUE TO DATE:				\$144,534.25					

MINUTES
PROPERTY & INFORMATION TECHNOLOGY COMMITTEE

DATE: Tuesday, September 5, 2023

TIME: 9:00 a.m.

PLACE: Courthouse – Room 114

MEMBERS PRESENT: Al Breu, Jeff Penzkover, Dennis Polach, William Winch, Brad Hamilton

OTHERS PRESENT: Trent Miner, County Clerk; See attached sign-in list

1. Chairman Breu called the meeting to order at 9:00 AM.
2. There was no public comment.
3. The minutes of the August 7, 2023 meeting were reviewed. Motion by Hamilton/Penzkover to accept them as presented. Motion carried unanimously.
4. Citizen Robert Shear discussed and shared photographs of the current condition of the old Wood County Poor Farm cemetery on Seneca Road. The committee reviewed what is being done currently and what is not allowed to be done pursuant to state statutes. No action taken by the committee.
5. The Information Technology vouchers were reviewed with explanations given. Motion by Winch/Hamilton to approve as presented. Motion carried unanimously.
6. The IT Report was reviewed with explanation given.
7. IT Director Kaup presented the 2024 Information Technology Dept. budgets, reviewed variances, and answered questions. Motion by Hamilton/Penzkover to approve the IT budgets as presented and forward to the Operations Committee. Motion carried unanimously.
8. The Maintenance vouchers were reviewed with explanations given. Motion by Hamilton/Polach to approve as presented. Motion carried unanimously.
9. The Maintenance Report and project updates were reviewed. There was a request by a Human Services Dept. employee to have children paint garbage receptacles at River Block as a part of their programming. After discussion, this item will be held over until the next meeting as Van Tassel gathers more information.
10. Facilities Manager Van Tassel presented the 2024 Maintenance Dept. budgets, reviewed variances, and answered questions. Motion by Hamilton/Penzkover to approve the IT budgets as presented and forward to the Operations Committee. Motion carried unanimously.

11. VanTassel presented the draft lease agreement for the smaller Market Street property the county just acquired. Motion by Hamilton/Winch to approve the lease as presented. Motion carried unanimously.
12. Van Tassel presented a resolution to go on record in support of updating the supply of electricity to River Block with a long-term solution that will include a relocated electric meter and the transfer of power supply cable responsibility to the utility provider. This will allow for the power provider to start ordering parts for this conversion. Motion by Hamilton/Penzkover to approve the resolution and forward to the county board for their consideration.
13. Future agenda items
 - a. Painted garbage receptacle request
 - b. Solar on the Jail
14. The next meeting will be held on Monday, October 2nd at 9:00 AM.
15. Motion by Winch/Hamilton to go into closed session pursuant to Wis Stats 19.85(1)(e) to discuss negotiation for the acquisition of property within the "Triangle Development". Motion carried unanimously.
16. Motion by Polach/Penzkover to return to open session. Motion carried unanimously.
17. Chairman Breu declared the meeting adjourned at 11:15 AM.

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

Property & Information Technology Committee
September 5, 2023

[illegible]



Wood County WISCONSIN

INFORMATION TECHNOLOGY

August 2023

1. Wood County internet and intranet website updates are being posted continually as we work to keep employees and citizens informed. Extensive web updates for the Health Department continue as WCHD staff work to keep their information current.
2. Assisted Marshfield Police Department with migration to Portals XL. The Wood County Dispatch Center has also started testing on one of their machines. This replaces the legacy Portal 100 system used for DOJ/DOT queries.
3. The Wood County provided PCs for dispatch have been replaced. The radio/phone PCs have also been replaced prior to the Next-Gen 911 transition.
4. Staff continue working with our vendor to address an issue with our Guest WiFi access.
5. The network staff has been attending to multiple outages affecting our Wide Area Network (WAN) circuits between locations. One was due to the construction on County Highway W and the other was due to some fiber optic cables that were cut in the Marshfield area.
6. Completed Branch IV networking and video conference systems.
7. Preparation has begun to replace the 32 Sheriff Squad Computers. With the assistance of Sheriff Department deputies, testing was conducted to ensure the cell provided offers the best countywide service on the new devices.
8. Work is complete for the upgrade to the server and database for the Phoenix Fuel management system for the Highway Department and go-live was successful.
9. Assisted with several office moves for employees at Riverblock and Edgewater.
10. Conducted several virtual vendor escorts. To remain in Compliance County IT staff need to monitor any activity performed on County servers by software vendors.
11. Assisted the Treasurer with coordinating the United Way campaign.



Wood County WISCONSIN

INFORMATION TECHNOLOGY

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12. IT staff work to schedule and upgrade various server operating systems and database management systems, SQL server. This ongoing project takes considerable time to plan, test, and implement.
 13. Completed printer refresh for the Sheriff's Department and Marshfield Highway.
 14. Enhanced security for new employee onboard procedures.
 15. Research on user verification options was started.
 16. Work continues to create draft policies that are recommended/required to remain compliant with HIPAA regulations.
 17. Continued work on forms process improvement and document storage in Information Technology leveraging Laserfiche.
 18. Worked with the Treasurer's and Finance departments to use Electronic Funds Transfer (EFT) for some accounts payable.
 19. Supported Finance Department in preparing the 2024 budget in Questica budgeting software.
 20. Created new reporting features in the Planning & Zoning permits system.
 21. Continued work consolidating programming source control systems in order to organize historical and ongoing projects, and eliminate a server as part of the Server OS update project.
 22. Updated TraCS law enforcement citation software server in preparation for new squad car laptop deployment.
 23. Resolved an issue with the public GIS Land Records Viewer performance that was caused by a software defect introduced by a recent upgrade. A hotfix patch resolved the problem.



Wood County WISCONSIN

INFORMATION TECHNOLOGY

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24. Support for Norwood Healthcare Center and Edgewater Haven Matrix software is ongoing. Extensive work to setup and configure new providers for Edgewater Haven continues as we work to replace the recently retired provider. IT works to create support documentation for a pharmacy application, FrameworkLink by HealthDirect, used at both facilities. Review of tablet request for Edgewater is complete and research and selection of equipment to protect existing laptops begins in order to meet sanitation needs.
 25. Wood County staff continue to expand their cyber security knowledge through phishing and training campaigns. IT staff continue to expand their knowledge through MS-ISAC membership calls, vendor sponsored workshops, and a mentorship with a Cybersecurity Executive.
 26. Continue to investigate bugs within Human Services Electronic Health Record System, SmartCare.
 27. Research and approval of a new replacement software, VetPro, for Veteran's Office system is complete. Work continues to select and order new tablets for signature collection. System testing will begin after placing tablets followed by migration and implementation.
 28. Server build, database build and workstation application installation is complete for ~~for~~ a project to replace and update Highway Department Scale hardware and software at Wisconsin Rapids and Marshfield locations. Kiosk₇ hardware, has been delivered and installation, configuration and system go-live is tentatively scheduled for end of August 2023.
 29. IT now uses and has published the newly developed project request form and policy. This form increases efficiency for both requestors and IT staff and helps to ensure that we provide excellent and cost effective solutions.
 30. Created a SharePoint site for the Maintenance Department.
 31. Support for GCS\Catalis property tax systems is ongoing. The current property tax software version end-of-life is set for Fall of 2023. The existing property tax system is on-prem, servers at Wood County. The upgraded version will be cloud based. Contract negotiation for system migration was finished in late May but adjustments continue as the vendor completes migrations for other counties. System migration is scheduled to begin in May 2024 and we do prefer this later timeframe.



Wood County WISCONSIN

INFORMATION TECHNOLOGY

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32. In 2025 our current Microsoft Office Suite will no longer be supported. In effort to begin this massive change to Microsoft's Office 365 (O365), IT staff is already working to get O365 setup using best practices and to ensure ample time to test, train and plan. This change will affect all staff. We continue to work to deploy O365 to a small group of users which now includes the Coroner, Maintenance, select Norwood staff and IT staff. Training on O365 and SharePoint continues.
 33. Continue to investigate all cyber threats that are reported by security infrastructure alerts or County employees.
 34. 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.
 35. For the month of July, 527 helpdesk requests were created, with staff completing 506 tickets and leaving 115 open requests. In addition, there are currently 72 project requests.
 36. IT staff continue working to restore and import 15+ years of digital archive tax roll data into Laserfiche for the Treasurer.
 37. The Register of Deeds work to upgrade multiple applications continues each week. IT staff escorts and assists the vendor, Fidlar Technologies, with server and application updates. ROD server replacements will be scheduled for 2023.
 38. Continue to apply numerous security patches to servers. These updates include fixes for functionality and security patches that keep servers as secure as possible.
 39. IT Management attended meetings of the Broadband / Digital Equity Solutions Team.
 40. Work on the 2024 budget has been completed. IT manages three budgets: IT Main, VOIP, and PC Replacement. Provided departments software and hardware costs for 2024.
 41. Programming staff work to provide review and support of systems previously assigned to the now vacant analyst position.



Wood County

WISCONSIN

Reuben Van Tassel
Facilities Manager

Letter of Comments September 2023

Ongoing Projects and Planning

Jail Project – Second and third floors of the new jail are very busy with construction; most trades are making great progress each week. Considering the scale and nature of our project, the minimal use of contingency up to this point should be viewed as a success. I am still reviewing potential areas where savings may be found.

Courthouse – Most updates to our facilities are approved by our County Board and oversight committees; however, some of the remodeling at our Courthouse must also be reviewed and approved by the State of Wisconsin Ninth Judicial District Chief Judge, as outlined in Supreme Court Rule 68. I am working with Court staff on a few upcoming court-related projects that must be approved by our District Chief Judge.

I am still in communication with the City and other property owners regarding future improvements to Courthouse access along Market Street.

River Block – The approved update to the elevator controls is tentatively scheduled to begin before the end of September; there should be minimal disruption to building access, as the contractor plans to keep one of the two elevators operational during the work.

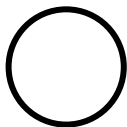
I am still working with all necessary entities on long-term enhancements to the power supply at River Block; although some progress has been made recently, the complex nature of utility regulation and other lease/easement details will prevent the process from moving along quickly.

Space Needs – As much as we work to plan ahead, there are many times when departments are unable to predict when the need will arise for an additional office; an example of this is grant-funded positions. While this causes challenges, we do our best to remain flexible and meet the ever-changing needs within our facilities.

Miscellaneous

Attended PIT, Operations, H&HS, County Board, and numerous project meetings.

Received a request that some of our area youth be allowed to paint the trash receptacles at River Block as part of a community beautification project.



RESOLUTION# _____

Introduced by Property & Information Technology Committee
Page 1 of 1

Motion:	Adopted:	<input type="checkbox"/>
1 st _____	Lost:	<input type="checkbox"/>
2 nd _____	Tabled:	<input type="checkbox"/>
No: _____ Yes: _____	Absent:	_____
Number of votes required: <div style="display: flex; justify-content: space-around; align-items: center;"> <div style="border: 1px solid black; padding: 2px 10px; text-align: center;">X</div> <div>Majority</div> <div style="border: 1px solid black; padding: 2px 10px; text-align: center;"> </div> <div>Two-thirds</div> </div>		
Reviewed by: <u>PK</u> , Corp Counsel		
Reviewed by: <u>EN</u> , Finance Dir.		

INTENT & SYNOPSIS: To go on record in support of updating the supply of electricity to River Block with a long-term solution that will include a relocated electric meter and the transfer of power supply cable responsibility to the utility provider.

FISCAL NOTE: Total cost to Wood County is unknown. Some of the project cost will be covered by insurance as part of a repair; the remaining cost will be paid out of the Maintenance Fund.

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

WHEREAS, responsibility of the power supply cable that serves River Block was transferred to Wood County at the time of purchase due to the pre-existing power meter location, and

WHEREAS, the utility provider has the knowledge and experience most appropriate for the control and maintenance of the power supply cable, and

WHEREAS, Wood County seeks to relocate the metering equipment in order to allow the transfer of responsibility back to the utility provider,

NOW, THEREFORE, THE WOOD COUNTY BOARD OF SUPERVISORS HEREBY RESOLVES to direct the Facilities Manager to authorize the utility provider to commence all work necessary for the transfer of power supply cable responsibility to the utility provider.

()

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

County Clerk

County Board Chairman

CWSF Board of Directors Meeting Minutes

July 17th, 2023 at 6:30 PM

Fair Office - 513 East 17th Street Marshfield, WI

ROLL CALL: Dale Christiansen, Kari Schwingle, Sandy Leonhard, Heather Wellach, Peggy Sue Behselich, Kara McManus, Derek Wehrman, Brad Hamilton, Joyce Karl, Scott Karl, Gary Bymers

Not Present: Nick Wayerski, Jeff Viergutz

The meeting of the Central Wisconsin State Fair Board was called to order at 6:30pm in the Fair Office building at the Central Wisconsin State Fair Grounds in Marshfield, WI.

Public Comment: Mike O'Reilly, Steve Katona

Approval of Minutes: Minutes from June were presented and reviewed. Brad Hamilton made a motion to approve the minutes. Kara McManus seconded. All approved.

Financial Report: All presented with the financial report. Heather Wellach made a motion to approve, Brad Hamilton seconded. All approved.

Executive Report: Dale spoke about streamlining different processes since taking over 7 years ago. Dale has been receiving calls questioning status of the fair and status of leadership.

Junior Fair: Have not met. Will meet this Wednesday and have an update for next meeting.

Fair Update: Wrapping up loose ends. Fair posters are ready to be distributed, brochures will be ready to go within a week, met with several people on traffic routing getting animals in and out (is resolved), housing of animals has been addressed as well and is explained in show palace documentation. May need to switch animals around between tents/barns.

Executive: No update

Sponsorship/Marketing: Thorogood has taken a large sponsorship! Land O'Lakes has taken a large sponsorship as well! Ticket sales are going well, Geofencing are great as well. Advertising is going well, bringing in more ticket sales.

Fairest of the Fair: Parade—helped with penny scramble and worked bingo hall. Great community service for this group.

Volunteer: Still needing a couple bartenders for Wednesday and Thursday at Blue Ribbon. Board members to volunteer for networking at 5 and the market sale.

Livestock: No updates, will meet August 9th for Superintendents meeting.

Draft Horse: No updates at this time.

Building and Grounds/ Park Management: Wash rack ---wall is up, drain is in and hooked up, half way grated to pour floor. Still looking for wash rack sponsors. North panel has been redone/finished, new pedestals been put in and wired. South panel --- 6 electricians have been out working and everything has been completed that absolutely needed updates. Parking lot has also been remedied for any wiring needing to be replaced. South area will be condemned after this year's fair. Dale will renew management agreement for next year—needing some clarification.

WOW Committee: They will be by exhibitors, will be a benefit for better exposure and involvement.

Old Business: Looking for volunteers from the board for a couple events. Needing help with runners and office.

New Business: None

Next Agenda: Board member schedules, reviewing disaster plan, revisit volunteers, checklist before the fair.

Next Meeting: August 14th, 2023 at 6:30pm.

Adjournment: Derek Wehrman made a motion to adjourn at 7:18pm to adjourn. Brad Hamilton seconded. All approved.

Respectfully,

Kari Schwingle

JUNIOR FAIR BOARD MINUTES

July 19, 2023

Hewitt Village Hall

July meeting of the Central WI Jr. Fair Board was called to order by President-elect Heather Wellach at 7:02 pm at the Hewitt Village Hall.

MEMBERS PRESENT: Brittany Bauer, Lisa Blanchard, Jodie Budtke, Romelle Bymers, Dale Christensen, George Gilbertson, Laura Huber, Alli Kalsow, Virginia Krause, Megan Kunding, Steve Redmond, Josh Sabo, Mark Seefeldt, Andrew Seefeldt, Laura Strigel, Dave Urban, and Heather Wellach.

EXCUSED: Misty Ferk, Missy Katzenberger, Tracy Benson, Betty Peterson, and Melissa Hanke.

MEMBERS ABSENT: Beth Spindler, Tim Heeg, and Kitty Bymers.

GUESTS: Mark Cournoyer, Mark Zee, Rikki Grassel, and Jason Bernick

ADDITIONS TO THE AGENDA: Mid-State Tech College request - Megan

SECRETARY'S MINUTES: Approved as printed.

TREASURER'S REPORT: Approved as presented.

FAIR BOARD REPORT: The wash rack is in progress and will be ready by fair time. Campground power is up and ready to go for the fair. Other major work is in progress. The major safety issues were fixed.

EXTENSION REPORT: Laura asked if Snyder 4-H could put up a donation container in their food booth at the fair to collect money to furnish their new club house since all their old furnishings were lost in the fire. Dale will have to check on that. Wonders of WI will be in the Lang building this year. The Extension Office would like to set-up a promotional display in the Junior Fair building.

OLD BUSINESS: *Judges – Judges are still needed for rabbits, cats, and dogs.

*Superintendent's Workshop: This will be held on Wed., August 9 at the Junior Fair Building with a thank-you meal to be served at 5:30 and the workshop to follow. The meal will consist of pulled pork sandwiches and potato salad (Josh) buns, watermelon, beverages

(Heather) and bars (Alli and Misty). Dave will bring cheese curds. The cost of the pork and salad is \$159.00 which is within the budgeted amount. Members should come at 5:00 to help with set-up. Postcards will be sent to all the superintendents and assistants.

*Fair Food – The food has been ordered. Kristy Drexler will pick up the subs in Stratford.

*Best of Show Ribbons/State Fair Ribbons – Romelle will update the chart to match the changes in the fair book. State Fair picks will be the same as the Best of Show numbers.

*Jr. Fair Office Coverage – A sign-up sheet was rotated for members to sign up. It will also be offered to 4-H clubs and at the super. workshop.

*Scholarship – There were 6 applicants. A winner has been selected and will be announced at the award's program on Thursday of the fair at 1:00. Josh asked some type of criteria be established for selecting the winner. It could include fair involvement, grades, and other things that are important to the group. Tabled until after the fair.

*Supreme Showman – Mark Zee presented information about the Supreme Showman class at the fair. This will be posted on the fair's website and included in the 2024 fair book. The cost of the program is covered by sponsors.

*Workday to complete shelves – Steve thinks that the new shelving can be set up on workday and an additional night will not be needed.

*Performance Classes – Mark Cournoyer presented information on the new performance classes that will help make the carcass show more educational for the youth. Youth may volunteer to participate and have their beef, sheep or swine scanned. The cost of \$10 will come out of their market sale check. The show will be held on August 31 at Custom Meats in Marathon. The top five placings will receive a cash prize provided by sponsors. Members will need to sign-up by August 14. George moved to allow the program to go ahead. Brittany seconded. Yes – 7, No – 6, Abstain – 2 Motion carried. Information will be posted on the fair website and be included in the 2024 fair book if it continues.

*Clean-up Day – August 19 – All workers are to report to the Junior Fair Office in the morning and they will be assigned tasks. Superintendents will be wearing orange vests so that people know to find. Older members and adults who can help with shelving and unloading the wagons will begin at 8 am. Young families will begin at 9 am. Once the shelving and unloading is finished work may begin in the barns. Some tools will be needed to complete the shelving.

NEW BUSINESS:

*Entry Problems - Rikki Grassel asked if someone else could show her son's hog because of medical issues. She has already okayed this with the Market Sale group. Josh moved to allow another pig exhibitor show her son's animal in the market class only. Dave seconded. MC. The Hughes family asked that their entries be accepted. They missed the deadline because power went out on the final day and they were not able to submit their entries. Jodie moved to accept the late entries. Josh seconded. MC A member of the Quilt Camp would like to show her quilt. She is not enrolled in a youth group. Quilt Camp has been co-sponsored by the UW Extension and the local quilt guild. She also did not sign-up for the camp by March 1 as stated in the book. Josh moved to allow her to show her quilt for ribbon only this year. Alli seconded. MC with 1 no vote. After the fair we need to look at how to

include other youth to show at the fair if they are a part of a program sponsored by the Extension Program.

*Overnight Supervision – Seefeldts will cover Monday night, Alli on Tuesday and Heather on Wednesday.

*Entry Passes – The Fair Office will sponsor passes for the superintendents, assistants and Jr. Fair Board members as they have done in the past.

*Shavings – Tim and Lisa will be in charge of collecting money for the sale of shavings at the fair. It is unsure as to where the trailer will be parked at this time.

*Mid-State tech College Request – Megan passed out a sheet asking where help is needed at the fair. Mid-State is willing to provide volunteers to help with area in need.

Department Reports: Market Sale – Nothing at this time.

Dairy – Nothing at this time.

AGENDA ITEMS FOR THE NEXT MEETING: Judges, Jr. Fair Office Coverage; Clean-up Day, Best of Show Ribbons/State Fair, Entry Issues, Building Watch, Junior Fair Tasks

The next meeting will be Wednesday, August 9 at the Junior Fair Building following the Superintendent's Workshop. Lisa moved to adjourn the meeting. Dave seconded. Meeting adjourned at 9:05 pm.

Respectfully submitted,
Romelle Bymers,
Recording Secretary

MARSHFIELD FAIRGROUNDS COMMISSION
Tuesday, August 1, 2023 Meeting Minutes

1. CALL TO ORDER:

Meeting was called to order by Tom Buttke, Chairperson at 12:00p.m. at the Central Wisconsin State Fair Office.

ROLL CALL:

Present: Commissioners: Jeff Penzkover, Tom Buttke, Rebecca Spiros, Russ Stauber, Bill Winch; Absent: Natasha Tompkins

Also Present: Justin Casperson, Parks and Recreation Director; Dale Christianson, CWSF Manager; Gary Bymers, CWSF Board Members; Raneef Graf, Wood County Republicans; Mary Jo Wheeler-Schueller; Marty Draxler; Ed Newton, Wood County Finance Director; Adam Fischer, Wood County Board Supervisor #5; Mike O'Reilly, City of Marshfield Alderperson; Lois TeStrake, City of Marshfield Mayor; Steve Katona. Bill Clendenning, Wood County Board Supervisor #15.

- 2. FAIRGROUNDS MANAGEMENT (6.B.) BLUELINE BAR UPGRADE REQUEST:** Chairperson Buttke moved up item 6.B. on the agenda "Fairgrounds Management Blueline Bar Upgrade Request" to accommodate guest Marty Draxler's schedule. Draxler said that the parish pull group is interested in making upgrades to the Blueline Bar, which is located just north of the grandstand. They would like to open up section of the fence that faces the track and stage, install coolers, install concrete steps and make repairs to areas in the bar. The group is willing to donate all their time and materials to make the upgrades and comply with any permits and code requirements. They will accomplish this by asking for in-kind donations, volunteer time or purchase any items if needed. ***Motion by Stauber, second by Spiros to approve the request by Draxler; motion carried 5-0.***

- 3. APPROVAL OF MINUTES:** Motion by Spiros, seconded by Penzkover to approve the May 25, 2023 Fairgrounds Commission meeting minutes; motion carried 5-0.

- 4. CONFLICT OF INTEREST:** None.

5. PUBLIC COMMENT:

Ed Newton said that Wood County is requesting, specifically his Department, to see the financials of the Central Wisconsin State Fair Board. They are mostly interested in the any agreements, gates receipts, gate controls, books, reports, financial record keeping; cash disbursements, operation costs, etc. They want to see the books by mid-September. They will not provide any more money to the Fair if they are not able to see the financials.

Renae Graff said they had a booth at the Fair for 2-years and were moved out of the expo building to another building. They are not pleased with the move. They have made several open record requests to the CWSF. They have called 16 county fairs and no movement like this has occurred at their fairs. There is confusing information about if there is or isn't room in the building for them. They feel they are being lied to. They believe they should be put on a priority list to move into the building. Their group has retained a lawyer to sue the Fair, County and City for not getting a booth in the expo building. She is also a vendor at the Fair. She said the map is not well done and should be better for what they pay for. She asked the Commission if they wanted a lawsuit or turn in the man who is responsible for all of this.

Mary Jo Wheeler-Schueller said that she runs a very tight ship at her businesses. Lack of communication or not returning phone calls will get anyone at her business in trouble. There is a lack of communication with regard to the Fair. She is the Chairperson with the City of Marshfield Economic Development Board and a long-time fair supporter. She feels there is a need for a long-term plan for the Fair. She believes Farm Tech Days wants to move the Fairgrounds permanently and it would be a big economic impact if they did. She completed a grant with Wood County for electric repairs at the CWSF campgrounds. She is frustrated that the application was pulled by the CWSF for consideration and frustrated with the management of the Fair.

Tom Buttke said he was frustrated with what happened at the CEED grant meeting and the application was pulled. He wants an audit of the Fair before giving them any more money. He was surprised in which the electrical repairs were done and that they did not go out for public bids.

Gary Bymers said there has been little to no interest in the Fair or the grounds by the City or County or anyone

for years until the Republican Party of Wood County didn't get their way. The previous County Board representative would sleep during the CWSF board meetings. They have to fight with the City on beers sales, the fire department on tents and cooking regulations. No one seemed to care until 3-months ago and no one has invested money in the grounds either.

Tom Buttke said the Fair Commission does care about the Fair and invested a lot of money into the improvements of the expo building, round barn and grandstands.

Bill Clendenning said that he was told by Lance Pliml that his only role on the CWSF board to adjourn the meeting. He wants to know the financials of the Fair. There are no reports and financial information provided. He asked Lance to remove him from the CWSF board because he was so frustrated.

Rebecca Spiros said the City has an interest in the Fair's financial records. They have asked for them repeatedly, but Dale has never provided them. She said it is extremely frustrating to work with the Fair.

Jeff Penzkover said that Fair is going to be different, you can bet your ass on that.

Lois TeStrake said we all need to work together to make the fair blossom. We can all agree on that.

Steve Katona asked if the City has a grant writer on staff.

Rebecca Spiros asked about who all governs the fair and the fairgrounds and which board or committees govern who.

Dale Christianson said that the CWSF is separate from the City and County and a private non-profit organization who operates the fair and has an agreement with the City to manage the property. None of you people were around before all this stuff started with the Republican Party of Wood County. I know people here want me fired.

Gary Brymers said there is no money to get projects done. There are no meetings being conducted.

Tom Buttke said there are meetings often and we spent a lot of money on the round barn, expo and grandstands.

Lois TeStrake asked why people are not asking the CWSF for their financial reporting and why are they asking the Fairgrounds Commission? The Commission doesn't have their records.

Dale Christianson said that the County and City give money to the Fair Commission, not to the CWSF.

Mary Jo Wheeler-Schueller asked Dale Christianson if the CWSF has a contract with the City and that he needs to come to the Commission with his requests.

Tom Buttke asked how do we make this more positive. Let's sit with the CWSF about what improvements are needed.

Gary Brymers said you are not in the fair business, you are in the money supply business. Dale is hired by the CWSF, not the Commission.

Jeff Penzkover said that the Fair needs to be run like a business and not like a charity.

Renae Graff said there are empty booths at the fair. People are leaving the fair all the time. There is no recognition of vendors. It is not run well at all.

Tom Buttke said he would like more information from Dale and his maintenance man on what improvements are needed on the grounds.

Adam Fischer said he thought the Public Comment period was way out of normal protocol and it should conclude and move on with the rest of the meeting.

6. **FAIRGROUNDS COMMISSION:**

- A. **Financial Statement:** The bank statement from the Wood County Treasury Department was shared. The balance as of June 30, 2023 was \$17,040.44. ***Motion by Spiros, seconded Stauber to accept the financial statement and place on record; motion carried 5-0.***
- B. **Approval of Bills:** None.
- C. **Onboarding Discussion:** Casperson shared that in the meeting packet and it was provided at the meeting, the was information on the governance of the Fairgrounds Commission and the relationship with the various parties. In 1983 the County and City entered into an agreement to create a Fairgrounds Commission. At that time, whereas the City was the owner of buildings and grounds and in serious need of repair, replacement, maintenance and improvement, the expense of which the City was unwilling and unable to bear alone, and which the CWSF was not financially able to bear, either alone or in concert with the City; Both City and County agreed to establish a Commission. The Fairgrounds Commission has been created for the purpose of having full, complete and exclusive jurisdiction of the fairgrounds including the advertising for and awarding of bids for the construction, improvement or maintenance of any building or buildings, or land improvements, the letting of contracts therefore, and the care, custody, maintenance and repair of said lands and buildings during its operation until changed by joint resolutions of the City of Marshfield and the Wood County Board of Supervisors. In creating the Fairgrounds Commission, both governmental entities recognize that the land upon which the Marshfield Fairgrounds is located and all of the improvements to the land are owned by the City of Marshfield. The Fairgrounds Commissions charged with the duty of overseeing the expenditure of funds provided by both governmental entities to the Fairgrounds Commission, to improve and maintain the Marshfield Fairgrounds and its facilities. Further, the City of Marshfield is responsible for daily operations and routine maintenance of said property, which they have a management agreement with CWSF to maintain the property. At that time, in 1983 both City and County agreed to financially support the Fairgrounds by budgeting money for the improvement of the grounds by each contributing \$25,000 for a total of \$50,000. That same amount is budgeted today. The Commission, unable to complete projects with \$50,000/year decided to take out a loan of \$400,000 in 2012. The City and County agreed to pay off the loan, which expired in 2022. Today, there has been discussion between the City and County, if they want to resume making their contributions to the Fairgrounds Commission for buildings and grounds improvements. The City and County do not oversee or operate the CWSF event that occurs in August. That is separate event from those bodies.

Spiros asked that in Article 6 of the by-laws if a budget is presented to the City or County?

Fischer said that the County gives \$32,000 a year to the junior fair and \$25,000 to the Fairgrounds Commission.

Brymers said to come up with a plan to make all the repairs. The campground electrical issues just came about 3 months ago.

Casperson explained the process in which the Fairgrounds Commission monies are spent. Before any work can be done, an approval is required by the Commission with an estimated cost and scope of services. Then an invoice is submitted and approved by the Commission. Then the invoice is submitted to the County for payment along with the meeting minutes of the approval and the chairperson and vice chairperson are included on the request to the County. The County then cuts a check to the vendor. The expense is reflected on their bank statement, recorded in their records and approved at each meeting. There are no cash disbursements.

Brymers explained the animal wash rack was created by the 17th Street road construction and the City requiring changes to the sanitary and storm sewer services. This forced the CWSF to find a new location for wash rack.

Christianson said they did ask for an increase in the amount the County gives the Jr. Fair from \$32,000 to \$38,000.

Penzkover said that the County Board holds Ed Newton in very high regard. What Ed is asking will happen, mark my words.

Stauber said that the Fairgrounds Commission have a historical record of the various capital projects completed and buildings that need attention for the CIP. It is very good information to review.

- D. Expo Feasibility Study: Christianson said that the expo feasibility study committee met in June with MSA for their kickoff meeting. The meeting involved the goals of the building and potentially addressing other need improvements with the project including storm water management, parking, electrical needs, building repairs. The main focus was on the location of the building on the property. It was discussed to place the building at the northwest corner of 17th & Peach, the current office location and the jr. fair, beef barn, 4-h building. There was much discussion on the use of the building and to ensure it was sized correctly. The Committee felt there was a need to spend more time to ensure the building is sized right. A SWOT analysis would be helpful for the process. The Committee would like to work with a consultant that Dale knows who can provide this service. They hope to resume work after the fair.

7. FAIRGROUNDS MANAGEMENT REPORT:

- A. Management Agreement: The management agreement between the City and CWSF is set to expire at the end of year. The proposed agreement was included in the packet and handed out at the meeting. The majority of the items noted in the agreement will not change except payment will be twice a year instead of monthly. This will help the CWSF to pay vendors on a timely basis. ***Motion by Stauber, seconded by Spiros to approve the agreement as presented, contingent on approvals by other parties; motion carried 5-0***
- B. Electric Repairs: Christianson said that he has been working with the City Inspector and Dakota electric on repairs around the property. Specifically, the campground to get it running for the Kennel Club Dog Show and the Fair. Dakota was able to get the electric in the campground working for the dog show and will get it ready for the fair. Areas will be shut down after the fair to complete the rest of the repairs. Lead times on some of the products are 6-8 months out. One of the panels costs \$25,000. The repairs are very expensive and very time consuming. Christianson handed out a map depicting the repair plan. Casperson said the City is conducting electric repairs related to the 17th Street road construction project. The Inspector is working with Marshfield Utilities in repairs. Most of the repairs will be done this year after the fair is over. The City budgeted \$50,000 using ARPA funds to help with the costs. Earlier this year, there was a request to the County to help with those repairs related to the 17th Street road construction, but a response was not provided.
- C. Pats Barn Wash Rack Update: Christianson provided an update on the wash rack. Nikolai Construction started work in July and should be complete before the Fair. The Commission, City nor County are contributing to the cost of the new wash rack.
8. **CWSF REPORT**: Christianson reported that plans for the 2023 Fair are well under way. Ticket sales are going well. VIP tickets are sold out. The book came out yesterday. Weinbrenner and Land O' Lakes agreed to be major sponsors, causing a delay in the book release. Vendor spots are full with 75. ***Motion by Stauber, seconded by Spiros to accept the CWSF report and place on file; motion carried 5-0***
9. **PARKS AND RECREATION**: Casperson mentioned the City operates and manages the softball fields. That area has remained with the City for maintenance because they are main users of the fields. The City works with CWSF on large events and tournaments.
10. **FUTURE AGENDA ITEMS**: Commission asked that there is a joint meeting between the Commission the CWSF following the Fair.
11. **NEXT MEETING**: TBD after the Fair. Late September.
12. **ADJOURNMENT**: Meeting adjourned by Buttke at 1:46pm

Respectfully Submitted: Justin Casperson, Director of Parks & Recreation

South Central Library System Board of Trustees Minutes
7/27/2023, 12:15 p.m.
Waunakee Public Library
201 N. Madison Street, Waunakee, WI
Meeting held via BlueJeans & in person

Action Items: None

Present: D. Berland, B. Clendenning, P. Cox, S. Feith, E. Galanter, N. Foth, J. Honl, M. Nelson, L. Ross, T. Walske, J. Wright

Absent:

Excused: N. Brien, M. Furgal, G. Poulson, T. Teelin

Recorder: H. Moe

SCLS Staff Present: J. Anderson, K. Goeden, M. Van Pelt

Guests: Becky Spratford

Call to Order: 12:15 p.m. J. Honl, Vice President

- a. Introduction of guests/visitors: Becky Spratford, Presenter and Jean Anderson, SCLS Coordinator
- b. Requests to address the Board: None

Approval of previous meeting minutes: 6/22/2023

- a. Motion: N. Foth moved approved of the 6/22/2023 minutes. J. Wright seconded.
- b. Changes or corrections: None
- c. Vote: Motion carried.

Financial Statements: K. Goeden provided an overview of the financial statements. S. Feith inquired which account is being used for building project payments. K. Goeden noted there has been an invoice for a down payment from Keller and 7600 is the account that is used for new building/construction. Kerrie will highlight the invoices that we have received to date. SCLS received one change order for a 3-way light switch in the meeting room.

Bills for Payments: The payment amount is \$174,353.30

- a. Motion: S. Feith reviewed the bills for payment. N. Foth moved approval. J. Wright seconded.
- b. Discussion: None
- c. Vote: Motion carried.

Presentation: *Trustee Roles and Responsibilities* with Becky Spratford – the presentation and training will be held following the regular board meeting. A PowerPoint of the presentation is available in the documents online.

Committee Reports:

- a. Advocacy: No report.

Action Items: None

SCLS Foundation Report: The board met 7/18/2023. Logistics of the Cornerstone event were discussed and the rise of the foundation portfolio was celebrated. A new trustee from the SCLS board is needed for the foundation board.

System Director's Report: You may view the System Director report online.

Discussion: None

Administrative Council (AC) Report: All Directors met 7/20/2023. You may view the minutes online. A cybersecurity expert and a Hausmann Insurance representative provided a presentation to the directors. All members have signed the new agreement to participate in SCLS technology services.

Information sharing: N. Foth noted an interest earning CD for her library had not been reviewed since 2018 and was not earning at a high interest rate. She signed the paperwork to increase the interest received and it's doing much better!

S. Feith and B. Clendenning are going to the Stanton W. Mead Education & Visitor Center where the McMillan Memorial Library took a bus full of kids for a summer library program adventure.

Theresa Walske encouraged the board to donate to the Cornerstone event which will be held October 12th at the Waunakee Public Library, honoring Kristi Williams. The Cornerstone invites will be going out in August.

Adjournment: 12:41 p.m.

For more information about the Board of Trustees, contact Martha Van Pelt
BOT/Minutes/7/27/2023

Meeting Minutes of the University Commission

2/9/23 – UWSP Marshfield

Clark Administration Building Room 101

Call to order – 5:00pm

A meeting of the University Commission was held at UWSP Marshfield Campus on 2/9/23.

Attendees included Chairperson Donna Rozar, Vice Chairperson Al Breu, and the following Commissioners: Treasurer Michael Nussbaum, City Alderman Michael Feirer, City Alder Rebecca Spiros, Marshfield District #2 Representative Nick Poeschel, Wood County Board member Al Breu,, and Hon. Jake Hahn (Cell phone). Guests included Marshfield Campus Executive Dr. Anthony Andrews and Marshfield Campus Facilities staff Tom Zink, and UWSP Dean of University College Gretel Stock (Zoom). Quorum was achieved and declared.

There were no public comments.

Introductions were made with everyone declaring their name and position.

Approval of minutes from the prior meeting

The minutes were read and approved unanimously. Motion to approve by Al Breu and seconded by Mike Feier.

Reports

Chairperson Donna Rozar asked that the Commissioners review the Register Report and compare the budget to actual expenses. There was a motion made and seconded to approve the Register Report. The motion to approve was made by Al Breu and it was seconded by Nick Poeschel. The report was then approved unanimously. There was then a motion made by Al Breu to approve the comparison of the budget to the actual figures (ytd). It was seconded by Nick Poeschel and subsequently approved unanimously.

There was then a review of the financial activity since the November 11, 2022 meeting. A motion was made to approve of the past financial activity. It was moved by Rebecca Spiros and seconded by Mike Feier approved unanimously.

Tom Zink then gave a status report on the chiller project and the subsequent removal of scrap metal. Although there was an initial estimate, the actual amount paid for the scrap metal, was much less than the initial estimate. A discussion ensued and Chairperson Rozar reminded the commissioners of the discussion before the allocation of County/City resources to the project, and questioned why the amount received was much less than the original estimate. Tom gave his opinion and cited discussions with Brian, who was the previous campus Director of Facilities. Tom then gave his report on the company responsible for snow removal and the mowing of the grass and trimming of hedges. There was a motion made to accept his report by Al Brea and seconded by Rebecca Spiros. It was unanimously

approved. There was then a motion placed on the floor to approve the 2023 mowing contract. It was moved by Al Breu, seconded by City Alder Rebecca Spiros and unanimously approved by the body.

At this point in the agenda, Chairperson Rozar stated that she placed the 2023-2027 CIP Budget on the agenda, although she believed that it was approved at a prior meeting, but inadvertently not recorded in the minutes. A discussion ensued. It was unanimously agreed that it was indeed passed at a previous meeting.

Dr. Andrews then gave a brief verbal report which included reminding everyone of the Marshfield Cultural Fair which will take place on the Marshfield campus on February 25th 2023. Chairperson Rozar welcomed him to Marshfield. She also questioned him on the status of the new Director of Facilities. Dr. Andrews stated that he has reviewed the references and Dean Stock conferred that the process should move swiftly, and we may be able to make a formal offer with the next couple of weeks to the prospective candidate.

Chairperson Rozar then gave a brief report and thanked Commissioner Nick Poeshel for his service as the District #2 Representative and his work on the Commission; as his current term is expiring and he is not seeking re-election. She then thanked everyone for attending and confirmed the date of the next meeting which will be May 11, 2023.

The meeting was adjourned at 5:47 pm.

Anthony D. Andrews Jr.
Secretary

August 10 2023
Date of approval

Minutes

University Commission

UWSP-Marshfield/Wood County

DATE

May 11, 2023

TIME

5:00 pm

MEETING CALLED TO ORDER BY

Assemblymember Donna Rozar

IN ATTENDANCE

Rep. Donna Rozar, Alderperson Derek Wehrman, Alderperson Mike Feirer, Wood County Board Rep. Al Breu, Rep. Jake Hahn, Ralph Nussbaum, UWSP Dean Gretel Stock, Interim Lead Facilities Supervisor, Tom Zink, USP-Marshfield Campus Executive Dr. Anthony Andrews (quorum established and there were no public comments).

Election of Officers

Election for Chairperson: Rep. Donna Rozar turned the meeting over to Dr. Andrews to conduct the elections. Jake Hahn nominated and Mike Fieirer seconded the nomination of Donna Rozar for Chairperson. Donna was elected unanimously. Donna then conducted the election for Vice Chairperson. Mike nominated Al Breu for Vice Chairperson and Donna seconded. Al was elected unanimously. Derrick Werman nominated Mike Fierer for Secretary and Al Breu seconded the motion. Mike Fierer was elected unanimously.

APPROVAL OF MINUTES

The minutes from the February meeting were read, amendments suggested, and a motion was made to approve by Al Breu and seconded by Jake Hahn. The minutes were approved unanimously.

REPORTS

The Register Report was presented by Ralph Nussbaum, and a motion was made to approve the report by Al Breu and seconded by Mike Fierer respectively, then approved unanimously. Ralph then presented the Financial Activity Report, over the last quarter, and the report was approved unanimously (motion made by Al Breu and seconded by Jake Hahn). The Facilities Manager's Report was then presented by the Interim Facilities Lead Staff Person Tom Zink (report enclosed) and received and placed on file. Tom Zink then presented the 2023-2027 CIP Report, and a motion was made to approve the report by Al Breu and seconded by Jake Hahn. The report was approved unanimously. Dr. Andrews then presented the Campus Executive Report which included discussion about the potential siting of a daycare on campus, a S.T.E.A.M. High School, collaborations with Marshfield Clinic and the 2024 60th Anniversary. Chairperson Rozar then gave a report which included the review and approval of the property insurance policy.

NEXT MEETING

The next meeting was scheduled for August 10, 2023, and the meeting was adjourned at 6:30 pm

Approved 8-10-2023.

RESOLUTION # _____

Introduced by: WOOD COUNTY BOARD OF SUPERVISORS

RELATING TO THE LIFE AND PUBLIC SERVICE OF JOHN T. SIEWERT

WHEREAS, it has pleased the Almighty to call from this life former County Board Supervisor John T. Siewert, and,

WHEREAS, Supervisor Siewert was born February 24, 1924, and passed from this world on August 8, 2023, and,

WHEREAS, Supervisor Siewert graduated from Lincoln High School in 1941, and after World War II, earned a degree in Business from UW-Madison. He eventually joined his father and brother in the family business of insurance and real estate which would eventually become Caldwell Banker Siewert Realtors, and,

WHEREAS, Supervisor Siewert was elected and served on the Wood County Board of Supervisors from 1964-1972, 1974-1984, and from 1986-1992, and,

WHEREAS, Supervisor Siewert served with honor and distinction many committees of the county board, including Insurance, Legislative, Health (chair), Public Property, Sheriff & Traffic, Census Review & Redistricting, among other, and served as Parliamentarian, and

WHEREAS, Supervisor Siewert’s public service also included service in the U.S. Navy during the World War II, including action on D-Day, June 6, 1944, and was subsequently awarded the Freedom Cross from the French Free Forces, Silver Medal of Souvenir Francais, and the National Order of the Legion of Honor, and

WHEREAS, Supervisor Siewert enjoyed the respect of his colleagues and service organizations to which he belonged, including being a founding member of the United Way, and a 67 year member of Rotary International, and,

NOW, THEREFORE, BE IT RESOLVED, that the Wood County Board of Supervisors commend Supervisor John Siewert’s public service, express their sorrow at his passing and extend condolences to his family and friends.

BE IT FURTHER RESOLVED, that a copy of this resolution be sent to his family.

BE IT FURTHER RESOLVED, that we stand in silence for one minute in respect to his passing.

WOOD COUNTY BOARD OF SUPERVISORS

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Adopted by the Wood County Board of Supervisors this 20th day of September, 2023.

_____	_____
County Clerk	County Board Chairman